



Sycamore Park District
 Regular Board Meeting
 July 26, 2022
 6:00 PM

Sycamore Golf Club, A Facility of the Sycamore Park District
 Riverview Room
 940 E. State Street, Sycamore, IL

AGENDA

CALL TO ORDER (Roll Call Vote)

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

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

3. **Regular Minutes: May 24, 2022 (Voice Vote)**
Executive Session Minutes: May 24, 2022 (to remain confidential)

APPROVAL OF MONTHLY CLAIMS:

08. **Claims Paid Since Board Meeting (Roll Call Vote)**
17. **Claims Presented (Roll Call Vote)**

CONSENT AGENDA:

27. **Superintendent of Finance Monthly Report**
29. **Budget Report**
43. **Superintendent of Recreation Monthly Report**
48. **Superintendent of Golf Operations Monthly Report**
51. **Superintendent of Parks and Facilities Monthly Report**
54. **Executive Director Monthly Report**

CORRESPONDENCE:

56. **GSNI Double Tree Service Unit**
57. **Aurora Christian Schools-Cornerstone**
58. **KSRA – Thank You**
59. **IDNR OSLAD Grant**

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

60. **Appreciation of concession staff: Theresa/Melissa**

PLANNING COMMISSION REPORT: Ted

AGENDA**July 26, 2022, 6:00 PM****Page 2****OLD BUSINESS:****64. Construction Updates: Jeff/Jonelle**

- Founders Park
- Pool
- GWT status
- Riverside
- Memorial Park
- Reston Ponds

65. SPF Update: Jonelle

- Projects:
- Financial statement
- Events: Golf outing

NEW BUSINESS:**70. Bi-Annual Review of Executive Session minutes: Jonelle****71. RecStar staff survey review: Jonelle****108. Sycamore Chamber of Commerce request**

- Pumpkin Run

Special Announcements**Study Session August 9, 2022, 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 28, 2022**

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 6:00 p.m. on Tuesday, June 28, 2022.

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, Doty, 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: **None.**

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

Guests at the Board meeting were:

Dawn Schaefer, KSRA

Regular and Consent Agenda Approval –

Motion

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

Voice Vote

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

Approval of Minutes –

Motion

Commissioner Graves moved to approve the May 24, 2022, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

Motion

Commissioner Strack moved to approve the May 24, 2022, Executive Session Meeting Minutes to remain confidential. Commissioner Doty seconded the Motion.

Voice Vote

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

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Claims and Accounts Approval

Motion

Commissioner Doty moved to approve and pay the bills in the amount of \$411,346.06.
 Commissioner Graves seconded the Motion.

Roll Call

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

Correspondence –

- DCCF – Farny Wurlitzer Ukelele Lessons

Public Input – None

Positive Feedback –

- Commissioner Graves noted he knows staff is stretched to the max. Everyone is doing a great job and he is proud to be a part of this.
- Commissioner Ackmann gave hats off to pool staff from the lifeguards to the front desk. Everyone has been friendly and doing a great job. It has been a pleasant experience this summer.
- Commissioner Kroeger noted sports concessions dollars is incredible. Commissioner Strack noted it is record numbers.
- Commissioner Kroeger noted that community center numbers are looking good along with golf numbers.

KSRA Annual Presentation: Dawn Schafer – Dawn gave a presentation on what KSRA is doing and what has taken place so far with their fund raisers.

Plan Commission: Commissioner Strack noted there were two items that were discussed. He went over both items and the discussion that took place at the Plan Commission meeting regarding a tattoo parlor in town and a towing business.

Old Business:

Construction Updates:

- **Founders Park:** Supt. Donahoe noted going great except still waiting on one spinner piece. We are hoping to get this mid-July. The benches and tables from Doty & Sons are in and the playground is being used. Director Bailey noted we will need to schedule a grand opening for the playground along with others including Ovitz, Founders, Johnson Field and disc golf.

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Construction Updates:

- **Pool Status:** Supt Donahoe noted we are able to keep it going. They had to change out the chlorine injection system and it is much safer now. The new heaters are great. Director Bailey noted we will have the totals for expenditures in August some time.
- **Riverside:** Director Bailey noted that Riverside is up and running with the fields looking better. She and Supt. Donahoe have been checking the area for a kick wall. Kiwanis and a Parks Foundation member want to sponsor a kick wall since a lot of people want one.
- **Memorial Park:** Director Bailey noted this is officially complete. Commissioner Strack asked about the curbing. Director Bailey noted it is in and looks good. The curbing worked great with the rain on Saturday. It has the ADA ramps. The bocce ball court is also ADA accessible. Supt. Donahoe noted we do not plan on playing on the fields this year since all of them need the grass to grow more. Commissioner Strack asked if any news on the High School field. Director Bailey noted the school is still working with ERA on the design and possibly go out to bid this fall. She noted we are working with them and will be managing and working with the construction.
- **Reston Ponds:** Director Bailey noted there is supposed to be an announcement regarding the 2022 OSLAD awards soon.

Commissioner Graves asked how the pickleball situation is coming. Director Bailey noted we have the nets. Commissioner Doty noted he had a conversation with Chauncey, and he expressed frustration the construction company is using the area for their equipment.

Resolution #01-2022 for GWT:

Motion

Commissioner Strack moved to approve Resolution #01-2022 for the GWT.
 Commissioner Graves seconded the Motion.

Roll Call

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

SPF Update:

100th Anniversary: Director Bailey noted we are currently in the process of finalizing the testimonials. We will set up a few days at the community center for the board to record their information. We plan on doing fireworks for the 100-year anniversary, so will be looking at the budget for this. There will be an events meeting coming up to formulate a schedule.

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SPF Update- cont'd:

Sip 'n' Savor Event: Director Bailey noted this is July 9th from 11 to 3 at the Main South. We have four alcohol vendors and some craft vendors at this point.

New Business

Annual Review of Board By-Laws: Director Bailey noted she just updated the formatting and re worded a few things.

Motion

Commissioner Strack moved to approve the Board By-Laws as presented. Commissioner Doty seconded the Motion.

Roll Call

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

Quarterly Capital Funds Update: Supt. Hienbuecher noted this is just an update on where we are with the capital projects.

Park Conduct Discussion– ES: This will be discussed in Executive Session.

Special Announcements –

July Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:54 pm on a motion made by Commissioner Doty for the reasons listed below. The motion was seconded by Commissioner Strack.

Roll Call

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

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

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The Board convened to Executive Session at 6:57 pm. The roll was called with Commissioners Ackmann, Doty, Strack, and Kroeger present along with Director Bailey, Supt. Tevsh and Recording Secretary Jeanette Freeman.

Motion

The Board adjourned the Executive Session at 7:30 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

Voice Vote

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

The Board reconvened to Regular Session at 7:30 pm. The roll was called with Commissioners Ackmann, Doty, Strack and Kroeger present along with Director Bailey, Recording Secretary Jeanette Freeman, and Supt. Tevsh.

Motion

The Board adjourned the Regular Session at 7:30 p.m. on a motion made by Commissioner Doty. The motion was seconded by Commissioner Graves.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 07/20/2022
 TIME: 12:03:31
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 06/24/2022 TO 07/19/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET	ACUSHNET COMPANY								
913603733		01 SUNDROP WOMENS VISORS	501000001301	06/24/22		64740	06/27/22	1,104.83	50.71
		02 DISC INV 913603733	501000001301						45.00
		03 SHIPPING INV 913603733	501000001301						-0.90
									6.61
913619078		01 TITLESIT PRO-V1X	501000001300	06/27/22		64774	07/08/22	1,296.45	232.40
		02 SHIPPING INV 913619078	501000001300						228.00
		03 DISC INV 913619078	501000001300						8.96
									-4.56
913628551		01 TITLEIST PRO-V1	501000001300	06/28/22		64774	07/08/22	1,296.45	913.29
		02 TITLEIST PRO V1X	501000001300						456.00
		03 SHIPPING INV 913628551	501000001300						456.00
		04 DISC INV 913628551	501000001300						19.53
									-18.24
913666683		01 VOKEY SM9 WEDGES	501000001302	07/01/22		64774	07/08/22	1,296.45	150.76
		02 SHIPPING INV 913666683	501000001302						140.00
		03 DISC INV 913666683	501000001302						13.56
									-2.80
913690073		01 TITLEIST VELOCITY	501000001300	07/06/22		64815	07/12/22	276.11	276.11
		02 DISC INV 913690073	501000001300						270.00
		03 SHIPPING INV 913690073	501000001300						-5.40
									11.51
913724882		01 TITLEIST TRUFEEL LOGO	501000001300	07/11/22		64829	07/14/22	408.86	238.78
		02 SHIPPING INV 913724882	501000001300						228.00
		03 DISC INV 913724882	501000001300						15.34
									-4.56
913730982		01 TITLEIST HYBRID 5 STAND BAG	501000001304	07/12/22		64829	07/14/22	408.86	170.08
		02 SHIPPING INV 913730982	501000001304						158.25
		03 DISC INV 913730982	501000001304						15.00
									-3.17
AGRESSIO	AGRESSION VOLLEYBALL CLUB							VENDOR TOTAL:	2,032.13
	JUNE 20 CLINIC			06/29/22		64762	06/29/22	382.00	382.00
	01 VOLLEYBALL CLINIC	205550266128							396.00
	02 POOL DAILY FEE	205550266128							-14.00
								VENDOR TOTAL:	382.00

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/24/2022 TO 07/19/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
AIRGAS	AIRGAS USA LLC							
	9989319093	01 WELDING TANK RENTAL	101500066401	06/30/22	07/14/22	64830	36.90	36.90
BEACO	0553670-IN	01 BALL FIELD CHALK	202100076523	06/26/22	07/14/22	64831	616.60	616.60
BURRI	PS3008720-1	01 SEAL KIT - MOWER	101500066403	06/29/22	07/14/22	64832	110.68	110.68
CINTA	CINTAS CORPORATION #355							
	4123450338	01 RAG & RUG SERVICE	207500056301	06/24/22	06/27/22	64744	209.56	58.09
	4123450349	01 RAG & RUG SERVICE	201000056301	06/24/22	06/27/22	64744	209.56	58.09
	4123450355	01 RAG & RUG SERVICE	101500056301	06/24/22	06/27/22	64744	209.56	29.33
		02 RAG & RUG SERVICE	504100056301					10.87
		03 RAG & RUG SERVICE	201000056301					10.86
		04 RAG & RUG SERVICE	101000056301					3.80
								3.80
CITY2	CITY OF SYCAMORE							
	1271000000-0622	01 WATER/DEWER - MAINT	101500096704	06/30/22	07/05/22	64765	930.31	230.53
	1271005000-0622	01 WATER/SEWER - CC	207500096704	06/30/22	07/05/22	64765	930.31	230.53
								699.78
COMCA	COMCAST							699.78
	0468768	01 CABLE	303000096705	06/25/22	07/05/22	64766	177.15	177.15
		02 CABLE	504000096705					88.58
								88.57

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COMMO		COMMONWEALTH EDISON							177.15
	063022	01 BOYNTON PARK	101500096702	06/30/22		64775	07/08/22	99.49	99.49
		02 KIWANIS PARK	101500096702						13.97
		03 EMIL CASSIER PARK	101500096702						26.90
		04 SOCCER COMPLEX	101500096702						18.98
									39.64
	070622	01 FOUNDERS PARK	101500096702	07/06/22		64822	07/12/22	666.97	666.97
		02 GOOD TYMES SHELTER	101500096702						18.98
		03 WETZEL PARK	101500096702						23.47
		04 ENTRY PARK	101500096702						40.51
		05 MAINT BLDG	101500096702						22.91
		06 MAINT BLDG	504100096702						258.98
		07 SPORTS COMPLEX	202100096702						258.98
									43.14
	07062202	01 OLD MILL	101500096702	07/06/22		64833	07/14/22	22.91	22.91
DEKA		DEKALB LAWN & EQUIPMENT CO.							789.37
	85620	01 NEW TELESCOPING POLE SAW	504100066400	06/29/22		64834	07/14/22	701.91	701.91
		02 POLE SAW	202100066400						233.97
		03 NEW POLE SAW	101500066400						233.97
ENGIN		ENGINEERING RESOURCE ASSOC							701.91
	150711FD.21R	01 MEMORIAL PARK	711000207035	06/24/22		64758	06/28/22	43,255.00	43,255.00
EUCL		EUCLID BEVERAGE LTD.							43,255.00
	W-2917859	01 COORS LIGHT	303000086634	06/24/22		64823	07/12/22	613.60	613.60
		02 MILLER LITE	303000086634						245.00
		03 MILLER HIGH LIFE	303000086634						262.50
		04 DELIVERY CHARGE	303000086634						98.10
									8.00
									613.60

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FEELAMAZ	2022 JULY SHIRTS	01 JULY STAFF SHIRTS	101200046214	06/28/22		64759	06/28/22	250.00	250.00
							VENDOR TOTAL:	250.00	250.00
FRONTIER	0670-070722	01 ADMIN	101000096700	07/07/22		64836	07/14/22	599.09	599.09
		02 ADMIN	201000096700					299.54	299.54
								299.55	299.55
GENOABU	389053IN	01 PAYABLES CHECKS	101000046203	07/12/22		64837	07/14/22	288.78	144.39
		02 PAYABLES CHECKS	201000046203					72.19	72.19
								72.20	72.20
							VENDOR TOTAL:	288.78	288.78
HERSHEY	389054IN	01 PAYROLL CHECKS	101000046203	07/12/22		64837	07/14/22	288.78	144.39
		02 PAYROLL CHECKS	201000046203					72.19	72.19
								72.20	72.20
							VENDOR TOTAL:	288.78	288.78
HERSHEY	INVE0017941074	01 POPSICLES	303300086626	06/24/22		64760	06/28/22	855.12	855.12
		02 CH ECI/STRWSHRTCAKE	303300086626					167.40	167.40
		03 FRUIT BAR	303300086626					237.72	237.72
		04 POLAR COOKICRM/CHCHIP	303300086626					88.56	88.56
		05 ANDES ICE CRM SAND	303300086626					285.12	285.12
		06 SHERBERT	303300086626					67.68	67.68
								8.64	8.64
							VENDOR TOTAL:	855.12	855.12
HICKSGAS	HG-011782	01 CONCESSION GRILL PROPANE	303300066401	07/01/22		64838	07/14/22	40.36	40.36
								40.36	40.36
							VENDOR TOTAL:	40.36	40.36
HORN	522177	01 GOLF PRIDE TOUR VELVET JUNIOR	501000001303	06/30/22		64777	07/08/22	47.61	47.61
		02 SHIPPING INV 522177	501000001303					36.12	36.12
								11.49	11.49

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KESSCHU									
	3279-9	01 CO2 TANKS	303000086630	06/24/22		64772	07/06/22	120.00	120.00
								VENDOR TOTAL:	47.61
KISH									
	2022-2ADJ	- 2ND CK		07/14/22		64840	07/14/22	7,199.96	7,199.96
		01 2022 CONTRIBUTION	221000116855						7,199.96
								VENDOR TOTAL:	120.00
MENA									
		MENARDS - SYCAMORE						VENDOR TOTAL:	7,199.96
	70201	01 CONC PROPANE TANKS-GRILL	303300066401	06/30/22		64842	07/14/22	624.64	59.96
	70255	01 PAINTS, TRAPS, SHOVELS	202100066401	07/01/22	00005782	64842	07/14/22	624.64	108.34
	70596	01 WOOD FOR 11 TEE BRIDGE	504100076500	07/07/22	00005803	64842	07/14/22	624.64	36.51
	70602	01 FASTERNERS SHOP	101500076500	07/07/22	00005798	64842	07/14/22	624.64	13.53
								VENDOR TOTAL:	218.34
NEWV									
		NEW VALUES MAGAZINE							
	5002	01 JULY 22 AD 1/2PG	101200046208	06/27/22	00005762	64749	06/27/22	375.00	375.00
								VENDOR TOTAL:	375.00
NICOR									
	062922	01 MAINT BLDG	101500096703	06/29/22		64779	07/08/22	2,305.20	2,305.20
		02 MAINT BLDG	504100096703						109.00
		03 MAINT BLDG	518100096703						109.00
		04 MAINT BLDG	101000096703						1,617.40
		05 ADMIN	101000096703						49.41
		06 ADMIN	201000096703						68.82
		07 PRO SHOP	504000096703						68.82
		08 CLUBHOUSE	303000096703						29.49
		09 CLUBHOUSE	504100096703						29.49
		10 CLUBHOUSE	207500096703						52.02
									171.75

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
PDRMA	PDRMA						VENDOR TOTAL:	2,305.20
	MAY 2022	01 HEALTH INS PREM	101000106801	07/08/22	64780	07/08/22	24,394.52	24,394.52
		02 HEALTH INS PREM	101500106801					5,070.42
		03 HEALTH INS PREM	504100106801					2,299.92
		04 HEALTH INS PREM	504000106801					1,824.82
		05 HEALTH INS PREM	201000106801					1,305.84
		06 HEALTH INS PREM	202100106801					6,823.46
		07 HEALTH INS PREM	207500106801					5,722.78
		08 HEALTH INS PREM	303000106801					841.75
							VENDOR TOTAL:	505.53
PENDL	PENDELTON TURF SUPPLY						VENDOR TOTAL:	24,394.52
	4532	01 PESTICIDE MEAS GAL	504100076507	06/28/22	64843	07/14/22	1,159.63	27.13
								27.13
PRIN	PRINCIPAL LIFE INS GROUP						VENDOR TOTAL:	27.13
	JULY DENTAL INS							
		01 DENTAL INS PREM	101000106801	07/05/22	64768	07/05/22	1,566.49	1,566.49
		02 DENTAL INS PREM	101500106801					312.45
		03 DENTAL INS PREM	504100106801					120.53
		04 DENTAL INS PREM	504000106801					133.45
		05 DENTAL INS PREM	201000106801					67.03
		06 DENTAL INS PREM	202100106801					435.86
		07 DENTAL INS PREM	207500106801					317.11
		08 DENTAL INS PREM	303000106801					155.23
							VENDOR TOTAL:	24.83
REIN	REINDERS, INC.						VENDOR TOTAL:	1,566.49
	6015227-00	01 GREENS MOWER PARTS	504100066403	06/28/22	64844	07/14/22	1,406.45	220.35
								220.35
	6015227-01	01 HYD MOTOR WHEEL	504100066403	06/29/22	64844	07/14/22	1,406.45	1,186.10
								1,186.10
							VENDOR TOTAL:	1,406.45
STAPLES	STAPLES BUSINESS ADVANTAGE							
	3511160683	01 PAPER - CH	303000046200	06/25/22	64773	07/06/22	300.20	113.96
		02 PAPER - CC	101000046200					41.49
								20.74

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	3511160683	03 PAPER - CC	207500046200	06/25/22		64773	07/06/22	300.20	113.96
		04 CARDS - CC	207500046200						20.75
									30.98
SUP		SUPERIOR BEVERAGE						VENDOR TOTAL:	113.96
	471630	01 BUD LIGHT	303000086634	06/29/22		64826	07/12/22	900.85	900.85
		02 BUD LIGHT LIME	303000086634						201.00
		03 BUSCH LIGHT	303000086634						81.20
		04 MICHELOB ULTRA	303000086634						198.25
		05 SHOCK TOP	303000086634						61.20
		06 312 SHANDY	303000086634						55.50
		07 VODKA SELTZER	303000086635						53.30
		08 KEG OF BEER	303000086634						113.40
		09 DELIVERY CHARGE	303000086634						129.00
								VENDOR TOTAL:	8.00
T0000021	DONAHOE, JEFF							VENDOR TOTAL:	900.85
	REIMBURSE 4-24-22			06/29/22		64763	06/29/22	448.00	448.00
		01 REIMB SEWER RODDING-HOUSE	101000066401						448.00
T0000039	TRITT, STEVE							VENDOR TOTAL:	448.00
	REIMB 7-5-22			07/05/22		64769	07/05/22	50.00	50.00
		01 CLOTHES REIMB	101500046215						50.00
T0001643	FAIVRE, FLORENCE							VENDOR TOTAL:	50.00
	REIMB 6-26-22			06/28/22		64761	06/28/22	9.64	9.64
		01 REIMB - MEIJER LETTUCE	303300086613						9.64
T0001721	HOBELIT, CHRIS							VENDOR TOTAL:	9.64
	REIMBURSEMENT			06/29/22		64764	06/29/22	30.85	30.85
		01 REIMB - ART CAMP SUPPLIES	205011506216						30.85
T0001728	MARSHALL, MADDIE							VENDOR TOTAL:	30.85
	COACH			07/05/22		64770	07/05/22	40.00	40.00
		01 COACH-SPORT ZONE	205550276020						40.00

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 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001729	SWEET BUTTS COTTON CANDY							40.00
	JULY 14TH EVENT							
	01 COTTON CANDY -CONC -JULY 14TH	206194006230		07/12/22	07/12/22	64827	166.00	166.00
								166.00
								VENDOR TOTAL: 166.00
TYLER	TYLER ENTERPRISES							
	62731	01 GOLF INSECTICIDES	504100076507	06/24/22	07/14/22	64846	850.50	188.00
								188.00
	62787	01 FAIRWAY FUNGICIDE	504100076507	06/30/22	07/14/22	64846	850.50	662.50
								662.50
								VENDOR TOTAL: 850.50
UNUM	UNUM LIFE INSURANCE							
	0439956-001 0622							
	01 STD INS PREM	101000106801		06/27/22	06/27/22	64755	356.31	356.31
	02 STD INS PREM	101500106801						45.33
	03 STD INS PREM	504100106801						40.85
	04 STD INS PREM	504000106801						38.00
	05 STD INS PREM	201000106801						14.80
	06 STD INS PREM	202100106801						113.01
	07 STD INS PREM	207500106801						81.59
	08 STD INS PREM	303000106801						12.62
								10.11
								VENDOR TOTAL: 850.50
WASTE	WASTE MANAGEMENT							
	0000527-2011-7							
	01 REFUSE - SC - STORM TOURN	202100056302		07/01/22	07/14/22	64848	1,214.07	559.69
								559.69
	3677759-2011-2							
	01 REFUSE - ADMIN	101000056302		06/30/22	07/14/22	64848	1,214.07	654.38
	02 REFUSE - CH	303000056302						76.83
	03 REFUSE - ADMIN	101000056302						76.84
	04 REFUSE - OLD SHOP	504100056302						8.50
	05 REFUSE - SC	202100056302						40.87
	06 REFUSE - PARKS	101500056302						71.60
	07 REFUSE - POOL	518100056302						71.60
	08 REFUSE - PICNIC	101500056302						48.81
	09 REFUSE -CC	207500056302						60.21
								199.12

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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VENDOR TOTAL: 1,214.07
TOTAL --- ALL INVOICES: 93,624.66

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SYCAMORE PARK DISTRICT
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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ADVANCE ADVANCE AUTO PARTS								
2454-468597	06/07/22	01	ANTIFREEZE	101500066402	00005702		07/20/22	66.46
							INVOICE TOTAL:	66.46
2454-468635	06/07/22	01	FUSES	504100066402	00005699		07/20/22	12.98
							INVOICE TOTAL:	12.98
2454-468732	06/09/22	01	BATTERY LUGS, WIRING	101500066402	00005700		07/20/22	46.69
							INVOICE TOTAL:	46.69
2454-4689676	06/08/22	01	FUEL FILTER TRUCK	202100066402	00005701		07/20/22	12.20
							INVOICE TOTAL:	12.20
2454-469527	06/24/22	01	SPARK PLUGS, FUSES, DISC PAD	202100066402	00005774		07/20/22	51.69
							INVOICE TOTAL:	51.69
2454-469701	06/28/22	01	SPARK PLUGS	101500066402	00005773		07/20/22	15.18
							INVOICE TOTAL:	15.18
2454-469778	06/29/22	01	BATTERY HOLD DOWNS, BRAKE CLN	202100066403	00005769		07/20/22	58.01
							INVOICE TOTAL:	58.01
							VENDOR TOTAL:	263.21
ADVANCET ADVANCED TURF SOLUTIONS								
S01019547	06/24/22	01	ROUND UP - ALL AREAS	504100076507			07/20/22	80.00
		02	ROUND UP - ALL AREAS	202100076530				80.00
		03	ROUND UP - ALL AREAS	101500076507				88.00
							INVOICE TOTAL:	248.00
							VENDOR TOTAL:	248.00
BANN BANNER UP SIGNS								
77921	07/06/22	01	SIP N SAVOR DIRECTION SIGNS	206095126216	00005811		07/20/22	56.00
							INVOICE TOTAL:	56.00
							VENDOR TOTAL:	56.00

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CINTA2	CINTAS CORP							
51116117732	07/13/22	01	1ST AID REFILL - CC	207500076513			07/20/22	113.01
							INVOICE TOTAL:	113.01
							VENDOR TOTAL:	113.01
CONS	CONSERV FS							
121018414	06/22/22	01	DIESEL - GOLF	504100076515			07/20/22	1,024.24
		02	DIESEL - PARKS	101500076515				981.95
		03	DIESEL -SC	202100076515				19.43
							INVOICE TOTAL:	2,025.62
121018415	06/22/22	01	GASOLINE - GOLF	504100076515			07/20/22	954.63
		02	GASOLINE - PARKS	101500076515				206.26
		03	GASOLINE -SC	202100076515				7.42
		04	GASOLINE -TRUCKS	101500076515				682.09
							INVOICE TOTAL:	1,850.40
121018442	06/23/22	01	DIESEL - OLD SHOP	504000076515			07/20/22	1,232.10
							INVOICE TOTAL:	1,232.10
121018443	06/23/22	01	GAS - OLD SHOP	504000076515			07/20/22	2,034.65
							INVOICE TOTAL:	2,034.65
121018537	07/08/22	01	DIESEL - GOLF	504100076515			07/20/22	926.34
		02	DIESEL - PARKS	101500076515				135.01
		03	DIESEL -SC	202100076515				189.01
							INVOICE TOTAL:	1,250.36
121018538	07/08/22	01	GAS - GOLF	504100076515			07/20/22	1,021.44
		02	GAS - SC	202100076515				125.60
							INVOICE TOTAL:	1,147.04
40015774	06/22/22	01	SPORTS FIELD CHALK	202100076523			07/20/22	72.50
							INVOICE TOTAL:	72.50
							VENDOR TOTAL:	9,612.67

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
COUNSILMAN HUNSAKER								
21994	07/18/22	01	POOL AUDITS	518000046224	00005807		07/20/22	2,120.00
						INVOICE TOTAL:		2,120.00
						VENDOR TOTAL:		2,120.00
DEKALB LAWN & EQUIPMENT CO.								
85815	07/12/22	01	CHAINSAW PARTS/CHAINS	101500066402	00005799		07/20/22	114.12
						INVOICE TOTAL:		114.12
85953	07/19/22	01	NEW HEDGE TRIMMER AND AUGER	101500066400	00005816		07/20/22	615.04
		02	NEW HEDGE TRIMMER AND AUGER	202100066400	00005816			615.04
						INVOICE TOTAL:		1,230.08
						VENDOR TOTAL:		1,344.20
DEKALB MECHANICAL INC								
82823	06/15/22	01	CONC-CH FREEZER REPAIR	303000056307			07/20/22	301.23
						INVOICE TOTAL:		301.23
82901	06/21/22	01	CH FRIDGE LEAK REPAIR	303000056307			07/20/22	253.00
						INVOICE TOTAL:		253.00
83068	07/06/22	01	CC HVAC ADJUSTMENTS	207500056307			07/20/22	180.00
						INVOICE TOTAL:		180.00
						VENDOR TOTAL:		734.23
FAULK BROS. CONSTRUCTION								
369825	06/14/22	01	GOLF BUNKER AND	504100076509			07/20/22	854.75
						INVOICE TOTAL:		854.75
						VENDOR TOTAL:		854.75
HARRIS GOLF CARS SALES & SERVI								
02-318006	06/30/22	01	GOLF CART REPAIR PARTS	504000066409			07/20/22	96.48
						INVOICE TOTAL:		96.48
						VENDOR TOTAL:		96.48

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
HAWK			HAWKINS INC					
6208582	06/13/22	01	POOL-NEW EJEC-REG-ETC-LABOR	518100066410			07/20/22	4,597.00
							INVOICE TOTAL:	4,597.00
6211896	06/15/22	01	SPLASH PAD CHEMICALS	518100076550			07/20/22	40.00
							INVOICE TOTAL:	40.00
6219484	06/20/22	01	POOL CHEMICALS-DE FOR FILTERS	518100076550			07/20/22	571.82
							INVOICE TOTAL:	571.82
6227863	07/01/22	01	POOL DE FOR FILTERS	518100076550			07/20/22	448.25
							INVOICE TOTAL:	448.25
							VENDOR TOTAL:	5,657.07
HOMER			HOMER INDUSTRIES					
S181250	07/06/22	01	CERTIFIED PLAYGROUND MULCH	101500066407			07/20/22	1,520.00
							INVOICE TOTAL:	1,520.00
							VENDOR TOTAL:	1,520.00
HORN			HORNUNG'S PRO GOLF SALES INC.					
522837	07/15/22	01	GOLF PRIDE TOUR WRAP 2G	501000001303	00005805		07/20/22	137.04
		02	WINN TOUR PUTTER GRIP	501000001303	00005805			16.30
		03	WINN EXCEL MDSIZE PUTTER GRIP	501000001303	00005805			17.00
		04	WINN EXCEL OVERSIZE PUTTER GR	501000001303	00005805			23.60
		05	SHIPPING INV 522837	501000001303	00005805			13.20
		06	DISC INV 522837	501000001300	00005805			-3.87
							INVOICE TOTAL:	203.27
							VENDOR TOTAL:	203.27
INTERS			INTERSTATE BATTERIES ROCKFORD					
400449645	07/05/22	01	TRUCK, CART BATTERIES	101500066402	00005780		07/20/22	169.90
							INVOICE TOTAL:	169.90
							VENDOR TOTAL:	169.90

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
JOHN JOHNSON SEAT & CANVAS SHOP								
40946	03/21/22	01	POOL CANOPY REPAIRS	518100056300		INVOICE TOTAL:	07/20/22	580.00
								580.00
41184	07/15/22	01	SPORTS NETS REPAIRS	202100066404	00005817	INVOICE TOTAL:	07/20/22	180.00
						VENDOR TOTAL:		180.00
								760.00
LE PRINT LE PRINT EXPRESS								
37480	07/05/22	01	MEMORIAL LEAVES	101200046214	00005795	INVOICE TOTAL:	07/20/22	24.00
						VENDOR TOTAL:		24.00
								24.00
LOWE LOWE'S								
903207-JCJUCU	06/20/22	01	EZ REACHER GARBAGE PICK UP	202100066404	00005745	INVOICE TOTAL:	07/20/22	43.66
								43.66
903328-JAVFS	06/09/22	01	ROAD PATCH	101500066406	00005707	INVOICE TOTAL:	07/20/22	79.68
								79.68
903328-JCOVJX	06/21/22	01	PARTS FOR S. MAIN SHETR WATER	101500066404	00005740	INVOICE TOTAL:	07/20/22	98.32
								98.32
903547-IYNWSI	05/25/22	01	SEALANT REPTILE EXHIBIT	101500076500		INVOICE TOTAL:	07/20/22	61.17
								61.17
903697-JCZMUD	06/23/22	01	HAND SLEDGE TOOLS	101500076512	00005772	INVOICE TOTAL:	07/20/22	69.22
								69.22
903763-JCZMTL	06/23/22	01	MULCH BGS	101500066404	00005771	INVOICE TOTAL:	07/20/22	26.00
								26.00
903800-IZMUTV	06/01/22	01	WOOD FOR PARKS/SHOP	101500066404	00005698	INVOICE TOTAL:	07/20/22	90.88
								90.88

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LOWE	LOWE'S							
903962-IYYCFK	05/27/22	01	TREATED WOOD-PARKS REPAIR	101500066404			07/20/22	70.82
						INVOICE TOTAL:		70.82
906849-JCJUDB	06/20/22	01	SPLASH PAD TUBING	518100066410	00005746		07/20/22	17.83
						INVOICE TOTAL:		17.83
						VENDOR TOTAL:		557.58
MAR	MARINE BIOCHEM							
2022-06239-00	06/15/22	01	POND TREATMENTS-PARKSIDE PRES	101500076504			07/20/22	1,120.00
						INVOICE TOTAL:		1,120.00
2022-06240-00	06/15/22	01	POND TREATMENTS-OLD MILL	101500076504			07/20/22	1,510.00
						INVOICE TOTAL:		1,510.00
						VENDOR TOTAL:		2,630.00
MENA	MENARDS - SYCAMORE							
70910	07/12/22	01	ZIP TIES	202100076500	00005800		07/20/22	9.98
						INVOICE TOTAL:		9.98
						VENDOR TOTAL:		9.98
MID-WEST	MID-WEST FAMILY BROADCASTING							
1913-00108-6-0000	06/30/22	01	JUNE ADS		00005809		07/20/22	275.00
						INVOICE TOTAL:		275.00
1913-00109-6-0000	06/30/22	01	JUNE ADS	101200046209	00005796		07/20/22	275.00
						INVOICE TOTAL:		275.00
1913-00110-6-0000	06/30/22	01	JUN EADS	101200046209	00005808		07/20/22	110.00
						INVOICE TOTAL:		110.00
						VENDOR TOTAL:		660.00
MROUT	MR OUTHOUSE							

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MROUT	MR OUTHUSE							
5043	06/17/22	01	PORT-O-POTS-GOLF	504100056309			07/20/22	330.00
		02	PORT-O-POTS-PARKS	101500056309				870.00
		03	PORT-O-POTS-SC	202100056309				870.00
			INVOICE TOTAL:					2,070.00
			VENDOR TOTAL:					2,070.00
OCCREATI	OC CREATIVE, INC.							
2014	07/15/22	01	ANNIVERSARY VIDEOS	101200046214	00005812		07/20/22	1,300.00
			INVOICE TOTAL:					1,300.00
			VENDOR TOTAL:					1,300.00
PENDEL	PENDELTON TURF SUPPLY							
4649	07/08/22	01	ROUND UP PARK-SC	101500076507			07/20/22	240.00
		02	ROUND UP PARK-SC	202100076530				240.00
			INVOICE TOTAL:					480.00
			VENDOR TOTAL:					480.00
PIO	PIONEER MFG/PIONEER ATHLETICS							
INV842500	06/27/22	01	SOCCER FIELD-MARKING PAINT	202100076524			07/20/22	246.00
			INVOICE TOTAL:					246.00
			VENDOR TOTAL:					246.00
PLAY	PLAYERS GOLF CARS							
23675	06/21/22	01	CART RENTAL - 6-17	504000036126			07/20/22	600.00
			INVOICE TOTAL:					600.00
23700	06/27/22	01	CARTY RENTAL - 6/24	504000036126			07/20/22	600.00
			INVOICE TOTAL:					600.00
			VENDOR TOTAL:					1,200.00
REIN	REINDERS, INC.							

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REIN	REINDERS, INC.							
6014707-00	07/01/22	01	ENGINE COILS	101500066402			07/20/22	159.22
		02	ENGINE COILS	504100066402				159.22
			INVOICE TOTAL:					318.44
			VENDOR TOTAL:					318.44
ROCHNEW	THE ROCHELLE NEWS-LEADER							
INV150618	06/08/22	01	SUMMER SIZZLER AD	101200046208	00005793		07/20/22	149.00
			INVOICE TOTAL:					149.00
INV150619	06/08/22	01	SUMMER SIZZLER AD	101200046208	00005810		07/20/22	50.00
			INVOICE TOTAL:					50.00
			VENDOR TOTAL:					199.00
RONDO	RONDO ENTERPRISES, INC.							
164425	07/13/22	01	TRAILER HINGE	101500066402			07/20/22	6.38
			INVOICE TOTAL:					6.38
			VENDOR TOTAL:					6.38
SHAW	SHAW SUBURBAN MEDIA							
062210027030	06/30/22	01	JUN ADS	101200046209	00005794		07/20/22	400.00
			INVOICE TOTAL:					400.00
			VENDOR TOTAL:					400.00
STAPLES	STAPLES BUSINESS ADVANTAGE							
3512914279	07/16/22	01	TOILET PAPER - CC (3)	207500076510			07/20/22	90.45
		02	TOILET PAPER - CH (3)	303000076510				90.45
		03	PAPER TOWELS - CC (3)	207500076510				99.27
		04	PAPER TOWELS - CC (2)	303000076510				66.18
		05	COPY PAPER	201000046200				20.74
		06	COPY PAPER	101000046200				20.75

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3512914279	07/16/22	07	DISCOUNT	101000046200			07/20/22	-10.39
							INVOICE TOTAL:	377.45
							VENDOR TOTAL:	377.45
STAPLES STAPLES BUSINESS ADVANTAGE								
11878	07/12/22	01	SOCCER BLDG-REPAIRS	202100066401			07/20/22	146.26
							INVOICE TOTAL:	146.26
							VENDOR TOTAL:	146.26
THELIFE THE LIFEGUARD STORE								
INV001226192	07/12/22	01	POOL UMBRELLAS	518000076500			07/21/22	361.00
							INVOICE TOTAL:	361.00
							VENDOR TOTAL:	361.00
UNIT2 UNITED STATES POSTAL SERVICE								
FALL BROC POSTAGE	07/21/22	01	FALL BROCHURE POSTAGE	206500046202			07/21/22	1,718.99
							INVOICE TOTAL:	1,718.99
							VENDOR TOTAL:	1,718.99
VULC VULCAN MATERIALS CO.								
32971461	06/21/22	01	ROCK-REBUILD SHORES LAKE SYC	101500076509			07/20/22	688.77
							INVOICE TOTAL:	688.77
32976802	06/28/22	01	SCREENINGS-NEW BALLFIELDS	202100076509			07/20/22	451.36
							INVOICE TOTAL:	451.36
							VENDOR TOTAL:	1,140.13
WAGN WAGNER AGGREGATE, INC.								
35258	07/02/22	01	SC AGLIME FOR INFIELDS	202100076533			07/20/22	216.94
							INVOICE TOTAL:	216.94
							VENDOR TOTAL:	216.94

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0000001	07/09/22	01	WELDING-SPLASH PAD BUCKET POLE	518100056300			07/21/22	75.00
							INVOICE TOTAL:	75.00
							VENDOR TOTAL:	75.00
							TOTAL ALL INVOICES:	37,889.94

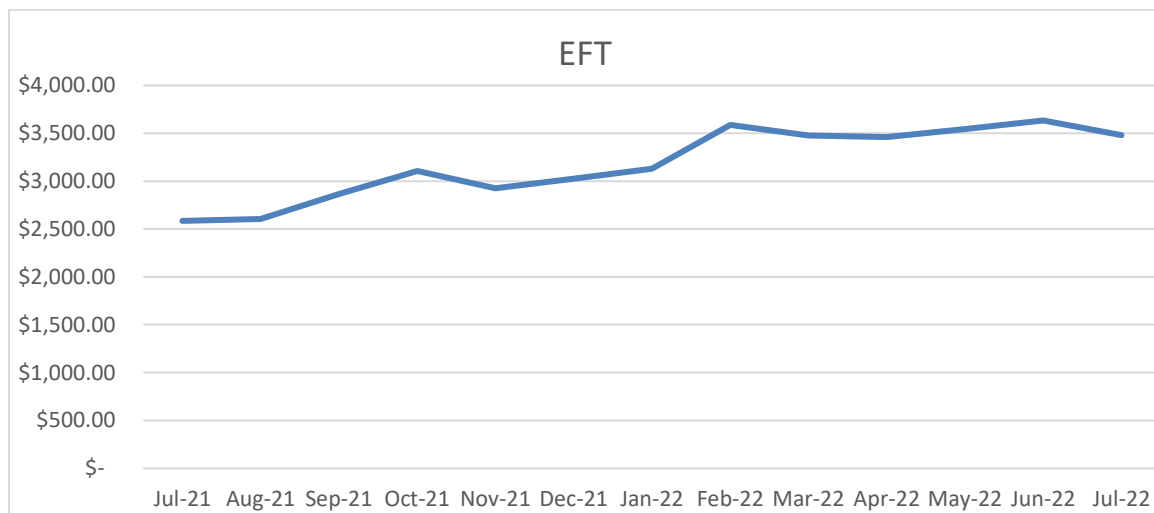
Interkim \$ 93,624.66
New \$ 37,889.94

Total \$ 131,514.60

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: July 26, 2022

Administrative Initiatives (7/1/22 – 7/31/22)

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The July installment was for 168 individuals, a decrease of 5 from June. The monthly installment was \$3,260 (\$152 decrease) processed through credit cards and \$222 (no change) through ACH transactions. There were 4 households whose credit cards did not process (\$105) due to declined credit cards. 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. Notify appropriate staff when there are duplicate households.
- Assisted staff with technology problems/concerns/needs. Coordinated assistance from CMJ and/or Integra to resolution when necessary. Topics: email updates and additions
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Prepared and submitted quarterly payroll tax return.
- Continued to work with Teesnap to update software where needed.
- Worked with Old National Bank and conversion.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Performed criminal background checks on new hires and volunteers.
- Reviewed scholarship assistance requests.
- Matched visa receipts and posted to general ledger.

- Bank reconciliation.
- Cycle counts for pro shop inventory.
- Submitted claims and documentation for workers comp.
- Processed second installment of property tax receipts. Provided documentation to KSRA and processed payment.
- Submitted Audit information and additional information as requested for grants to state.
- Participated in PDRMA Mindful of Mental Health Webinar Series – Clean Leaving webinar.
- Submitted Trail billing to the State.

Administrative Initiatives (8/1/22 – 8/31/22)

- Attend scheduled Superintendent and Board meetings.
- Submit monthly state unemployment report.
- Prepare and file monthly Sales Tax Return.
- File monthly IMRF earnings and submit payment.
- Monthly bank reconciliation.
- Process monthly ACH EFT for memberships/passes. Review credit card and assist in collection of declined transactions.
- Review scholarship requests as submitted.
- Work with CMJ on technology as needed.
- Attend Pumpkin Festival Committee meeting.
- Look into RecTrac credit card options.
- Begin preparing spreadsheets for FY 2023 Operating and Capital Budgets.
- Prepare Audit Firm RFP.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2022

Corporate Fund (10)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	605,262.36	912,091.45	1,672,035	805,994.13	13.2% (1)
Marketing	-	500.00	-	-	#DIV/0!
Parks	5,934.96	11,733.98	24,889	11,626.15	0.9%
	<u>611,197.32</u>	<u>924,325.43</u>	<u>1,696,924</u>	<u>817,620.28</u>	<u>13.1%</u>
Total Revenues	611,197.32	924,325.43	1,696,924	817,620.28	13.1%
Expenses					
Administration	26,471.46	452,356.69	1,297,766	404,394.38	11.9% (2)
Marketing	4,849.48	33,764.31	52,000	16,503.75	104.6% (3)
Parks	39,346.56	136,358.78	324,043	119,991.89	13.6% (4)
	<u>70,667.50</u>	<u>622,479.78</u>	<u>1,673,809</u>	<u>540,890.02</u>	<u>15.1%</u>
Total Expenses	70,667.50	622,479.78	1,673,809	540,890.02	15.1%
Total Fund Revenues	611,197.32	924,325.43	1,696,924	817,620.28	13.1%
Total Fund Expenses	70,667.50	622,479.78	1,673,809	540,890.02	15.1%
Surplus (Deficit)	540,529.82	301,845.65	23,115	276,730.26	9.1%

(1) Property taxes, YTD greater 7.6% \$55,848, includes recapture. Replacement taxes in 2022 greater 128.3% \$52,734.

(2) 2022 includes Bridge Engineering \$19,120; Start up money for foundation \$37,753.

(3) New website and other expenses related to 100th anniversary.

(4) Wages and related taxes increased 21.3% \$11,013 due to new FT position.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2022

Expenses

Administration	35,753.70	268,200.85	611,676	250,272.49	7.2% (1)
Sports Complex	-	-	-	-	#DIV/0!
Sports Complex Maintenance	38,221.44	208,917.00	451,086	194,489.03	7.4% (2)
Midwest Museum of Natural Hist	-	-	-	10,926.69	-100.0%
Programs-Youth	1,333.46	3,908.54	8,952	938.11	316.6% (3)
Programs-Tweens	-	284.58	761	29.09	878.3% (3)
Programs-Adult	2,411.17	3,736.49	5,858	1,992.85	87.5% (3)
Programs-Nature	-	187.50	1,070	-	#DIV/0! (3)
Programs-Leagues	42.22	3,010.50	6,852	3,322.73	-9.4% (3)
Programs-Youth Athletics	5,752.93	10,009.28	39,832	14,108.32	-29.1% (3)
Programs-Fitness	1,675.33	7,259.95	14,037	5,774.04	25.7% (3)
Programs-Early Childhood	507.84	1,178.21	280	-	#DIV/0! (3)
Programs-Dance	114.76	599.64	1,607	485.86	23.4% (3)
Programs-Special Events	477.53	2,606.39	6,786	785.53	231.8% (3)
Programs-Community Events	8,898.51	9,151.51	9,564	1,190.65	668.6% (3)
Brochure	-	8,115.53	25,500	6,608.02	22.8%
Weight Room	5,978.43	8,814.77	30,890	10,211.53	-13.7% (4)
Community Center	15,052.41	101,272.39	228,967	86,782.37	16.7% (5)
Total Expenses	116,219.73	637,253.13	1,443,718	587,917.31	8.4%
Total Fund Revenues	462,043.89	795,315.42	1,482,834	730,271.75	8.9%
Total Fund Expenses	116,219.73	637,253.13	1,443,718	587,917.31	8.4%
Surplus (Deficit)	345,824.16	158,062.29	39,116	142,354.44	11.0%

(1) Timing of rec trac invoice \$20,000,

(2) Increased exp: \$4,058 soccer nets/goals; \$3,905 Shelters/Open Prop Maint; \$7,739 other materials; \$3,022 payroll/taxes

(3) Expenses for programs increased 46.5%, \$13,305 compared to 2021.

(4) Reduction of Grad Assistant cost due to availability.

(5) Following expenses greater in 2022: Wages/related taxes 4.3% \$1,769; Utilities 23.1% \$5,052; Health ins 812.4% \$3,078; timing of preventative maint invoice \$2,156

Donations (21)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	373.64	9,396.87	26,500	18,108.87	-48.1%
Total Revenues	373.64	9,396.87	26,500	18,108.87	-48.1%
Expenses					
Administration	-	-	26,500	-	#DIV/0!
Total Expenses	-	-	26,500	-	#DIV/0!
Total Fund Revenues	373.64	9,396.87	26,500	18,108.87	-48.1%
Total Fund Expenses	-	-	26,500	-	#DIV/0!
Surplus (Deficit)	373.64	9,396.87	-	18,108.87	-48.1%

Special Recreation (22)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	86,039.32	114,965.27	216,000	110,184.57	4.3%
Total Revenues	86,039.32	114,965.27	216,000	110,184.57	4.3%
Expenses					
Administration	15,750.91	16,450.91	216,000	11,798.50	39.4%
Total Expenses	15,750.91	16,450.91	216,000	11,798.50	39.4%
Total Fund Revenues	86,039.32	114,965.27	216,000	110,184.57	4.3%
Total Fund Expenses	15,750.91	16,450.91	216,000	11,798.50	39.4%
Surplus (Deficit)	70,288.41	98,514.36	-	98,386.07	0.1%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended June 30, 2022

Insurance (23)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	23,893.13	31,940.10	60,000	37,660.83	-15.2%
Total Revenues	23,893.13	31,940.10	60,000	37,660.83	-15.2%
Expenses					
Administration	-	79.13	60,815	55.00	43.9%
Total Expenses	-	79.13	60,815	55.00	43.9%
Total Fund Revenues	23,893.13	31,940.10	60,000	37,660.83	-15.2%
Total Fund Expenses	-	79.13	60,815	55.00	43.9%
Surplus (Deficit)	23,893.13	31,860.97	(815)	37,605.83	-15.3%

Audit (24)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	5,930.57	7,919.22	14,500	7,933.18	-0.2%
Total Revenues	5,930.57	7,919.22	14,500	7,933.18	-0.2%
Expenses					
Administration	-	14,800.00	15,000	16,500.00	-10.3%
Total Expenses	-	14,800.00	15,000	16,500.00	-10.3%
Total Fund Revenues	5,930.57	7,919.22	14,500	7,933.18	-0.2%
Total Fund Expenses	-	14,800.00	15,000	16,500.00	-10.3%
Surplus (Deficit)	5,930.57	(6,880.78)	(500)	(8,566.82)	-19.7%

Paving & Lighting (25)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	49.79	121.31	-	13,230.07	-99.1%
Total Revenues	49.79	121.31	-	13,230.07	-99.1%
Expenses					
Administration	-	-	74,000	-	#DIV/0!
Total Expenses	-	-	74,000	-	#DIV/0!
Total Fund Revenues	49.79	121.31	-	13,230.07	
Total Fund Expenses	-	-	74,000	-	
Surplus (Deficit)	49.79	121.31	(74,000)	13,230.07	

Park Police (26)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	2,042.08	2,745.97	5,316	2,786.48	-1.5%
Total Revenues	2,042.08	2,745.97	5,316	2,786.48	-1.5%
Expenses					
Administration	-	1,464.90	4,844	2,004.50	-26.9%
Total Expenses	-	1,464.90	4,844	2,004.50	-26.9%
Total Fund Revenues	2,042.08	2,745.97	5,316	2,786.48	-1.5%
Total Fund Expenses	-	1,464.90	4,844	2,004.50	
Surplus (Deficit)	2,042.08	1,281.07	472	781.98	63.8%

IMRF (27)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	41,422.39	55,311.04	100,000	58,642.66	-5.7%
Total Revenues	41,422.39	55,311.04	100,000	58,642.66	-5.7%
Expenses					
Administration	31,829.53	45,718.18	100,000	50,676.81	-9.8%
Total Expenses	31,829.53	45,718.18	100,000	50,676.81	-9.8%
Total Fund Revenues	41,422.39	55,311.04	100,000	58,642.66	-5.7%
Total Fund Expenses	31,829.53	45,718.18	100,000	50,676.81	-9.8%
Surplus (Deficit)	9,592.86	9,592.86	-	7,965.85	

Social Security (28)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	44,192.86	59,010.44	112,000	53,077.58	11.2%
Total Revenues	44,192.86	59,010.44	112,000	53,077.58	11.2%
Expenses					
Administration	34,153.74	48,971.32	112,000	46,031.19	6.4%
Total Expenses	34,153.74	48,971.32	112,000	46,031.19	6.4%
Total Fund Revenues	44,192.86	59,010.44	112,000	53,077.58	11.2%
Total Fund Expenses	34,153.74	48,971.32	112,000	46,031.19	6.4%
Surplus (Deficit)	10,039.12	10,039.12	-	7,046.39	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2022

Concessions (30)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Clubhouse Concessions	18,776.99	32,981.30	98,130	41,318.88	-20.2%
Beverage Cart	1,874.18	2,865.34	11,184	2,909.96	-1.5%
Sports Complex Concessions	31,383.51	49,967.29	51,766	36,130.63	38.3%
Pool Concessions	-	-	-	-	#DIV/0!
Catering	1,432.47	8,130.39	17,005	6,859.60	18.5%
Total Revenues	53,467.15	93,944.32	178,085	87,219.07	7.7% (1)
Expenses					
Clubhouse Concessions	16,605.90	44,530.24	100,637	43,484.45	2.4%
Beverage Cart	1,426.88	1,864.59	9,887	1,788.55	4.3%
Sports Complex Concessions	15,888.96	26,113.86	39,229	19,677.55	32.7%
Pool Concessions	-	-	-	-	#DIV/0!
Catering	337.96	1,357.75	6,720	997.75	36.1%
Total Expenses	34,259.70	73,866.44	156,473	65,948.30	12.0%
Total Fund Revenues	53,467.15	93,944.32	178,085	87,219.07	7.7%
Total Fund Expenses	34,259.70	73,866.44	156,473	65,948.30	12.0%
Surplus (Deficit)	19,207.45	20,077.88	21,612	21,270.77	-5.6%

(1) Colder/Wetter Spring 2022. Increased room rental in 2022.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended June 30, 2022

Developer Contributions (32)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	17.98	7,565.00	15,000	1,630.46	364.0%
Total Revenues	17.98	7,565.00	15,000	1,630.46	364.0%
Expenses					
Administration	-	-	15,000	-	#DIV/0!
Total Expenses	-	-	15,000	-	#DIV/0!
Total Fund Revenues	17.98	7,565.00	15,000	1,630.46	364.0%
Total Fund Expenses	-	-	15,000	-	#DIV/0!
Surplus (Deficit)	17.98	7,565.00	-	1,630.46	364.0%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended June 30, 2022

Golf Course (50)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Golf Operations	95,234.62	300,888.72	540,274	304,403.21	-1.2% (2)
Golf Maintenance	6,992.30	10,025.75	22,239	9,206.41	8.9%
Total Revenues	102,226.92	310,914.47	562,513	313,609.62	-0.9%
Expenses					
Golf Operations	28,052.33	106,060.85	276,636	109,100.51	-2.8%
Golf Maintenance	23,278.04	134,885.31	296,816	114,283.38	18.0% (1)
Total Expenses	51,330.37	240,946.16	573,452	223,383.89	7.9%
Total Fund Revenues	102,226.92	310,914.47	562,513	313,609.62	-0.9%
Total Fund Expenses	51,330.37	240,946.16	573,452	223,383.89	7.9%
Surplus (Deficit)	50,896.55	69,968.31	(10,939)	90,225.73	-22.5%

(1) Golf Maint wages and related payroll taxes increased 16.8% \$10,999. Maintenance Materials increased 18.6% \$4,897.

(2) Compared to Annual Budget/Compared to 2021 YTD:

Daily Green Fees	37.96% / 92.81%	2022 wet spring
Golf Events & Misc	92.70% / 106.34%	
Lessons	137.12% / 176.46%	
Carts	40.36% / 90.01%	
Season Passes	117.93% / 108.29%	
Pro Shop sales	39.91% / 78.05%	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2022

Aquatics (51)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Pool	20,372.55	29,820.69	64,170	9,559.62	211.9%
Swim Lessons	2,118.20	10,602.20	19,567	1,687.00	528.5%
Splashpad	4,875.50	5,395.50	13,732	6,361.00	-15.2%
	<hr/>				
Total Revenues	27,366.25	45,818.39	97,469	17,607.62	160.2% (1)
Expenses					
Pool	10,658.24	13,958.49	72,978	9,887.85	41.2%
Aquatics Maintenance	12,188.52	19,958.37	34,900	11,010.90	81.3%
Swim Lessons	171.45	171.45	10,427	-	
Splashpad	-	575.14	1,122	55.93	928.3%
	<hr/>				
Total Expenses	23,018.21	34,663.45	119,427	20,954.68	65.4%
Total Fund Revenues	27,366.25	45,818.39	97,469	17,607.62	160.2%
Total Fund Expenses	23,018.21	34,663.45	119,427	20,954.68	65.4%
Surplus (Deficit)	4,348.04	11,154.94	(21,958)	(3,347.06)	-433.3%

(1) Season passes and full swim lessons in 2022.

Went and compared to 2019, last normal pool season:

Daily Fees	8.86%	\$826
Season passes	-47.04%	-\$14,881
Misc/rentals	-35.25%	\$460
Swim lessons	-48.47%	\$7,420
	-22.53%	-\$473
	-43.55%	-\$8,171

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended June 30, 2022

Debt Service (60)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	<u>258,984.51</u>	<u>345,850.65</u>	<u>655,000</u>	<u>341,521.11</u>	1.3%
Total Revenues	258,984.51	345,850.65	655,000	341,521.11	1.3%
Expenses					
Administration	<u>-</u>	<u>3,690.00</u>	<u>649,140</u>	<u>4,845.00</u>	-23.8%
Total Expenses	-	3,690.00	649,140	4,845.00	-23.8%
Total Fund Revenues	258,984.51	345,850.65	655,000	341,521.11	1.3%
Total Fund Expenses	-	3,690.00	649,140	4,845.00	-23.8%
Surplus (Deficit)	258,984.51	342,160.65	5,860	336,676.11	1.6%

Capital Projects (70)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	<u>260.30</u>	<u>706.81</u>	<u>905,300</u>	<u>51.90</u>	1261.9%
Total Revenues	260.30	706.81	905,300	51.90	1261.9%
Expenses					
Administration	<u>58,533.61</u>	<u>113,663.51</u>	<u>1,299,230</u>	<u>204,406.18</u>	-44.4%
Total Expenses	58,533.61	113,663.51	1,299,230	204,406.18	-44.4%
Total Fund Revenues	260.30	706.81	905,300	51.90	1261.9%
Total Fund Expenses	58,533.61	113,663.51	1,299,230	204,406.18	-44.4%
Surplus (Deficit)	(58,273.31)	(112,956.70)	(393,930)	(204,354.28)	-44.7%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2022

Action 2020 (71)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	<u>619.43</u>	<u>14,572.25</u>	<u>334,802</u>	<u>229,267.70</u>	-93.6%
Total Revenues	619.43	14,572.25	334,802	229,267.70	-93.6%
Expenses					
Administration	<u>52,205.00</u>	<u>102,515.47</u>	<u>835,200</u>	<u>164,450.29</u>	-37.7%
Total Expenses	52,205.00	102,515.47	835,200	164,450.29	-37.7%
Total Fund Revenues	619.43	14,572.25	334,802	229,267.70	-93.6%
Total Fund Expenses	52,205.00	102,515.47	835,200	164,450.29	-37.7%
Surplus (Deficit)	(51,585.57)	(87,943.22)	(500,398)	64,817.41	-235.7%
Total Fund Revenues	1,720,127.53	2,820,422.96	6,462,243	2,840,423.75	
Total Fund Expenses	487,968.30	1,956,562.38	7,374,608	1,939,861.67	
Surplus (Deficit)	1,232,159.23	863,860.58	(912,365)	900,562.08	

Sycamore Park District
Fund Balances

	Audited 1/1/2022	Revenues	Expenses	6/30/2022	6/30/2022 Cash balance
10 Corporate	940,955.50	924,325.43	622,479.78	1,242,801.15	1,233,044.47
20 Recreation	563,031.39	795,315.42	637,253.13	721,093.68	737,983.05
21 Donations	197,488.00	9,396.87	-	206,884.87	206,884.87
22 Special Recreation	116,450.11	114,965.27	16,450.91	214,964.47	214,964.47
23 Insurance	52,763.34	31,940.10	79.13	84,624.31	84,624.31
24 Audit	11,887.69	7,919.22	14,800.00	5,006.91	5,006.91
25 Paving & Lighting	73,766.08	121.31	-	73,887.39	73,887.39
26 Park Police	1,816.80	2,745.97	1,464.90	3,097.87	3,164.66
27 IMRF	-	55,311.04	45,718.18	9,592.86	9,592.86
28 Social Security	-	59,010.44	48,971.32	10,039.12	10,039.12
30 Concessions	51,070.89	93,944.32	73,866.44	71,148.77	66,696.92
32 Developer Contributions	19,114.57	7,565.00	-	26,679.57	26,679.57
50 Golf	126,330.35	310,914.47	240,946.16	196,298.66	205,273.01
51 Aquatics	(34,850.41)	45,818.39	34,663.45	(23,695.47)	(24,080.81)
60 Debt Service	92,268.42	345,850.65	3,690.00	434,429.07	434,429.07
70 Capital Projects	499,277.56	706.81	113,663.51	386,320.86	386,320.86
71 Action 2020	931,175.96	14,572.25	102,515.47	843,232.74	919,320.03
	3,642,546.25	2,820,422.96	1,956,562.38	4,506,406.83	4,593,830.76

Summary of depository accounts as of **7/20/2022**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	2,267,876.02	1.25
Resource Bank	200,231.52	0.08
IPDLAF	1,982,521.67	0.89
DCCF - Action 2020	72,400.28	
Dekalb Co. Community Foundation	18,978.59	
	<u>4,542,008.08</u>	

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Recreation Team Report

Date: July 19, 2022

Administrative Initiatives (7/1/22-7/31/22)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Summer concerts in full swing with attendance average 275-300. Concessions sales increases with each date: June 2 \$850, June 9 \$947, June 16 \$1014, June 30 \$1224.49, July 7 canceled due to rain.
- Safety committee staff attended the PDRMA kick off meeting on July 7.
- Attended all Board meetings and management team meetings in July.
- As of May 16, 2022, we have 296 Active Pathway Fitness 24/7 Memberships, 241 Active Pathway Fitness Passes, 46 Active Track 24/7 Memberships, 193 Active Track Passes and 302 Active Open Gym Passes.
- In the month of June, for our Sweat 16 Club, we had 14 people work out at the Community Center at least 16 times! 4 of them were newly entered into the Club for June.
- We have sold 348 Aquatic passes to date.
- Second session of swim lessons started. We had a total of 107 kids participate in lessons.
- The “free day” for July 4th at the Splash Pad had no attendance for 2022. This date has had little to no attendance over the past few years. May eliminate this for future.
- Facility Supervisor Metcalf hosted the Pathway Pass Holder VIP night at the Community Pool. There were 8 in attendance and the weather was cloudy, cold.
- Dog Park passes sold to date: 286. The locking mechanism at the entrance has continually had broken pieces over the last two years. The fence company will switch out the locking device to a standard “U” closure.
- Staff will conduct the National Hot Dog Day event on July 20th at 4pm with the Dekalb county K9 unit demonstration and Sycamore Police will hand out popsicles to the public.
- June vending sales totaled \$217 in product from the Community Center.
- Recreation Specialist Dobberstein organized 3 birthday parties, 4 room rentals and 3 splash Fountain parties the month of July.
- Sport Concessions is closed for Spring/summer season and will re-open for the Fall ball season late August.
- Met with the Youth Advocacy of Sycamore, Velvet Mason to help coordinate their teen camp field trips to the Sycamore Park District. They will visit us for 4 consecutive Thursdays to participant in open gym activities, instructor led classes and Splash Fountain. This has been a nice revenue stream during the day when we normally wouldn’t have rentals in the building.
- Assisted with the Sycamore Sport Zone camp and led tumbling class with 18 students.
- Met with Sycamore Police Officer C. Senne to partner on community outreach. The Police will be onsite at our kids’ events to hand out popsicles as part of their “Freezer Pops with Cops” program.

- Met with Sycamore Library Director Kim Halsey to discuss a MOU of some type for our partnership of services on July 14th.
- Recreation staff assisted with the Sip & Savor event July 9th.
- Recreation Staff will conduct the Hot Dog Day at Brian Bemis Dog Park on July 20th. The demonstration will be the Dekalb K9 unit.
- Will attend the KSRF Golf Outing July 22.
- Will be present for the Community Center Open House on July 24 from 12-2pm as part of the NRPA July Parks & Recreation month activity.
- Will assist with the Sycamore Library Reading Extravaganza Party on July 29th which will take place on Legacy campus, 6-8pm
- Recreation Specialist Hoblit reports on summer programming:
 - Lil Campers half day camp has had the highest enrollment numbers to date this week and parent feedback has been 100% positive.
 - Art Camps were a success and enrollment maxed out for each class with waitlist numbers that suggest that we could add more art camps next summer.
 - Kajukenbo Karate continues to grow and carries strong enrollment numbers. We are adding an additional class in the Fall due to demand.
 - Youth and Athletics brochure submissions completed and submitted for Fall Brochure.
- Recreation and Marketing Supervisor Rex:
 - Finalized and submitted fall brochure to the printer
 - Secured \$300 to support fall programming.
 - Assist with Summer Concert Series
 - Will work Sycamore Parks Foundation Golf Outing
 - Continue to work with OC Creative to schedule B roll filming and testimonial/interview videos for the 100th Anniversary.
 - Continued working to identify, photograph, and transcribe memorials and dedications through the parks to guide research for the history component of the 100th Anniversary celebration
- See attached daily facility usage and yearly comparison charts.

Administrative Initiatives (8/1/22-8/30/22)

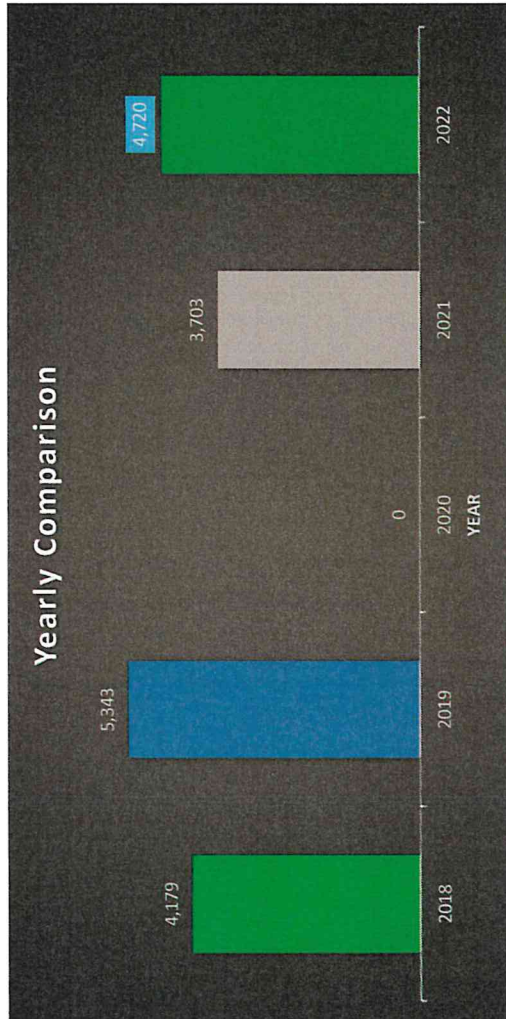
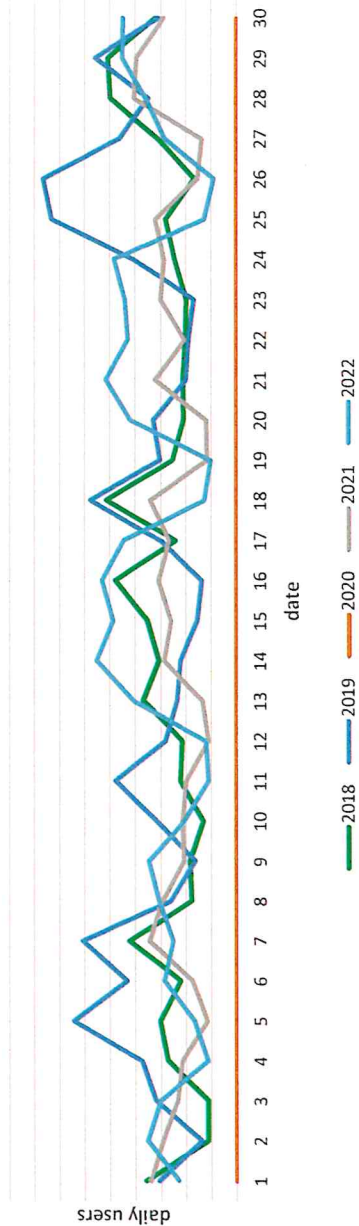
Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Will attend all Board meetings, any study session, and management team meetings in July.
- The rained-out concert will be made up on August 4th with the band "R-Gang".
- The final Movie in the Park will be on August 5th, in its new location behind the community center. The library will present the movie- The Mummy.
- Will attend the KSRA & KSRF board meetings on August 9th.
- KSRA Day camps will be on site at the community center July 25th-Aug 5th.

- Continue to work on a facility use agreement with Aggression volleyball club.
- Recreation Staff will continue to work on the 2023 100th anniversary event planning
- Last day for the outdoor pool will be August 16. Private party rentals have been successful.
- Superintendent of Recreation Tevsh and Facility Supervisor Metcalf will organize a new event, the Back to School for Preschool at the Splash pad on August 15th at 6pm.
- Recreation Specialist Dobberstein will continue to recruit vendors for Junk In Trunk event in September.
- Recreation and Marketing Supervisor Rex will
 - Will continue working with OC Creative and DeKalb County History Center on the 100th Anniversary celebration and informational materials.
 - Will submit Sycamore Golf Club's Pumpkin Fest vendor application
 - Will submit application for Northwestern Medicine grant funding
 - Will have a park district table at the School District's Back to School Bash
 - Will administer summer program participant survey
- Recreation Specialist Hoblit reports
 - We are partnering with NIU Outdoor Adventures and Malta Library to host an overnight family campout August 5th. Intern Natalie Bullen will assist.
 - Youth tennis participants have been asking for private lessons. We could possibly add private lesson times to our summer brochure next year and or bring on an additional instructor if private lessons become popular.

	2018	2019	2020	2021	2022
June	178	154	0	170	114
1	56	68	0	147	175
2	56	159	0	117	150
3	136	186	0	108	56
4	151	321	0	58	82
5	110	215	0	87	143
6	211	303	0	173	125
7	88	130	0	147	153
8	91	81	0	104	173
9	65	158	0	107	103
10	110	238	0	99	55
11	107	141	0	56	60
12	183	117	0	68	203
13	154	110	0	144	275
14	175	77	0	130	242
15	238	68	0	155	264
16	120	150	0	133	222
17	256	288	0	171	63
18	126	152	0	59	51
19	104	164	0	60	208
20	105	99	0	162	257
21	100	94	0	102	213
22	98	83	0	151	219
23	122	203	0	144	240
24	140	365	0	161	63
25	82	382	0	77	44
26	156	230	0	69	142
27	248	174	0	202	178
28	253	278	0	197	224
29	160	155	0	145	223
30	4,179	5,343	0	3,703	4,720
TOTALS	4,179	5,343	0	3,703	4,720

June Daily Users



	Building Hours	After Hours	Splashpad Daily Fee	Splashpad Pass	Open Gym	Total Users	Other Comments
June							
1	75	7	8	0	24	114	
2	96	11	30	3	35	175	
3	63	7	31	10	39	150	
4	24	19	6	0	7	56	
5	17	18	27	1	19	82	
6	108	12	3	0	20	143	
7	82	12	12	0	19	125	
8	119	11	0	0	23	153	
9	81	12	25	25	30	173	
10	65	3	2	0	33	103	
11	28	13	5	3	6	55	
12	25	9	2	5	19	60	
13	92	14	61	6	30	203	
14	98	11	118	18	30	275	
15	98	8	78	20	38	242	
16	92	8	113	12	39	264	
17	63	6	124	0	29	222	
18	28	12	15	3	5	63	
19	10	17	0	0	24	51	
20	102	14	61	2	29	208	
21	109	9	81	25	33	257	
22	78	9	86	12	28	213	
23	82	11	88	9	29	219	
24	72	7	103	4	54	240	
25	32	14	0	0	17	63	
26	10	13	5	0	16	44	
27	80	7	23	8	24	142	
28	89	6	47	10	26	178	
29	97	5	103	0	19	224	
30	76	3	114	10	20	223	
	2091	308	1371	186	764	4720	

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: July 26, 2022

Administrative Initiatives (7/1/22 – 7/31/22)

- Attended all administrative team meetings as scheduled.
- Continued bi-monthly marketing calls with Teesnap marketing.
- Held the second series of SAY-Golf instruction. 43 registrants currently for SAY-Golf Series 2. That brings a total of 98 kids went through SAY-Golf in 2022. The Say-Golf Program and Adult Lesson Academy have brought in \$12,150.00 in revenue.
- Held Several Large Events in July
 - July 8th – the Genoa Area Chamber of Commerce – 108 participated.
 - July 12th and 13th – The Alvin Wildenradt Junior Championship. 28 total registered for the event.
 - July 22nd – Sycamore Park District Foundation – 44 expected.
 - Several smaller outing of 24 to 32 on, at least one weekend day for each weekend in July.
- The Golf Course continues to stay very busy with play. We exceeded the \$350,000.00 mark in revenues on July 17th. We are up to 332 season passes sold for 2022. Up by 47 over 2021.
- Began to prepare for Sycamore High School Golf team play including scheduled matches and practices. They now have an official girl's golf team as well so scheduling could prove to be tricky at times.
- Offered four free “10-minute tune-up” golf lessons in conjunction with Sycamore Family Sports Center.

- Continued to try to schedule a “demo day” with Sycamore’s local golf company, Sub-70 to help promote pro shop club sales.
- Began to develop fall golf promotions with Teesnap to help promote the continuation of the strong play we have received so far this season.

Administrative Initiatives (8/1/22 – 8/31/22)

- Attended all administrative team meetings as scheduled.
- Continued bi-monthly marketing calls with Teesnap marketing.
- Hold several large events including:
 - Illinois Junior Golf Association Tournaments – August 1 and 2
72 expected
 - FOP/Fire Department Scramble – August 5th – 100+expected
 - Sycamore Elks – August 6th – 40-60 expected
 - Opportunity House – August 12 – 100+Expected
 - PJ’s Courthouse Scramble – August 13th – 120 expected
 - Goodfellows – August 19th – 80 -100 expected
 - Annual Club Championship – August 20th and 21st. August 27th and 28th – 50 – 70 expected.
- Finalize fall staffing schedule and looking to hire a pro shop cashier to replace Gwyn Golembiewski who leaves at the end of the second week of August. Most of our cart attendants are in high school so that will be an interesting change in the schedule once they go back to school.
- Begin fall golf marketing plan with Teesnap, focusing on our reasonable rates, golf course condition and the beautiful fall colors. Eblasts are scheduled to begin the middle of August.
- Began planning to develop some golf plus food and beverage promotions with the Caddyshack Grill to get our clientele to spend more time and money at our district.

- Prepare entry forms for fall events, The 6X6X6 Ryder Cup event in September, the Pumpkin Scramble in October and the Frozen Fingers Open in November.
- Meet with Harris Golf Cars in Sugar Grove to begin the process of trading a portion of our golf cart fleet for newer vehicles. The number of carts traded in and replacements purchased will be the cost of the replacements after trade in value of our current vehicles and the allotted capital budget dollars.
- Begin succession planning with Jonelle to fill my position for 2024.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: July 26th, 2022

Administrative Initiatives (7/1/22-7/31/22)

Golf

- The rain on Friday the 15th provided a nice 1.6” which soaked in rapidly and was much needed. We are in the hot, stress days of summer for the turf so we are happy with how things look at the moment considering all the daily golf traffic.
- Two large trees, right of five approach and left of six fairway were removed and stumps take out.
- We have consistently been spraying for turf disease and clover weeds.
- Mowing, trimming, weed eating, watering, tree/shrub trimming continue to dominate staff time.
- Continue to order/stock turf supplies as needed.
- Met with PDRMA rep to go over new system for auditing. At the end of August, the maintenance staff will be observed out in the field for how safely they work and take care of themselves while working.

Sports

- Youth baseball and softball groups completed spring seasons. They have been holding tryouts for travel groups and all-star team practices for summer tournaments. Fall ball practices start at the beginning of August with games at the end of August.
- Storm Dayz was a success once again. Seventy-two teams played three days even with a heavy rain in the middle of the Saturday games. Our staff received a lot of praise for getting the fields usable after the heavy rains so thirty-five games could still be played Saturday afternoon and evening after the delay. Thanks to all our staff that helped and worked a long three days to help make the tournament a success.
- Working on billing user groups for spring field preps. Adult softball leagues will continue thru summer.

- AYSO soccer has completed the spring season. Fall play begins on August 8th with practices and games on August 20th until mid-October. Met with Kevin from AYSO this week to discuss field needs for the fall and planning.
- Staff has consistently been mowing and trimming all fields, painting lines, adding field mix to ball fields, trimming shrubs, and now mowing new fields as they continue to grow in.
- The pool is operating well as the new chlorine injection system has worked well. We are now under one month left in the season and continue to check the water balance daily along with all other operational checks.
- The splash pad is also checked, and filters cleaned daily with water balance also checked twice per day. The heavy user load has been great to see. We had to have a branch of the bucket feature welded back together as wind stresses caused a crack where the pipes met.
- William Charles completed the construction of the new fields. Director Bailey and I attended a walk through with ERA engineers and William Charles. A list of punch list items is now being completed. Signage is now up for the individual holes of the frisbee golf course.

Parks

- I attended staff and Board meetings along with the PDRMA training plan meeting.
- Founders Park playground is now completely open for use as the last piece for the spinner feature arrived and our staff installed.
- Staff has been mowing constantly, prepping for shelter rentals, keeping up with garbage, removing bad trees or limbs after wind events, adding mulch to play areas, making repairs to parks, and trimming trees along trails. Also have been setting up and taking down the stage weekly.
- Staff also completed adding new mulch to the entrance areas of the Community Center, repainted CC parking lot entrance lines and arrows, and weeded the shrub beds.
- Repaired Main South shelter hand hydrant.
- Nicholas and Sam have been spraying weeds and invasive plants on all native areas and planter beds and adding plants from our green house. Annual flower beds are consistently weeded. Weeds at Old Mill natural area were mowed down for control.
- Worked with Illinois Dept. of Public Health as water samples for our wells were taken for annual analysis.

Administrative Initiatives (8/1/22-8/31/22)

- Attend all staff, Board meetings.
- Continue to monitor, daily check, repair, etc. both the splash pad and pool systems. Once the pool is closed, we will drain the pool and work on repairs and make lists of needed parts/supplies for next year and have the main pump and motor serviced.
- The splash pad will continue to stay open and serviced until the end of September as weather allows.
- Set up for and host last concerts and movie at the end of July and beginning of August.
- Work with sports user groups as all fall ball games begin and field prep schedules are received.
- Continue repairs at parks and buildings.
- Meet with bridge contractor as planning for fall install of ten tee bridge continues.
- Continue golf regular fungicide applications on greens, tees, and fairways as disease season continues. Host several outings in the month and plan maintenance practices around the play. Keep up watering and check heads as summer stress season continues. Figure out staffing as many seasonal staff head back to school.
- Continue mulching thin playground areas, prepping for shelter rentals, and consistent mowing/trimming of all areas along with landscape, tree pruning.

To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: July 2022

Administrative Initiatives (7/1 – 7/31/2022)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Park Foundation meetings as scheduled
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings: Diversity Section, Membership Council
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents
- Review Marketing needs and timelines with Recreation Staff & Marketing
- Review all construction projects and next steps:
 - GWT parcel purchase overview for Phase/Segment 2 of the trail
 - OSLAD grant status: SPD was awarded the OSLAD grant for \$240,300
- Sycamore Park District Foundation status
 - Create list of projects
 - Kick wall at Soccer Complex
 - Bandshell: engineering costs
 - Trails (connections)
 - Work with Sarah on SPF events
 - Golf Outing – July 22 1 pm tee time
- Continuing working on the Sip n’ Savor Event w/Sarah
- Working with the School District about putting in outdoor pickleball courts
- Working with Sarah on 100-year anniversary
 - Testimonials
 - Video creation
 - Projects

Administrative Initiatives (8/1 – 8/31/2022)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Park Foundation meetings as scheduled
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings: Diversity Section, Membership Council
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents
- Review Marketing needs and timelines with Recreation Staff & Marketing
- Review all construction projects and next steps:
 - GWT parcel purchase overview for Phase/Segment 2 of the trail
 - North Park Community Survey: working with Upland Design to get this moving
- Sycamore Park District Foundation status
 - Create list of projects
 - Kick wall at Soccer Complex
 - Bandshell: engineering costs

- Trails (connections)
- Working with the School District about putting in outdoor pickleball courts
- Working with Sarah on 100-year anniversary
 - Testimonials
 - Video creation
 - Projects

Dear Sycamore Park District,

Thank you for your donation to the Girl Scouts of Northern Illinois, Double Tree Service Unit, Brunch & Blooms Event that was held on Sunday May 15th. We appreciate you & your business, as you helped us make a difference with the donation baskets - they were a huge success. Because of your donation we're able to successfully set aside funds for future Girl Scout grants & events. Again, thank you for your generous gift.

Sincerely,

GSNI Double Tree Service Unit



355 N. Cross Street
 Sycamore, IL 60178
 p. 815.895.8522
 f. 815.895.8717
 CornerstoneSycamore.org

Sycamore Park District
 480 South Airport Road
 Sycamore, IL 60178

Dear Sycamore Park District,

Thank you for participating in the ACS Cornerstone annual auction. After a two year break, we knew the success of this year's auction was going to rely on the support from donors like you. Our team was overwhelmed by the generous donations received. The evening was amazing and we feel blessed to have had the opportunity to bring this event back to our school! We appreciate your support.

For your convenience, we have included a receipt for your donations below.

Donations

Item	Value
Certificate- 3-Month Fitness Membership	\$75.00
Certificate- 15 Visit Aquatics Card	\$135.00

*Your donations may be tax-deductible. Consult a tax professional for more information.

Sincerely,

John Matheson & Auction Committee
 ACS Cornerstone Campus

John Matheson

Jason A. Paul

D. Ellis

Stacey Goldberg

Kristine Porter

Kishwaukee Special Recreation Foundation

June 6, 2022

Theresa Tevsh
Sycamore Park District
480 Airport Rd.
Sycamore, IL 60178

Dear Theresa,

I wanted to send a huge THANK YOU for being a donor at our Golf Outing held on Friday, May 27, 2022. Your basket donations were a hit in our raffle! We promoted your donation at the event, on our social media and in our weekly email blast. Any place we could thank you, we did, because without you our event would not have been amazing!

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

Kishwaukee Special Recreation Foundation is a nonprofit 501 c3 organization registered with the state of Illinois and the IRS. Your contributions, at a value totaling \$ 450.00, is tax deductible, our Foundation's EIN# is 86-2407904. Your tax preparer will need this information at tax time.

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

Sincerely,



Paul Bafia
President
Kishwaukee Special Recreation Foundation



Thank You -
Jan



Illinois Department of Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271
www.dnr.illinois.gov

JB Pritzker, Governor
Colleen Callahan, Director

July 8, 2022

Sycamore Park District
480 South Airport Road
Sycamore, IL 60178-8200

RE: FY 2022 OSLAD Application
Grant Award: \$ 240,300.00
Reston Ponds Park

I am pleased to inform you that the above referenced project has been approved at the dollar amount indicated, as part of the State's FY 2022 Open Space Lands Acquisition and Development (OSLAD) grant program. The quality of your plans to enhance open space opportunities for Illinois' citizens is recognized by your selection in this year's very competitive selection process.

Your project was one of 87 local outdoor recreation projects, representing \$30.3 million in funding assistance, approved by the Department for FY 2022 OSLAD grant funds.

You will soon be contacted with detailed information and instructions concerning implementation of your project and program compliance responsibilities. Please do not proceed with your project until you have received these instructions.

Once again, congratulations on being one of the successful applicants and thank you for your dedicated efforts to improve outdoor recreation opportunities in Illinois.

Sincerely,


Colleen Callahan
Director

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 26, 2022

STAFF RECOMMENDATION

AGENDA ITEM: APPRECIATION OF 2022 SPORT CONCESSION

STAFF: For Information Only

BACKGROUND INFORMATION: Since 1976, when the Sports Concessions building was erected by a group of sycamore citizens, the park district has provided concessions to our community at the sports complex. The facility has undergone changes through the decades with additions of food service equipment (refrigerators, freezers, food prep tables), new exterior painting, and a plaque rededication to those that volunteered to build the structure in 2019.

This concession stand has provided part-time seasonal jobs for the Sycamore youth. With the growth of Sycamore baseball, softball, and soccer, the season has gotten longer, as well as the daily hours to serve concessions. The building is not heated or air-conditioned, and staff sometimes work 8-10 hour shifts during tournaments and peak sports season.

The Concessions building opens as early as mid-April to serve as an early-season tournament. The concessions staff worked a total of twelve tournaments from April to June. The sports concession revenue through June 30th is \$49,967.29.

This year we have hired seven staff to work at the Sports Concessions facility:

Missy Yurs - 12 years of service

Aaron Olson- 3 years of service

Leo Yurs- 3 years of service

Jacob Lindgren- 2 years of service

Alex Lotito- 1st year

Tyler Nielsen- 1st year

Briana Dobberstein- 1st year (park district volunteer for many years)

The sports concession staff assist with the recreation events such as concerts in the park, community center rentals/sports requesting concessions, and senior picnic

day. Most recently, there was a “changeover of the grill” at the Concerts. Teejah Yurs, who had worked for the park district for the last 4 years and was our designated burger flipper, moved on to her full-time career. Aaron Olson took over the grill master duties this year and loves his new responsibilities and the music that goes along with it. (see Daily Chronicle article).

We want to recognize the 2022 staff that have worked record concession sales due to the high volume of sports taking place within the newly named Citizens Memorial Sports Complex, the newest addition of the Riverside Sports Complex for soccer, and the increase in the volume at concerts.

We thank these seasonal staff for their hard work, consistent smiles, and courtesy through the never-ending long lines of customers. We especially thank their long-time leader, Missy Yurs, for training the young staff for over 12 years and for her dedication of service to the sycamore park district.

FISCAL IMPACT: None

STAFF RECOMMENDATION: For Information Only.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services,
Mellissa Dobberstein, Recreation Specialist: Concessions & Facility Rentals

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION: None

JBC (JLD)

Sycamore's Summer Concert Series hits high notes



David Petesch – dpesch@shawmedia.com The StingRays performed at Citizens Memorial Sports Complex on June 9 as part of the Summer Concert Series hosted by the Sycamore Park District.

BY DAVID PETESCH DPETESCH@SHAWMEDIA.COM

SYCAMORE – Local music lovers poured into the Citizens Memorial Sports Complex on June 9 with lawn chairs and coolers to get a seat on the lawn of the Good Tymes shelter before the StingRays took the stage.

The free Summer Concert Series, put on by the Sycamore Park District, kicked off June 2 with Caribbean rock band Mr. Myers.

The family-friendly shows are at 7 p.m. Thursdays through July 28 at the Sports Complex at 435 Airport Road in Sycamore.

Guests are encouraged to bring their own seating and provisions, with food and drink available for purchase.

The StingRays returned for their second consecutive year, playing classic rock from The Beatles to Roy Orbison and engaged the crowd with trivia between songs and dance competitions for the kids.

Park District marketing and events supervisor Sarah Rex said the series has been running since at least 2007.

She said this year's lineup is a good mix of new talent and bands returning from previous years.

On Thursday, the MacKenzie O'Brien Band will perform country covers from stars such as Dolly Parton and Little Big Town.

Future performers include Second Time Around on June 30, R-Gang on July 7, a Family Concert with Leonardo on July 14, Off the Charts on July 21 and SunFallen on July 28.

DeKalb residents Chuck and Judy Bergsmith said they have been coming to the series for more than a decade and are planning to return to the park every Thursday this summer.

Citizens Memorial Sports Complex, formerly Sycamore Sports Complex, has received some upgrades since last year's concert series.

Along with the new name, the park has a new baseball field, playground, shelter, paved parking lot and nine-hole disc golf course.

A new "grillmaster" has taken over the flames for this year's series, serving burgers, brats and hot dogs.

Superintendent of Recreation Services Theresa Tevsh said Aaron Olson took to the grill opening week and did so well he got the job for the year.

Olson, 19, has been working with the parks department since he was 16 and said he likes his new position. "This is fun," Olson said. "It's like getting paid to listen to music."

For information about the Summer Concert Series, visit sycparks.org/summer-concert-series.



Board of Commissioners
Date of Board Meeting: July 26, 2022

Information Only

AGENDA ITEM:

Construction updates

BACKGROUND INFORMATION:

Founders Park: Up and running. All parts have been arrived and installed.

Riverside: Soccer complex is up and running. Fields seem to be recovering, Spring soccer is now over. Fall soccer will be starting soon.

Great Western Trail: Still working on next steps for property negotiation. Received a list of items to consider for new property purchase.

Memorial Park: Waiting on the final closure of the punch list.

Reston Ponds: Received the OSLAD grant for \$240,300 of the \$480,569 for the overall cost for phase 1 of the project.

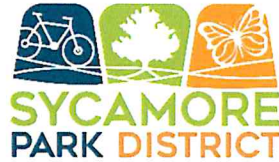
FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

JB (gmb)



Board of Commissioners
Date of Board Meeting: July 26, 2022

STAFF RECOMMENDATION

AGENDA ITEM:

Sycamore Parks Foundation Status

BACKGROUND INFORMATION:

The Sycamore Parks Foundation has had some success in their inaugural year. There has been great success with:

Pickleball court: fully funded and purchased four nets. Estimated time of completion for this project is Mid-August.

Golf Outing:

- 52 golfers generating \$3,640
- Sponsorships raised \$1,250
- Raffle: TBD

The SPF has been fiscally responsible during this first year. They created a QuickBooks account to track all expenses and send an invoice, a Zeffy to sell event tickets, collect donations.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

JB (gjf)

Management Report

Sycamore Parks Foundation

For the period ended December 31, 2022

Prepared on

July 20, 2022

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Statement of Activity

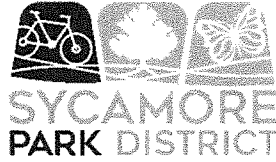
January - December 2022

	Total
REVENUE	
Contributed income	860.00
Donations directed by individuals	11,509.12
Total Contributed income	12,369.12
Discounts given	-100.00
Sales	0.83
Services	1,350.00
Uncategorized Income	37,753.20
Total Revenue	51,373.15
COST OF GOODS SOLD	
Inventory Shrinkage	-200.00
Total Cost of Goods Sold	-200.00
GROSS PROFIT	51,573.15
EXPENDITURES	
Contract & professional fees	959.25
Office expenses	
Memberships & subscriptions	185.00
Merchant account fees	233.08
Office supplies	21.24
Shipping & postage	58.00
Software & apps	40.00
Total Office expenses	537.32
QuickBooks Payments Fees	26.90
Supplies	
Events	1,234.94
Supplies & materials	21.59
Total Supplies	1,256.53
Uncategorized Expense	278.78
Total Expenditures	3,058.78
NET OPERATING REVENUE	48,514.37
NET REVENUE	\$48,514.37

Statement of Financial Position

As of December 31, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking (4605) - 1	42,961.13
Total Bank Accounts	42,961.13
Other Current Assets	
Inventory Asset	200.00
Payments to deposit	300.00
Total Other Current Assets	500.00
Total Current Assets	43,461.13
Fixed Assets	
Furniture & fixtures	4,992.00
Total Fixed Assets	4,992.00
TOTAL ASSETS	\$48,453.13
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening balance equity	-61.24
Retained Earnings	
Net Revenue	48,514.37
Total Equity	48,453.13
TOTAL LIABILITIES AND EQUITY	\$48,453.13



Board of Commissioners
Date of Board Meeting: July 26, 2022

STAFF RECOMMENDATION

AGENDA ITEM:

Executive Session Meeting Notes

BACKGROUND INFORMATION:

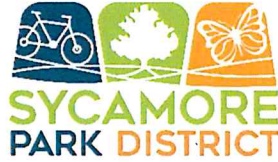
Bi-annually we review the confidential executive session meeting notes to see which session can be released.

FISCAL IMPACT: None

STAFF RECOMMENDATION: Not to release any executive session meeting notes currently.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION: JBC JWB



Board of Commissioners
Date of Board Meeting: July 26, 2022

STAFF RECOMMENDATION

AGENDA ITEM:

Sound Check – Staff Summer Survey

BACKGROUND INFORMATION:

RecStar Consulting is trying out a new system to gather staff feedback for agencies. They asked us to beta test the system at no cost. A “Sound Check” was sent out to all staff. 118 people viewed the survey and 42 people completed it. We have two other surveys that will be sent out over the next couple of months.

1. Strengths: Positive Culture & Trust, district resources
2. Weakness: Communication & Training
3. Opportunities: Recognition & Mental Health
4. Threats: Resistance to change

FISCAL IMPACT:

STAFF RECOMMENDATION: The plan is to address the areas of communication, training opportunities to assist with influences the work culture and show marked improvement for the next two surveys.

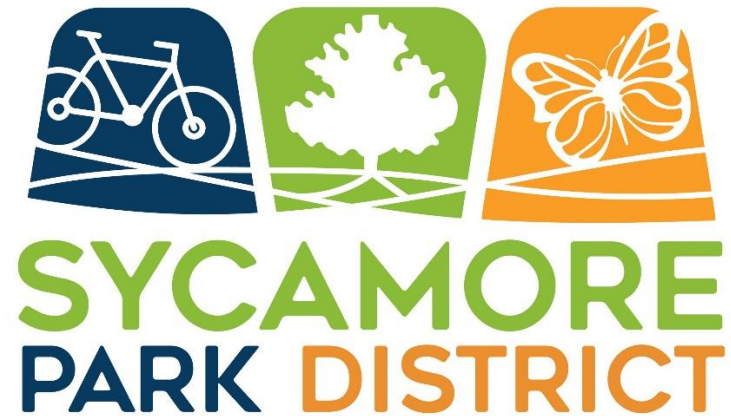
PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

JB (JB)

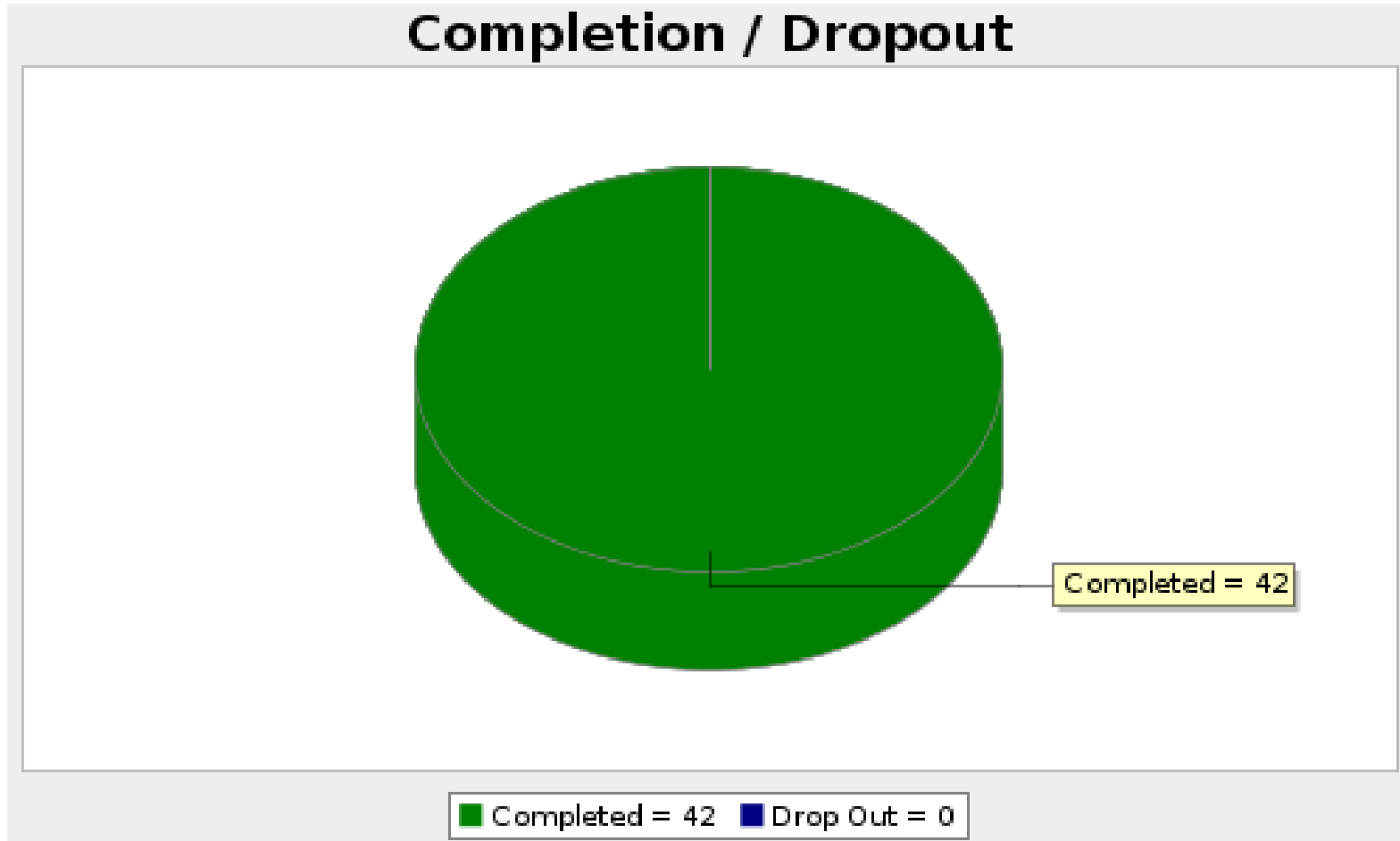
Sound Check - Sycamore Park District - Summer 2022

Dashboard Data Results



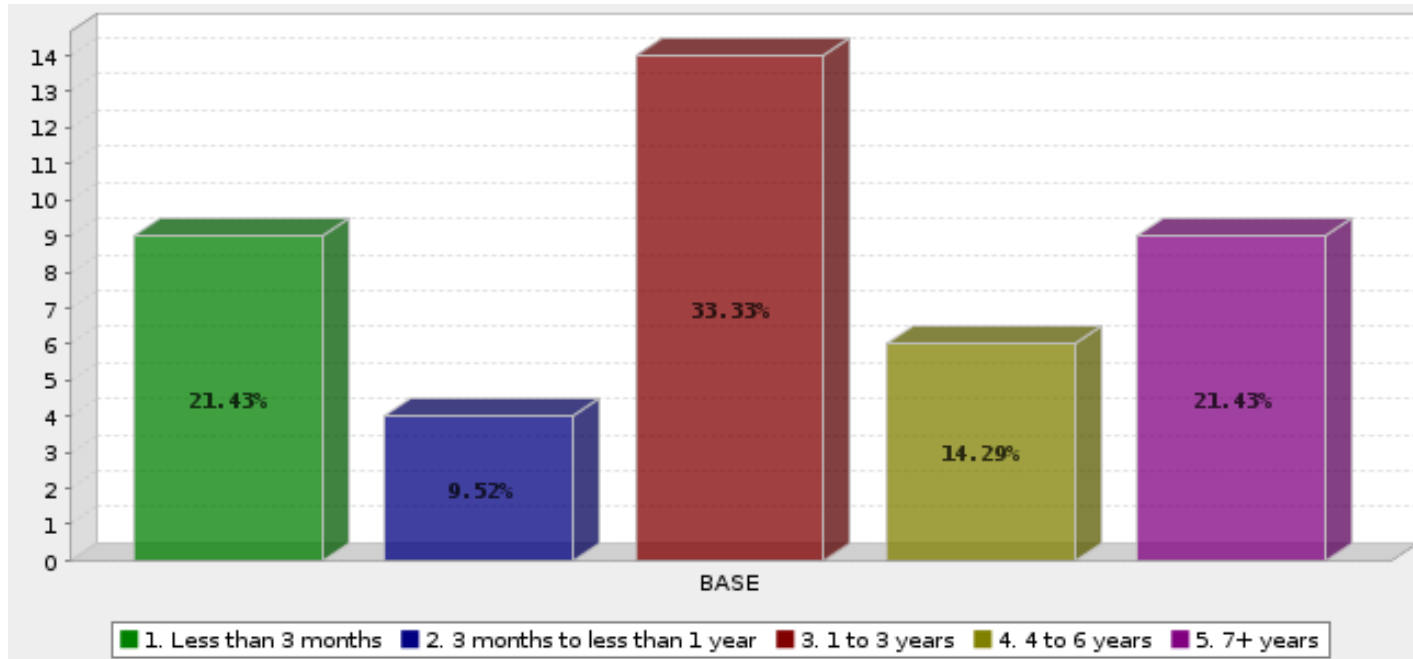
gabriel@recstarconsulting.com

Survey Overview



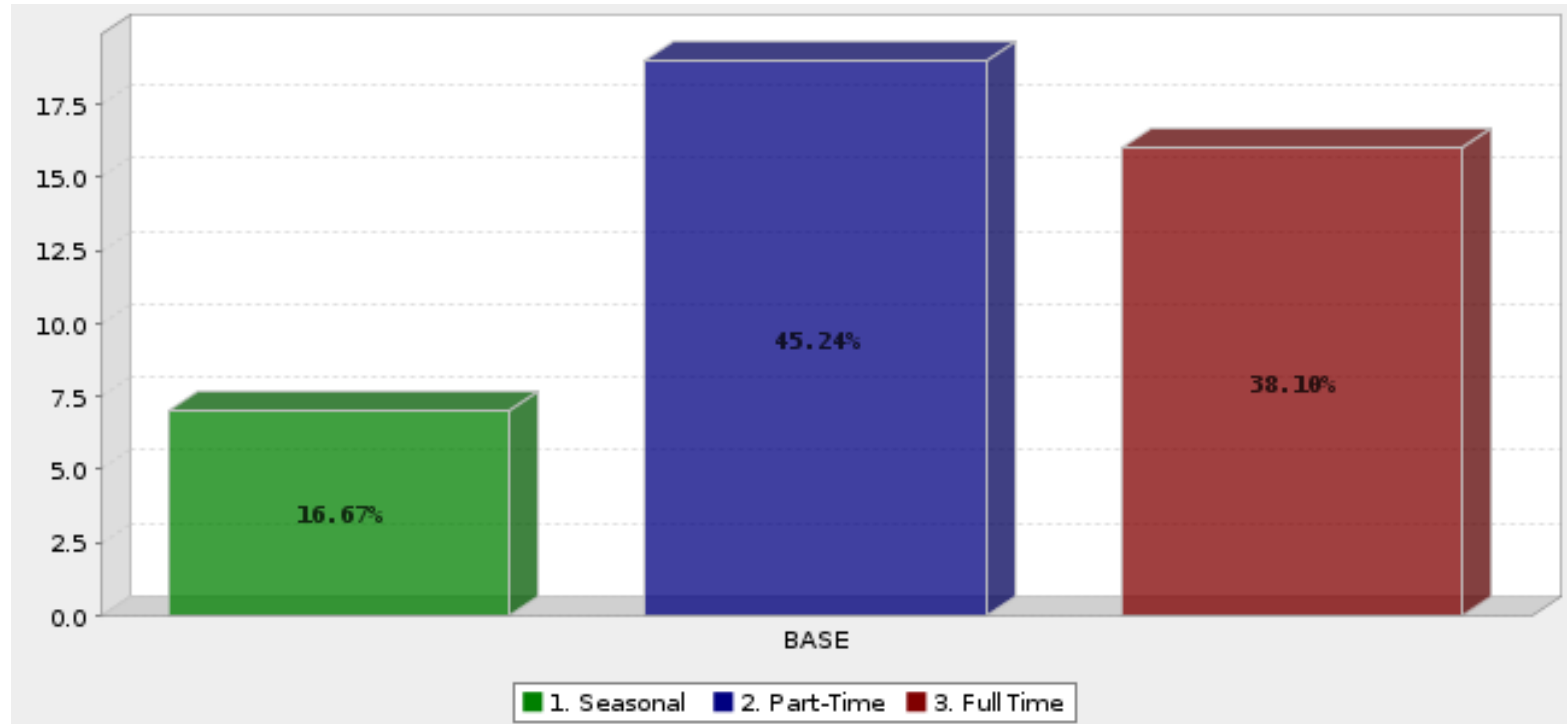
Viewed	Started	Completed	Completion Rate	Drop Outs (After Starting)	Average Time to Complete Survey
118	42	42	100%	0	15 minutes

How long have you worked at Sycamore Park District?



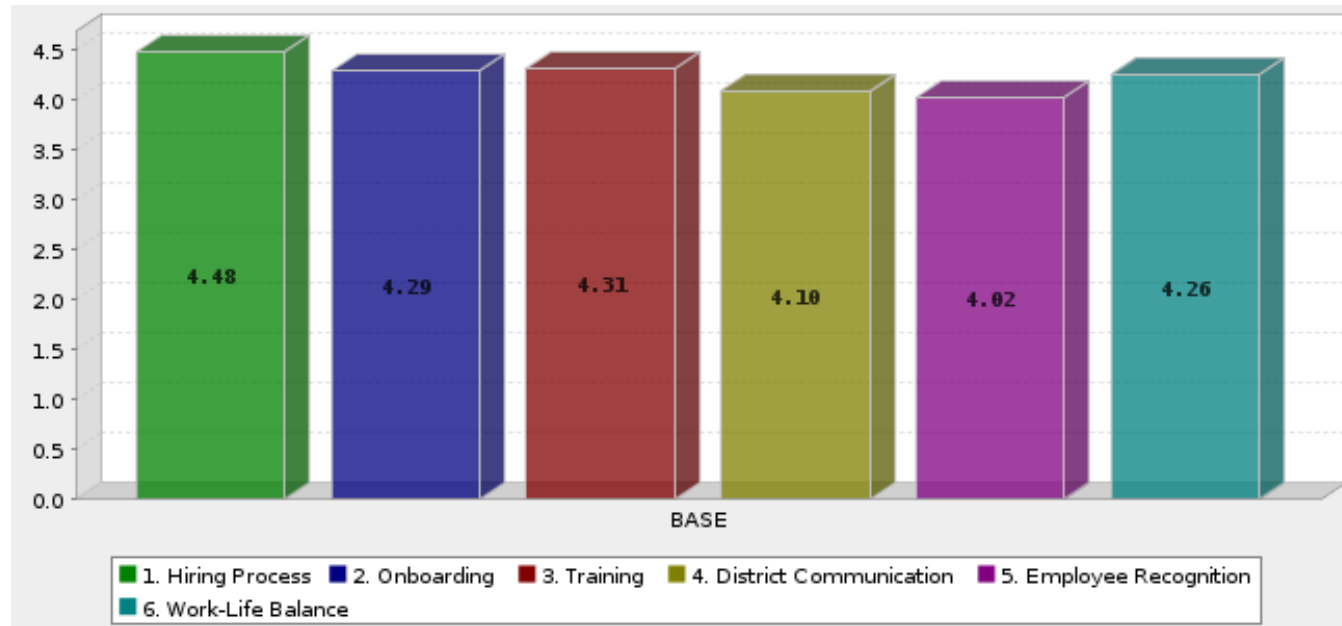
	Answer	Count	Percent
1.	Less than 3 months	9	21.43%
2.	3 months to less than 1 year	4	9.52%
3.	1 to 3 years	14	33.33%
4.	4 to 6 years	6	14.29%
5.	7+ years	9	21.43%
	Total	42	100%
Mean : 3.048		Confidence Interval @ 95% : [2.620 - 3.475]	Standard Deviation : 1.413
			Standard Error : 0.218

What is your employment status with the Sycamore Park District?



	Answer	Count	Percent
1.	Seasonal	7	16.67%
2.	Part-Time	19	45.24%
3.	Full Time	16	38.10%
	Total	42	100%
Mean: 2.214		Confidence Interval @ 95% : [1.997 - 2.431]	Standard Deviation : 0.717
			Standard Error : 0.111

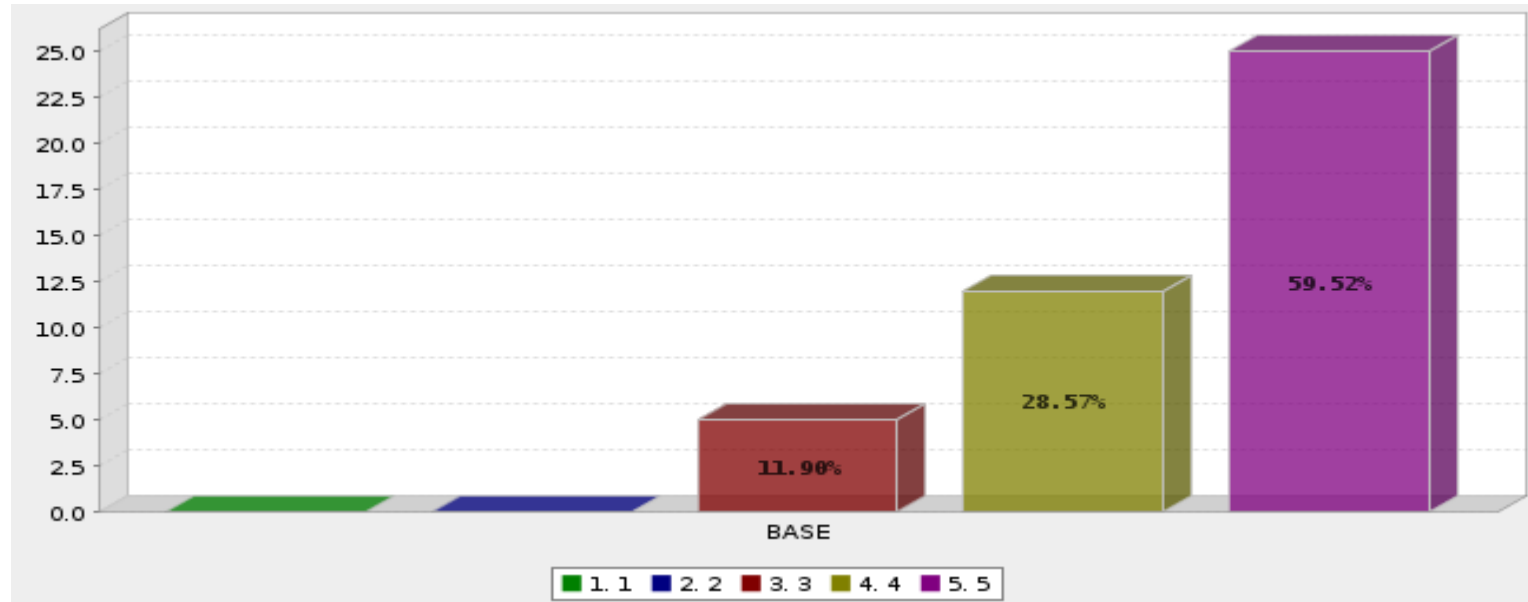
Please rate your experience with the following areas at the Sycamore Park District.



Overall, Matrix Scorecard: Please rate your experience with the following areas at the Sycamore Park District.

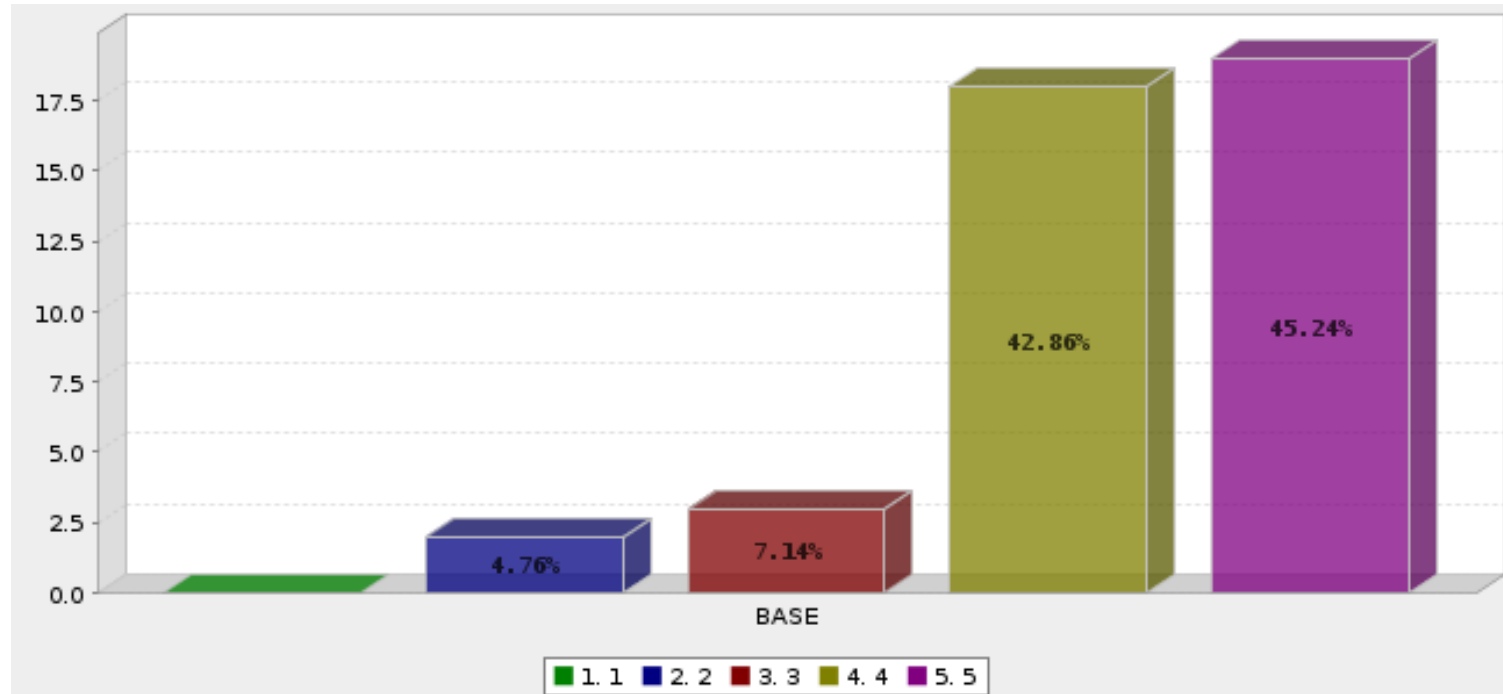
	Question	Count	Score
1.	Hiring Process	42	4.476
2.	Onboarding	42	4.286
3.	Training	42	4.310
4.	District Communication	42	4.095
5.	Employee Recognition	42	4.024
6.	Work-Life Balance	42	4.262
Average			4.242

Hiring Process



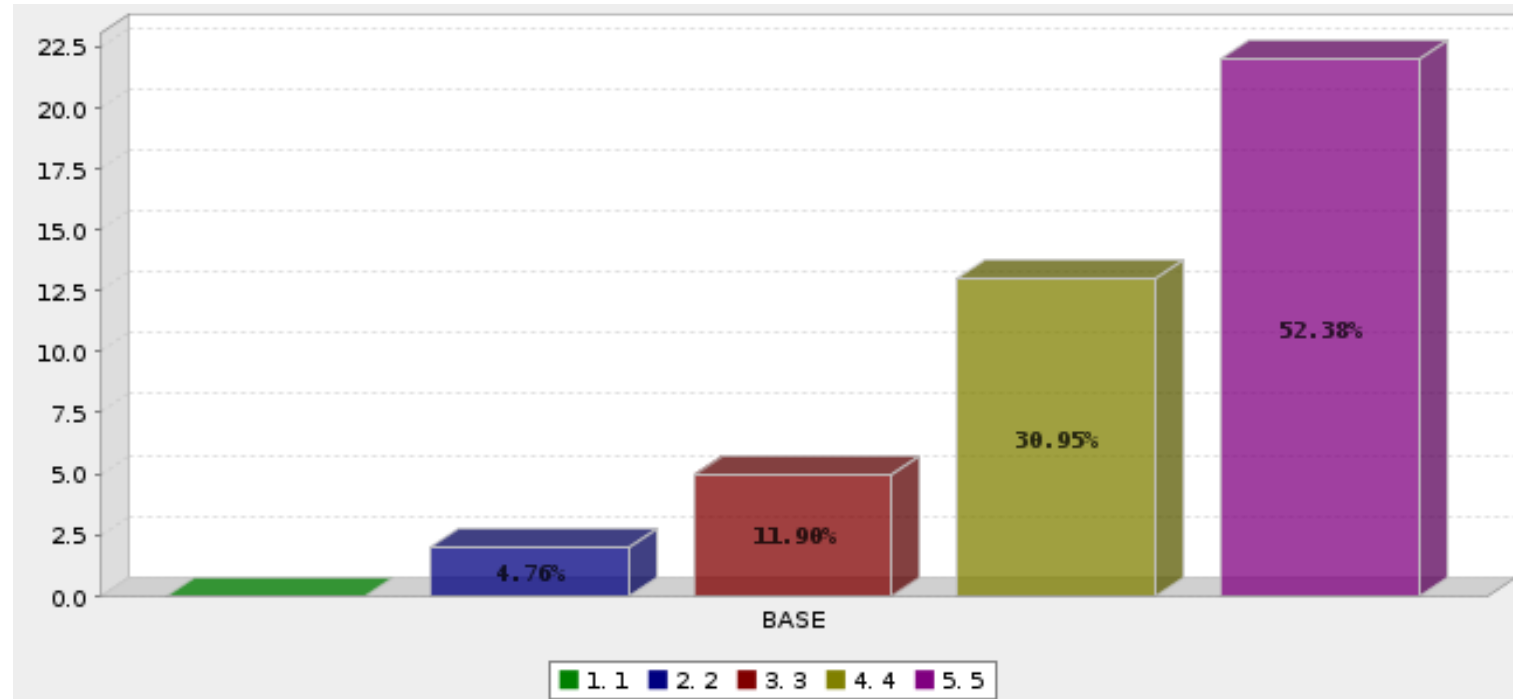
	Answer	Count	Percent
1.	1 – Low	0	0.00%
2.	2	0	0.00%
3.	3	5	11.90%
4.	4	12	28.57%
5.	5 – High	25	59.52%
	Total	42	100%
Mean: 4.476	Confidence Interval @ 95% : [4.262 - 4.690]	Standard Deviation : 0.707	Standard Error : 0.109

Onboarding



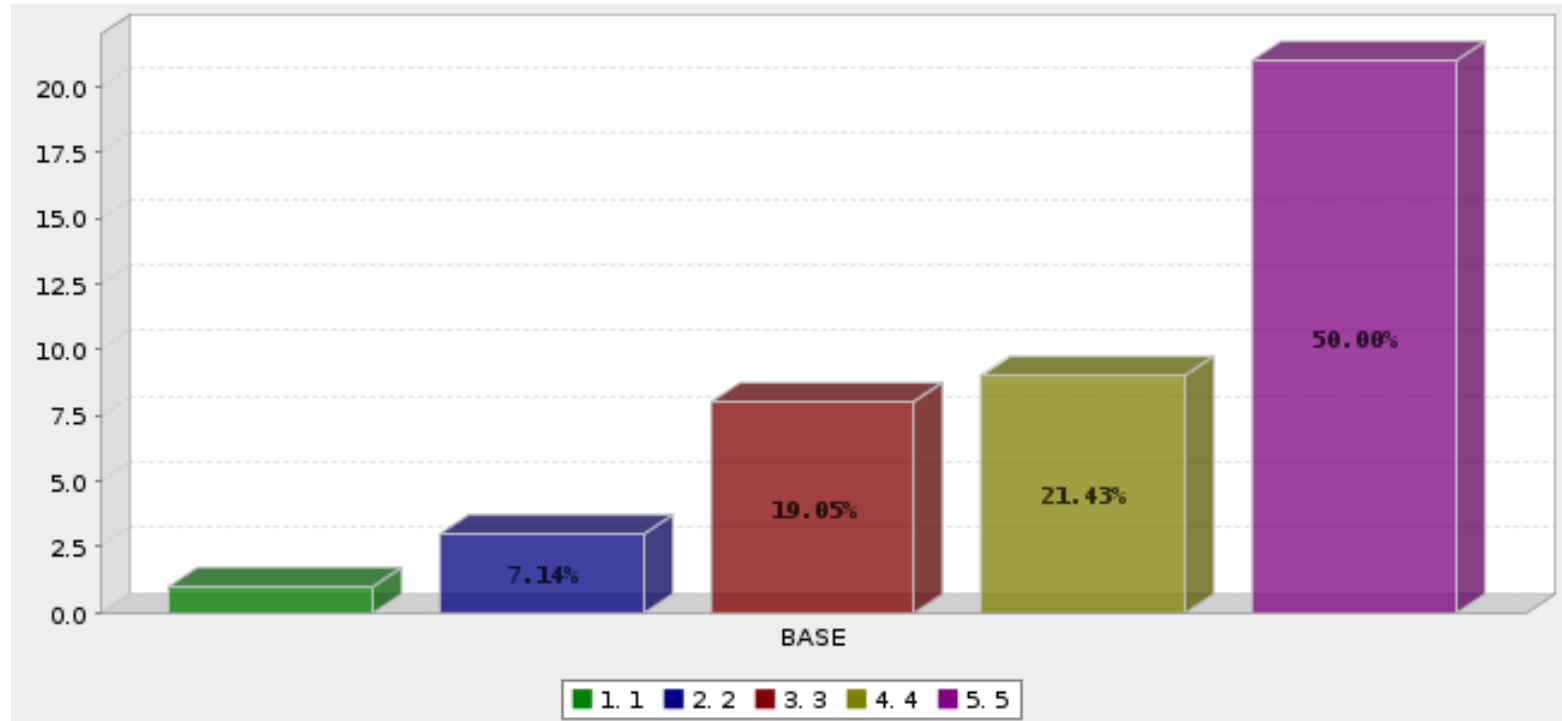
	Answer	Count	Percent
1.	1 - Low	0	0.00%
2.	2	2	4.76%
3.	3	3	7.14%
4.	4	18	42.86%
5.	5 - High	19	45.24%
	Total	42	100%
Mean: 4.286		Confidence Interval @ 95% : [4.042 - 4.529]	Standard Deviation : 0.805
			Standard Error : 0.124

Training



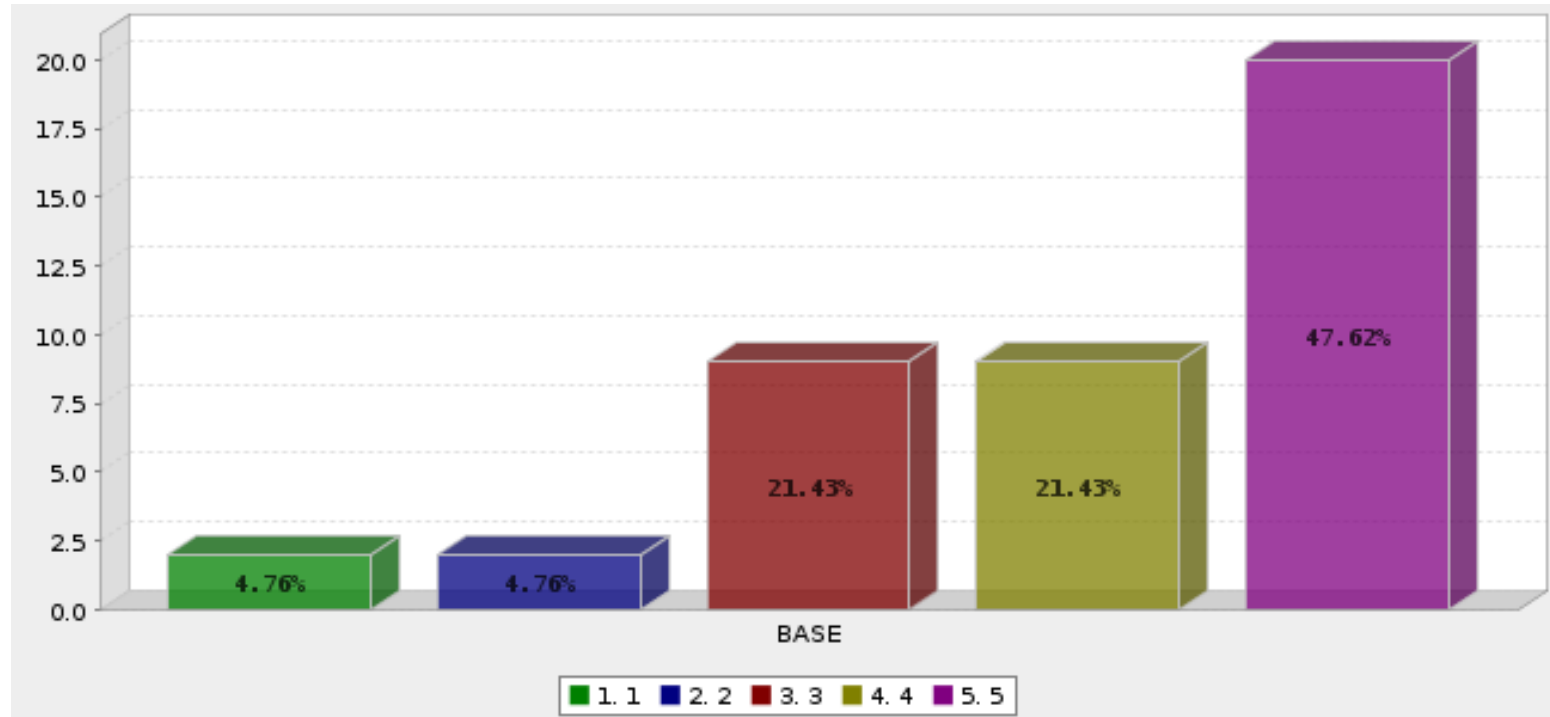
	Answer	Count	Percent
1.	1 - Low	0	0.00%
2.	2	2	4.76%
3.	3	5	11.90%
4.	4	13	30.95%
5.	5 - High	22	52.38%
	Total	42	100%
Mean : 4.310		Confidence Interval @ 95% : [4.047 - 4.572]	Standard Deviation : 0.869
		Standard Error : 0.134	

District Communication



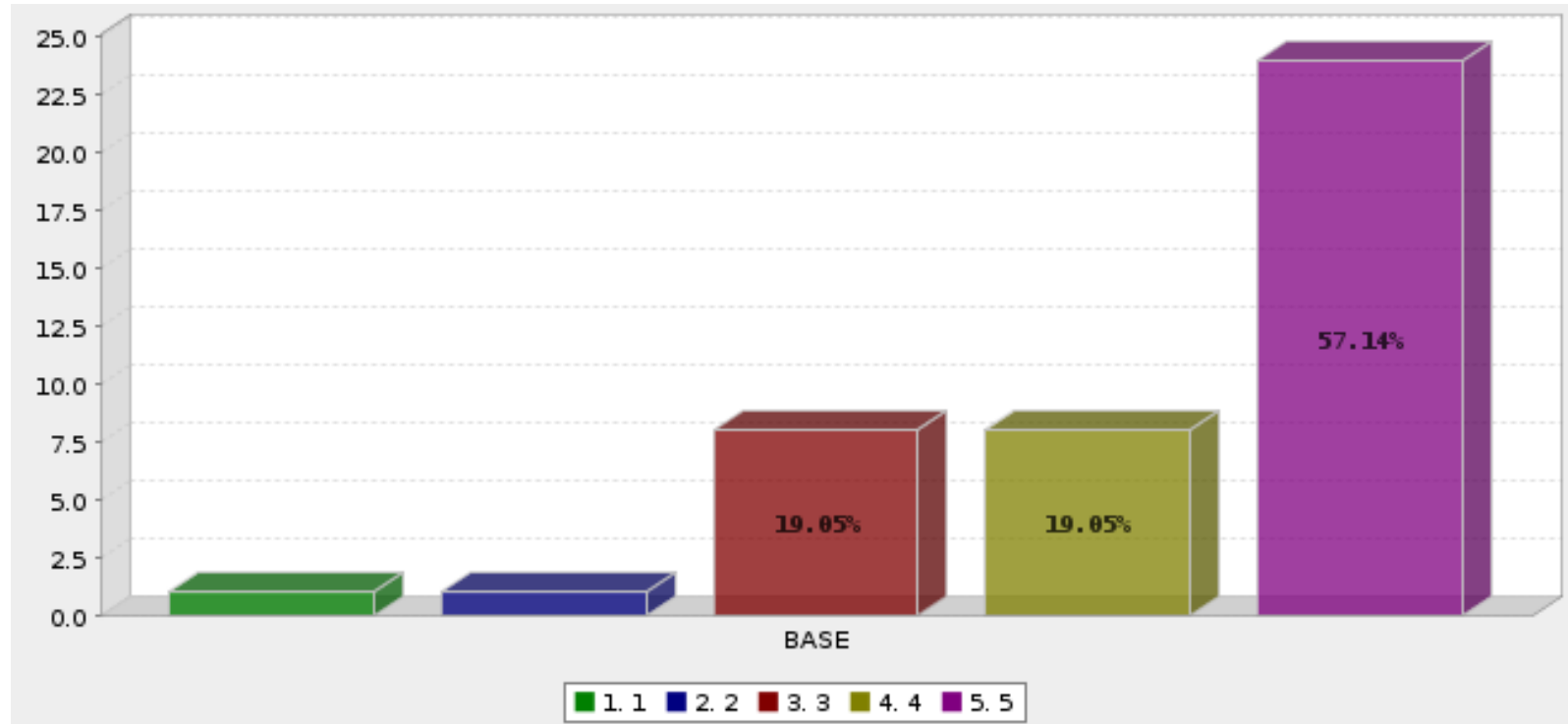
	Answer	Count	Percent
1.	1 – Low	1	2.38%
2.	2	3	7.14%
3.	3	8	19.05%
4.	4	9	21.43%
5.	5 – High	21	50.00%
	Total	42	100%
Mean: 4.095		Confidence Interval @ 95% : [3.763 - 4.428]	Standard Deviation : 1.100
			Standard Error : 0.170

Employee Recognition



	Answer	Count	Percent
1.	1 – Low	2	4.76%
2.	2	2	4.76%
3.	3	9	21.43%
4.	4	9	21.43%
5.	5 – High	20	47.62%
	Total	42	100%
Mean: 4.024		Confidence Interval @ 95% : [3.674 - 4.374]	Standard Deviation : 1.158
		Standard Error : 0.179	

Work-Life Balance



	Answer	Count	Percent
1.	1	1	2.38%
2.	2	1	2.38%
3.	3	8	19.05%
4.	4	8	19.05%
5.	5	24	57.14%
	Total	42	100%
Mean: 4.262		Confidence Interval @ 95% : [3.955 - 4.568]	Standard Deviation : 1.014
		Standard Error : 0.156	

Comments/Suggestions for improving communication within the Sycamore Park District.

There is a noticeable barrier in overall communication that makes it difficult to navigate day to day tasks at time. This is particularly apparent when consumers know more than the staff and we are left not being able to answer questions consumers have about particular programs, regulations or events. It's apparent there is a lack of overall communication so that some parties are left in the dark when it comes to events or things that are key to know. While it is understandable to some degree with the mix of part time and full time staff and the fact that there are several different facilities with different events/activities going on, it does hinder production and leaves employees looking foolish in front of consumers.

I don't know how to improve communication. But there are plenty of communication opportunities for staff. There's the website where staff can learn what the SPD offers the public and its core values. There are quarterly staff meetings where important issues are explained and questions from staff are encouraged.

I think communications are good.

I've only been working here shortly but so far I love it and have no comments!

Making sure that what and when benefits are allowed and maybe doing more gatherings.

None...communication is good.

GroupMe has been a good tool for part time instructors.

Communication is good.

Good

The management team regularly keeps in touch pt instructors with regards to happenings at the Park District and it is greatly appreciated.

I grateful that the fitness instructors were included in the gym membership for employees this time. It sometimes feels like there is a disconnect between us and other employees who work in the building more.

I would like to see a "live" online option for all staff to be able to check changes for all areas of the park district.

Keep everyone informed

Monthly meetings with direct supervisors that are organized and effective.

The current system of communication with regard to parties is very difficult. It involves texting the employees to ask if they can work, then confirming, but it is all via text and sometimes other parties are asked about before previous parties are confirmed. Then sometimes additional time will be added and that is sometimes not communicated until the employee gets to the party on the day of the party (this used to happen a lot more, only occasionally now) Texts get jumbled and both employees and supervisor can get confused on what was or was not decided about each party. There is a google calendar that is in circulation but it is not updated by everyone so not all parties are on there. If there was a google calendar that all employees used (or another method) it would also be easier if an employee needs to find someone to work for them, and they could also know who they are working with prior to arriving at the party. The nature of the party coordinator job is that a party will be weeks or possibly a month ahead of time. Often the employees in school will not know they have an event and need to switch with someone. It would be easier, I feel, for everyone if there was a way to do this (such as a forum, group text, message board etc.) so that supervisor does not need to find a sub, the employees can do it and then let her know about the change.

Mass email when full time staff is out of the office

Communication has been great

more purposeful meetings to get staff on the same page and effective planning and execution to get staff moving in the same direction as a team

Some sort of portal that is managed by a full- time person, that is kept up to date with information for all employees

I don't think I have been here long enough to comment.

Not sure at this time.

better communication with clubhouse

The communication at the park district is wonderful. at times, way too much and it “muddys the water” and is confusing to some part time staff.

More direct communication with crew leads

Talk to the people that do the job!

Communication between the two major departments is minimal, we are treated as a family but only see employees on the other side a few times per year.

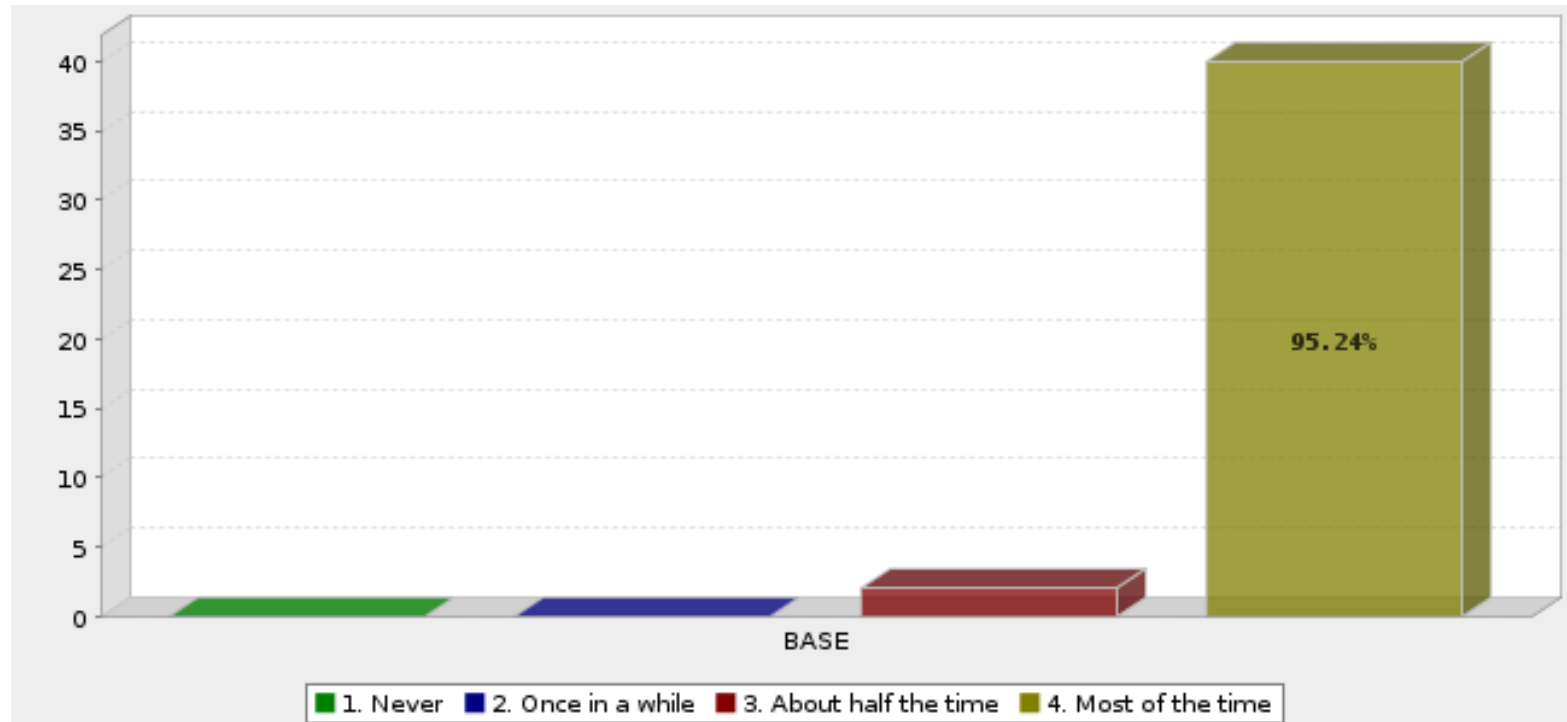
Literally just communicate more between divisions.

What other training would you like to be available at the Sycamore Park District?

Everything is ok
Leadership and people management classes
CPR and other emergency training protocols
Other kinds of sports
For the pool, a lot. We try to work on it but it seems to be more of an employee issue.
Training on exercise equipment to help members that come in later in the day when no one is around.
I think Savannah and our management do a great job at training us lifeguards!
CPR certification.
I think the training right now is good :)
Maybe more CPR
CPR
I would love opportunities for additional fitness trainings/certifications. (not necessarily paid by the PD)
Diversity and Inclusion
paid training for areas of your job title or position
I feel a lot of training is always offered and encouraged.
It would be great if all party employees could be in the same room for basic training on where things go, where to find supplies if they run out and basic trouble shooting with regard to parent expectations/time slots/gym usage/park district expectations.
CPR
Monthly wellness initiatives to do with full time staff
Training for my position has been great.

none at the moment
Not sure at this time.
first aid
Customer service for all front line employees
Multidepartment cross training for maintenance
Any
More in-depth training would be appreciated, rather than showing new employees how to do their job once and expecting them to succeed on their own. More training check-ins would help.
Train employees at community center to complete tasks related to their positions rather than pulling individuals from outside.
Chainsaws
Everything gets trained when necessary

I have access to the district resources (e.g., supplies, equipment, technology, support services, etc.) I need to do my job effectively.

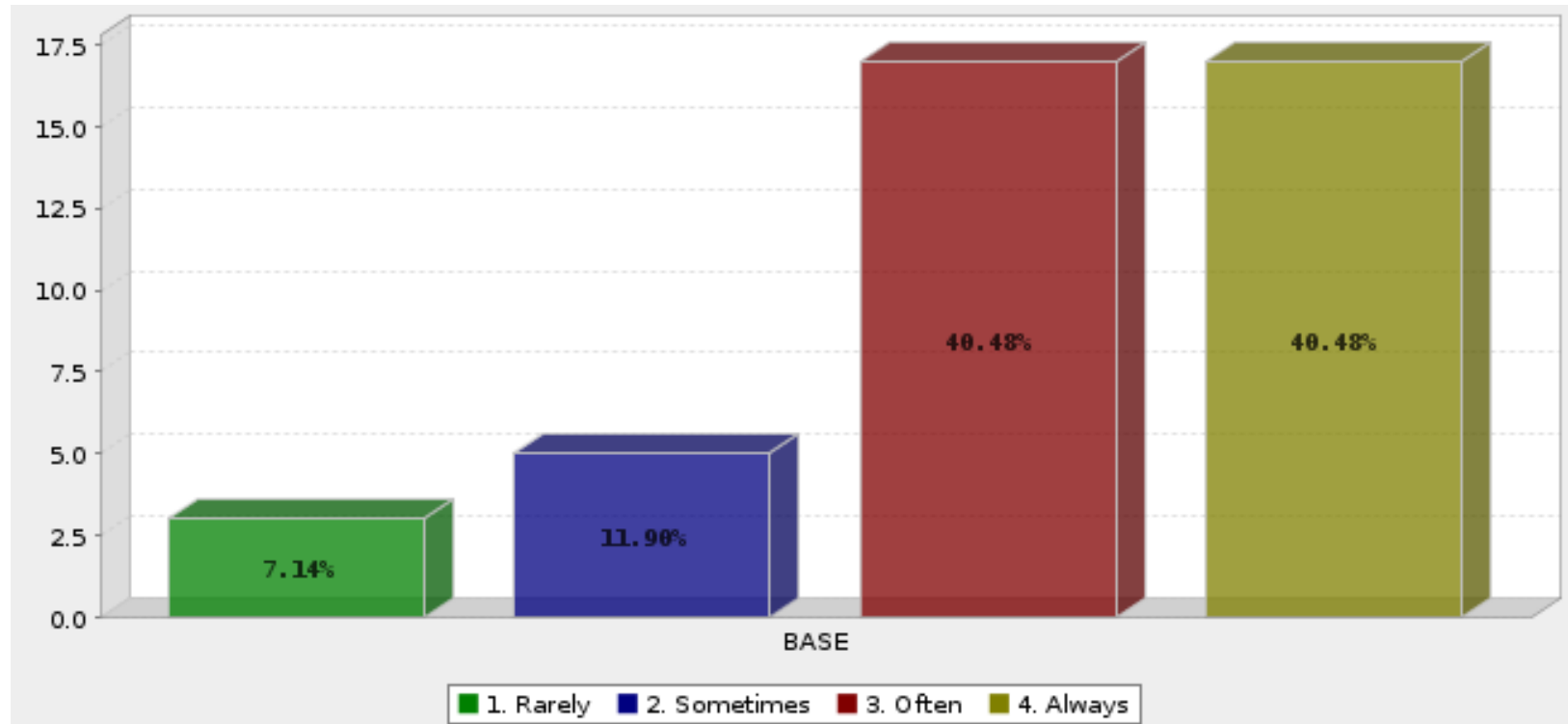


	Answer	Count	Percent
1.	Never	0	0.00%
2.	Once in a while	0	0.00%
3.	About half the time	2	4.76%
4.	Most of the time	40	95.24%
	Total	42	100%
Mean : 3.952		Confidence Interval @ 95% : [3.887 - 4.018]	Standard Deviation : 0.216
			Standard Error : 0.033

How can we improve our resources at the Sycamore Park District?

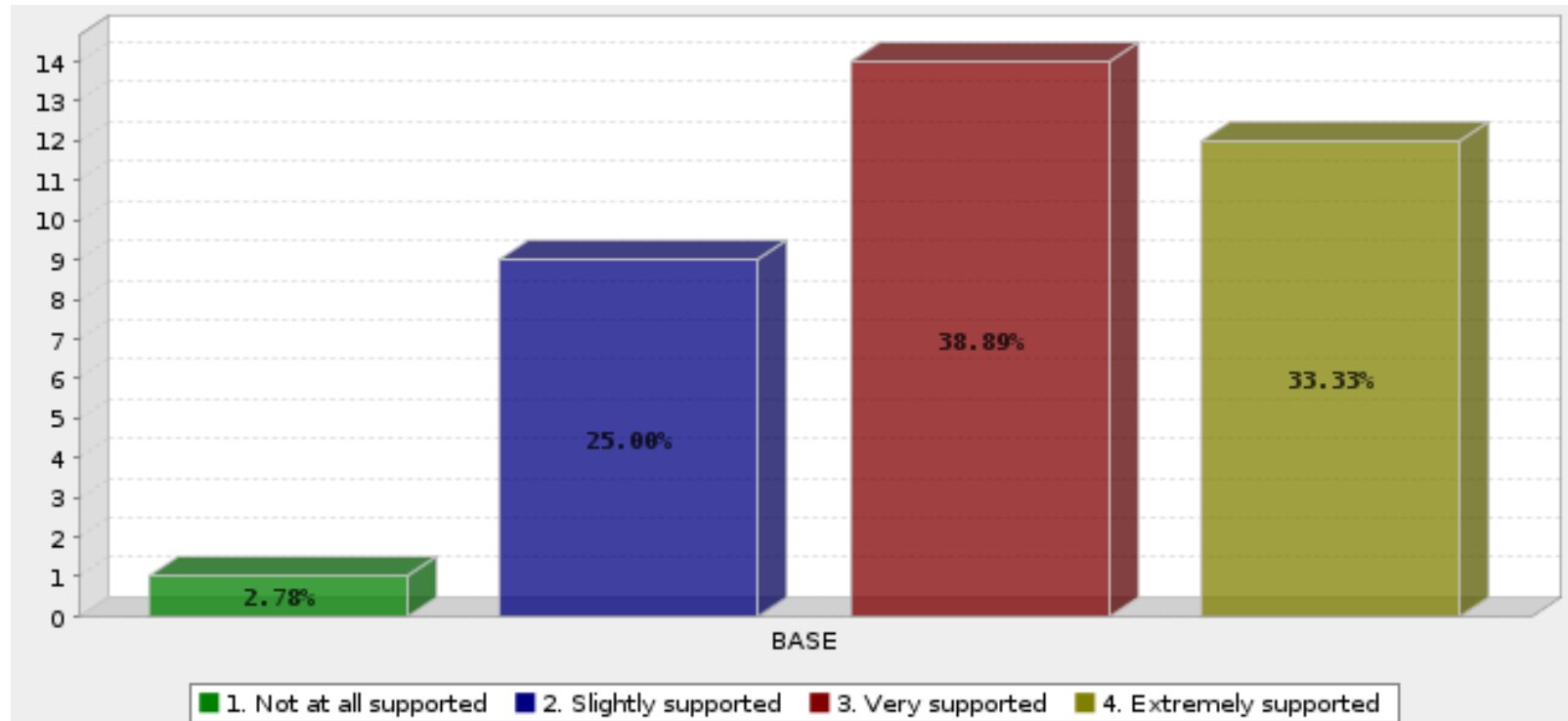
Suggestion box for upgrading technology/employee needs
Remove old useless equipment and various other things. Storage space is an under appreciated and limited resource.
Just some things we use at the pool could be upgraded, especially spence we've asked for it multiple times and we genuinely need it for our health such as new umbrellas.
It appears we are always working on improving our resources always coming up with ideas to make access to information easier.
I think we do a good job on how we use our resources. We all use what we can and only ask if we really need something.
Supply closet has been taken over by the Art camp. Stuff is always spilled over so that you cannot open the second door in room C without moving a drying rack.
To new to answer this question. Everything takes money, and everything is going up in cost.
Putting all the policies online.
By hiring more full time people
Pay increase seasonal to complete with job market
Better assessment of the tools, equipment, certifications, processes to accomplish tasks without increasing the tasks themselves.

Do you feel the workload is evenly spread across your departments/teams?



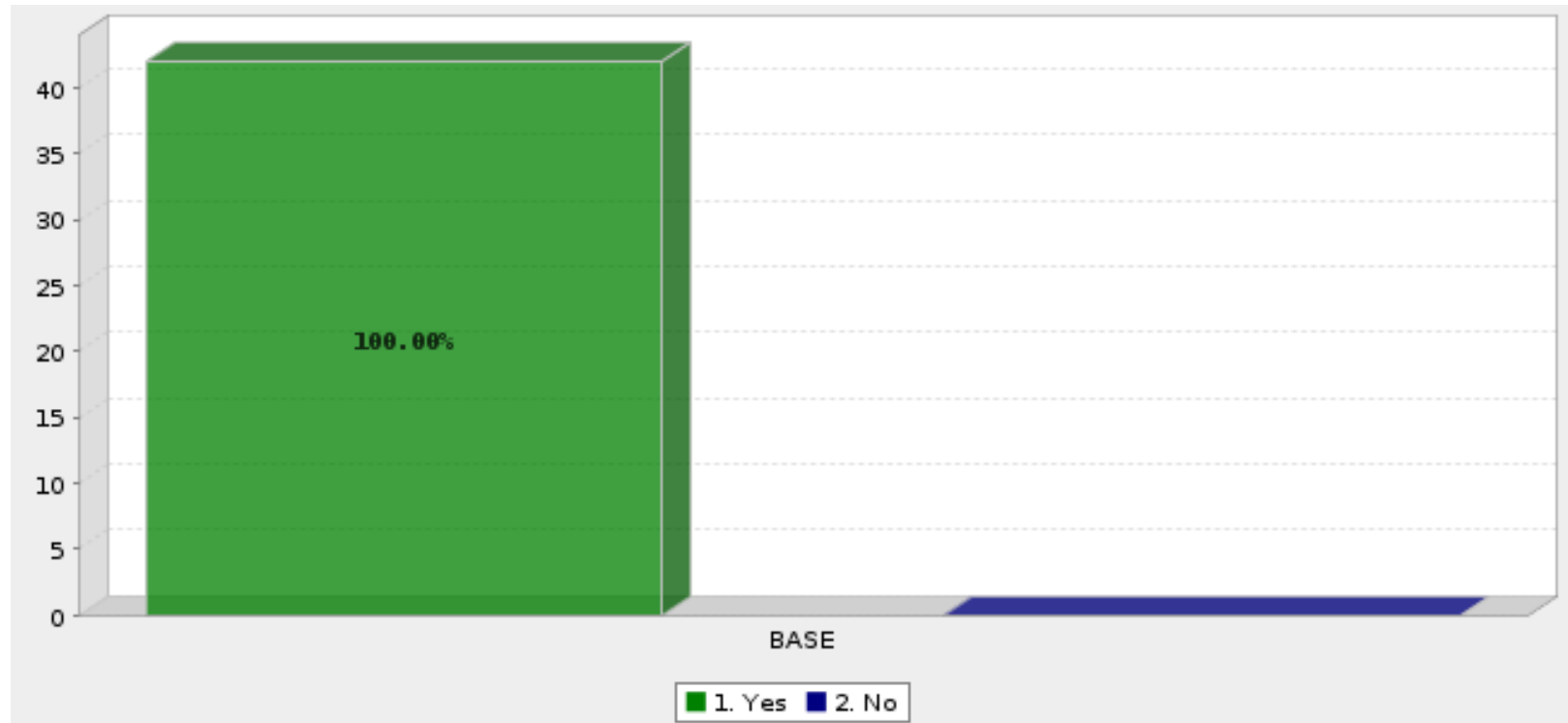
	Answer	Count	Percent
1.	Rarely	3	7.14%
2.	Sometimes	5	11.90%
3.	Often	17	40.48%
4.	Always	17	40.48%
	Total	42	100%
Mean : 3.143		Confidence Interval @ 95% : [2.871 - 3.415]	Standard Deviation : 0.899
			Standard Error : 0.139

How supported do you feel in your mental health at the Sycamore Park District?



	Answer	Count	Percent
1.	Not at all supported	1	2.78%
2.	Slightly supported	9	25.00%
3.	Very supported	14	38.89%
4.	Extremely supported	12	33.33%
	Total	36	100%
Mean : 3.028		Confidence Interval @ 95% : [2.752 - 3.304]	Standard Deviation : 0.845
		Standard Error : 0.141	

Do you feel the Sycamore Park District is welcoming to employees of different backgrounds, beliefs, and characteristics?

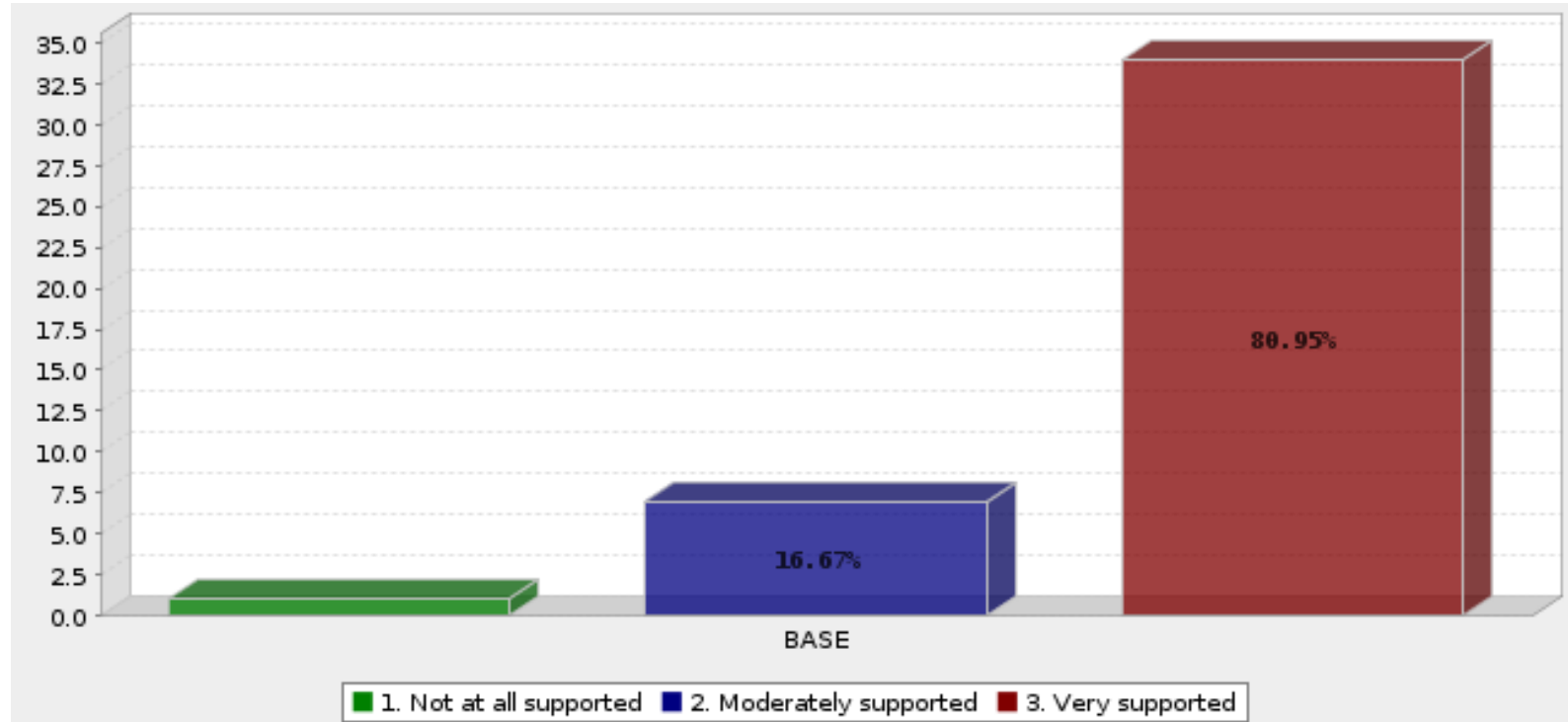


	Answer	Count	Percent
1.	Yes	42	100.00%
2.	No	0	0.00%
	Total	42	100%
Mean : 1.000	Confidence Interval @ 95% : [1.000 - 1.000]	Standard Deviation : 0.000	Standard Error : 0.000

How can we be more inclusive?

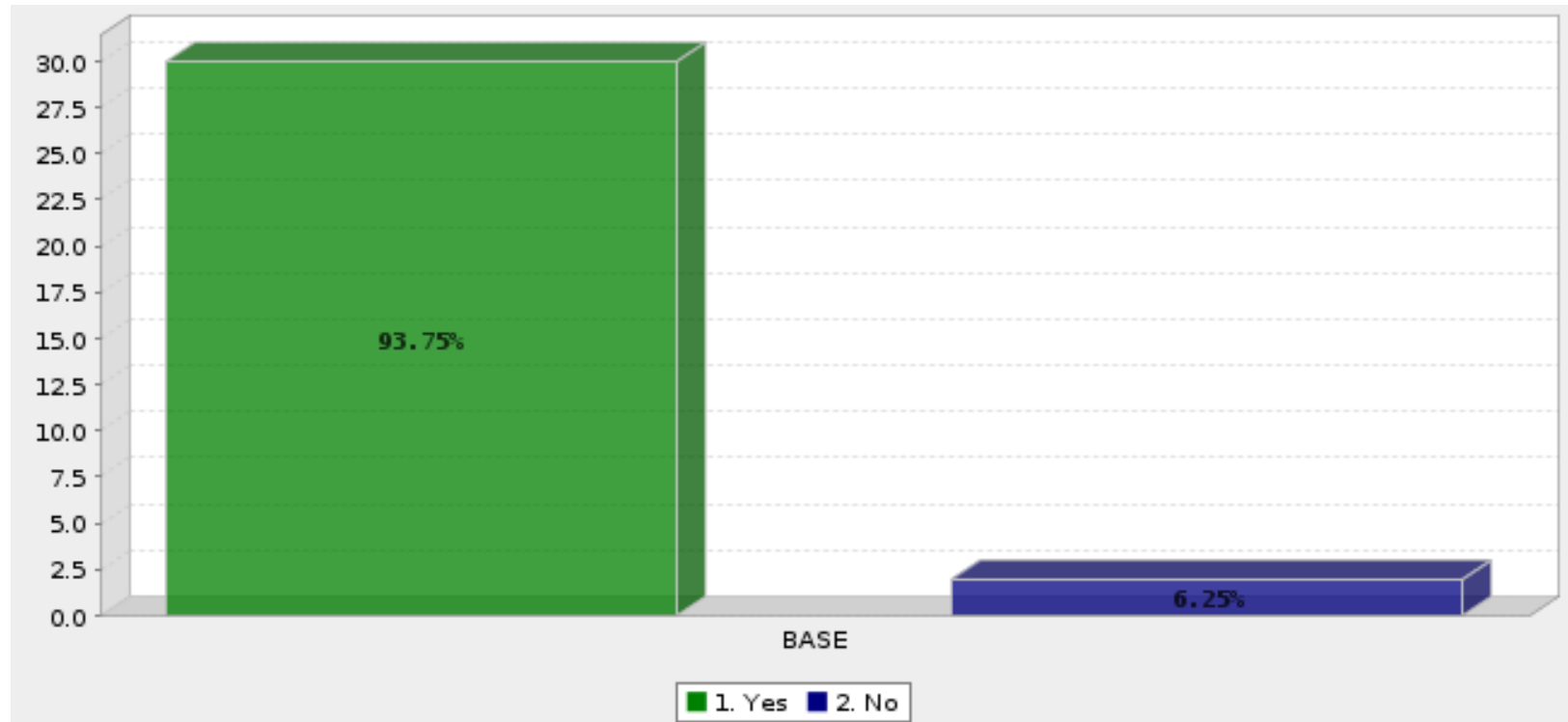
Statements of inclusivity advertised in brochure, websites, and properties
Hire more diversified out front.
I would love to see more people of color employed by the Park District.
We can be more inclusive by asking others outside of the Park District what they would like to see. There are many groups who just need to be asked, they may be hesitant to put themselves out there thinking they will be rejected.
I have heard from parents that they do not sign their children up for events that have snacks because we are not a nut free campus. I advocate for the description of nut free snacks to be put in my classes but it doesn't always happen. I feel we should be a nut free campus. Additionally, I am not aware of any form that parents need to fill out when they sign up their kids for a program that does include a snack about allergies. If there is not one, I feel there should be one for parents to fill out that will be given to instructors. If I don't remember to ask the parents as they bring the kids in, I have to rely on the kids for this information and hope they know what they are talking about.
I haven't been here long enough to get to know. From what I have noticed there does not appear to be much racial diversity.
Be accepting of people
Continue what doing
Hear people out
More awareness of inclusivity.

How supported do you feel by your immediate supervisor/manager in your efforts to adapt to organizational changes?



	Answer	Count	Percent
1.	Not at all supported	1	2.38%
2.	Moderately supported	7	16.67%
3.	Very supported	34	80.95%
	Total	42	100%
Mean : 2.786	Confidence Interval @ 95% : [2.643 - 2.928]	Standard Deviation : 0.470	Standard Error : 0.073

Do you feel able to make on-the-spot decisions to help solve customer issues?



	Answer	Count	Percent
1.	Yes	30	93.75%
2.	No	2	6.25%
	Total	32	100%
Mean: 1.062		Confidence Interval @ 95% : [0.977 - 1.148]	Standard Deviation : 0.246
		Standard Error : 0.043	

Describe the work culture in three words.

Welcoming, chill, kind
Fulfilling, laid back
Always finding solutions.
fun, supportive, and inclusive
Welcoming Communicative Friendly
Motivating, supportive, organized
Stressful, rewarding, and family
easygoing, positive, and up helpful
Fun, sometimes stressful and sometimes eventful./uneventful.
encouraging, fun, supportive
Supported, trusted, and knowledgeable
Fun, easy-going, effective
Family, supportive, rewarding
Friendly, encouraging, challenging
Happy Productive Thorough
Friendly. Helpful confident
Very friendly and flexible
Positive. Encouraging. Supportive.
Does not apply
Positive, friendly, supportive
Positive, comfortable, effective

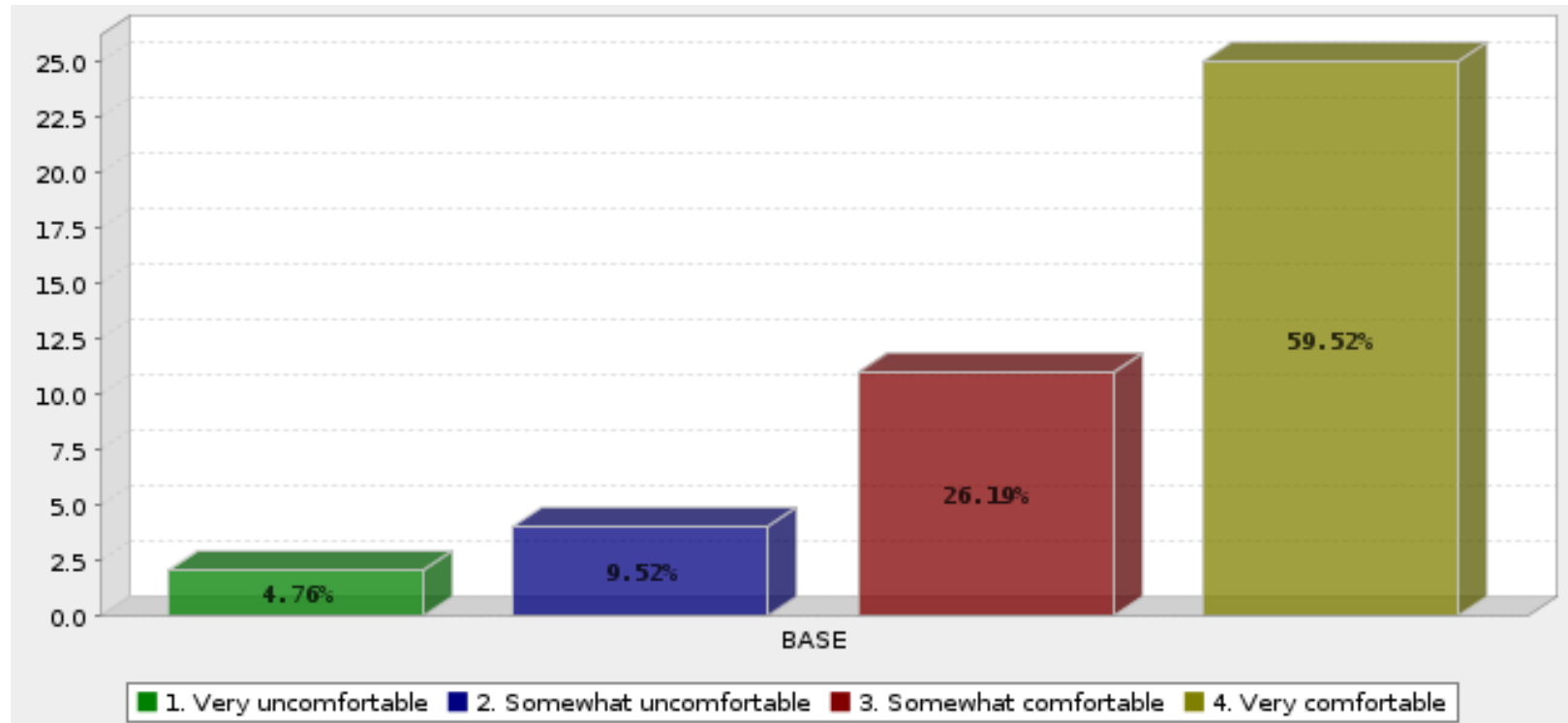
Pleasant. Understanding. Ever-learning.
Lack of clarity.
supportive, caring, open
Teamwork ,trust
Very professional
everyone's spread thin
Willingness to change but won't take the leap. Family culture- compassion and understanding for the whole person at work and home. Never stopping- there is always something going on!
Relaxed. Appreciated. Stable.
active, cooperative, caring
Passionate, rewarding, flexible
fun to work at
Caring, creative, dependable
Hard, underpaid, repetitive
Positive good staff
A lot of talk
Independent, Lighthearted, Teamwork
Not enough funding.
Respect, teamwork, communication
Friendly and driven

Describe one area of the work culture the Sycamore Park District could improve upon.

Everything's ok
Communication
Keep an open mind. Not an improvement, only a suggestion.
Equipment
Id say respect. From what I've seen and heard some of the guards are very disrespectful, especially to each other, and not in a joking way at all.
culture is good
No talking politics
So far I haven't seen any places that need improvement.
Pool
A few passive aggressive comments when asking for clarification.
None...it's good.
Teambuilding
Not sure
More hours for me
Diversity
Does not apply
No issues
Including all employees
Diversity

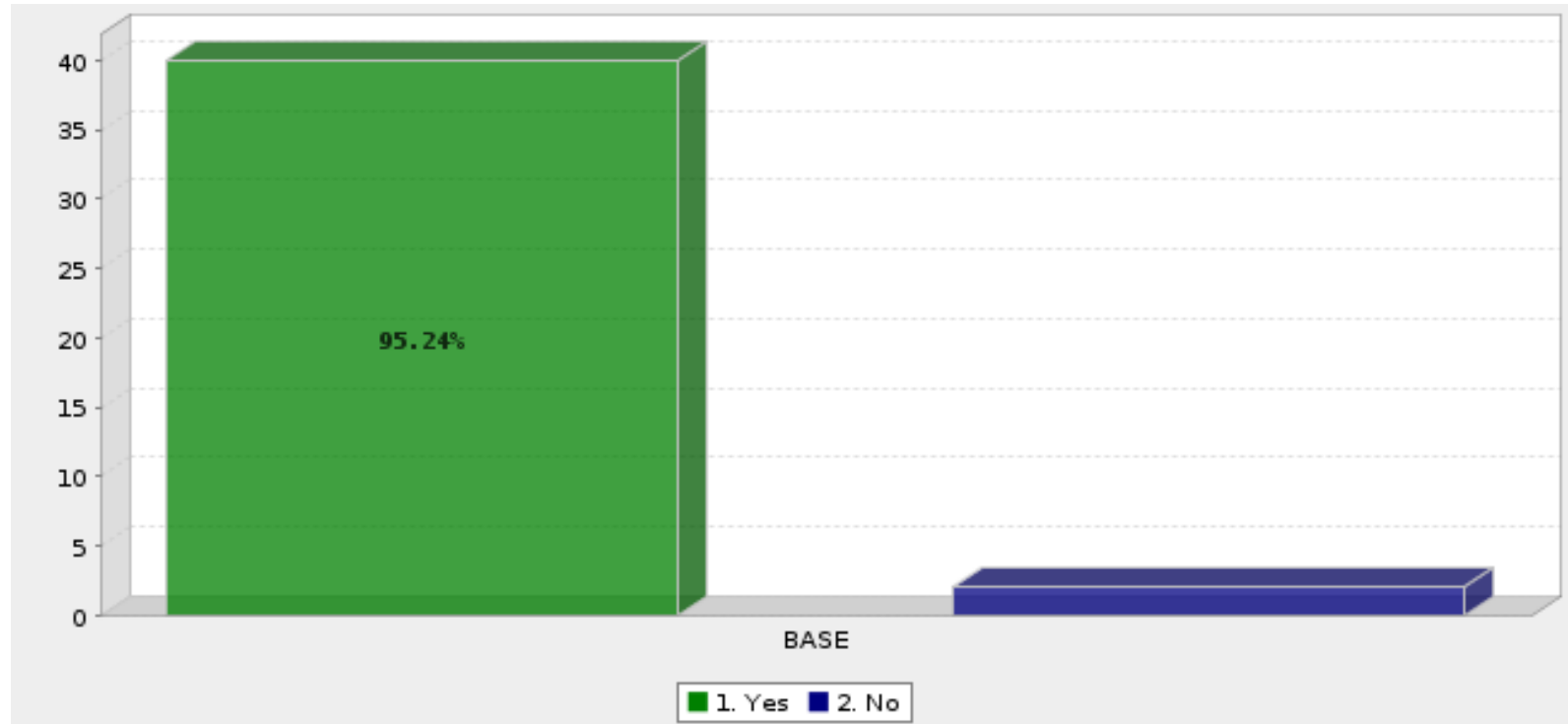
take better care of the people that get stuff done.
Improve the clarity of roles and responsibilities. Better communication of what is expected.
Communication between departments
Haven't worked yet to observe
more focus and value placed on quality than quantity
Change. Some staff are still stuck in the mentality that we are a small district and want to stay small district (because they don't want to do more work)
Proactive vs reactive.
none
not sure at this time
communication
More payroll resources so manager isn't spread so thin and always overworked.
Better pay
Make sure all areas pulling weight
More work less talk
Relations between departments
Pay more attention to the behind the scenes employees who make everything run.
None at this time

How comfortable do you feel going to your manager with any issues and/or concerns?



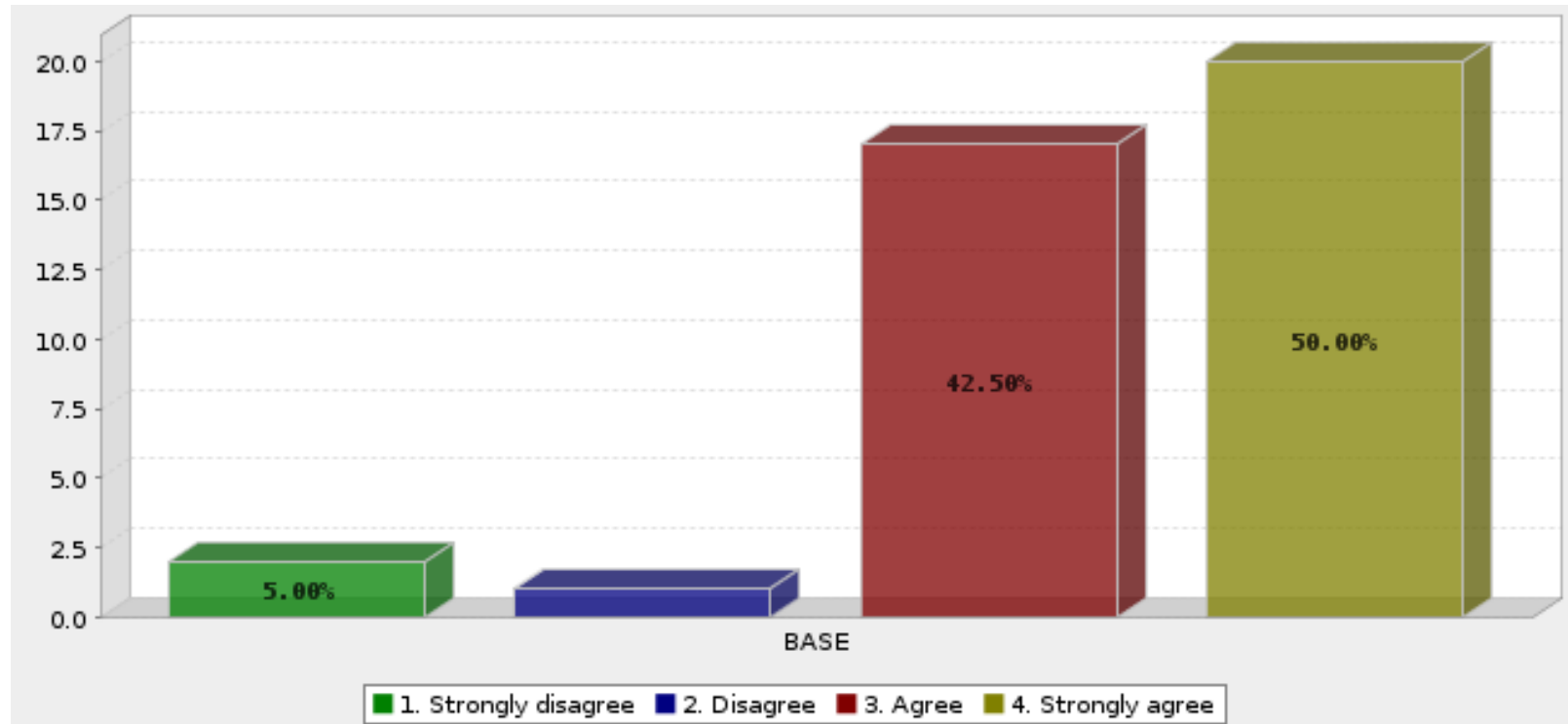
	Answer	Count	Percent
1.	Very uncomfortable	2	4.76%
2.	Somewhat uncomfortable	4	9.52%
3.	Somewhat comfortable	11	26.19%
4.	Very comfortable	25	59.52%
	Total	42	100%
Mean: 3.405	Confidence Interval @ 95% : [3.146 - 3.664]	Standard Deviation : 0.857	Standard Error : 0.132

Overall, are you treated fairly at the Sycamore Park District?



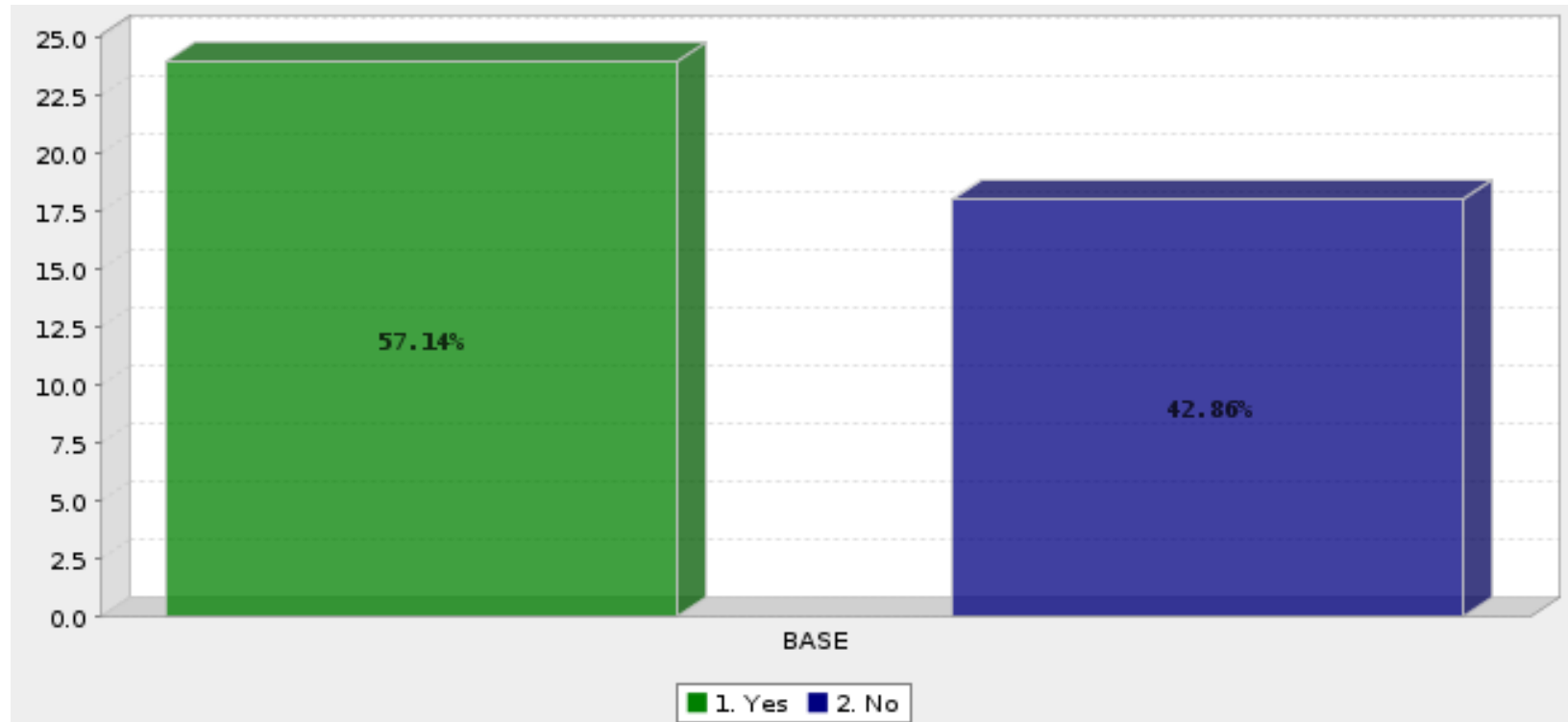
	Answer	Count	Percent
1.	Yes	40	95.24%
2.	No	2	4.76%
	Total	42	100%
Mean: 1.048	Confidence Interval @ 95% : [0.982 - 1.113]	Standard Deviation : 0.216	Standard Error : 0.033

Senior leadership has considered employee safety and well-being when making key decisions that affect the workplace.



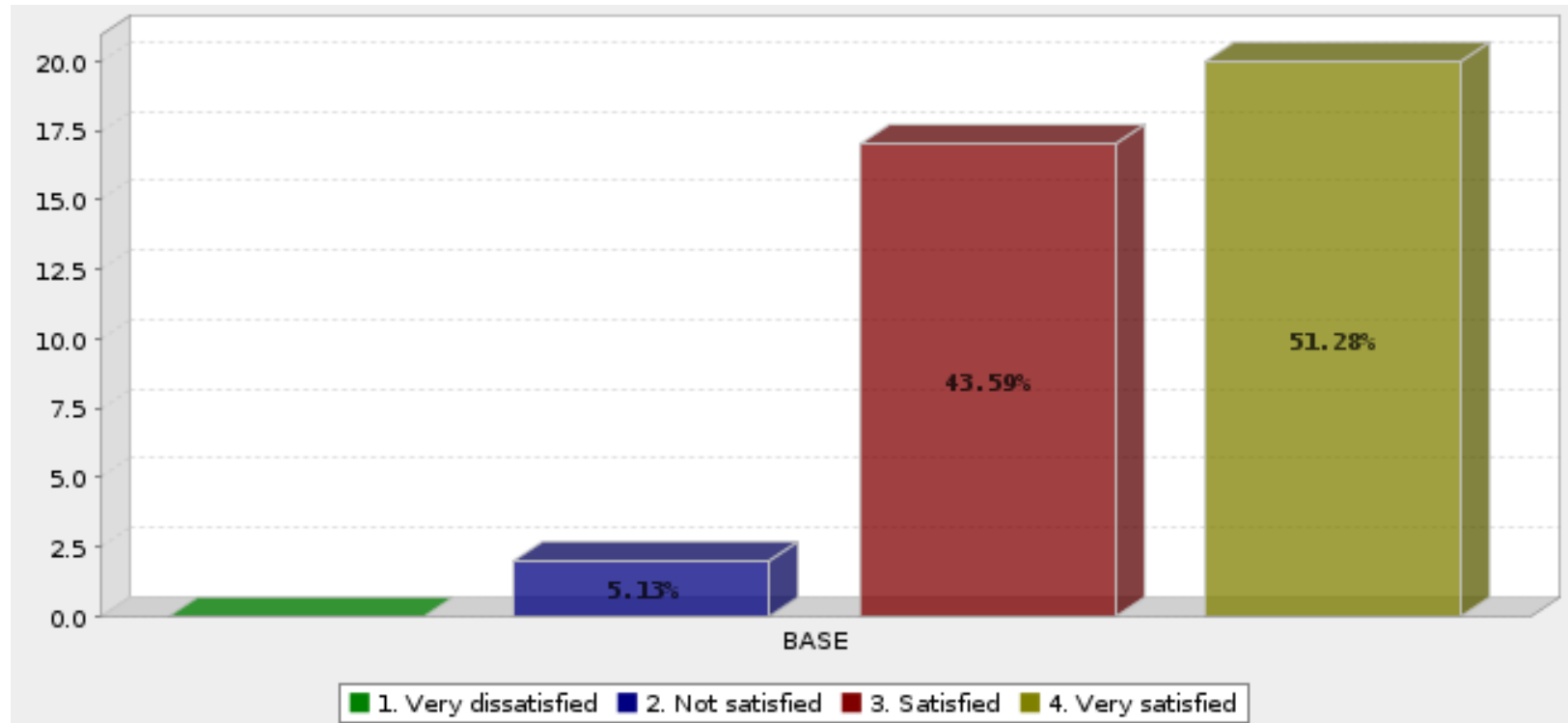
	Answer	Count	Percent
1.	Strongly disagree	2	5.00%
2.	Disagree	1	2.50%
3.	Agree	17	42.50%
4.	Strongly agree	20	50.00%
	Total	40	100%
Mean: 3.375		Confidence Interval @ 95% : [3.135 - 3.615]	Standard Deviation : 0.774
			Standard Error : 0.122

Are you rewarded when you go above and beyond what is expected in your job responsibilities?



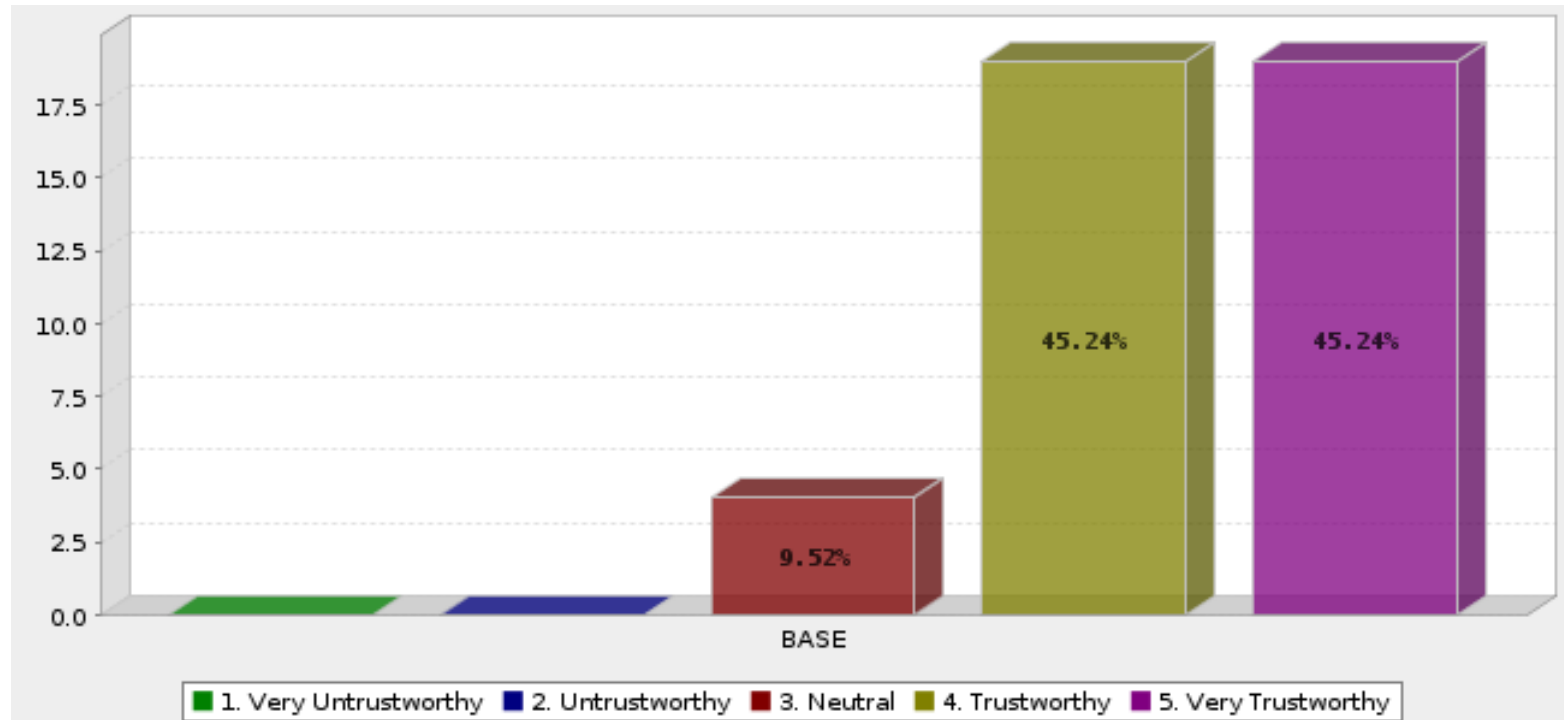
	Answer	Count	Percent
1.	Yes	24	57.14%
2.	No	18	42.86%
	Total	42	100%
Mean: 1.429	Confidence Interval @ 95% : [1.277 - 1.580]	Standard Deviation : 0.501	Standard Error : 0.077

Overall, how satisfied are you with the districts' response to the COVID-19 pandemic?



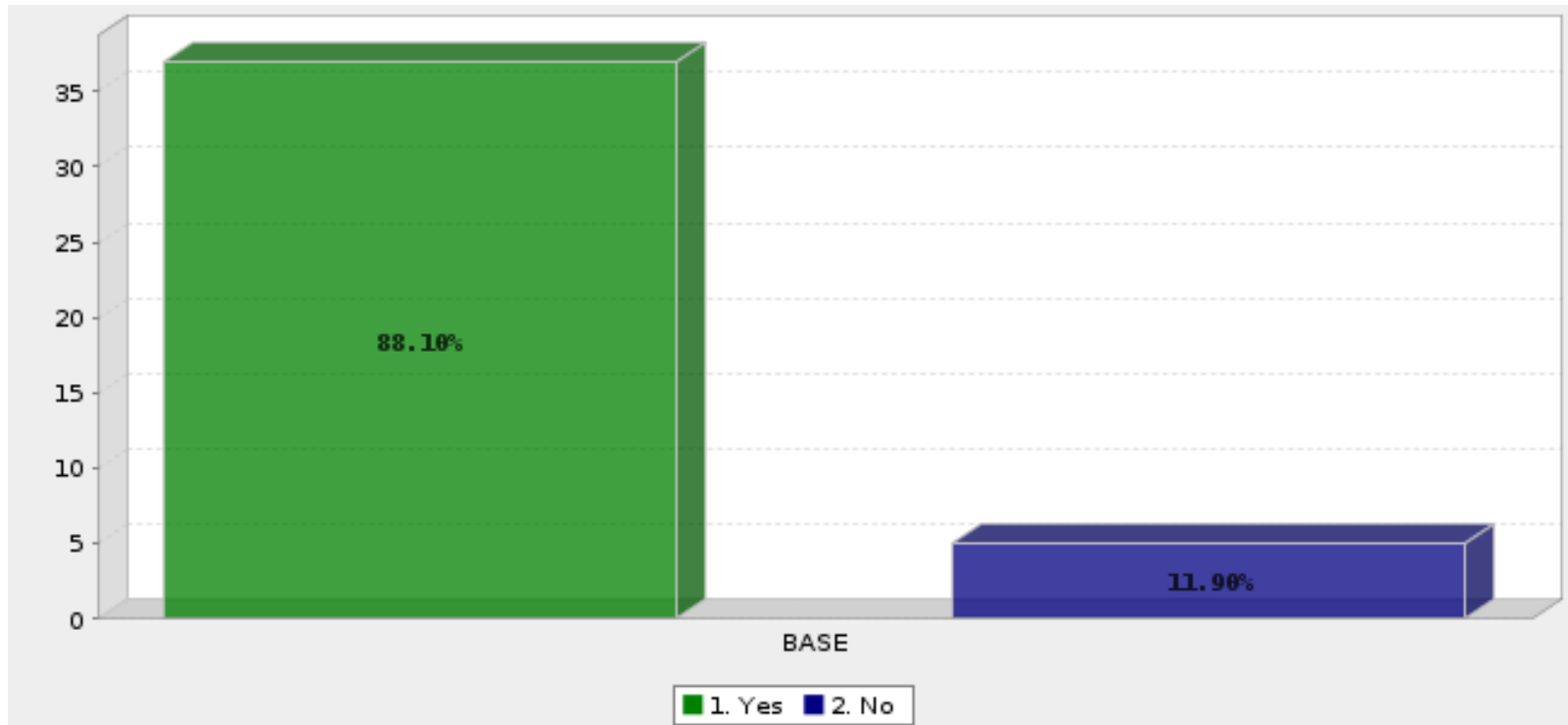
	Answer	Count	Percent
1.	Very dissatisfied	0	0.00%
2.	Not satisfied	2	5.13%
3.	Satisfied	17	43.59%
4.	Very satisfied	20	51.28%
	Total	39	100%
Mean: 3.462	Confidence Interval @ 95% : [3.273 - 3.650]	Standard Deviation : 0.600	Standard Error : 0.096

Please rate how trustworthy you consider the Sycamore Park District administration?



	Answer	Count	Percent
1.	Very Untrustworthy	0	0.00%
2.	Untrustworthy	0	0.00%
3.	Neutral	4	9.52%
4.	Trustworthy	19	45.24%
5.	Very Trustworthy	19	45.24%
	Total	42	100%
Mean: 4.357	Confidence Interval @ 95% : [4.159 - 4.556]	Standard Deviation : 0.656	Standard Error : 0.101

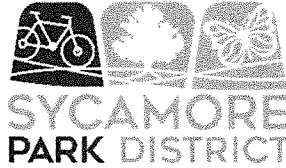
Would you recommend your friend work at the Sycamore Park District?



	Answer	Count	Percent
1.	Yes	37	88.10%
2.	No	5	11.90%
	Total	42	100%
Mean: 1.119	Confidence Interval @ 95% : [1.020 - 1.218]	Standard Deviation : 0.328	Standard Error : 0.051

Do you have any other comments about your experience working for the Sycamore Park District?

I've been here awhile and this is the best staff I've been a part of.
I love it here!!
As a fitness instructor, I am very part time. I've heard rumblings from other employees, but it doesn't apply to me.
I love working at the Syc Park District!
I love coming in to work every single day. Although there are some areas we could improve on, those are counteracted by the ones that flow smoothly.
Managers I have worked with and currently work with are very open to new ideas and are very supportive and accommodating. I am very happy to work here.
I haven't started work consistently yet my classes will start in the Fall but I already feel so welcome and everyone in administration has been amazing!
This is a wonderful place to have a career
So far I am really enjoying my employment with the Sycamore Park District.
Takes way too long for things to change i feel the board should be more open to seeking out wage increases and as it wages should be increased more yearly than what they currently are
Positive, very busy, realize we Weill need more staff as we grow and offer so much and new development s



Board of Commissioners

Date of Board Meeting: July 26, 2022

STAFF RECOMMENDATION

AGENDA ITEM:

Sycamore Chamber of Commerce Request

BACKGROUND INFORMATION:

The Sycamore Chamber of Commerce has requested access to various areas of Memorial Park and the Sycamore Community Park for their annual Pumpkin Run Race, in addition to allowing their beer tent on Park District Property.

FISCAL IMPACT: \$0

STAFF RECOMMENDATION: Staff recommend that the board approve the request

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

JB (JB)

BOARD ACTION:

SYCAMORE CHAMBER of COMMERCE

July 7, 2022

Jonelle Bailey
Sycamore Park District
940 East State Street
Sycamore, IL 60178

Dear Jonelle,

Please consider this letter an official request for the use of the Sycamore Park and golf course property on Sunday, October 30, 2022, for our 2022 Sycamore Pumpkin 10K Run and 1 Mile Family Fun Run.

As in the past, we would request permission from the Park District to allow our race routes to meander through the park. The route to include; park entrance off of Airport, into the park, south past the Good Times Shelter, over the foot bridge, south around the small baseball diamonds, around the east side of the pool, past the flagpole and west following the road to the park's west side entrance to our finish line. The finish line will consist of a race timing company, the Sycamore Fire Department ambulance and paramedics, a DJ, postrace stretching, and the final water station. We anticipate the first runners entering the park at about 9:25 a.m. and we foresee being cleaned up and out of the park by noon.

We would also like permission to serve beer as a post-race refreshment immediately following, approximately 9:30 a.m. to 11 a.m. This would take place on the far west side of the park, west of the finish line and the 8th Green. We will provide at least two individuals with Basset Training at the beer tent. We will also provide the Sycamore Park District proof of liability (dram shop) insurance in the minimum amount of \$1,000,000 and list the Sycamore Park District as additional insured. As with previous years, we will inspect the property to make certain it is clean prior to our departure.

Please feel free to contact me if you have any questions.

Thank you,

RoseMarie M. Trembl

RoseMarie M. Trembl
Executive Director