

Sycamore Park District
 Regular Board Meeting
 October 18, 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: August 23, 2022 (Voice Vote)
 Executive Session Minutes: August 23, 2022 (to remain confidential)

APPROVAL OF MONTHLY CLAIMS:

09. Claims Paid Since Board Meeting (Roll Call Vote)
38. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

41. Superintendent of Finance Monthly Report
43. Budget Report
- Superintendent of Recreation Monthly Report
57. Superintendent of Golf Operations Monthly Report
61. Superintendent of Parks and Facilities Monthly Report
64. Executive Director Monthly Report

CORRESPONDENCE:

66. Reston Ponds Neighbors
67. Marge Johnson & Family
69. Sue Spahr-Swanhills Golf Course
70. Valerie Myers-Preschool

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

PLANNING COMMISSION REPORT: Ted

AGENDA**October 18, 2022, 6:00 PM****Page 2****OLD BUSINESS:****71. Construction Updates: Jeff/Jonelle**

- Great Western Trail
- Memorial Park: baseball fields, disc golf
- North Grove
- **Pool Update: Theresa/Lisa/Jeff**
 - Expenses
 - Staffing
 - Repairs
 - Revenue

72. Reston Ponds: Jonelle**82. Bridge #1/Hole 10 Status.****85. Riverside Soccer Complex: Jonelle (Roll Call Vote)**

- **Merry Oaks Property (ES)**

NEW BUSINESS:**100. 2023 Park Board Elections: Jonelle****106. Health Insurance Recommendation: Jackie (Roll Call Vote)****108. Removal of Merry Oaks from lease (ES): Jonelle (Roll Call Vote)****110. IAPD annual business meeting delegates: Jonelle/Jackie****111. Quarterly Capital Fund Update: Jackie****113. 2023 Golf Fees: Kirk (Roll Call)****116. 2023 Membership/Rental rates: Theresa/Jackie (Roll Call Vote)****121. Evaluation format review (ES): Jonelle****124. Unscheduled travel: Jonelle (Roll Call Vote)**

- **Acceptance of Property Offer: Jonelle (Roll Call Vote)**

127. Res. 02-2022: A Resolution Making Certain Findings of Fact & Authorizing the Sale of Certain Property. (Roll Call Vote)**Special Announcements****Study Session November 8, 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, August 23, 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, August 23, 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, and Strack.**

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

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

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

Guests at the Board meeting were:

None

Regular and Consent Agenda Approval –

Motion

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

Voice Vote

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

Approval of Minutes –

Motion

Commissioner Strack moved to approve the July 26, 2022, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

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Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$759,659.45.
 Commissioner Ackmann seconded the Motion.

Roll Call

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

Correspondence –

- KSRA – Nicholas
- NGSA Thank You
- Tails Humane Society Thank You
- Sycamore Library Thank You
- DeKalb County Sheriff's Canine Program Thank You
- IAPD/IPRA Legislative Survey

Public Input –

- Commissioner Graves noted staff does things well and does it right and thanked them.
- Commissioner Doty noted Commissioner Graves did a nice job leading the Johnson Family. Director Bailey noted the family appreciated it.

Plan Commission: Commissioner Strack noted there were a few items discussed. The first was the rezoning of the old MMNH to standard zoning. They recommended for approval to the council. The other was Menards wants to put self-storage on their property. Currently the zoning does not allow and would be an exception to the zoning. The last thing was between F & F and Walgreens there is a 5-acre area. There was a proposal at one time that was denied for high density. Now there is another plan being proposed that would be townhomes. The challenge again is they are high density for that area.

Old Business:

Construction Updates:

- **Founders Park and GWT:** Per Director Bailey there is no update on these properties.
- **Memorial Park:** Director Bailey noted there are several permits open. She has sent emails to the engineers and the contractor noting it was their roles. We now have a temporary permit for all except the fields. They want to check the depth of the electrical. We now have a closing date of November 1st and then will get the official permit.
- John Sauder with the City has contacted her regarding the overflow and over usage at Riverside with what was approved and what we have. We probably will have to put in more ADA spots, some limestone screenings and possibly pave the lot.

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Reston Ponds: Director Bailey noted the survey costs have gone up. We got the OSLAD grant, so we then contacted Upland. We need an approval on the \$49,600.00 cost. Construction timeframe starting next summer and finishing in 2024.

Motion

Commissioner Strack moved to approve. Commissioner Graves seconded the Motion.

Roll Call

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

North Grove: Director Bailey noted this was officially approved last year but it is up \$1000 due to transportation costs. She needs an approval of the increase.

Motion

Commissioner Graves approved the increase in cost of \$1000.00.

Commissioner Ackmann seconded the Motion.

Roll Call

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

Bridge #1/Hole 10 Status: Director Bailey noted this is just information only. We have received the IDNR permit so now the whole package has been sent to the city. We should be getting our permit in the next week or so.

100 Anniversary Update: Director Bailey noted we are working on the testimonials now, so she needs times from the board.

Cancellation of September Board Meeting:

Motion

Commissioner Ackmann moved to approve cancelling the September Board Meeting.

Commissioner Graves seconded the Motion.

Roll Call

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

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Merry Oaks Property – This was discussed in Executive Session.

Annexation of East Turner Property: Director Bailey noted the City annexed this property, so the Park needs to annex it in also.

Ordinance 05-2022 – An Ordinance Annexing Certain Territory to the Sycamore Park District:

Motion

Commissioner Strack moved to approve Ordinance 05-2022 – An Ordinance Annexing Certain Territory to the Sycamore Park District. Commissioner Ackmann seconded the Motion.

Roll Call

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

Good Tymes Shelter Stage: Director Bailey noted there is a grant available from the State for festivals. The band stage fits well within the parameters. This must be submitted by 9-23-22. This will require engineering information from ERA. They will have the architect's schematic by that date.

Motion

Commissioner Strack moved to approve this request. Commissioner Ackmann seconded the Motion.

Roll Call

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

Community Gardens South of Anaconda: This was discussed in Executive Session.

Special Announcements –

October Study Session: None was scheduled.

Public Input –

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Motion

The Board adjourned the Regular Session to go into Executive Session at 6:38 pm on a motion made by Commissioner Strack for the reasons listed below. The motion was seconded by Commissioner Graves.

Roll Call

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

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.

The Board convened to Executive Session at 6:38 pm. The roll was called with Commissioners Ackmann, Doty, Graves and Strack, present along with Director Bailey, Supt. Tevsh, Supt. Hienbuecher, and Recording Secretary Jeanette Freeman.

Motion

The Board adjourned the Executive Session at 6:58 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

The Board reconvened to Regular Session at 6:58 pm. The roll was called with Commissioners Ackmann, Doty, Graves and Strack present along with Director Bailey, Recording Secretary Jeanette Freeman, and Supt. Hienbuecher.

Merry Oaks Property:

Motion

Commissioner Strack moved to approve moving forward with the sale of this property. Commissioner Ackmann seconded the Motion.

Roll Call

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

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Community Gardens:

Motion

Commissioner Strack moved to approve moving forward with acquiring easements.
Commissioner Graves seconded the Motion.

Roll Call

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

Motion

The Board adjourned the Regular Session at 6:59 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Strack.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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FROM 08/25/2022 TO 10/11/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET	ACUSHNET COMPANY								
914106103		01 TITLEIST PERFORMANCE MESH	501000001301	09/07/22	00005429	65071	09/09/22	109.40	109.40
		02 SHIPPING INV 914106103	501000001301		00005429				105.00
		03 DISC INV 914106103	501000001301		00005429				6.50
									-2.10
914151098		01 TITLEIST TSI HYBRID	501000001302	09/14/22	00005914	65135	10/03/22	387.40	230.31
		02 SHIPPING	501000001302		00005914				221.00
		03 DISCOUNT	501000001302		00005914				13.73
									-4.42
914200552		01 PINNACLE RUSH/SOFT BALL	501000001300	09/21/22	00005431	65135	10/03/22	387.40	157.09
		02 SHIPPING INV 914200552	501000001300		00005431				144.00
									13.09
									496.80
ADVANCE	ADVANCE AUTO PARTS								
2454-471688		01 CART OIL	504100076515	08/08/22		65073	09/09/22	458.52	60.60
									60.60
2454-471902		01 MOWER TOGGLE SWITCHES	504100066403	08/11/22		65073	09/09/22	458.52	27.03
									27.03
2454-472098		01 ZERO TURN MOWER RELAY	202100066403	08/16/22		65073	09/09/22	458.52	14.18
									14.18
2454-472129		01 MOWER HYDRAULIC FITTING	504100066403	08/16/22		65073	09/09/22	458.52	28.12
									28.12
2454-472132		01 HYDRAULIC HOSES - CHIPPER	101500066402	08/16/22		65073	09/09/22	458.52	72.02
									72.02
2454-472209		01 CREDIT - RETURN HYDRAULIC FITT	504100066403	08/17/22		65073	09/09/22	458.52	-28.12
									-28.12
2454-472400		01 CART OIL AND BRAKE CLEANER	101500066402	08/22/22	00005874	65073	09/09/22	458.52	101.00
									101.00
2454-472514		01 ANTI FREEZE - MOWERS	202100066403	08/24/22		65073	09/09/22	458.52	82.83
									82.83
2454-472617		01 MOWER BATTERY	504100066403	08/26/22		65073	09/09/22	458.52	80.39
									80.39

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	2454-472863	01 BEAD SEALER, TIRE PATCH	101500066402	08/31/22		65073	09/09/22	458.52	20.47 20.47
	2454-473265	01 AIR INTAKE CLEANER	101500066402	09/09/22		65193	10/06/22	386.81	25.09 25.09
	2454-473286	01 CARB CLEANER -	101500066401	10/06/22		65193	10/06/22	386.81	38.98 38.98
	2454-473378	01 WIRING LUG	101500066402	09/12/22		65193	10/06/22	386.81	13.70 13.70
	2454-473853	01 ROUGH MOWERS ANTI FREEZE/OIL	101500076515	09/21/22	00005924	65193	10/06/22	386.81	153.46 153.46
	2454-474015	01 TRUCK HOSE	101500066402	09/23/22		65193	10/06/22	386.81	52.26 52.26
	2454-474079	01 FUEL PUMP GMC TRUCK	101500066402	09/26/22	00005922	65193	10/06/22	386.81	203.14 203.14
	2454-474112	01 FUEL PUMP	101500066402	09/26/22	00005923	65193	10/06/22	386.81	96.90 96.90
	2454-474135	01 TRUCK OIL, TRUFLEX TRUCK	101500066402	09/27/22	00005920	65193	10/06/22	386.81	103.32 103.32
	2454-474195	01 CREDIT FUEL PUMP	101500066402	09/28/22	00005921	65193	10/06/22	386.81	-300.04 -300.04
								VENDOR TOTAL:	845.33
ADVANCET	ADVANCED TURF SOLUTIONS								
	CM1033285	01 CREDIT - SNOW MOLD	504100076507	08/16/22		65136	10/03/22	2,834.00	-440.00 -440.00
	CM1033356	01 2021 REBATE	504100076507	08/19/22		65136	10/03/22	2,834.00	-575.00 -575.00
	SO1038431	01 SNOW MOLD FUNGICIDE	504100076507	09/08/22		65136	10/03/22	2,834.00	3,849.00 3,849.00
								VENDOR TOTAL:	2,834.00
AFLAC	AFLAC								
	513995	01 AFLAC - PRE TAX	101000002006	08/12/22		65058	09/01/22	570.26	570.26 541.46

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	513995	02 AFLAC - AFTER TAX	10100002007	08/12/22		65058	09/01/22	570.26	570.26
	891789	01 AFLAC - PRE TAX	10100002006	09/12/22		65137	10/03/22	570.26	570.26
		02 AFLAC - AFTER TAX	10100002007						541.46
									28.80
AIRGAS		AIRGAS USA LLC						VENDOR TOTAL:	1,140.52
	9990727326	01 WELDING TANKS FUEL	101500066401	08/31/22		65074	09/09/22	37.88	37.88
ALARMDET		ALARM DETECTION SYSTEMS, INC						VENDOR TOTAL:	37.88
	219337-1008	01 CH ALARM - 4TH QTR	101000056300	09/11/22		65138	10/03/22	848.28	310.32
		02 CH ALARM - 4TH QTR	201000056300						155.16
	219339-1010	01 ANNUAL BURGLAR SYS TEST	207500056300	09/11/22		65138	10/03/22	848.28	537.96
ANCEL		ANCEL GLINK, P.C.						VENDOR TOTAL:	848.28
	91573	01 CORP MATTERS	101000036120	09/14/22		65139	10/03/22	686.25	686.25
		02 ANNEXATIONS	101000036120						633.75
BANN		BANNER UP SIGNS						VENDOR TOTAL:	686.25
	77827	01 25 YRS SERVICE BOARD	101200046214	06/22/22	00005889	65059	09/01/22	280.00	35.00
	78397	01 JIYT BANNER UPDATE + NEW BANNE	101200046203	09/01/22	00005890	65059	09/01/22	280.00	245.00
	78596	01 OUTDOOR PICKLEBALL CT SIGN	101200046214	09/23/22	00005913	65140	10/03/22	42.00	42.00
BOCKMAN		BOCKMAN'S CORPORATE BILLING LL						VENDOR TOTAL:	322.00
	49660	01 ST TRUCK INSP - 2017 TRUCK	101500046210	09/27/22		65141	10/03/22	155.85	47.00
									47.00

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49661	01	STATE TRUCK INSPECTION-TRAILER	101500046210	09/27/22		65141	10/03/22	155.85	47.00
49662	01	ST INSP - 2002 TRUCK	101500046210	09/27/22		65141	10/03/22	155.85	61.85
VENDOR TOTAL: 155.85									
CAPITALO	CAPITAL ONE								
0818922	01	BREAD	30300086612	08/19/22		65056	08/30/22	467.33	467.33
	02	TURKEY/HAM	30300086612						8.76
	03	ONION/LETTUCE	30300086629						29.92
	04	HAMBURGER BUNS	30300086613						10.00
	05	PLATES	30350086640						5.48
	06	HAMBURGER BUNS	30300086613						12.10
	07	LETTUCE/TOMATOES	30300086629						14.00
	08	CREAM	30300086632						5.68
	09	TOMTOJUICE/HORSRADSH	30300086636						2.48
	10	EGGS	30300086610						7.08
	11	PLATES/NAPKINS	30350086640						4.68
	12	STRGECONTANERSBDAYPARTIES	205011956216						8.84
	13	GATORADE	30300086631						91.92
	14	CHCL/LTFLUD/COOKE/CHIPS	30350086640						45.36
	15	HAMBURGER BUNS	30300086613						35.10
	16	ONIONS	206194006230						10.00
	17	GATORADE	30300086631						3.38
	18	CELERY SALT/TONIC	30300086636						38.88
	19	TNIC/LIMJCE/TOM/CRANJUICE	30300086636						7.74
	20	EGGS	30300086610						26.03
	21	CREAM CHEESE	30300086610						4.68
	22	HAM	30300086612						3.88
	23	MARINARA	30300086629						16.94
	24	GATORADE	30300086631						1.18
	25	DISH DETERGENT	30300076551						71.28
1644235778	01	CREAMER	30300086632	09/19/22		65144	10/03/22	746.81	746.81
	02	BREAD	30300086612						7.36
	03	LETTUCE	30300086629						9.44
	04	LETTUCE	30300086613						1.74
	05	GATORADE	30300086631						6.96
	06	DUSTSPR/BLECH/DETERGENT	30300076510						97.20
	07	BAGELS	30300086610						19.04
	08	BACON	30300086613						3.60
	09	CREAMER	30300086632						4.48
	10	HAM	30300086612						2.68
									8.47

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	1644235778			09/19/22		65144	10/03/22	746.81	746.81
		11 HAMBURGER BUNS	303000086613		00005902				5.00
		12 GATORADE	303000086631		00005902				77.76
		13 COOKIES	303500086640		00005902				5.74
		14 PLATES/NAPKINS	205011956216		00005902				8.45
		15 HOT DOG BUNS	303000086615		00005901				30.00
		16 BRD/COISLW/BEANS	303500086640		00005901				43.38
		17 POP	303000086631		00005901				16.44
		18 GOLDFISH	303000086618		00005903				24.36
		19 SWEET N SALTY	303000086618		00005903				13.98
		20 GRANOLA BARS	303000086618		00005903				14.48
		21 COOKIES	303000086618		00005903				20.96
		22 DANISH	303000086611		00005903				17.96
		23 chips	303000086622		00005903				36.96
		24 GATORADE	303000086631		00005903				83.40
		25 BACON	303000086613		00005903				21.48
		26 SAMS CASH	303000086618		00005903				-47.40
		27 GATORADE	303000086631		00005898				58.32
		28 MT/BRD/CHCL/DEST/STSC/TOMT	303500086640		00005932				105.85
		29 EGGS	303000086610		00005932				2.12
		30 COFFEE	303000086632		00005932				9.98
		31 HAMBURGER BUNS	303000086613		00005932				4.00
		32 LETTUCE	303000086629		00005932				2.24
		33 HAMBURGER/LETTUCE (WALKTACOS)	303300086613		00005932				30.38
CARR		CARROT-TOP INDUSTRIES						VENDOR TOTAL:	1,214.14
	INV111183	01 FLAGS - PARK	101500066404	09/28/22		65194	10/06/22	342.38	342.38
		02 FLAG - CC	207500066401						242.38
									100.00
CINTA		CINTAS CORPORATION #355						VENDOR TOTAL:	342.38
	41028931998	01 RAG & RUG SERVICE	207500056301	08/19/22		65076	09/09/22	250.41	36.78
									36.78
	4128932009	01 RAG & RUG SERVICE	101500056301	08/19/22		65076	09/09/22	250.41	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
	4128932027	01 RAG & RUG SERVICE	201000056301	08/19/22		65076	09/09/22	250.41	17.36
									17.36

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4129473987		01 RAG & RUG SERVICE	101500056301	08/25/22		65076	09/09/22	250.41	29.33
		02 RAG & RUG SERVICE	504100056301						10.87
		03 RAG & RUG SERVICE	201000056301						10.86
		04 RAG & RUG SERVICE	101000056301						3.80
4129474046		01 RAG & RUG SERVICE	207500056301	08/25/22		65076	09/09/22	250.41	36.78
									36.78
4129474124		01 RAG & RUG SERVICE	201000056301	08/25/22		65076	09/09/22	250.41	17.36
									17.36
4130255339		01 RAG & RUG SERVICE	207500056301	09/02/22		65076	09/09/22	250.41	36.78
									36.78
		01 RAG & RUG SERVICE	101500056301	09/02/22		65076	09/09/22	250.41	29.33
		02 RAG & RUG SERVICE	504100056301						10.87
4130255406		03 RAG & RUG SERVICE	201000056301						10.86
		04 RAG & RUG SERVICE	101000056301						3.80
		01 RAG & RUG SERVICE	201000056301	09/02/22		65076	09/09/22	250.41	17.36
									17.36
4131111431		01 RAG & RUG SERVICE	207500056301	09/09/22		65112	09/12/22	77.93	31.24
									31.24
4131111498		01 RAG & RUG SERVICE	101500056301	09/09/22		65112	09/12/22	77.93	29.33
		02 RAG & RUG SERVICE	504100056301						10.87
		03 RAG & RUG SERVICE	201000056301						10.86
		04 RAG & RUG SERVICE	101000056301						3.80
4131111516		01 RAG & RUG SERVICE	201000056301	09/09/22		65112	09/12/22	77.93	17.36
									17.36
4131629683		01 RAG & RUG SERVICE	101500056301	09/16/22		65146	10/03/22	250.41	29.33
		02 RAG & RUG SERVICE	504100056301						10.87
		03 RAG & RUG SERVICE	201000056301						10.86
		04 RAG & RUG SERVICE	101000056301						3.80
4131629686		01 RAG & RUG SERVICE	201000056301	09/16/22		65146	10/03/22	250.41	17.36
									17.36

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	4131629696	01 RAG & RUG SERVICE	207500056301	09/16/22	10/03/22	65146	250.41	36.78 36.78
	4132358615	01 RAG & RUG SERVICE	207500056301	09/23/22	10/03/22	65146	250.41	36.78 36.78
	4132358633	01 RAG & RUG SERVICE	101500056301	09/23/22	10/03/22	65146	250.41	29.33 10.87 10.86 3.80 3.80
	4132358642	01 RAG & RUG SERVICE	201000056301	09/23/22	10/03/22	65146	250.41	17.36 17.36
	4133053731	01 RAG & RUG SERVICE	101500056301	09/30/22	10/03/22	65146	250.41	29.33 10.87 10.86 3.80 3.80
	4133053779	01 RAG & RUG SERVICE	201000056301	09/30/22	10/03/22	65146	250.41	17.36 17.36
	4133053794	01 RAG & RUG SERVICE	207500056301	09/30/22	10/03/22	65146	250.41	36.78 36.78
CINTA2	CINTAS CORP						VENDOR TOTAL:	578.75
	5119682300-REPL	01 1ST AID - CC	207500076513	08/09/22	10/03/22	65147	46.02	46.02 46.02
	5123376156	01 1ST AID = CC	207500076513	09/06/22	09/09/22	65077	45.55	45.55 45.55
CITY	CITY OF SYCAMORE						VENDOR TOTAL:	91.57
	AUGUST 2022 SALES TAX							
	01 CITY SALES TAX - CH		303000116852	09/30/22	10/03/22	65148	198.00	198.00 112.00 11.00 4.00 47.00 6.00 18.00
	02 CITY SALES TAX - BEV CART		303100116852					
	03 CITY SALES TAX - VENDING		207500086650					
	04 CITY SALES TAX - BB CONC		303300116852					
	05 CITY SALES TAX - CATERING		303500116852					
	06 CITY SALES TAX - CONCERT		206194006230					

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CITY2	CITY OF SYCAMORE						VENDOR TOTAL:	198.00
	1271000000-0822	01 WATER/SEWER - MAINT	101500096704	08/31/22	09/09/22	65078	1,605.67	230.53
								230.53
	1271005000-0822	01 WATER/SEWER - CC	207500096704	08/31/22	09/09/22	65078	1,605.67	1,375.14
								1,375.14
	1420565000-0922	01 WATER/SEWER - POOL	518100096704	09/30/22	10/03/22	65149	183.85	183.85
								183.85
CMJ	CMJ TECHNOLOGIES, INC.						VENDOR TOTAL:	1,789.52
	16628	01 OFFICE 365	101000046206	09/01/22	09/12/22	65113	1,511.75	1,511.75
		02 OFFICE 365	201000046206					255.88
		03 MONTHLY MAINT	101000056304					255.87
		04 MONTHLY MAINT	201000056304					500.00
								500.00
COMCA	COMCAST						VENDOR TOTAL:	1,511.75
	0468024-0922	01 INTERNET	101000096706	09/10/22	10/03/22	65150	672.99	672.99
		02 INTERNET	201000096706					144.98
		03 CABLE	207500096705					144.98
								383.03
	0468768-0922	01 CABLE	303000096705	08/25/22	09/09/22	65079	168.14	168.14
		02 CABLE	504000096705					84.07
								84.07
	0468768-1022	01 CABLE	303000096705	09/25/22	10/06/22	65195	168.14	168.14
		02 CABLE	504000096705					84.07
								84.07
COMMO	COMMONWEALTH EDISON						VENDOR TOTAL:	1,009.27
	0558722008-0922	01 BASEBALL CONC	303300096702	09/06/22	09/12/22	65115	4,544.60	3,937.14
		02 POOL	518100096702					86.47
		03 MAINT	101500096702					82.89
		04 MAINT	504100096702					55.07
		05 CART BLDG	504000096702					55.07
		06 CH	303000096702					9.39
								135.29

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	0558722008-0922	07 PROSHOP	504000096702	09/06/22		65115	09/12/22	4,544.60	3,937.14
		08 PROSHOP	101000096702						135.29
		09 PROSHOP	201000096702						315.66
		10 ELECTRONIC SIGN	101000096702						315.67
		11 ELECTRONIC SIGN	201000096702						5.48
		12 COMM CTR	207500096702						5.48
									2,735.38
083022		01 BOYNTON PARK	101500096702	08/30/22		65080	09/09/22	143.07	143.07
		02 KIWANIS PARK	101500096702						13.97
		03 EMIL CASSIER PARK	101500096702						28.36
		04 GOOD TYMES SHELTER	101500096702						19.26
		05 ENTRY PARK	101500096702						24.13
		06 SOCCER COMPLEX	101500096702						22.91
									34.44
090222		01 FOUNDERS PARK	101500096702	09/02/22		65115	09/12/22	4,544.60	607.46
		02 SYCAMORE LAKE	101500096702						18.98
		03 WETZEL PARK	101500096702						24.27
		04 ENTRY PARK	101500096702						40.51
		05 MAINT BLDG	101500096702						22.91
		06 MAINT BLDG	504100096702						244.93
		07 SPORTS COMPLEX	202100096702						244.93
									10.93
									4,687.67
CONLEY	CONLEY, JEN								
	214	01 UKELELE HISTORY PRESENTATION	205231006128	09/11/22		65116	09/12/22	150.00	150.00
									150.00
CONS	CONSERV FS								
	121018829	01 GAS-OLD SHOP - TANK 4	504000076515	08/23/22		65060	09/01/22	2,375.77	889.75
									889.75
	121018830	01 DIESEL - GOLF	504100076515	08/23/22		65060	09/01/22	2,375.77	595.91
		02 DIESEL - PARKS	101500076515						144.54
		03 DIESEL - SC	202100076515						332.96
									118.41
	121018831	01 DIESEL - GOLF	504100076515	08/23/22		65081	09/09/22	2,530.98	1,967.98
		02 DIESEL - PARKS	101500076515						477.34
		03 DIESEL -SC	202100076515						1,099.59
									391.05

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121018832		01 GASOLINE - GOLF	504100076515	08/23/22		65060	09/01/22	2,375.77	890.11
		02 GASOLINE - PARKS	101500076515						246.72
		03 GASOLINE - SC	202100076515						285.48
		04 GASOLINE - TRUCKS	101500076515						37.97
121019001		01 DIESEL - GOLF	504100076515	09/14/22		65151	10/03/22	3,349.62	1,975.22
		02 DIESEL - PARKS	101500076515						425.38
		03 DIESEL - SC	202100076515						930.52
121019002		01 GASOLINE - GOLF	504100076515	09/14/22		65151	10/03/22	3,349.62	1,096.80
		02 GASOLINE - PARKS	101500076515						373.95
		03 GASOLINE - SC	202100076515						69.01
		04 GASOLINE - TRUCKS	101500076515						135.13
400106509		01 FIELD CHALK	202100076523	08/19/22		65081	09/09/22	2,530.98	72.50
40015619		01 MOUND CLAY	202100076533	05/31/22		65081	09/09/22	2,530.98	490.50
		02 MOUND CLAY	202100076500						245.25
40016880		01 FIELD CHALK - MOUND CLAY	202100076523	09/22/22		65151	10/03/22	3,349.62	277.60
DEKALB LAWN & EQUIPMENT CO.						VENDOR TOTAL:		8,256.37	
86855		01 CHAINSAW CHAINS-SHARPEN WHEEL	101500076500	09/02/22		65082	09/09/22	61.65	61.65
86989		01 CHAINSAW BAR AND OIL	101500066402	09/13/22	00005911	65152	10/03/22	212.36	20.38
87231		01 AUGER BIT-DRILL HEAD-GAS	101500066400	09/26/22		65152	10/03/22	212.36	191.98
		02 AUGER BIT-DRILL HEAD-GAS	202100066400						95.99
DEKALB MECHANICAL INC						VENDOR TOTAL:		274.01	
82357		01 CC HVAC SERVICE/REPAIR	207500056300	08/24/22		65083	09/09/22	900.00	900.00

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DEKGAR	9-9-22	DEKALB GARAGE DOORS, LLC						900.00
		01 SHOP GARAGE DOOR #3 OPENER	101500056300	09/09/22	09/12/22	65117	1,998.00	1,998.00
		02 SHOP GARAGE DOOR #3 OPENER	202100066401					666.00
		03 SHOP GARAGE DOOR #3 OPENER	504100056300					666.00
							VENDOR TOTAL:	1,998.00
DEKSYC	44453	DEKALB SYCAMORE CHEVROLET						
		01 NEW FUEL PUMP-GMC TRUCK-PARTS	101500066402	09/27/22	10/03/22	65153	326.73	326.73
								326.73
							VENDOR TOTAL:	326.73
DOORSINC		DOORS INC.						
	NCL72939	01 PATHWAY FITNESS ACCESS DOOR	207000056307	09/07/22	09/09/22	65084	410.00	410.00
								410.00
							VENDOR TOTAL:	410.00
ECO		ECOWATER SYSTEMS, INC.						
	130856-0922	01 SALT	101000056300	09/03/22	09/12/22	65118	53.25	53.25
		02 SALT	201000056300					26.62
								26.63
							VENDOR TOTAL:	53.25
ELBURNRA		ELBURN RADIATOR & REPAIR						
	3135	01 NEW RADIATOR-ZERO TURN	504100066403	08/30/22	09/09/22	65085	625.00	625.00
		02 NEW RADIATOR-ZERO TURN	202100066403					208.33
		03 NEW RADIATOR-ZERO TURN	101500066403					208.33
							VENDOR TOTAL:	625.00
ENGIN		ENGINEERING RESOURCE ASSOC						
	C-93-021-19-05	01 GWT 1	711000207039	08/24/22	08/31/22	65057	73,106.97	73,106.97
		GOOD TYMES -2						6,050.00
		01 GOOD TYMES STAGE CONC DESIGN	101000036125	09/09/22	09/09/22	65086	6,050.00	6,050.00
		GOOD TYMES STAGE						6,050.00
		01 GOOD TYMES STAGE CONC DESIGN	101000036125	09/08/22	09/09/22	65087	6,050.00	6,050.00

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	W2125500.09	01 BRIDGE REPLACEMENT	101000036125	08/18/22		65088	09/09/22	480.00	480.00
						VENDOR TOTAL:			85,686.97
EUCL	EUCLID BEVERAGE LTD.								
	W-2963426	01 COORS LIGHT	303000086634	09/09/22	00005899	65154	10/03/22	235.50	235.50
		02 MILLER LITE	303000086634		00005899				105.00
		03 MILLER 64	303000086634		00005899				17.50
		04 DELIVERY	303000086634		00005899				8.00
	WQ-2955431	01 COORS LIGHT	303000086634	08/26/22	00005882	65051	08/26/22	475.00	475.00
		02 LITE	303000086634		00005882				175.00
		03 MHL	303000086634		00005882				32.70
		04 MILLER	303000086634		00005882				17.50
		05 NEV HAZY	303000086634		00005882				66.80
		06 DELIVERY CHARGE	303000086634		00005882				8.00
						VENDOR TOTAL:			710.50
FAIR	FAIRWAY CLUB MENS LEAGUE								
	2022 MEN'S PAYOUT		504000046219	09/09/22		65089	09/09/22	2,880.00	2,880.00
						VENDOR TOTAL:			2,880.00
FAST	FASTENAL COMPANY								
	ILCOR116619	01 ZIP TIES	202100066404	08/19/22	00005880	65061	09/01/22	96.96	96.96
						VENDOR TOTAL:			96.96
FRONTIER	FRONTIER								
	0670-090722	01 ADMIN	101000096700	09/07/22		65155	10/03/22	773.38	599.09
		02 ADMIN	201000096700						299.54
						VENDOR TOTAL:			299.55
	4818-082222	01 MAINT	101500096700	08/22/22		65090	09/09/22	174.29	174.29
		02 MAINT	504100096700						87.14
						VENDOR TOTAL:			87.15
	4818-092222	01 MAINT	101500096700	09/22/22		65155	10/03/22	773.38	174.29
		02 MAINT	504100096700						87.15
						VENDOR TOTAL:			87.14

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GEAR	41929127	GEAR FOR SPORTS/UNDER ARMOUR						VENDOR TOTAL:	947.67
		01 UA MEN'S PLAYOFF STRIPE POLO	501000001301	07/18/22	00005436	65052	08/26/22	1,437.40	1,437.40
		02 UA MEN'S T2 GREEN POLO	501000001301		00005436				254.59
		03 UA MEN'S HEATHER BLOCK POLO	501000001301		00005436				203.70
		04 UA MEN'S ZINGER HEATHER POLO	501000001301		00005436				189.12
		05 UA WOMEN'S T2 GREEN POLO	501000001301		00005436				189.12
		06 SHIPPING INV 41929127	501000001301		00005436				203.70
		07 MENS STARBURST POLO	501000001301		00005436				38.32
		08 MENS PLAYOFF BLOOM POLO	501000001301		00005436				31.52
		09 MENS PLAYOFF SWANS POLO	501000001301		00005436				254.59
									72.74
								VENDOR TOTAL:	1,437.40
GRAI	9431735043	TOILET FLUSH PARTS - CH	101000066401	09/01/22		65091	09/09/22	59.00	59.00
	9461207814	STEEL TOE BOOT COVERS	101500076514	09/29/22		65156	10/03/22	118.05	118.05
									118.05
								VENDOR TOTAL:	177.05
GROUPPL	3107	GROUP PLAN SOLUTIONS							
		01 FSA SEPT	101000106801	08/31/22		65157	10/03/22	60.50	60.50
		02 FSA SEPT	201000106801						30.25
									30.25
								VENDOR TOTAL:	60.50
HARRELL	INV01673850	TURE MARKING PAINT	504100076500	09/22/22		65158	10/03/22	108.86	108.86
									108.86
								VENDOR TOTAL:	108.86
HARRG	02-321868	GOLF CART REPAIR PARTS	504000066409	08/16/22		65092	09/09/22	135.40	135.40
									135.40
								VENDOR TOTAL:	135.40
HAWK	6290255	POOL CHEMICALS	518100076550	09/15/22		65159	10/03/22	20.00	20.00
									20.00

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HORN		HORNUNG'S PRO GOLF SALES INC.						VENDOR TOTAL:	20.00
	525067	01 GOLF PRIDE MCC PLUS 4 GRIPS	501000001303	09/19/22	00005906	65160	10/03/22	155.42	155.42
		02 SHIPPING	501000001303		00005906				146.40
		03 DISCOUNT	501000001303		00005906				11.95
									-2.93
								VENDOR TOTAL:	155.42
INTEG		INTEGRA BUSINESS SYSTEMS, INC.							
	INV104937	01 PRINTER/COPIER - CH	101000056304	09/01/22		65093	09/09/22	217.35	32.99
		02 PRINTER/COPIER - CH	201000056304						16.49
									16.50
	INV104938	01 PRINTER/COPIER - MAINT	101000056304	09/01/22		65093	09/09/22	217.35	15.94
		02 PRINTER/COPIER - MAINT	201000056304						7.97
									7.97
	INV104939	01 PRINTER/COPIER - CC	101000056304	09/01/22		65093	09/09/22	217.35	102.88
		02 PRINTER/COPIER - CC	201000056304						51.44
									51.44
	INV104940	01 PRINTER/COPIER - ADMIN	101000056304	09/01/22		65093	09/09/22	217.35	65.54
		02 PRINTER/COPIER - ADMIN	201000056304						32.77
									32.77
								VENDOR TOTAL:	217.35
INTERS		INTERSTATE BATTERIES ROCKFORD							
	300395464	01 BATTERIES - CARTS-MOWERS	504100066402	09/01/22		65094	09/09/22	244.85	244.85
		02 BATTERIES - CARTS-MOWERS	504100066402						81.61
		03 BATTERIES - CARTS-MOWERS	101500066402						81.61
									81.63
								VENDOR TOTAL:	244.85
KISH		KISHWAUKEE SPECIAL RECREATION							
	2022-5	01 2022 CONTRIBUTION	221000116855	09/15/22		65161	10/03/22	43,573.87	43,573.87
									43,573.87
								VENDOR TOTAL:	43,573.87
LE PRINT		LE PRINT EXPRESS							
	37781	01 PRE SCHOOL SUPPLIES	205771006216	08/11/22		65162	10/03/22	485.93	397.43
									397.43

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	38288	01 FALL 22 POSTER	101200046203	09/28/22	00005927	65162	10/03/22	485.93	88.50 88.50
LEARNING		LEARNING RESOURCES NETWORK INC						VENDOR TOTAL:	485.93
	20881	01 LERN 2022 CONF REGISTRATION	201000046207	09/27/22		65163	10/03/22	1,795.00	1,795.00 1,795.00
LOWE		LOWE'S						VENDOR TOTAL:	1,795.00
	903676-JJUWHLC	01 CRACK FILLER-CUT BLOCK	101500066404	08/08/22		65095	09/09/22	318.86	26.66 26.66
	903686-JNMMBE	01 ELEC VOLT METER-FUSES	101500076512	08/31/22		65164	10/03/22	101.51	66.47 66.47
	903713-JIZKJL	01 LUMBER - PARK-LARSON TRAIL	101500066404	08/02/22		65095	09/09/22	318.86	8.15 8.15
	903844-JPCPXN	01 WASP SPRAY --SPORTS	202100066401	09/12/22		65164	10/03/22	101.51	13.26 13.26
	915303-JMAFXA	01 GRILL FOR CONCESSIONS	303300066400	08/18/22	00005877	65095	09/09/22	318.86	284.05 284.05
	984884-JOKYJF	01 SHOP FUSE METER	101500076500	09/01/22		65164	10/03/22	101.51	21.78 21.78
MARK		MARK'S MACHINE SHOP INC.						VENDOR TOTAL:	420.37
	40289	01 BRACKETS-BROTHERS PARK BENCH	101500066404	08/31/22		65062	09/01/22	320.00	320.00 320.00
	40316	01 REPAIRS - TORO MOWER FRAME	504100066403	09/27/22		65165	10/03/22	440.00	440.00 440.00
MARS		M.A.R.S., INC.						VENDOR TOTAL:	760.00
	578381	01 GREENS MOWER ALTER REPAIR	504100066403	09/08/22		65119	09/12/22	168.00	168.00 168.00

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578500	01	REBUILD MOWER ALTERNATOR	504100066403	09/22/22	00005926	65166	10/03/22	120.00	120.00
								120.00	120.00
								VENDOR TOTAL:	288.00
MART		MARTENSON TURF PRODUCTS							
86965	01	SEED FOR PARKS-SPORTS-GOLF	101500076502	08/15/22		65096	09/09/22	466.50	466.50
	02	SEED FOR PARKS-SPORTS-GOLF	202100076508						311.00
									155.50
								VENDOR TOTAL:	466.50
MEL		MELIN'S LOCK & KEY							
25565	01	DUPLICATE KEYS FOR DOG PARK	207500046200	09/15/22	00005916	65167	10/03/22	3.70	3.70
									3.70
								VENDOR TOTAL:	3.70
MENA		MENARDS - SYCAMORE							
73079	01	SPLASHPAD SUPPLIES	518300076500	08/15/22		65168	10/03/22	526.76	10.77
									10.77
73241	01	VELCRO STRAPS SHOP	101500066401	08/18/22	00005879	65064	09/01/22	129.84	11.56
									11.56
73332	01	FASTENERS	101500076500	08/19/22	00005878	65064	09/01/22	129.84	3.84
									3.84
73527	01	CHAINSAW CHAINS/PARTS	101500066404	08/22/22	00005873	65064	09/01/22	129.84	34.11
									34.11
73529	01	POTHOLE PATCH	101500066406	08/22/22	00005875	65064	09/01/22	129.84	43.88
									43.88
73646	01	TOTE	207500076500	08/24/22	00005881	65064	09/01/22	129.84	40.27
	02	MICROFIBER TOWELS	207500076510		00005881				22.98
									17.29
73725	01	TOGGLE SCREWS & SPACKLING	207500076500	08/25/22	00005887	65064	09/01/22	129.84	19.16
	02	COAX CABLE	207500076500		00005887				15.17
									3.99
73739	01	SCREWS-DRILL BITS-PAINT-PARKS	101500066404	08/25/22		65097	09/09/22	130.49	46.99
									46.99

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73753	01	LATCH TOTE RETURN	207500076500	08/25/22	00005883	65064	09/01/22	129.84	-22.98 -22.98
73786	01	SCREWS-WASHERS-NUTS-PARKS	101500076511	08/26/22		65097	09/09/22	130.49	14.40 14.40
73846	01	CONDIMENTS FOR BUS TRIP	205231606216	08/26/22	00005893	65097	09/09/22	130.49	25.87 3.95
	02	DOG TREATS	207500046216		00005893				1.93
	03	BOCCE SET	207500046216		00005893				19.99
74044	01	RETURN COAX CABLE	207500076500	08/29/22	00005888	65097	09/09/22	130.49	-3.99 -3.99
74228	01	GOLF BRIDGE TRACTION RUNNER	504100066406	09/01/22		65097	09/09/22	130.49	43.04 43.04
74315	01	SPLASH PAD HOSE PARTS	518100066410	09/02/22		65097	09/09/22	130.49	4.18 4.18
74957	01	SHOP ODOR CONTROL	101500066401	09/12/22		65168	10/03/22	526.76	17.38 17.38
75142	01	WASP SPRAY/SOIL/RODS	101500066404	09/14/22	00005910	65168	10/03/22	526.76	48.42 48.42
75196	01	PARK SOIL, RAKES	101500066407	09/15/22	00005909	65168	10/03/22	526.76	96.82 96.82
75284	01	PAINT/BRUSHES/ROLLERS FOUNDERS	101500066404	09/16/22	00005908	65168	10/03/22	526.76	316.35 316.35
75482	01	OIL DRY	101500076500	09/19/22	00005907	65168	10/03/22	526.76	37.02 37.02
75971	01	soap and cleaners	207500076510	09/26/22	00005915	65196	10/06/22	497.04	26.77 26.77
76103	01	FLEXEDGE FOR BALLFIELD EDGES	202100066404	09/28/22	00005917	65196	10/06/22	497.04	45.68 45.68
76105	01	BOLT CUTTER, BOLT SNAP	101500076500	09/28/22	00005919	65196	10/06/22	497.04	16.07 16.07
76124	01	BALLFIELD EDGING	202100076500	09/28/22	00005918	65196	10/06/22	497.04	55.92 55.92

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76179		01 PAINT-THINNER-BRUSHES, ETC	101500066407	09/29/22		65196	10/06/22	497.04	48.43 48.43
76181		01 SHOP-BAIT-SAFETY EQ-EAR PROT	101500076514	09/29/22		65196	10/06/22	497.04	210.27 210.27
76191		01 LAVA GRILLING ROCKS-LARGE GRIL	303300076500	09/29/22		65196	10/06/22	497.04	93.90 93.90
		MID-WEST MID-WEST FAMILY BROADCASTING						VENDOR TOTAL:	1,284.13
	1913-00114-6-0000	01 AUG ADS	101200046209	08/31/22	00005892	65098	09/09/22	275.00	275.00 275.00
		MROUT MR OUTHOUSE						VENDOR TOTAL:	275.00
5415		01 PORT-O-POTS - GOLF	504100056309	08/12/22		65099	09/09/22	2,395.00	2,395.00 345.00 935.00 935.00 180.00
5516		01 PORT-O-POTS - GOLF	504100056309	09/09/22		65169	10/03/22	2,395.00	2,395.00 345.00 550.00 1,500.00
		NATBUSI NATIONAL BUSINESS FURNITURE						VENDOR TOTAL:	4,790.00
ZK184739-SAN		01 STORAGE CURBY ROOM C	701000207007	08/22/22	00005862	65053	08/26/22	873.15	873.15 625.50 247.65
		NEW VALUES MAGAZINE						VENDOR TOTAL:	873.15
5074		01 NEW VALUES AD	101200046208	10/03/22	00005928	65170	10/03/22	375.00	375.00 375.00
		NICOR NICOR GAS						VENDOR TOTAL:	375.00
082922		01 MAINT BLDG	101500096703	08/29/22		65100	09/09/22	915.55	915.55 108.40

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	082922			08/29/22		65100	09/09/22	915.55	915.55
		02 MAINT BLDG	504100096703						108.40
		03 POOL	518100096703						330.75
		04 UPSTAIRS OFFICE	101000096703						49.76
		05 ADMIN	101000096703						33.11
		06 ADMIN	201000096703						33.12
		07 PRO SHOP	504000096703						14.19
		08 CH	303000096703						14.19
		09 PUMP HOUSE	504100096703						51.86
		10 AIRPORT RD PROPERTY	207500096703						171.77
								VENDOR TOTAL:	915.55
		NORTHLIU NIU-COMMER ACCTS RECEIVABLE							
	OCR000520			08/30/22		65197	10/06/22	670.00	670.00
		01 CAVING PROGRAM	205231504100		00005891				250.00
		02 SUP YOGA	518200046216		00005891				420.00
								VENDOR TOTAL:	670.00
		OCCREATI OC CREATIVE, INC.							
	2016			09/15/22		65171	10/03/22	1,300.00	1,300.00
		01 100 ANNIVERSARY VIDEOS	101200046214		00005905				1,300.00
								VENDOR TOTAL:	1,300.00
		PDRMA							
	AUG 2022			09/09/22		65101	09/09/22	24,397.52	24,397.52
		01 HEALTH INS PREM	101000106801						5,071.23
		02 HEALTH INS PREM	101500106801						2,300.08
		03 HEALTH INS PREM	504100106801						1,825.04
		04 HEALTH INS PREM	504000106801						1,306.08
		05 HEALTH INS PREM	201000106801						6,824.31
		06 HEALTH INS PREM	202100106801						5,723.30
		07 HEALTH INS PREM	207500106801						841.95
		08 HEALTH INS PREM	303000106801						505.53
								VENDOR TOTAL:	24,397.52
		PEPSI PEPSI COLA GEN. BOT.							
	29963354			09/12/22		65172	10/03/22	653.90	372.08
		01 20 OZ POP	303000086631		00005900				112.64
		02 5 GAL BIB	303000086630		00005900				90.15
		03 3 GAL BIB	303000086630		00005900				56.43
		04 3 GAL BIB	303300086630		00005900				112.86

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53938302		01 20 OZ BOTTLE POP	303000086631	08/22/22	00005884	65065	09/01/22	349.37	349.37
		02 5 GAL BIB	303000086630		00005884				112.64
		03 3 GAL BIB	303000086630		00005884				180.30
									56.43
53987001		01 20 OZ BOTTLE POP	303000086631	09/19/22	00005930	65172	10/03/22	653.90	281.82
		02 3 GAL BIB	303000086630		00005930				168.96
									112.86
									1,003.27
PERFOR		PERFORMANCE FOODSERVICE							
7066675		01 FRYER OIL	303000086617	09/02/22	00005896	65102	09/09/22	510.63	648.48
		02 TORTILLA SHELLS	303000086616		00005896				79.86
		03 KETCHUP	207500046216		00005896				57.46
		04 SLICED PICKLES	207500046216		00005896				43.38
		05 FRENCH FRIES	303000086617		00005896				43.54
		06 HOT DOGS	303000086615		00005896				31.50
		07 HAMBURGERS	303000086613		00005896				86.22
		08 BEER CUPS	303000076550		00005896				162.74
		09 POTATO SALAD	303500086640		00005896				51.09
		10 DELIVERY	303000076500		00005896				84.69
									8.00
7083644		01 FRYER OIL	303000086617	09/22/22	00005929	65173	10/03/22	612.08	612.08
		02 BAKED BEANS	303500086640		00005929				81.60
		03 CHIPS	303000086622		00005929				57.89
		04 HOT DOGS	303000086615		00005929				107.83
		05 SOFT PRETZELS	303300086619		00005929				252.00
		06 DELIVERY CHARGE	303000076500		00005929				104.76
									8.00
719		01 REBATE - FOOD SHOW	303000086615	07/19/22		65102	09/09/22	510.63	-137.85
									-137.85
									1,122.71
P10		PIONEER MFG/PIONEER ATHLETICS							
INV851355		01 SPORTSFIELD LINE PAINT-BB	202100076523	08/19/22		65103	09/09/22	1,673.00	1,673.00
		02 SPORTSFIELD LINE PAINT-SOCCER	202100076524						673.00
									1,000.00
									1,673.00
PLAY		PLAYERS GOLF CARS							
23965		01 CART RENTAL 8/12	504000036126	08/15/22		65066	09/01/22	1,800.00	600.00
									600.00

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23966		01 CART RENTAL 8/13	504000036126	08/15/22		65066	09/01/22	1,800.00	1,200.00 1,200.00
						VENDOR TOTAL:		1,800.00	
POWERSY	8805365	01 DUMBELL 3 LB	205662046216	09/16/22	00005845	65174	10/03/22	36.00	36.00
		02 SHIPPING INV 8805365	205662046216		00005845				25.00 11.00
						VENDOR TOTAL:		36.00	
PRIN		PRINCIPAL LIFE INS GROUP							
	OCT 2022	01 DENTAL INS PREM	101000106801	10/06/22		65198	10/06/22	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 24.83
	SEP 2022	01 DENTAL INS PREM	101000106801	09/09/22		65104	09/09/22	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 24.83
						VENDOR TOTAL:		3,132.98	
REIN		REINDERS, INC.							
	1924296-00	01 FREIGHT CREDIT	101500066403	08/26/22		65067	09/01/22	185.25	-21.60 -21.60
	4070478-00	01 WORKMAN UTILITY CART	701000207002	09/29/22		65175	10/03/22	30,952.02	30,952.02
	60148503-00	01 MOWER DAMPER-END ROD-SPACERS	504100066403	08/17/22		65105	09/09/22	476.98	197.51 197.51

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	6019401-00	01 CAPS - DECK WHEELS	101500066403	08/30/22		65067	09/01/22	185.25	206.85 206.85
	6019584-00	01 ZERO TURN COOLING FAN ASSY	202100066403	09/02/22		65105	09/09/22	476.98	279.47 279.47
	6020356-00	01 PARKS ROUGH MOWER PARTS	101500066403	09/13/22		65176	10/03/22	2,276.18	53.85 53.85
	6020667-00	01 BLADE SHARPEN - PARTS	101500066402	09/20/22		65176	10/03/22	2,276.18	540.43 180.14 180.14 180.15
	6020667-01	01 TORO MOWER LOCKNUTS	504100066403	10/03/22		65199	10/06/22	14.79	14.79 14.79
	6020769-00	01 MOWER WHEEL LOCK NUT	101500066403	09/20/22		65176	10/03/22	2,276.18	49.46 49.46
	6020898-00	01 TORO FAIRWAY PARTS	504100066403	09/21/22		65176	10/03/22	2,276.18	1,059.21 1,059.21
	6020898-01	01 FAIRWAY MOWER ASSY. REPL	504100066403	09/22/22		65176	10/03/22	2,276.18	331.68 331.68
	6020972-00	01 BRAKE ASSY. TORO FAIRWAY	504100066403	09/21/22		65176	10/03/22	2,276.18	241.55 241.55
RINGEN		RINGCENTRAL INC.						VENDOR TOTAL:	33,905.22
	CD_000446754	01 PHONE SERVICE	101000096700	08/21/22		65068	09/01/22	976.39	976.39 488.19 488.20
		02 PHONE SERVICE	201000096700						
	CD_000462256	01 NEW EQUIPMENT	701000207004	09/21/22		65177	10/03/22	1,174.36	1,174.36 197.97 488.19 488.20
		02 PHONE SERVICE	101000096700						
		03 PHONE SERVICE	201000096700						
ROCHNEW		THE ROCHELLE NEWS-LEADER						VENDOR TOTAL:	2,150.75
	INV169162 & 172209			08/31/22		65106	09/09/22	204.00	204.00 204.00
		01 DEKALB CO HAS IT AD	101200046208		00005895				

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								VENDOR TOTAL:	204.00
RONDO		RONDO ENTERPRISES, INC.							
	166493	01 BRAKES - PARTS	101500066402	09/21/22		65178	10/03/22	117.90	9.90
	166707	01 GMC TRUCK ARM	101500066402	09/28/22		65178	10/03/22	117.90	108.00
								VENDOR TOTAL:	108.00
SELDAL		SELDAL PLUMBING							
	5437	01 CLUBHOUSE TOILET FIX	101000056300	09/20/22		65179	10/03/22	260.00	260.00
								VENDOR TOTAL:	260.00
SHAW		SHAW SUBURBAN MEDIA							
	082210027030	01 PARENT SOURCE AD AUG	101200046208	08/30/22	00005894	65107	09/09/22	760.00	760.00
		02 DIGITAL ADS	101200046209		00005894				460.00
								VENDOR TOTAL:	300.00
SITE ONE		SITE ONE LANDSCAPE SUPPLY							
	114164786-001	01 FUNGICIDE	504100076507	10/26/21		65181	10/03/22	5,783.96	3,090.00
	115017622-001	01 FUNGICIDE	504100076517	12/02/21		65181	10/03/22	5,783.96	3,090.00
	116246256-0012	01 CUPS FOR GREENS	504100076517	03/01/22		65181	10/03/22	5,783.96	1,020.00
	116246540-0012	01 BUNKER RAKE HANDLE	504100076517	02/15/22		65181	10/03/22	5,783.96	1,020.00
	118265067-001	01 REBATE 2022-Q1	504100076507	04/21/22		65181	10/03/22	5,783.96	173.70
	120110469-001	01 GREEN FUNGICIDE	504100076507	06/08/22		65181	10/03/22	5,783.96	173.70
	121434437-001	01 FAIRWAY FUNGICIDE	504100076507	07/15/22		65181	10/03/22	5,783.96	56.40
								VENDOR TOTAL:	56.40
								VENDOR TOTAL:	-24.95
								VENDOR TOTAL:	-24.95
								VENDOR TOTAL:	730.37
								VENDOR TOTAL:	730.37
								VENDOR TOTAL:	859.04
								VENDOR TOTAL:	859.04

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	121576999-001	01 2022 REBATE - Q2	504100076507	07/19/22		65181	10/03/22	5,783.96	-14.61 -14.61
	1225292749-001	01 TURF GROWTH REGULATOR	504100076507	08/17/22		65181	10/03/22	5,783.96	120.00 120.00
	123399987-001	01 21-22 DISTRIBUTOR CREDIT	504100076507	09/14/22		65181	10/03/22	5,783.96	-201.04 -201.04
	123785533-001	01 20212 EOP SUPPLIER DOLLARS	504100076507	09/26/22		65181	10/03/22	5,783.96	-24.95 -24.95
SOFT		SOFT WATER CITY						VENDOR TOTAL:	5,783.96
	2652-0822	01 WATER - SALT	101500076500	08/31/22		65108	09/09/22	128.05	128.05
		02 WATER	518100076500						92.65
		03 SALT	207500076500						6.93 28.47
STAPLES		STAPLES BUSINESS ADVANTAGE						VENDOR TOTAL:	128.05
	3517673136	01 COPY PAPER	101000046200	09/10/22		65120	09/12/22	85.98	85.98
		02 COPY PAPER	201000046200						28.66
		03 COPY PAPER	207500046200						28.66 28.66
SUP		SUPERIOR BEVERAGE						VENDOR TOTAL:	85.98
	486364	01 BUSCH LIGHT	303000086634	08/24/22		65069	09/01/22	425.45	425.45
		02 NATURDAYS	303000086634						211.50 27.20
		03 SHOCK TOP	303000086634						55.50
		04 312 LEMON SHANDY	303000086634						49.30
		05 312 GOOSE	303000086634						73.95
		06 DELIVERY	303000086634						8.00
	491895	01 BUDWEISER	303000086634	09/14/22		65182	10/03/22	368.86	368.86
		02 BUD LIGHT	303000086634						67.00
		03 MICHELOB ULTRA	303000086634						167.50
		04 ARNIE PALMER	303000086631						61.20
		05 DELIVERY	303000086634						65.16 8.00

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/25/2022 TO 10/11/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
							VENDOR TOTAL:	794.31
SYCPK2		SYCAMORE PARK DISTRICT						
		CC BANK	101000001010	10/11/22	10/11/22	65203	100.00	100.00
		01 CC - FD ADDTL BANK CASH						100.00
							VENDOR TOTAL:	100.00
T0000024		DOBBERSTEIN, MELISSA						
		REIMB 10-7-22		10/07/22	10/07/22	65202	106.23	106.23
		01 REIMB-MICROWAVE-BB	303300066400					20.00
		02 REIMB - TOM JUICE	303000086636					11.96
		03 REIMB-BUNS	303000086615					3.27
		04 TIP 10-6 CATERING-KC CLUB	303000003090					71.00
							VENDOR TOTAL:	106.23
T0000230		FREEMAN, JEANETTE						
		REFUND	201000002150	09/13/22	09/13/22	65123	20.00	20.00
		01 JUNK TRUNK SALE REFUND						20.00
							VENDOR TOTAL:	20.00
T0000885		BURKE, TYLER						
		REIMB 10-6-22		10/06/22	10/06/22	65200	40.95	40.95
		01 CHAINS AW TRAINING- MILEAGE	101000046211					20.47
		02 CHAINS AW TRAINING- MILEAGE	201000046211					20.48
							VENDOR TOTAL:	40.95
T0001563		TEVSH, THERESA						
		REIMB NRPA CONF		10/03/22	10/03/22	65183	161.15	79.00
		01 CAB TO HOTEL	201000046207					17.00
		02 MILEAGE TO AIRPORT	201000046207					31.00
		03 MILEAGE FROM AIRPORT	201000046207					31.00
							VENDOR TOTAL:	82.15
		REIMB NRPA CONF - 2ND		10/03/22	10/03/22	65183	161.15	30.00
		01 CHECK BAGGAGE	201000046207					11.49
		02 NRPA - LUNCH	201000046207					4.34
		03 NRPA - LUNCH	201000046207					15.20
		04 NRPA - LUNCH	201000046207					4.34
		05 NRPA - LUNCH	201000046207					16.78
		06 NRPA - LUNCH	201000046207					
							VENDOR TOTAL:	161.15

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/25/2022 TO 10/11/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001643	FAIVRE, FLORENCE							
	REIMB MEIJER			09/30/22	09/30/22	65134	13.00	13.00
	01 REIMB - MEIJER		303000086613					6.54
	02 REIMB - MEIJER		303000086629					6.46
					VENDOR TOTAL:		13.00	13.00
T0001655	LEACH, CONNER							
	REIMB 9-9-22			09/09/22	09/09/22	65109	16.08	16.08
	01 REIMB WATERPROOF CONNECTORS		101500066402					16.08
					VENDOR TOTAL:		16.08	16.08
T0001736	MILZ, TRACY							
	REFUND			09/13/22	09/13/22	65124	40.00	40.00
	01 JUNK TRUNK SALE REFUND		201000002150					40.00
					VENDOR TOTAL:		40.00	40.00
T0001737	FURST, JAMIE							
	REFUND			09/13/22	09/13/22	65125	10.00	10.00
	01 JUNK TRUNK SALE REFUND		201000002150					10.00
					VENDOR TOTAL:		10.00	10.00
T0001738	O'NEIL, PEGGY							
	REFUND			09/13/22	09/13/22	65126	20.00	20.00
	01 JUNK TRUNK SALE REFUND		201000002150					20.00
					VENDOR TOTAL:		20.00	20.00
T0001739	WILLIAMS, MARTIARA							
	REFUND			09/13/22	09/13/22	65127	20.00	20.00
	01 JUNK TRUNK SALE REFUND		201000002150					20.00
					VENDOR TOTAL:		20.00	20.00
T0001740	BELMONT, COLLEEN							
	REFUND			09/13/22	09/13/22	65128	20.00	20.00
	01 JUNK TRUNK SALE REFUND		201000002150					20.00
					VENDOR TOTAL:		20.00	20.00
T0001741	TORRES, CHERYL							
	REFUND			09/13/22	09/13/22	65129	20.00	20.00
	01 JUNK TRUNK SALE REFUND		201000002150					20.00
					VENDOR TOTAL:		20.00	20.00

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/25/2022 TO 10/11/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001742	SCHROEDER, TERRY							20.00
	REFUND	01 JUNK TRUNK SALE REFUND	201000002150	09/13/22	65130	09/13/22	20.00	20.00
								20.00
T0001743	MARX, SINDY							20.00
	REFUND	01 JUNK TRUNK SALE REFUND	201000002150	09/13/22	65131	09/13/22	20.00	20.00
								20.00
T0001744	GILSDORF, TODD							20.00
	REFUND	01 JUNK TRUNK SALE REFUND	201000002150	09/13/22	65132	09/13/22	20.00	20.00
								20.00
TOWNSQ		TOWN SQUARE PUBLICATIONS						20.00
	228095	01 CHAMBER LIFESTYLES AD	101200046208	09/12/22	65184	10/03/22	895.00	895.00
								895.00
TRUGR		TRUGREEN						895.00
	164743130	01 SOCCERFIELD WEED-N-FEED	202100076528	08/25/22	65110	09/09/22	923.12	923.12
								923.12
	166021528	01 KIWANIS PRAIRIE FIELD TREATMEN	101500076506	09/16/22	65185	10/03/22	250.00	250.00
								250.00
TYLER		TYLER ENTERPRISES						1,173.12
	63351	01 GREENS/FAIRWAYS - FUNGICIDES	504100076507	09/12/22	65121	09/12/22	1,850.00	1,850.00
								1,850.00
	63413	01 GREENS - FUNGICIDE	504100076507	09/19/22	65186	10/03/22	627.50	627.50
								627.50
UNUM		UNUM LIFE INSURANCE						2,477.50
	0439956-001 0922	01 STD INS PREM	101000106801	09/30/22	65187	10/03/22	359.34	359.34
								45.33

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	0439956-001	0922		09/30/22		65187	10/03/22	359.34	359.34
		02 STD INS PREM	101500106801						41.52
		03 STD INS PREM	504100106801						38.00
		04 STD INS PREM	504000106801						14.80
		05 STD INS PREM	201000106801						113.36
		06 STD INS PREM	202100106801						81.59
		07 STD INS PREM	207500106801						14.28
		08 STD INS PREM	303000106801						10.46
								VENDOR TOTAL:	359.34
USFOODS	2046167	01 ONION RINGS	303000086617	08/19/22		65070	09/01/22	450.09	450.09
		02 LIDS	303300076550						25.44
		03 CUPS	303300076550						35.14
		04 LIDS	303000076550						116.34
		05 CUPS	303000076550						52.71
		06 PAPER TOWELS	303000076550						193.90
									26.56
								VENDOR TOTAL:	450.09
VERIZON	9915911953	01 DATA PLAN TABLETS	504100096700	09/15/22		65188	10/03/22	108.03	108.03
		02 DATA PLAN TABLETS	303000096700						36.02
									72.01
								VENDOR TOTAL:	108.03
VERMONT	VS0005750	01 TEXT MESSAGING	201000076500	10/01/22	00005934	65201	10/06/22	48.00	48.00
VULC	33040443	01 PARKS-SC SCREENINGS ROCK	101500076509	09/13/22		65189	10/03/22	230.31	230.31
								VENDOR TOTAL:	48.00
WARE	5323769-0	01 MULTI FOLD TOWELS - CC	207500076510	09/09/22		65122	09/12/22	52.98	24.99
									24.99
	5323769-1	01 CAN LINERS - CH	303000076510	09/12/22		65122	09/12/22	52.98	27.99
									27.99

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/25/2022 TO 10/11/2022

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
5337231-0		01 LINERS	207500076510	09/27/22	10/03/22	65190	193.35	203.02
		02 PAPER TOWELS	207500076510					43.26
		03 DISINFECTANT	207500076510					49.98
		04 PAPER TOWELS	303000076510					59.80
								49.98
5338315-0		01 DISINFECTANT	207500076510	09/28/22	10/03/22	65190	193.35	50.13
								50.13
C5337231-0		01 RETURN OF VIREX	207500076510	09/27/22	10/03/22	65190	193.35	-59.80
								-59.80
WASTE MANAGEMENT								
0000527-2011-7		01 REFUSE-SC - STORM TOURN	202100056302	08/30/22	08/30/22	65054	39.32	39.32
0001053-2011-3		01 SC FROM INV 0000527-2011-7	202100056302	09/16/22	10/03/22	65191	9.48	9.48
3682907-2011-0		01 REFUSE - ADMIN	101000056302	08/31/22	09/09/22	65111	583.85	583.85
		02 REFUSE - CH	303000056302					61.19
		03 REFUSE - ADMIN	101000056302					61.19
		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
VENDOR TOTAL:								
							TOTAL --- ALL INVOICES:	267,561.88

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

"New"

INVOICES DUE ON/BEFORE 10/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ACUSHNET ACUSHNET COMPANY								
914320510	10/06/22	01	TITLEIST WINTER CAPS	501000001301	00005933		10/12/22	360.00
		02	SHIPPING INV 914320510	501000001301	00005933			13.18
		03	DISC INV 914320510	501000001301	00005933			-7.20
								INVOICE TOTAL: 365.98
								VENDOR TOTAL: 365.98
ALL ALL STAR SPORTS INSTRUCTION								
226024	10/04/22	01	ALL STAR SPORT PROGRAMS FALL I	205550026128	00005937		10/12/22	2,190.00
								INVOICE TOTAL: 2,190.00
								VENDOR TOTAL: 2,190.00
BANN BANNER UP SIGNS								
78715	10/07/22	01	FALL BANNER FOR CITY WINDOW	101200046203	00005946		10/12/22	166.00
								INVOICE TOTAL: 166.00
								VENDOR TOTAL: 166.00
CEDAR CEDAR RAPIDS TIRE								
893867	10/07/22	01	9016 MOWER TIRES	202100066402			10/12/22	91.22
								INVOICE TOTAL: 91.22
								VENDOR TOTAL: 91.22
CONS CONSERV FS								
121019133	09/28/22	01	GAS - OLD TANK 4	504000076515			10/12/22	1,034.01
								INVOICE TOTAL: 1,034.01
121019134	09/28/22	01	DIESEL - OLD TANK 3	504100076515			10/12/22	947.13
								INVOICE TOTAL: 947.13
121019135	09/28/22	01	DIESEL - GOLF	504100076515			10/12/22	661.05
		02	DIESEL - PARKS	101500076515				753.81

INVOICES DUE ON/BEFORE 10/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
121019135	09/28/22	03	DIESEL - SC	202100076515			10/12/22	288.32
							INVOICE TOTAL:	1,703.18
121019136	09/28/22	01	GASOLINE - GOLF	504100076515			10/12/22	417.33
		02	GASOLINE - PARKS	101500076515				134.22
		03	GASOLINE - SC	202100076515				166.30
		04	GASOLINE - TRUCKS	101500076515				248.24
							INVOICE TOTAL:	966.09
							VENDOR TOTAL:	4,650.41
KAR	KAR-FRE FLOWERS							
358719/1	10/06/22	01	FLOWERS - SARAH	101000046213			10/12/22	35.00
		02	FLOWERS - SARAH	201000046213				35.00
							INVOICE TOTAL:	70.00
							VENDOR TOTAL:	70.00
MID-WEST	MID-WEST FAMILY BROADCASTING							
1913-00115-6-0000	09/30/22	01	SEP ADS	101200046209	00005947		10/12/22	275.00
							INVOICE TOTAL:	275.00
							VENDOR TOTAL:	275.00
SHAW	SHAW SUBURBAN MEDIA							
092210027030	09/30/22	01	SEP ADS AND SPONSORSHIP	101200046209	00005945		10/12/22	769.00
							INVOICE TOTAL:	769.00
							VENDOR TOTAL:	769.00
SPEC	SPECIAL FX							
43622	09/26/22	01	CONCESSIONS STAFF SHIRTS	207500046215	00005936		10/12/22	118.02
							INVOICE TOTAL:	118.02
							VENDOR TOTAL:	118.02

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
5348348-0	10/12/22	01	CAN LINERS	207500076510			10/12/22	130.83
							INVOICE TOTAL:	130.83
							VENDOR TOTAL:	130.83
3685688-2011-3	10/05/22	01	REFUSE- ADMIN	101000056302			10/12/22	63.51
		02	REFUSE-CH	303000056302				63.51
		03	REFUSE-ADMIN	101000056302				8.50
		04	REFUSE-OLD SHOP	504100056302				40.87
		05	REFUSE-SC	202100056302				71.60
		06	REFUSE-PARKS	101500056302				71.60
		07	REFUSE-POOL	518100056302				-3.25
		08	REFUSE-PICNIC	101500056302				60.21
		09	REFUSE-CC	207500056302				169.16
							INVOICE TOTAL:	545.71
							VENDOR TOTAL:	545.71
							TOTAL ALL INVOICES:	9,372.17

Intekin \$ 267,561.88
new \$ 9,372.17

total \$ 276,934.05

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: October 18, 2022

Administrative Initiatives (9/1/22 – 10/31/22)

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The September installment was for 165 individuals, no change from August. The monthly installment was \$3,308 (\$36 increase) processed through credit cards and \$196 (no change) through ACH transactions. There were 7 households whose credit cards did not process (\$166) due to declined credit cards. Following up on each of these and processing the transactions when possible.
- Continued to monitor new household accounts on Rectrac for residency and process refund for those that registered as non-resident when they should be resident. 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, password resets.
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Submitted monthly unemployment report.
- Filed quarterly payroll taxes.
- 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.
- Assisted with matching visa receipts and posted to general ledger.
- Performed Bank reconciliations and posted related entries.
- Participated in the following webinars:
 - PATH Essentials
 - Managing Unemployment
 - Mindful of Mental Health-Dealing with Challenging People
 - PDRMA Determine Your Agency's 2023 Benefit Strategy
 - IAPD Illinois Park District Tax Levy Preparation
- Attended PDRMA Health Program Council.
- Attended Vermont Systems Symposium.
- Conversated with TeeSnap representatives regarding changes/updates for 2023.
- Met with City representatives, Jonelle and Jeff regarding Reston Ponds.
- Wrote up Audit RFP and distributed.
- Began Conference registrations and reservations.
- Prepared recommendation on employee health benefits for 2023.
- Performed pro shop inventory. Worked with staff to make improvements.
- Assist in Pumpkin Festival activities.

- Talked with staff about winter projects:
 - Records retention
 - Unclaimed property
 - Procedure write ups
- Distributed signature page request to all employees for acknowledgement of the Personnel Manual on the Employee Portal.

Administrative Initiatives (11/1/22 – 11/30/22)

- 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.
- Review consolidated FY 2023 Operating Budget.
- Finalize FY 2023 Capital Budget.
- Review Audit Firm RFP.
- Perform annual employee evaluations.
- Open enrollment process with employees.
- Attend Vermont Systems RecTrac Users group meeting.
- Attend IAPD Legal Symposium.
- Attend PDRMA Risk Management Institute.

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

Corporate Fund (10)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	605,404.50	1,602,922.64	1,672,035	1,598,074.26	0.3%
Marketing	-	900.00	-	1,000.00	-10.0%
Parks	3,007.02	18,081.18	24,889	17,313.45	4.4%
Total Revenues	608,411.52	1,621,903.82	1,696,924	1,616,387.71	0.3%
Expenses					
Administration	41,809.05	572,754.45	1,297,766	516,881.42	10.8% (1)
Marketing	1,910.99	43,446.44	52,000	23,525.04	84.7% (2)
Parks	20,357.49	244,212.75	324,043	201,663.28	21.1% (3)
Total Expenses	64,077.53	860,413.64	1,673,809	742,069.74	15.9%
Total Fund Revenues	608,411.52	1,621,903.82	1,696,924	1,616,387.71	0.3%
Total Fund Expenses	64,077.53	860,413.64	1,673,809	742,069.74	15.9%
Surplus (Deficit)	544,333.99	761,490.18	23,115	874,317.97	-12.9%

(1) Misc consultants up 119.3% \$19,331 (bridge, Merry Oaks appraisal, outdoor stage design ; Start up money for foundation \$37,753. Wages/taxes increased 7.7% \$13,982 due to wage increases and addition of PT position.

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

(3) Wages, related taxes and insurance increased 29.1% \$26,126 due to new FT position. Play Area Maint increased \$7,244, mulch and bench

Recreation Fund (20)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	406,371.61	1,001,481.57	1,043,505	985,407.33	1.6%
Sports Complex	20.00	29,734.00	42,018	19,220.50	54.7% (1)
Sports Complex Maintenance	5,522.88	28,813.94	40,522	32,092.67	-10.2%
Midwest Museum of Natural Hist	-	-	-	1,780.76	-100.0%
Programs-Youth	1,075.71	32,983.90	22,634	19,414.05	69.9% (2)
Programs-Tweens	-	4,581.90	1,862	693.00	561.2% (2)
Programs-Adult	(219.45)	12,903.11	14,213	19,950.16	-35.3% (2)
Programs-Nature	-	746.00	2,350	-	#DIV/0! (2)
Programs-Leagues	5,625.47	10,223.69	11,408	9,782.24	4.5% (2)
Programs-Youth Athletics	3,646.92	42,542.04	63,320	51,697.74	-17.7% (2)
Programs-Fitness	877.80	18,904.21	18,701	16,329.89	15.8% (2)
Programs-Early Childhood	97.83	2,615.80	407	150.00	1643.9% (2)
Programs-Dance	21.76	3,915.95	3,638	2,899.76	35.0% (2)
Programs-Special Events	-	8,722.00	11,797	4,753.50	83.5% (2)
Programs-Community Events	161.68	13,530.47	11,132	10,548.80	28.3% (2)
Brochure	-	-	4,000	4,050.00	-100.0%
Weight Room	8,886.53	92,998.50	132,359	76,407.20	21.7% (3)
Community Center	6,191.63	64,794.74	58,968	42,900.07	51.0% (3)
		-	-	-	
Total Revenues	438,280.37	1,369,491.82	1,482,834	1,298,077.67	5.5%

- (1) Timing of receipts. Billing is going out sooner in 2022.
- (2) Revenue from programs increased 11.3%, \$15,450 compared to 2021.
- (3) Compared to Annual Budget/Compared to 2021 YTD
 - Pathway Fitness Membership 82.77% / 134.34%
 - Pathway Fitness Pass 59.63% / 107.44%
 - Track Only Pass 72.50% / 131.96%
 - Pre-pay Card 350.00% / 350.00%
 - Program Fees 12.2% / 21.27%
 - Daily Admission Fee 76.67% / 181.96%
- Compared to Annual Budget/Compared to 2021 YTD:
 - Open Gym Daily 120.16% / 129.59%
 - Open Gym Membership 80.98% / 130.50%
 - Rentals 122.96% / 196.01%

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

Expenses

Administration	43,626.66	427,397.80	611,676	418,819.70	2.0%	(1)
Sports Complex	-	-	-	-	#DIV/0!	
Sports Complex Maintenance	36,543.92	342,094.09	451,086	312,265.50	9.6%	(2)
Midwest Museum of Natural Hist	-	-	-	13,679.48	-100.0%	
Programs-Youth	488.99	12,388.47	8,952	6,048.98	104.8%	(3)
Programs-Tweens	-	478.24	761	49.09	874.2%	(3)
Programs-Adult	208.05	5,004.74	5,858	9,496.81	-47.3%	(3)
Programs-Nature	-	727.50	1,070	-	#DIV/0!	(3)
Programs-Leagues	-	3,016.97	6,852	3,340.49	-9.7%	(3)
Programs-Youth Athletics	138.19	17,376.85	39,832	24,047.46	-27.7%	(3)
Programs-Fitness	908.29	10,664.51	14,037	9,508.93	12.2%	(3)
Programs-Early Childhood	302.61	2,063.59	280	-	#DIV/0!	(3)
Programs-Dance	33.32	1,011.59	1,607	782.01	29.4%	(3)
Programs-Special Events	-	3,664.04	6,786	2,065.44	77.4%	(3)
Programs-Community Events	75.00	11,788.56	9,564	7,571.99	55.7%	(3)
Brochure	-	16,838.52	25,500	12,597.75	33.7%	(4)
Weight Room	410.00	9,355.98	30,890	10,323.92	-9.4%	(5)
Community Center	15,147.04	151,925.67	228,967	143,423.61	5.9%	(6)
Total Expenses	97,882.07	1,015,797.12	1,443,718	974,021.16	4.3%	
Total Fund Revenues	438,280.37	1,369,491.82	1,482,834	1,298,077.67	5.5%	
Total Fund Expenses	97,882.07	1,015,797.12	1,443,718	974,021.16	4.3%	
Surplus (Deficit)	340,398.30	353,694.70	39,116	324,056.51	9.1%	

(1) Wages/taxes are higher in 2022 by 1.6% \$4,837.

(2) Increased exp: 88.5% \$15,855 materials & supplies (soccer nets/goals,field marking, trees,seed); 150.6% \$3,951 Shelters/Open Prop Maint; 1.7% \$3,855 payroll/taxes; 95.8% \$4,921 contracted services (tree removal)

(3) Expenses for programs increased 8.4%, \$5,274 compared to 2021.

(4) Brochure printing costs increased 29.5% \$1,467 for the first two brochures of the year.

(5) Reduction of Grad Assistant cost 31.9% \$2,663 due to lack of availability.

(6) Following expenses greater in 2022: Health ins 948.25% \$6,273; Building Maint 68.1% \$3,415; first aid 249.6% \$723; Credit card processing fees (due to increased registrations) 8.5% \$534

Donations (21)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	10,133.67	26,500	23,230.55	-56.4%
Total Revenues	-	10,133.67	26,500	23,230.55	-56.4%
Expenses					
Administration	-	-	26,500	-	#DIV/0!
Total Expenses	-	-	26,500	-	#DIV/0!
Total Fund Revenues	-	10,133.67	26,500	23,230.55	-56.4%
Total Fund Expenses	-	-	26,500	-	#DIV/0!
Surplus (Deficit)	-	10,133.67	-	23,230.55	-56.4%

Special Recreation (22)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	87,147.73	209,878.43	216,000	202,542.49	3.6%
Total Revenues	87,147.73	209,878.43	216,000	202,542.49	3.6%
Expenses					
Administration	-	63,261.01	216,000	103,613.81	-38.9% (1)
Total Expenses	-	63,261.01	216,000	103,613.81	-38.9%
Total Fund Revenues	87,147.73	209,878.43	216,000	202,542.49	3.6%
Total Fund Expenses	-	63,261.01	216,000	103,613.81	-38.9%
Surplus (Deficit)	87,147.73	146,617.42	-	98,928.68	48.2%

(1) Timing of KSRA payment

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

Insurance (23)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	24,183.89	58,301.88	60,000	69,226.37	-15.8% (1)
Total Revenues	24,183.89	58,301.88	60,000	69,226.37	-15.8%
Expenses					
Administration	-	28,927.18	60,815	30,707.82	-5.8%
Total Expenses	-	28,927.18	60,815	30,707.82	-5.8%
Total Fund Revenues	24,183.89	58,301.88	60,000	69,226.37	-15.8%
Total Fund Expenses	-	28,927.18	60,815	30,707.82	-5.8%
Surplus (Deficit)	24,183.89	29,374.70	(815)	38,518.55	-23.7%

(1) Reduced tax levy due to high fund balance.

Audit (24)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	6,013.68	14,450.99	14,500	14,582.36	-0.9%
Total Revenues	6,013.68	14,450.99	14,500	14,582.36	-0.9%
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	6,013.68	14,450.99	14,500	14,582.36	-0.9%
Total Fund Expenses	-	14,800.00	15,000	16,500.00	-10.3%
Surplus (Deficit)	6,013.68	(349.01)	(500)	(1,917.64)	-81.8%

Paving & Lighting (25)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	317.05	-	24,319.08	-98.7% (1)
Total Revenues	-	317.05	-	24,319.08	-98.7%
Expenses					
Administration	-	-	74,000	-	#DIV/0!
Total Expenses	-	-	74,000	-	#DIV/0!
Total Fund Revenues	-	317.05	-	24,319.08	
Total Fund Expenses	-	-	74,000	-	
Surplus (Deficit)	-	317.05	(74,000)	24,319.08	

(1) Did not levy in 2022.

Park Police (26)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	2,034.80	5,002.17	5,316	5,086.23	-1.7%
Total Revenues	2,034.80	5,002.17	5,316	5,086.23	-1.7%
Expenses					
Administration	200.23	2,748.41	4,844	3,179.07	-13.5%
Total Expenses	200.23	2,748.41	4,844	3,179.07	-13.5%
Total Fund Revenues	2,034.80	5,002.17	5,316	5,086.23	-1.7%
Total Fund Expenses	200.23	2,748.41	4,844	3,179.07	
Surplus (Deficit)	1,834.57	2,253.76	472	1,907.16	18.2%

IMRF (27)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	42,026.78	100,858.20	100,000	107,796.08	-6.4%
Total Revenues	42,026.78	100,858.20	100,000	107,796.08	-6.4%
Expenses					
Administration	13,917.36	72,748.78	100,000	80,516.17	-9.6%
Total Expenses	13,917.36	72,748.78	100,000	80,516.17	-9.6%
Total Fund Revenues	42,026.78	100,858.20	100,000	107,796.08	-6.4%
Total Fund Expenses	13,917.36	72,748.78	100,000	80,516.17	-9.6%
Surplus (Deficit)	28,109.42	28,109.42	-	27,279.91	

Social Security (28)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	44,837.66	107,603.93	112,000	97,566.42	10.3%
Total Revenues	44,837.66	107,603.93	112,000	97,566.42	10.3%
Expenses					
Administration	15,001.21	77,767.48	112,000	79,737.18	-2.5%
Total Expenses	15,001.21	77,767.48	112,000	79,737.18	-2.5%
Total Fund Revenues	44,837.66	107,603.93	112,000	97,566.42	10.3%
Total Fund Expenses	15,001.21	77,767.48	112,000	79,737.18	-2.5%
Surplus (Deficit)	29,836.45	29,836.45	-	17,829.24	

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

Concessions (30)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Clubhouse Concessions	11,061.80	80,816.01	98,130	87,696.28	-7.8%
Beverage Cart	1,459.24	9,192.56	11,184	9,979.53	-7.9%
Sports Complex Concessions	5,035.42	57,600.95	51,766	42,621.92	35.1%
Pool Concessions		-	-	-	#DIV/0!
Catering	2,535.55	14,117.59	17,005	13,525.27	4.4%
Total Revenues	20,092.01	161,727.11	178,085	153,823.00	5.1% (1)
Expenses					
Clubhouse Concessions	6,051.76	90,789.50	100,637	80,024.77	13.5% (2)
Beverage Cart	1,117.03	7,336.40	9,887	7,498.91	-2.2%
Sports Complex Concessions	3,791.37	41,502.84	39,229	30,267.66	37.1% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	221.88	3,354.41	6,720	3,364.24	-0.3%
Total Expenses	11,182.04	142,983.15	156,473	121,155.58	18.0%
Total Fund Revenues	20,092.01	161,727.11	178,085	153,823.00	5.1%
Total Fund Expenses	11,182.04	142,983.15	156,473	121,155.58	18.0%
Surplus (Deficit)	8,909.97	18,743.96	21,612	32,667.42	-42.6%

(1) Colder/Wetter Spring 2022. Increased room rental in 2022. Significant increase in Sports Complex revenue.

(2) 2022 includes refridgerator/freezer repairs \$2,168, new kegerator/lines \$3,504, fridge/freezer \$6,114

(3) Increased sales result in increased COGS. Also includes new fridge \$1,880

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

Developer Contributions (32)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	7,635.69	15,000	1,632.20	367.8%
Total Revenues	-	7,635.69	15,000	1,632.20	367.8%
Expenses					
Administration	-	-	15,000	-	#DIV/0!
Total Expenses	-	-	15,000	-	#DIV/0!
Total Fund Revenues	-	7,635.69	15,000	1,632.20	367.8%
Total Fund Expenses	-	-	15,000	-	#DIV/0!
Surplus (Deficit)	-	7,635.69	-	1,632.20	367.8%

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

Golf Course (50)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Golf Operations	64,970.58	539,080.98	540,274	556,376.24	-3.1% (1)
Golf Maintenance	3,050.51	15,838.63	22,239	15,963.83	-0.8%
Total Revenues	68,021.09	554,919.61	562,513	572,340.07	-3.0%
Expenses					
Golf Operations	28,098.70	208,454.12	276,636	196,968.58	5.8% (2)
Golf Maintenance	22,205.78	226,834.53	296,816	208,685.97	8.7% (3)
Total Expenses	50,304.48	435,288.65	573,452	405,654.55	7.3%
Total Fund Revenues	68,021.09	554,919.61	562,513	572,340.07	-3.0%
Total Fund Expenses	50,304.48	435,288.65	573,452	405,654.55	7.3%
Surplus (Deficit)	17,716.61	119,630.96	(10,939)	166,685.52	-28.2%

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

Daily Green Fees	91.60% / 94.87%	2022 wet spring
Golf Events & Misc	100.36% / 103.54%	
Lessons	142.94% / 171.85%	
Carts	101.38% / 92.03%	
Season Passes	123.01% / 108.74	
Pro Shop sales	85.72% / 82.21%	

(2) Wages/taxes 2022 greater 3.7% \$4,209. Cart repairs up 157.1% \$3,647.

(3) Golf Maint wages and related payroll taxes increased 10.8% \$12,975. Vehicles/tractors/mowers increased 117.5% \$7,038.

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

Aquatics (51)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Pool	724.36	44,991.65	64,170	26,961.77	66.9%
Swim Lessons	65.78	13,621.00	19,567	2,666.08	410.9%
Splashpad	565.00	11,850.50	13,732	13,241.00	-10.5%
Total Revenues	1,355.14	70,463.15	97,469	42,868.85	64.4% (1)
Expenses					
Pool	-	59,426.42	72,978	50,511.34	17.6%
Aquatics Maintenance	500.50	36,858.17	34,900	26,996.38	36.5%
Swim Lessons	-	4,810.23	10,427	821.09	485.8%
Splashpad	-	575.14	1,122	55.93	928.3%
Total Expenses	500.50	101,669.96	119,427	78,384.74	29.7%
Total Fund Revenues	1,355.14	70,463.15	97,469	42,868.85	64.4%
Total Fund Expenses	500.50	101,669.96	119,427	78,384.74	29.7%
Surplus (Deficit)	854.64	(31,206.81)	(21,958)	(35,515.89)	-12.1%

(1) Season passes and full swim lessons in 2022. 2021 started with time slots and tiny tots swim lessons.

Went and compared to 2019, last normal pool season:

Daily Fees	-26.29%	-\$6,554
Season passes	-47.54%	-\$15,412
Misc/rentals	-30.27%	-\$2,326
Swim lessons	-34.58%	-\$7,020
Splash pad daily	-13.10%	-\$1,594
Splash pad rental	23.61%	\$244

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

Debt Service (60)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	262,466.24	631,500.54	655,000	627,804.18	0.6%
Total Revenues	262,466.24	631,500.54	655,000	627,804.18	0.6%
Expenses					
Administration	-	3,690.00	649,140	4,845.00	-23.8%
Total Expenses	-	3,690.00	649,140	4,845.00	-23.8%
Total Fund Revenues	262,466.24	631,500.54	655,000	627,804.18	0.6%
Total Fund Expenses	-	3,690.00	649,140	4,845.00	-23.8%
Surplus (Deficit)	262,466.24	627,810.54	5,860	622,959.18	0.8%

Capital Projects (70)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	1,713.28	905,300	71.55	2294.5%
Total Revenues	-	1,713.28	905,300	71.55	2294.5%
Expenses					
Administration	-	124,790.39	1,299,230	257,372.86	-51.5%
Total Expenses	-	124,790.39	1,299,230	257,372.86	-51.5%
Total Fund Revenues	-	1,713.28	905,300	71.55	2294.5%
Total Fund Expenses	-	124,790.39	1,299,230	257,372.86	-51.5%
Surplus (Deficit)	-	(123,077.11)	(393,930)	(257,301.31)	-52.2%

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

Action 2020 (71)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	41,964.21	334,802	292,295.23	-85.6%
Total Revenues	-	41,964.21	334,802	292,295.23	-85.6%
Expenses					
Administration	-	755,787.65	835,200	417,739.73	80.9%
Total Expenses	-	755,787.65	835,200	417,739.73	80.9%
Total Fund Revenues	-	41,964.21	334,802	292,295.23	-85.6%
Total Fund Expenses	-	755,787.65	835,200	417,739.73	80.9%
Surplus (Deficit)	-	(713,823.44)	(500,398)	(125,444.50)	469.0%
Total Fund Revenues	1,604,870.91	4,967,865.55	6,462,243	5,149,650.04	
Total Fund Expenses	253,065.42	3,700,673.42	7,374,608	3,315,497.41	
Surplus (Deficit)	1,351,805.49	1,267,192.13	(912,365)	1,834,152.63	

Sycamore Park District
Fund Balances

	Audited 1/1/2022	Revenues	Expenses	9/30/2022	9/30/2022 Cash balance
10 Corporate	940,955.50	1,621,903.82	860,413.64	1,702,445.68	1,693,625.09
20 Recreation	563,031.39	1,369,491.82	1,015,797.12	916,726.09	934,121.15
21 Donations	197,488.00	10,133.67	-	207,621.67	207,621.67
22 Special Recreation	116,450.11	209,878.43	63,261.01	263,067.53	263,067.53
23 Insurance	52,763.34	58,301.88	28,927.18	82,138.04	82,138.04
24 Audit	11,887.69	14,450.99	14,800.00	11,538.68	11,538.68
25 Paving & Lighting	73,766.08	317.05	-	74,083.13	74,083.13
26 Park Police	1,816.80	5,002.17	2,748.41	4,070.56	4,137.35
27 IMRF	-	100,858.20	72,748.78	28,109.42	28,109.42
28 Social Security	-	107,603.93	77,767.48	29,836.45	29,836.45
30 Concessions	51,070.89	161,727.11	142,983.15	69,814.85	65,189.00
32 Developer Contributions	19,114.57	7,635.69	-	26,750.26	26,750.26
50 Golf	126,330.35	554,919.61	435,288.65	245,961.31	260,009.37
51 Aquatics	(34,850.41)	70,463.15	101,669.96	(66,057.22)	(66,042.56)
60 Debt Service	92,268.42	631,500.54	3,690.00	720,078.96	720,078.96
70 Capital Projects	499,277.56	1,713.28	124,790.39	376,200.45	376,200.45
71 Action 2020	931,175.96	41,964.21	755,787.65	217,352.52	188,315.96
	3,642,546.25	4,967,865.55	3,700,673.42	4,909,738.38	4,898,779.95

Summary of depository accounts as of

10/7/2022

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	2,380,153.89	1.25
Resource Bank	200,271.90	0.08
IPDLAF	2,276,546.01	2.71
DCCF - Action 2020	72,363.71	
Dekalb Co. Community Foundation	19,256.81	
	<u>4,948,592.32</u>	

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: October 18, 2022

Administrative Initiatives (9/30/22 – 9/30/22)

- Attended administrative team meetings as scheduled when staffing allowed.
- Continued bi-monthly marketing calls with Teesnap marketing.
- Held several large events including:

Held 7 total High School Golf Matches.

The Safe Passage Fundraising Golf Outing – September 16th - 68 participated.

The 6X6X6 Ryder Cup Tournament – Saturday, September 17th – 24 two-person teams participated.

Genoa League Playday – Sunday, September 25th – 40 players played

Held Interstate 8 Girls Conference Golf Meet – Tuesday, September 27th – 68 players played.

- Part-time staffing became a real issue. Most of the cart staff are unavailable. The Player Assistants, such as Michael Bennett, Tom Thompson and Dale Lynch have stepped up their game and are helping with carts on days where the cart staff is not available.
- Began preparing information concerning the fall bridge replacement with our customer base with emails, Facebook posts and website updates. I will be developing a series of flyers with the help of Sarah Rex and our new pro shop staff Madeleine Vinz, as well as an informational plan through Teesnap marketing.
- Continued to work with Harris Golf Cars about cart replacement for 2023.
- Continued to work with Jonelle concerning succession planning for the Superintendent of Golf Operations position for 2024.

- Prepared all remaining informational flyers and eblasts for the Pumpkin Scramble to be held Saturday, October 29th.
- Began the development of the 2023 Golf Operations Budget with the worksheet provided by Jackie Hienbuecher.
- Finalized and awarded prizes for all our in-house leagues. This league season was a huge success. Participants were as follows:

Monday - Mobile Match Play – 8 players

Tuesday - Freedom Senior League – 26 players

Wednesday - Ladies Niners – 40 players

Wednesday Men's Fairway Club – 56 players

Thursday Chick with Sticks 18 Ladies – 28 players

- Began meeting with merchandise sales representatives for 2023 pro shop product lines.
- Developed 2023 Golf rates to be distributed to the board in September for a vote in October.
- Opened registration for the Pumpkin Scramble on September 29th at 7:00am. Entries opened one month prior to the event. The 36-team field filled in 2 days and there are 8 teams on the waiting list.
- The golf operation reached our projected revenue budget for the year on Saturday, September 24th reaching \$520,000.00 in revenue for the season.

Administrative Initiatives (10/1/22 – 10/31/22)

- Attending all administrative team meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing.
- Hold 2 large events:

Knights of Columbus Golf Outing – October 2nd – 48 participated
Pumpkin Scramble – October 29th – 144 expected

- Part-time staffing, especially cart staff, has continued to be a problem. The work ethic and dedication of my high school aged staff has changed significantly since the pandemic. Lots of excuses not to work, to come in late or leave early. It's certainly difficult. Donald Carlson and our newest staff member Madeleine Vinz have really been a great help as the golf course remains to be busy daily.
- Continue to work with Jonelle on succession planning for the Superintendent of Golf Operations when time is available.
- Continue to meet with sales representatives for golf merchandise for 2023.
- Prepare entry forms, flyers and eblasts for the Frozen Fingers Open scheduled for Saturday, October 12th. Entries open on Wednesday, October 12th. Up to 40, two-person teams expected.
- Begin maintenance checks, cleaning and detailing of 6 carts and the shuttle cart for the Pumpkin Festival parade.
- Begin preparing eblasts, signage and flyers about the bridge #1 construction, scheduled to begin November 1st.
- Begin scheduling large events for the 2023 golf season. Contracts to go out to outing planners by the end of December.
- The Illinois Junior Golf Association would like to hold their Junior Players Championship again here next season due to the success of their event here this season. It will be scheduled for July 5th and 6th with 108 junior golfers expected each day.

Administrative Initiatives (11/1/22 – 11/30/22)

- Attending all administrative team meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing.
- Continue succession planning with Jonelle for Superintendent of Golf Operations position to be filled by January of 2024.

- Hold The Frozen Fingers Open scheduled for Saturday, November 12th. 40, two-man teams expected.
- Continue to update patrons about the bridge #1 construction project through eblasts, Facebook postings and flyers as construction continues.
- Begin preparation of cart barn and golf carts for winter storage.
- Close the golf course on Thursday, November 24th for the Thanksgiving holiday. Reopening, weather permitting on Friday, November 25th.
- Continue to work with Harris Golf Cars on trade in details of as many carts for newer vehicles as the capitol budget line of \$30,000.00 will allow.
- Prepare thank you eblasts to our database on the closing of the 2022 golf season.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: October 18th, 2022

Administrative Initiatives (9/1/22-10/31/22)

Golf

- After a wet August, mostly dry conditions have been present this fall. The irrigation system has been used more recently but the cooler weather and shorter days reduce water demand from the turf. The nice temperatures have allowed the turf to recover from any summer stress. Frost delays are now a daily possibility, and we check each morning and communicate with Kirk on any golfer delays.
- Staff has continued with mowing, trimming, weeding beds, trimming up low hanging trees, trimming around sprinkler heads, spraying as needed in September for disease and weeds.
- Leaves are now starting to come down so blowing and mulching are starting to take staff time as we transition into later fall.
- On the positive side, we have had the least amount of animal digging in memory this fall. Typically, the skunks and racoons dig for grub worms during September and much of October. We have barely seen any digging to date, so we hope this continues.
- Solid tine aerating of some fairways and tees have been completed, and greens will be done along with sand topdressing the week of the 10th of October.
- I have been meeting with sales reps for early order discounts for next season.
- We met with ERA engineers and Martin Construction about the schedule for the 10-tee bridge replacement. The start date moved back to Nov. 1 in timing with the construction of the bridge which is being completed off site. Construction will be completed in the spring once paving opens with the weather. The current bridge will be used during construction of the new bridge.

Sports

- Youth baseball, softball, and soccer have been playing fall games since early September. The season ends for most by October 22nd. A few club soccer games will play thru October 30th.
- The new fields continue to mature and grow-in. The fields were not used this fall as the turf in the outfields and surrounding the fields thickens. We will determine at the end of the growing season which fields might be ready for spring use and which ones will need more time prior to being used next year. This has been communicated to the user groups.

- Staff has consistently been mowing and trimming all fields, painting lines, adding field mix to ball fields, prepping fields for games, trimming shrubs, and now mowing new fields as they continue to grow in. The new soccer fields were fertilized again and slit seeded in thin areas. Growth has slowed with the dry and cool weather.
- The pool pump went out at the beginning of August. The entire pump and motor assembly into the filtration pit was pulled out and taken for analysis. The best option is to replace the pump completely but just refurbish the existing motor. The total cost which includes labor for removal, new pump, fix motor, put together, and reinstallation labor in the mechanical room is \$20,500.
- The road behind the pool that circles the ballfields was repaired last month where the worst areas existed, which was the west and south sides. The other bad spots were patched for now.

Parks

- I attended staff, Board, and budgeting meetings.
- Attending Certified Playground Safety Inspector renewal class and exam the week of October 10th.
- Met with Jonelle and City of Sycamore staff to clarify the Reston Pond Park design element requirements.
- Several maintenance staff attended a PDRMA organized two-day safety training class in Rockford for chainsaw training, safety, and proper use during tree removal.
- Staff continues to mow, trim grass at all parks. Also blowing leaves off paths, pruning trees along paths, prepping shelters for rentals, making repairs to playground equipment, and keeping up with garbage.
- Worked with Mark Ekstrom from the School District as the outdoor pickle ball court installation was completed on the north side of West Elementary School. The courts have been seal coated and lined and are in use. We installed a sign for users dictating the hours the courts are available.
- Been working on Capital budget pricing and projects for next year and meeting with staff on the budget. Also working on operating budgets for next year for each maintenance area.
- The splash pad was closed the 25th of September. The lines have been drained along with the holding tank and pump system.
- PDRMA performed a site visit for the parks and sports maintenance staff to observe how safely they were working out in the field, if wearing personal protection equipment, and operation of equipment. They did well and received positive reviews and feedback on ways to keep themselves healthy and safe while working.

Administrative Initiatives (11/1/22-11/30/22)

- Attend all staff, Board meetings.

- Work with City and other groups on Pumpkin Fest – loan tables, golf carts, chalk for parade and courthouse lines, portable coolers, 10K race check/fix any potholes.
- Finalize Capital and operating budget planning.
- Work with ERA engineers and contractor for ten tee bridge construction and scheduling as the project begins.
- Blow out the irrigation system for the year on November 8th with Midwest Irrigation helping with the process.
- Spray final fungicide application for snow mold disease on the golf course towards the end of the month.
- Meet with soccer and baseball/softball groups for field planning in the spring. At least some of the new ballfields should be useable for spring.
- Continue mowing and trimming all areas, blowing, and mulching leaves, blowing out fountain and shelter water lines. Winterize pool locker rooms and faucets.
- Fill the pool at the end of November for freeze protection.
- Bring in cans, picnic tables for refurbishing.
- Work on on-line auction of surplus equipment.
- Prep equipment for snow removal.
- Attend PDRMA annual conference in south suburbs.
- Attend PDRMA training class for staff safety training.
- Close golf course when weather dictates or at beginning of December.

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

Administrative Initiatives (9/1 – 9/30/2022)

- 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 a meeting with the Library regarding programming and partnerships for 2023. Updating the brochure at both agencies to reflect shared programming opportunities.
- Attend IPRA meetings: Diversity Section, Membership Council
- Budget preparation for 2023
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents - adjusted for training, meeting notes sent out to President and Vice President
- Review Marketing needs and timelines with Recreation Staff & Marketing
- Review all construction projects and next steps:
 - Reston Ponds – working with City on parking requirements & storm water management
 - Riverside – working with City on need for additional paved parking lot
- Working with the School District about putting in outdoor pickleball courts – completed in September
- Working with Sarah on 100-year anniversary
 - Testimonials – completed in September
 - Video creation
 - Projects

Administrative Initiatives (10/1 – 10/31/2022)

- 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
- Budget preparation for 2023
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents – adjusted for training, family issues, meeting notes sent out to President and Vice President
- Review all construction projects and next steps:
 - Reston Ponds – meeting with Upland Design to rework the overall layout. Call on 10/10
 - Riverside Soccer Complex – presenting new engineering plan for additional parking
 - North Grove – plan to start survey of neighborhood to get information on park features
 - Survey of property – contacted Hanna Surveyors for the property for the community gardens. I hope to have the survey ready for November’s board meeting.
 - Merry Oaks consideration – removing the parcel off Merry Oaks Drive and Rt. 23 from lease to create a native prairie
- Working with Sarah on 100-year anniversary
 - Testimonials – looking at adding additional testimonials with community members

- Video creation

Administrative Initiatives (11/1 – 11/30/2022)

- 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 a meeting with the Library regarding
- Attend IPRA meetings: Diversity Section, Membership Council
- Budget preparation for 2023
- 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:
 - Reston Ponds – present new plan, updated costs and timeline for construction
 - Bridge #1 – construction starts 11/1
 - Riverside Soccer Complex – present plan for project
 - North Grove – plan to start survey of neighborhood to get information on park features
 - Survey of property – contacted Hanna Surveyors for the property for the community gardens. I hope to have the survey ready for November’s board meeting.
- Working with Sarah on 100-year anniversary
 - Projects - finalizing events

September 20, 2022

To: Sycamore Mayor, Steve Braser
Park District Executive Director, Jonelle Bailey

We, the residents on Parkside or Sandberg Drive, object to the proposed Reston Ponds Park Project as presented. Several things apparently were not considered in the proposed layout, especially the Southeast area. This is the lowest area of the parcel. With a parking lot and basketball court proposed it will increase the water flow onto Parkside and Sandberg by adding additional hard surface run off. The retention dam was never completed in this area which is evident by sewer placements.

The basketball court should be more isolated in the central part of the park and to control noise a small berm around it and no lights. It would also hinder future development in the area. Manda drive was designed to be extended in the future, probably for more housing development. The court placement would put it right on Manda Drive.

Parkside now experiences more traffic flow every year. Future development will place the proposed parking area as an additional intersection within a short distance that creates problems for the added foot traffic, bicycles, etc. There should be NO PARKING LOT in that location.

The proposal needs to be revised.

Signature: Address:

Neil Kramer 608 Sandberg

Paul Brown 624 "

Jm 656 " "

Kelli Morett 616 Sandberg Dr.

Ashe 609 Sandberg Dr.

Shawn Dwyer 644 Sandberg Dr

Bryson 632 Sandberg Dr.

Kathy Z. Burgess 632 Sandberg Dr.

Don 656 Sandberg

Virginia Farley 729 Sandberg Dr.

[Signature] 649 Sandberg Dr.

Mark West 720 Sandberg

Jenny Derriington 664 Sandberg

R 625 Sandberg

Jennifer L. Meese 625 Sandberg Drive

Dan Paveluts 617 SANDBERG

Thanks A Bunch. Cheers
Much obliged. You really
I owe you. shouldn't
Thanks A Lot. have.
I appreciate please
it. accept my
gratitude.



The list goes on and on.

Thank you!

Marge Johnson, & family;
Anna, Rob, Erik Tracy
Brecher, Makenna Jaker
Duke
♡

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September 2, 2022

Dear Sycamore Park Board Members,

Saturday, August 20, was an amazing experience!

Coming together with you and our family and friends to honor and celebrate Ron with the naming of the beautiful new baseball fields and prairie was the fulfillment of a dream. Both baseball and the prairie were important to Ron. As a Master Gardener he invested a great deal of time in teaching others, both children and adults about plants and insects. That, added to his love of science and baseball, made him a person who touched people of all ages in many ways.

The sharing of stories, funny and serious, made the day even more wonderful. And then it was topped off with a cake! Wow!

Thank you for everything. My children, grandchildren and I were touched and thrilled by this event.

Affectionately -

Marge Johnson and family.

RONALD L. JOHNSON

SYCAMORE, ILLINOIS 60178

Jeanette Freeman

From: Jeff Donahoe
Sent: Tuesday, September 6, 2022 7:32 AM
To: Jonelle Bailey; Kirk Lundbeck; Jackie Hienbuecher
Cc: Jeanette Freeman
Subject: FW: Golf Course

Always good to receive positive correspondence.

-----Original Message-----

From: Sue Spahr <smspahr4@comcast.net>
Sent: Sunday, September 4, 2022 1:07 PM
To: Jeff Donahoe <jeffd@sycparks.org>
Subject: Golf Course

Hi Jeff,

This is Sue Spahr, superintendent at Swanhills Golf Course. I just wanted to let you know I heard great things about your course conditions. Thought you might want to hear it. Have a good end of the season.

Sue Spahr

Sent from my iPhone

Jeanette Freeman

From: Chris Hoblit
Sent: Tuesday, September 13, 2022 11:42 AM
To: Theresa Tevsh; Jeanette Freeman
Subject: FW: Preschool

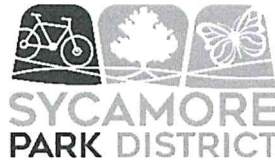
Jonelle would like me to forward this email so that it can be submitted in the upcoming board report.

From: Valerie Myers <vmyers913@gmail.com>
Sent: Monday, September 12, 2022 11:28 PM
To: Chris Hoblit <ChrisH@sycparks.org>
Subject: Preschool

Chris,

I wanted to reach out to you personally with a thank you. I know I have talked or emailed with you several times in regards to the preschool program. The very first time we spoke on the phone was after the open house for preschool. At the time, one of my biggest concerns was having an appropriate space for my daughter, and other small children, to be able to use the potty. On that phone call, you were not able to give me your word but told me a solution should be able to be created in regards to my potty issue concern. So, now that my daughter has attended her first day of preschool, I want to say thank you. I can see that a solution was made, and my worries were put to rest. My daughter was able to use the potty independently and confidently during class. So thank you for listening to my concerns and creating a resolution. Although I was originally hoping for the Thursday class, I thank you for answering all of my questions regarding her switch to this Monday class. She seemed to have enjoyed the class today. I know it is your job to deal with (crazy) parents like myself, but I sincerely thank you for listening, understanding, and explaining.

Sincerely,
Valerie Myers



Board of Commissioners
Date of Board Meeting: October 18, 2022

Information Only

AGENDA ITEM:

Construction updates

BACKGROUND INFORMATION:

Great Western Trail:

- closing out, completed the EPA sign offs on phase 1. Waiting on confirmation from EPA and ERA will be providing the information to the City for their files.
- Still waiting on information from the property owners to the East of the properties along Rt. 23. A decision needs to be made on whether to move forward with the current offers or continue to wait on the new owners of the property to the East.

Memorial Park:

- Waiting on the final approval of the punch list closures. We have permits for the parking lot, playground, and Disc Golf.
- We are waiting for the final permit for the baseball fields and shelter from the City.
- Signs are being designed for the overview of the course and pricing is being gathered for tee signs as well. We plan to have the scorecard be digital through a QR code.

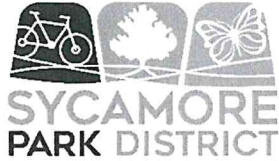
North Grove: working with Upland Designs, who will complete the survey of that property between October 24 and November 11. A schedule will be available for the November meeting.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Board of Commissioners

Date of Board Meeting:

October 18, 2022

AGENDA ITEM:

Reston Ponds

BACKGROUND INFORMATION:

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

Project components include:

- Limestone Gravel- Small Loop Trail
- Playground
- Soccer Field
- Pickleball Court
- Picnic Shelter 20'x32'
- Native Landscape Buffer
- Educational Signage
- Game Area

Upland Design Ltd with civil engineering assistance from Engineering Resources Associates (ERA), proposes to accomplish the following work items to assist the Park District with development of construction documents, permitting, bidding and construction administration. An approximate timeline is indicated at the end of the scope, and actual dates will be set to accommodate Sycamore Park District needs. The project is to be implemented through public bidding and construction by a general contractor.

In working with the city engineers and the complaints of the neighbors regarding the Reston Ponds project, we have had to adjust to the design of the park and add a 12-space parking lot to phase 1. We are waiting for the final rendering, timeline, and adjusted costs. I have included the original information as a reference point.

FISCAL IMPACT:

Additional costs TBD

STAFF RECOMMENDATION: Information only

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Reston Ponds Park OSLAD Grant Development

August 15, 2022

Sycamore Park District

In 2021, Sycamore Park District undertook a planning process for the development of Reston Ponds Park. With community input, Reston Ponds Park Master Plan was created that reflects needs and desires of the Sycamore community. An IDNR Open Space Lands Acquisition and Development (OSLAD) Grant was then prepared and awarded to fund \$240,300 of the project with a total budget of \$480,600. Project components include:

- Limestone Gravel- Small Loop Trail
- Playground
- Soccer Field
- Pickleball Court
- Picnic Shelter 20'x32'
- Native Landscape Buffer
- Educational Signage
- Game Area



Project Scope: Upland Design Ltd with civil engineering assistance from Engineering Resources Associates (ERA), proposes to accomplish the following work items to assist the Park District with development of construction documents, permitting, bidding and construction administration. An approximate timeline is indicated at the end of the scope, and actual dates will be set to accommodate Sycamore Park District needs. The project is to be implemented through public bidding and construction by a general contractor.

Survey and Soil Borings: Topographic measurement will include the entirety of the vacant property to establish as-constructed drainage and grading conditions. The area is noted in the



aerial. Boundary survey is omitted from the base scope of work as it is not anticipated to be required by permit agencies. The topographic mapping will be completed by ERA and combined with the utility atlas information to form one base plan drawing. This drawing will be the basis for planning the design development and construction documents. The survey will exclude the roadways except at the location of the trail connection at the southeast corner of the site. Anticipated limits of the topographic mapping are shown.

Design Development Plans and Review Meeting

The design team will prepare design development plans based on the approved Master Plan developed in 2021. The plans will include detailed layout of amenities-listing of site furniture, play equipment, fitness equipment with color choices, and pickleball court choices. Three dimensional images of the playground will be prepared with color choices. An updated cost estimate will be prepared based on 2022 pricing. A meeting will be held with the Park District team to review plans and the updated costs. (1 meeting)

Construction Plans, Specifications and Bid Proposal

Based on the approved design development plans, the Upland Design team will prepare a set of construction plans, specifications and bid proposal for public bidding. Construction documents will address the following:

- Existing Conditions and Removal
- Layout
- Shelter Plans & Elevations
- Soil Erosion Control
- Grading & Drainage with stormwater design
- Landscape Plantings & Restoration
- Construction Details
- General and Technical Specifications
- Bid Proposal Form

Stormwater Detention Design – This task includes the calculations and design of stormwater detention storage. It is our assumption that detention will be provided on the east end of the property in the existing low areas of the site. ERA will prepare grading and utility markups for the detention facility and provide them to Upland Design for drafting. The detention calculations will be summarized and included in the master stormwater report for submittal to the City.

The specifications will cover each area of construction. ERA will prepare calculations as required for design and permitting of the project. These are anticipated to include storm sewer calculations for site drainage and slope and ADA calculations for inclusion in the building permit submittal and stormwater report.

A review meeting at 50% and 90% complete construction documents will take place with Sycamore Park District staff. An updated estimate of construction costs will be updated for each review meeting. OSLAD requirements will be incorporated into the bidding and construction documents per the IDNR agreement. Comments from the meetings will be incorporated into the documents. (2 meetings)

Permits: Permit submittals will be prepared and submitted for the following:

- Village of Sycamore Building Permit
- IEPA NOI SWPP Permit: Submitted Online

If the project scope expands or it is later found that additional permits are required, additional professional scope and associated fees will be discussed with the Park District. No work is proposed in floodplain nor wetland areas for this project.

Bidding

The bid documents will be distributed through Accurate Repro who will provide both digital and paper copies as requested by bidders. Upland Design will contact contractors with an invitation to bid. The Park District will place the legal ad in a local paper and perform any other procedure as required by local purchasing policies. Upland Design will be available to answer questions during bidding, will be present at the bid opening, check bids for math accuracy, and review the bids with staff. If necessary, references will be contacted and a letter summarizing bidding and references will be written. (1 meeting)

Construction Observation

Upon award of a contract, Upland Design and our design team will make ten total sites visits during construction. Park District staff will make additional site visits during construction. Contractor submittals and pay applications will be reviewed by Upland Design Ltd prior to forwarding to the Park District. Certified Payroll will not be reviewed or retained by Upland Design Ltd. At project completion, a walk through with District staff in order to develop a punch list will be completed. Upland Design will be available by phone to answer questions, review pay applications and submittals. (10 site visits).

Time Line:

Description	Start Date	Estimated Completion Date
Survey	October 1 , 2022	November 15, 2022
Design Development	November 15, 2022	December 31, 2022
Construction Documents	January 1, 2023	April 30 , 2023
Permitting	March 15, 2023	June 2, 2023
Bidding	June of 2023	June 2023
Construction	Late Summer 2023	Lawn Completion Spring 2024

Professional Fees:

The Owner shall pay to the firm the following lump sum not to exceed prices for the work described herein plus the cost of reimbursable costs. These fees include both Upland Design Ltd fees and Engineering Resources Associates fees. Invoices will be structured to indicate completed work tasks.

Survey	\$ 2,900
Design Development	\$ 7,740
Construction Plans, Specifications and Bid Proposal	\$ 21,780
Permitting	\$ 5,070
Bidding	\$ 2,185
Construction Observation	\$ 9,925
Total Professional Fee	\$ 49,600

If the Park District requests additional meetings, changes to the work or additional work, we can provide these services at our listed hourly rates or an agreed upon cost. No additional fee shall be charged without written agreement from the Park District.

Reimbursable Expenses:

Items beyond the professional fees will include postage, printing of drawings along with mileage reimbursement. These will be invoiced to the Park District at Upland Design's direct cost without mark-up. Mileage reimbursement will be at current IRS rates.

**CONTRACT
BETWEEN OWNER and FIRM
FOR LANDSCAPE ARCHITECTURAL SERVICES
FOR RESTON PONDS PARK OSLAD DEVELOPMENT**

Sycamore Park District

480 South Airport Road

Sycamore, IL 60178

Phone: 815.895.3365.....The Owner

And

Upland Design Ltd

24042 Lockport St., Suite 200

Plainfield, IL 60544

Phone: 815.254.0091.....The Firm

Owner and Firm agree as set forth below:

1. Firm's Basic Services

The Firm agrees to provide its professional services in accordance with generally accepted standards of its profession. The Firm agrees to put forth-reasonable efforts to comply with codes, laws and regulations in effect as of the date of this contract. **See pages 1-4: Proposal Dated August 15, 2022 for a description of Landscaper Architectural Services.**

2. Excluded Services

Scope of services set forth in pages 1-4 are included in this agreement. Excluded services include but are not limited the following The Firm and sub-consultants will not be responsible for the following: Hydrologic/hydraulic modeling the floodplain/floodway, wetland mitigation, archeological services, environmental testing, subsurface conditions and material testing, boundary survey, construction layout; construction scheduling; construction work; work-site safety, labor negotiations, permit fees or court appearances as part of these services.

Hazardous Materials: The scope of the Firm's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

3. Construction Phase Services

Firm and its sub-consultants shall not supervise, direct, or have control over Contractor's work. The Firm and sub-consultants shall not have authority over or responsibility for the construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the Contractor. The Firm does not guarantee the performance of the construction contract by the Contractor and do not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

4. Firm's Insurance

The Contract documents shall include Firm's Proof of Insurance with Owner listed as certificate holder.

The Firm has and shall maintain during the term of this Agreement the following insurance:

a. Worker's Compensation and Employer's Liability Insurance

The liability limits for the Worker's Compensation shall not be less than that required by law and the liability limits for Employer's Liability shall not be less than the amount of \$500,000.00 for each person.

b. General Liability

The Landscape Architect shall provide, pay for, and maintain in effect, during the term of this Agreement, a policy of General Liability Insurance with limits of at least \$2,000,000 aggregate for bodily injury and \$1,000,000 aggregate for property damage.

c. Comprehensive Automobile

Automobile Liability Insurance covering all owned vehicles with limits of not less than \$500,000 per occurrence for damage to property shall be provided by Landscape Architect.

d. Professional Liability (Errors and Omissions)

The Landscape Architect shall provide, pay for, and maintain in effect, during the term of this Agreement, a policy of Professional Liability Insurance with a limit of at least \$1,000,000 per occurrence and \$3,000,000 aggregate.

5. Owner Responsibilities

The Owner has designated Jonelle Bailey, Executive Director, as the contact person(s) for this project. The Firm will direct correspondence and information to the contact person. The Owner will provide pertinent information to the Firm in a timely manner so as not to hinder or delay the Firm performing their work in a timely and efficient manner throughout the project.

The Owner agrees to provide Firm with existing base information for the site and will assist the Firm with obtaining other information as requested. The Firm will rely on this information, without liability, on the accuracy and completeness of information provided by the Owner. The Owner agrees to advise Firm of any known or suspected contaminants at the Project Site and the Owner shall be solely responsible for all subsurface soil conditions.

Right of Entry: When entry to property is required for the Firm and/or sub-consultant to perform its services, the Owner agrees to obtain legal right-of-entry on the property.

6. Project Schedule

The Firm shall render its services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact any Project schedule. The Firm will attempt to make the Owner aware of events that will impact the Project schedule.

7. Compensation and Payments

The Owner shall pay to the firm the lump sum of \$ 49,600 for the work described herein plus the cost of reimbursable costs.

Fee Breakdown

Survey	\$ 2,900
Design Development	\$ 7,740
Construction Plans, Specifications and Bid Proposal	\$ 21,780
Permitting	\$ 5,070
Bidding	\$ 2,185
Construction Observation	\$ 9,925
Total Professional Fee	\$ 49,600

Firm shall submit request(s) for payment to the Owner. Payment requests shall be made monthly for that portion of the project that has been completed. The Owner agrees to make the requested payment within 30 days of submission of each payment request.

Reimbursable Costs: Firm will bill direct non-payroll expenses at cost plus 0%. Examples of expenses include copies, printing, boards, plans and handouts, postage, delivery and tolls. Mileage will be billed at current IRS rates.

Additional Services: At the request of the Owner, additional meetings or work may be added at the professional service rates listed herein. No additional work shall be added to the contract without written authorization from the Owner.

2022 Hourly Billing Rates:

Principal Landscape Architect	\$ 214/hour
Landscape Architect	\$ 145/hour
Landscape Designer	\$ 128/hour
Construction Administrator	\$ 132/hour
Office Administration	\$ 88/hour
Civil Engineer	\$95-170/hour

8. Suspension or Termination of Services

If the Owner in good faith determines that the Firm prosecutes or fails to prosecute its work in such manner as to hinder or delay the completion of the project, the Owner may serve written notice to the Firm setting forth any complaint about Firm's performance of its work. The Firm shall have seven (7) days from receipt of such written notice in which to take corrective action. If the Firm fails to take appropriate corrective action within said seven (7) day period, the Owner may exercise the following remedies:

- a. Terminate the Firm's services by a written notice effective on the date such written notice is served on the Firm; and,
- b. Order the remaining necessary work be done by another Firm, if desired.
- c. If the Owner in good faith exercises the above remedies, Owner shall be responsible to pay the Firm only for the work performed prior to termination of the contract. The above remedies shall be Owner's sole and exclusive remedies in the event the Owner terminates the Firm's services under this provision.
- d. The Firm may terminate this Contract upon seven days written notice. If terminated, Owner agrees to pay the Firm for all Basic and Approved Additional Services rendered and Reimbursable Expenses incurred up to the date of termination. Upon not less than seven days' written notice, Landscape Architect may suspend the performance of its services if Owner fails to pay the Firm in full for services rendered or expenses incurred. The Firm shall have no liability because of such suspension of service or termination due to nonpayment.

9. Indemnification

To the fullest extent permitted by law, the Firm shall indemnify and hold harmless the Owner and its officers, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to reasonable legal fees and court costs arising out of or resulting from the performance of the Firm's work, provided that any such claim, damages, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from, or is attributable to misuse or improper use of trademark or copyright protected material or otherwise protected intellectual property, and (ii) is caused in whole or in part by any wrongful or negligent act or omission by the Firm, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in the Paragraph. Firm shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, and employees against and from any and all claims, costs, causes, actions and expenses including but not limited to reasonable legal fees, incurred by reason of Firm's breach of any of its obligations under, or Firm's default of, any provisions of the Contract. The indemnification obligations under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation Acts or Employee Benefits Acts.

To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Firm and its employees from and against all claims, demands, causes of actions, suits, losses, and expenses, including attorney's fees, paralegal and litigation expenses and court costs, arising out of or resulting from any act, conduct, negligence, or omission of the Owner or any one of whose acts or omissions the Owner may be liable, regardless of whether such claim, damage, loss or expense is attributable to bodily injury, sickness or death, injury to or destruction of tangible property, loss of use or other economic damages. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would exist as to any other party or person described in this paragraph. Owner shall similarly protect, indemnify and hold harmless the Firm and its employees against and from any and all claims, costs, causes of actions, demands, damages and expenses including attorney's fees, incurred by reason of Owner's breach of any of its obligations under, or owner's default of, any provisions of the Contract.

10. Dispute Resolution

Owner and Firm agree to mediate claims or disputes arising out of or relating to this Agreement as a condition precedent to litigation. The mediation shall be conducted by an agreed upon mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises and

the parties agree to participate in mediation in good faith. Mediation fees shall be shared equally. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

11. Ownership of Documents

Copies of the final bid documents may be retained by the Owner at the completion of the project for their records in both print and digital PDF versions. All instruments of professional service prepared by the Firm, including, but not limited to, drawings and specifications, are the property of the Firm, and these documents shall not be reused on other projects without Firm's written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by the Firm will be at the Owner's sole risk and without liability to the Firm or its employees, and subcontractors. Owner shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless Owner from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

The Firm reserves the right to include representations of the Project in its promotional and professional materials.

12. Governing Law

This Agreement is governed by the laws of the State of Illinois.

13. Entire Agreement and Severability

This Agreement is the entire and integrated agreement between Owner and the Firm and supersedes all prior negotiations, statements or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Firm. In the event that any term or provision of this agreement is found to be void, invalid or unenforceable for any reason, that term or provision shall be deemed to be stricken from this agreement, and the balance of this agreement shall survive and remain enforceable.

14. No Assignment

Neither party can assign this Agreement without the other party's written permission.

15. Expiration of Proposal

If this agreement is not accepted within 120 days, the offer to perform the described services is withdrawn and shall be null and void.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this ____ day of _____, 2022.

Owner

Upland Design Ltd.

Sign: _____

Sign: _____

By: _____

By: Michelle A. Kelly, President,
Upland Design Ltd

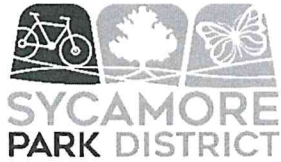


Reston Ponds Park OSLAD Development
Sycamore Park District

Date of Revision: October 10, 2022
 Project #1093

Project Schedule

SCOPE	DATES
Design Development	
Kick Off Meeting	October 10, 2022 at 1pm, virtual
Topographic Survey	October 24 - November 11, 2022
Updated Master Plan to PD	November 10, 2022
Board Review Meeting - Upland not attend	November 22, 2022
Design Development Staff Review Meeting	December 12, 2022 at 1pm, virtual
Construction Documents	
50% Construction Document Review Meeting	January 23, 2023 at 1pm, virtual
90% Construction Document Review Meeting	February 20, 2023 at 1pm, virtual
100% Construction Document Submittal	March 6, 2023
Permit	
Permit Submittal	March 15 - June 2, 2023
Bidding	
Out to Bid	May 23, 2023 at 11am
Pre-Construction Meeting	NA
Bid Open	June 13, 2023 at 11am
Bid Summary Letter / Board Packets Due	June 20, 2023
Board Meeting	June 27, 2023
Construction	
Start Construction	August 1, 2023
Substantial Completion	November 1, 2023



Board of Commissioners

Date of Board Meeting:

October 18, 2022

Information Only

AGENDA ITEM:

Bridge Replacement

BACKGROUND INFORMATION:

Superintendent Donahoe and Asst. Superintendent of Golf Tritt and I met with ERA and Martin & Company Representatives regarding the timeline for Bridge construction. We also walked the site and confirmed access points, tree removals and confirmed that Martin would work with Midwest Irrigation to ensure a smooth transition from one bridge to another.

Construction for the bridge is to start on Tuesday November 1st. The old bridge will remain open until mid-December when the new bridge is ready or until the course closes for the winter.

The aggregate base for the new bridge and adjusted paths around is planned to be completed prior to the winter shut down.

Spring start up is planning for early to mid April.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Sycamore Park District

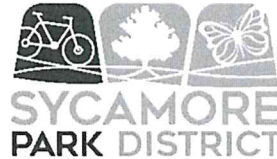
Owner: Sycamore Park District
 Contract:
 Route: Bridge #1
 Location: Sycamore, IL
 County: DeKalb

Contractor: Martin & Company Excavating

Month			April														May																		
Work Item	Quantity	Units	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	1	2	3	4	5	8	9	10	11	12	15		
TRAFFIC CONTROL AND PROT	1.0	LS	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
SITE ACCESS	1.0	LS	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
EROSION CONTROL ITEMS	1.0	LS																																	
FINAL GRADING																																			
ASPHALT PAVEMENT	1.0	LS																																	
LANDSCAPE RESTORATION	1.0	LS																																	
SUBSTANTIAL COMPLETION	1.0	LS																																	
PUNCHLIST	1.0	LS																																	
AS BUILT SURVEY	1.0	LS																																	

SPRING START UP

cc: Contractor WDS Non-Controlling Contractor _____ Date _____
 Engineer of Cor WDS X X X X X X X X X X X X X X X
 Regional Engi ||||| CRAFT ||||| District Construction Engineer _____ Date _____
 Resident



Board of Commissioners
Date of Board Meeting: October 18, 2022

Information Only

AGENDA ITEM:

Riverside Soccer Complex

BACKGROUND INFORMATION:

The Riverside Soccer Complex was originally presented to the City as 11 fields and was not including the mini fields we utilize for soccer. Due to the continual usage of the grass lot and the total number of fields we have located at Riverside we need to transform the grass lot into an asphalt parking lot. The City is requiring us to have this complete by August 2023 with the gravel base being laid and usable for the Spring Soccer Season.

FISCAL IMPACT:

Base Scope of Surveying and Final Engineering Services:

1. Meetings & Coordination \$ 2,200
2. Final Engineering \$ 8,500
3. Cost Opinion Preparation \$ 1,200
4. Permitting \$ 1,900
5. Construction Documents \$ 5,300
6. Bidding Assistance \$ 1,900

Final Engineering SubTotal: \$ 21,000

7. Construction Engineering Assistance \$ 10,800

Construction Engineering SubTotal: \$ 10,800

Direct Costs:

8. Material Testing \$ 1,000
9. Landscaping Plan \$ 2,000
10. Mileage, Shipping, Postage (Budget) \$ 500

Project Total \$ 35,300

STAFF RECOMMENDATION: I recommend that we move forward with this project looking to utilize the paving and lighting fund as well as up to 25% from the ADA fund for ADA access.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Sent via email to jonelleb@sycparks.com

September 13, 2022

Ms. Jonelle Bailey, Executive Director
 Sycamore Park District
 940 E. State Street
 Sycamore, Illinois 60178

Subject: Proposal for Civil Engineering & Permitting Services
 Riverside Park Phase 2 Parking Improvements
 Sycamore, Illinois

Dear Jonelle:

Engineering Resource Associates, Inc. (ERA) is pleased to submit this proposal for site civil engineering, permitting, and construction observation services for the new construction and site improvements for the subject site. The proposal is based upon your request for proposal, our previous work on the project, and our experience on similar projects.

Project Understanding

The Park District contracted with ERA several years ago to prepare final engineering plans, prepare permit documents, and assist with bidding and construction observation for Phase 1 of the Riverside Park soccer complex. The majority of the work was completed in 2019, however lawn establishment was not complete until 2022. After the park was opened, the City determined that parking appeared to be inadequate as the overflow turf parking area was being utilized several times. The City cited safety concerns of using the overflow parking, and is now requiring that the Park District provide additional paved parking.

At this time, the Park District desires to move forward with final engineering and permitting for the parking expansion, with sub-base installation required to be completed by November 2022 and paving completed the following spring. The following task items will be required in order to design, permit, and bid this work.

1. Provide Final Engineering Plans for the proposed parking area expansion
2. Prepare drainage, detention, and floodplain calculations for the development
3. Prepare permit application materials for a City of Sycamore building permit and IEPA construction permit
4. Assist with bidding and construction observation

It is assumed that the as-built survey prepared by William Charles Construction as part of the previous construction phase close out will be utilized for the base plan and that additional topographic measurement will not be required.

WARRENVILLE

3S701 WEST AVENUE, SUITE 150
 WARRENVILLE, IL 60555
 P 630.393.3060

CHICAGO

10 SOUTH RIVERSIDE PLAZA, SUITE 875
 CHICAGO, IL 60606
 P 312.474.7841

CHAMPAIGN

2416 GALEN DRIVE
 CHAMPAIGN, IL 61821
 P 217.351.6268

Scope of Services

ERA will provide civil engineering services in accordance with the following work plan:

1. Meetings and Coordination – Data gathering, meetings and coordination will be required for this project. The following activity is anticipated:
 - 1.1. Virtual kick-off meeting with District staff
 - 1.2. Two additional virtual coordination meetings with District staff
 - 1.3. Coordination with utilities, City, etc.
2. Final Engineering – The previously prepared concept design will be used as a basis for the detailed final engineering. This work includes stormwater management, site geometrics, detention, grading and earthwork management. One deliverable at the 75% and one at the 95% level will be prepared. The following plan sheets include:
 - Cover Sheet
 - General construction notes
 - Geometric Plan
 - Drainage and Utility Plan
 - Grading Plan
 - Erosion Control and Protection Plan
 - Landscaping Plan (subconsultant)
 - Construction Details
3. Cost Opinion Preparation – This includes updating the preliminary engineer’s cost opinion based upon the final engineering plans. The estimated values will be broken down according to the phases of work. The cost opinions will be used for the purposes of tracking project costs in relation to the original project budget. Cost opinions will be prepared at the 75% and 100% level.
4. Permitting – ERA will prepare permit applications and submit engineering plans and stormwater management report for review. The 75% plans will be utilized for the initial permit submittal. Permitting agencies include:
 - City of Sycamore Site Development Permit
 - IEPA Notice of Intent and SWPPP

Permitting associated with modifications to the regulatory floodplain or floodway limits through a FEMA Letter of Map Revision or Conditional Letter of Map Revision is not included in this scope. It is assumed that a USACE permit is not required.

5. Construction Documents – This task includes the preparation of contract documents to enable competitive bidding by qualified contractors according to the project understanding and the approved layout. A 100% Completion Set (Bid Set) will be prepared.

ERA will prepare specifications including special provisions and a schedule of unit values reflecting the work items anticipated for the project. The construction contract is anticipated to be a lump sum contract with allowances for specific items with an estimated quantity at the time of bidding.

6. Bidding Assistance – ERA will attend the pre-bid meeting, provide a project overview and address questions the bidders may have. After the bid opening, ERA will summarize the bids, contact references and provide a summary of findings to the Park District for award consideration. ERA will assist in the preparation of the AIA contract agreement.



7. Construction Engineering Assistance – ERA will provide construction engineering assistance, including part-time construction oversight, for the project. The construction oversight will include the specified number of site visits for approximately four (4) hours per visit. The following will be performed as part of this task:
 - 7.1. Review Contract Document
 - 7.2. Review Catalog Cut and Material submittals
 - 7.3. Attend Pre-construction Meeting (1) & Progress Meetings (3)
 - 7.4. Address Requests for Information
 - 7.5. Perform Site Visits during construction (4)
 - 7.6. Perform a substantial completion review (1) and prepare a punch list of items
 - 7.7. Review Payment Applications
 - 7.8. Perform a final completion walkthrough (1)
 - 7.9. Material testing (subconsultant)

Schedule

The work described in this agreement will be performed as expeditiously as weather and other physical conditions permit. The Engineer shall not be liable to the Owner, if delayed in, or prevented from performing the work as specified herein through any cause or causes beyond the control of the Engineer and not caused by his own fault or negligence including acts of God, or the public enemy, inclement weather conditions, acts of the government after the effective date of this agreement, fires, floods, epidemics, strikes, jurisdictional disputes, lockouts, and freight embargoes.

Services Not Included

Only services specifically described in this proposal are included in our scope of work. The following are specifically excluded, although they may be added as a contract amendment at a future date for an agreed additional fee.

- Topographic Survey and As-Built Survey
- Floodplain/Floodway Analysis or Modeling/ Depressional Storage Calculations
- Wetland Services
- Design of Offsite Utilities or Roadways
- Gas, Telephone, Cable Service Design
- Mechanical/Electrical Design
- Structural Engineering
- Groundwater Monitoring
- Changes / Revisions to the Plan
- DeKalb County Submittals / Floodplain Submittals
- BMP Design / Calculations
- Tree Species Identification / Tree Preservation Plan by Arborist
- Offsite Storm Sewer Design
- Plat of Survey
- Geotechnical Engineering



Fees

The cost associated with the services included in this proposal will be invoiced on a phase fixed fee basis according to the following schedule.

Base Scope of Surveying and Final Engineering Services:

1.	Meetings & Coordination	\$ 2,200
2.	Final Engineering	\$ 8,500
3.	Cost Opinion Preparation	\$ 1,200
4.	Permitting	\$ 1,900
5.	Construction Documents	\$ 5,300
6.	Bidding Assistance	<u>\$ 1,900</u>
	Final Engineering SubTotal:	\$ 21,000

7.	Construction Engineering Assistance	<u>\$ 10,800</u>
	Construction Engineering SubTotal:	\$ 10,800

Direct Costs:

8.	Material Testing	\$ 1,000
9.	Landscaping Plan	\$ 2,000
10.	Mileage, Shipping, Postage (Budget)	\$ 500

Project Total **\$ 35,300**

Direct costs/reimbursables including printing costs, mileage and postage will be charged at the actual rate incurred.

Additional services, not included in this proposal, will be added to the contract through a change work order submitted to the client for approval, prior to beginning work. The contract limit will be adjusted to include the budget for the additional services in the change work order.

Invoices will be issued monthly reflecting the percent of the project completed as of the “services through” date on the invoice. Any unpaid ERA invoices over 60 days old must be paid in full prior to our release of the project’s final deliverable.

Please send payment with invoice number included to:
3s701 West Ave., Suite #150, Warrenville IL 60555

We appreciate the opportunity to submit this proposal and trust that it meets with your approval. If acceptable, please sign the proposal where indicated below (Exhibit 1) and return one (1) copy for our files. Receipt of executed proposal will serve as authorization to proceed with the project to the full extent of the contract. The attached General Terms and Conditions are expressly incorporated into and are an integral part of this proposal for civil engineering and land surveying services.



If you have any questions, please contact me at 630-393-3060 or akustus@eraconsultants.com.

Sincerely,
ENGINEERING RESOURCE ASSOCIATES, INC.
WARRENVILLE

Drew Kustus, PE
Project Manager

ARK/jan

Attachments/Enclosure



Engineering Resource Associates, Inc.
2022-2023 STANDARD CHARGES FOR PROFESSIONAL SERVICES
 April 1, 2022 THROUGH March 31, 2023

Staff Category	Hourly Rate
Professional Engineer VI	\$245.00
Professional Engineer V	\$225.00
Professional Engineer IV	\$191.00
Professional Engineer III	\$167.00
Professional Engineer II	\$146.00
Professional Engineer I	\$128.00
Structural Engineer IV	\$210.00
Structural Engineer III	\$250.00
Staff Engineer III	\$135.00
Staff Engineer II	\$110.00
Staff Engineer I	\$102.00
Engineering Technician VI	\$152.00
Engineering Technician V	\$138.00
Engineering Technician IV	\$117.00
Engineering Technician III	\$101.00
Engineering Technician II	\$81.00
Engineering Technician I	\$60.00
Engineering Intern III	\$83.00
Engineering Intern II	\$63.00
Engineering Intern I	\$54.00
Ecological Services Director	\$171.00
Environmental Specialist IV	\$176.00
Environmental Specialist II	\$120.00
Environmental Specialist I	\$92.00
Professional Surveyor II	\$180.00
Professional Surveyor I	\$162.00
Surveyor IV	\$129.00
Surveyor III	\$111.00
Surveyor II	\$90.00
Administrative Director	\$165.00
Administrative Staff IV	\$123.00
Administrative Staff III	\$96.00
Administrative Staff II	\$87.00
Administrative Staff I	\$69.00

Exhibit 1

Acceptance & Authorization Form – September 13, 2022 Proposal
Riverside Park Phase 2 Parking / Final Engineering & Permitting Services

Engineering Resource Associates, Inc.

Sycamore Park District

Authorized Signature

Authorized Signature

Printed Name and Title

Printed Name and Title

3S701 West Avenue
Suite 150
Warrenville, Illinois 60555
630-393-3060 t, 630-393-2152 f

Date

Please Provide Contact Information:

Mailing Address:

(Please provide street address for UPS deliveries)

Telephone & Facsimile Numbers:

Email Address:

INVOICES will be sent via email to:

Invoice Email Address (if different than above):

Note any billing forms/procedures:

Invoice numbers must be included with payments. Payments received will be applied to oldest accounts receivable balances due first unless otherwise specifically noted and agreed.

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Engineering Resource Associates, Inc.

GENERAL TERMS AND CONDITIONS

1. **COMPLIANCE WITH LAWS:** Engineering Resource Associates, Inc. (Engineer) will strive to exercise usual and customary professional care in his efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

2. **DESIGNATION OF AUTHORIZED REPRESENTATIVE:** Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
3. **STANDARD OF PRACTICE:** The Engineer will strive to conduct services under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.
4. **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with Articles previously set forth by Item 1. of this Agreement, together with the laws of the State of Illinois.
5. **RESPONSIBILITY OF THE ENGINEER:** Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.
6. **CLIENT'S RESPONSIBILITIES:** The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, to the extent arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants as additional insureds on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and non-contributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any

cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

7. **INFORMATION PROVIDED BY OTHERS:** The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.
8. **CHANGES:** Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
9. **DOCUMENTS DELIVERED TO CLIENT:** Drawings, specifications, and reports prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection

therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

10. **REUSE OF DOCUMENTS:** All Project Documents including but not limited to reports, original boring logs, field data, field notes, laboratory test data, calculations, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.
11. **FORCE MAJEURE:** Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
12. **RELATIONSHIP BETWEEN ENGINEER AND CLIENT:** Engineer shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client.
13. **SUSPENSION OF SERVICES:** Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.
14. **TERMINATION:** This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
15. **SUCCESSORS AND ASSIGNS:** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
16. **ENTIRE UNDERSTANDING OF AGREEMENT:** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject

matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.

17. **AMENDMENT:** This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
18. **PAYMENT:** Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in Item 13 of this Agreement. Payments due Engineer are not contingent upon project approval or project financing and are the sole responsibility of the Client. If an invoice for work performed by Engineer remains unpaid sixty (60) days from the date of the invoice and, if there is no written resolution of payment from the client during the sixty (60) day period, Engineer will stop all work on the assignment.
19. **INDEMNIFICATION:** Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees to the extent caused by Engineer's negligent acts, errors or omissions in the performance of professional services under this Agreement. Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Engineer from any damage, liability or cost, including reasonable attorneys' fees and costs of defense, to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this Agreement. In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties) which caused the personal injury or property damage. Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.
20. **LIMIT OF LIABILITY:** The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the relative risks and benefits of the Project to both the Client and the engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
21. **NOTICES:** Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the

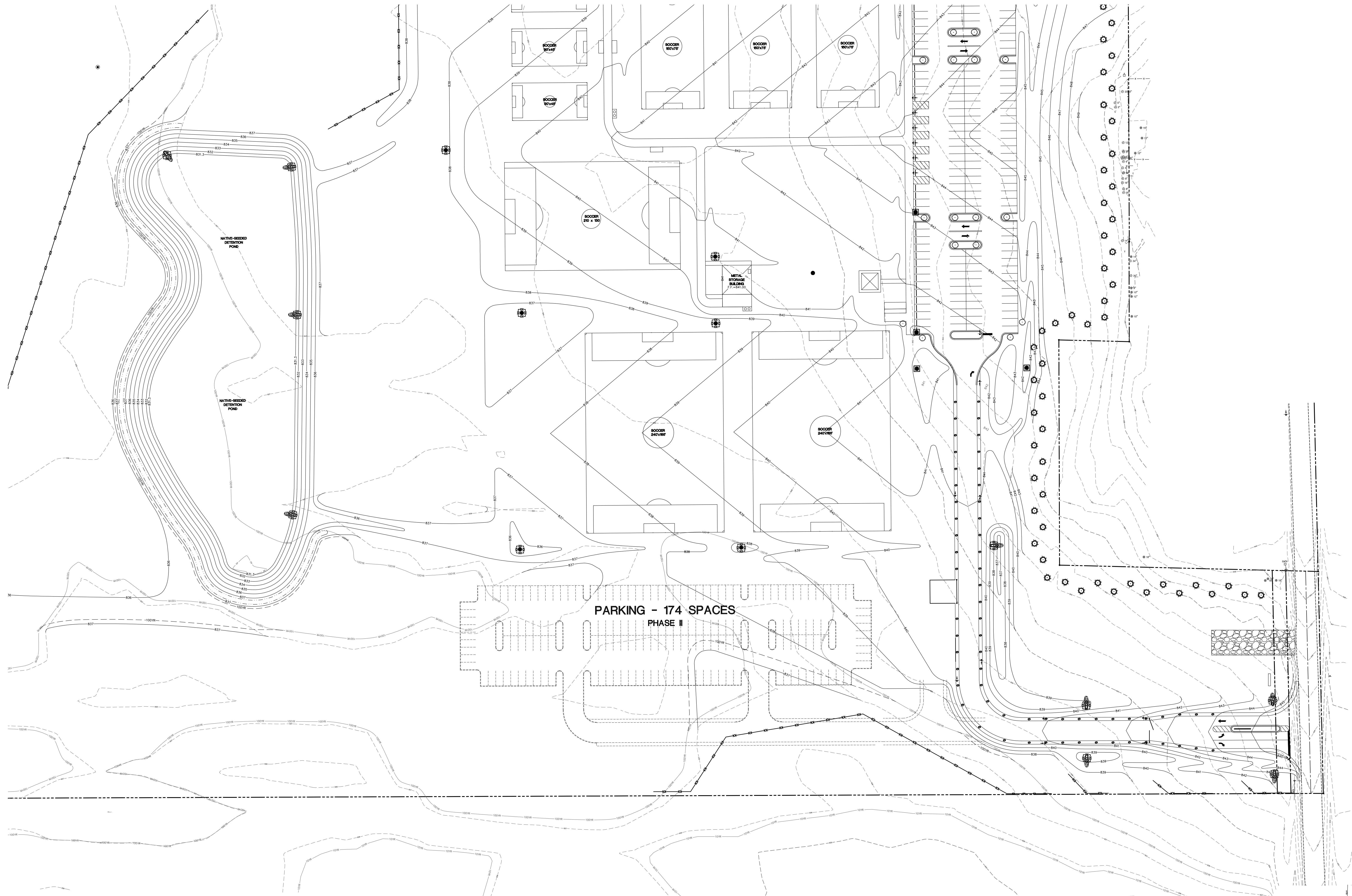
other party by written notice as herein provided.

22. **ACCESS AND PERMITS:** Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
23. **WAIVER OF CONTRACT BREACH:** The waiver of one party of any breach of the Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
24. **OPINIONS OF PROBABLE COST:** Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his opinions of probable Project Construction Cost provided for herein are to be made on the basis of his experience and qualifications and represent his best judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
25. **CONSTRUCTION OBSERVATION CLAUSE:** The Owner will include the following clause in the construction contract documents and Owner agrees not to modify or delete it:
- Kotecki Waiver: Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the Illinois Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Workers Compensation Act, court interpretations of said Act or otherwise; and agrees to indemnify and defend Owner and Engineer and their agents, employees and consultants (the "Indemnities") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the indemnities may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the indemnities' own negligence.
26. **SEVERABILITY OF INVALID PROVISIONS:** If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
27. **HAZARDOUS MATERIALS:** It is acknowledged by both parties that Engineer's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event Engineer or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of Engineer's services, Engineer may at his option and without liability for consequential or any other damages, suspend performance of services on the project until Client retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrant that the job site is in full compliance with applicable laws and regulations.
28. **RIGHT OF ENTRY:** Client hereby grants Engineer and its subcontractors or agents the right to enter from time to time property owned by Client and/or other(s) in order for Engineer to fulfill the scope of services included hereunder. Client understands that use of exploration equipment may cause some damage, the correction of which is not part of this Agreement. Client also understands that the discovery of certain hazardous conditions and/or taking preventive measures relative to these conditions may result in a reduction of the Property's value. Accordingly, Client waives any claim against Engineer and its subcontractors or agents, and agrees to defend,

indemnify and hold Engineer harmless from any claim or liability for injury or loss allegedly arising from procedures associated with subsurface exploration activities or discovery of hazardous materials or suspected hazardous materials. In addition, Client agrees to compensate Engineer for any time spent or expenses incurred by Engineer in defense of any such claim with compensation to be based upon Engineer's prevailing fee schedule and expense reimbursement policy. Engineer shall not be liable for damage or injury from damage to subterranean structures (pipes, tanks, cables, or other utilities, etc.) which are not called to Engineer's attention in writing and correctly shown on the diagram(s) furnished by Client to Engineer.

29. **SAMPLES:** Soil, rock, water and/or other samples obtained from the Project site are the property of Client. Engineer shall preserve such samples for no longer than sixty (60) calendar days after the issuance of any document that includes the data obtained from them, unless other arrangements are mutually agreed upon in writing. Should any of these samples be contaminated by hazardous substances or suspected hazardous substances, it is Client's responsibility to select and arrange for lawful disposal procedures, that is, procedures which encompass removing the contaminated samples from Engineer's custody and transporting them to a disposal site. Client is advised that, in all cases, prudence and good judgment should be applied in selecting and arranging for lawful disposal procedures. Due to the risks to which Engineer is exposed, Client agrees to waive any claim against Engineer, and to defend, indemnify and hold Engineer harmless from any claim or liability for injury or loss arising from containing, labeling, transporting, testing, storing, or other handling of contaminated samples. Client also agrees to compensate Engineer for any time spent and expenses incurred by Engineer in defense of any such claim, with such compensation to be based upon Engineer's prevailing fee schedule and expense reimbursement policy.

END OF GENERAL TERMS AND CONDITIONS



PARKING - 174 SPACES
PHASE II

2023 Consolidated Election

The following dates are for the 2023 Consolidated Election to be held on April 4, 2023. The candidate circulation and filing dates apply to the offices which do not require a primary.

Candidates who are unsure if the office they are running for holds a primary election, a caucus, or if they file directly for the Consolidated Election are encouraged to contact the local election official for the unit of government in question.

The dates included in this abbreviated calendar are not comprehensive of all dates surrounding the election, and do not include all relevant details. For additional detail and statutory references for any of the dates in this calendar, please consult the 2023 Election and Campaign Finance Calendar.

September 20, 2022

Petition Circulation Begins for Consolidated Election

First day to circulate petitions for candidates seeking election in the 2023 Consolidated Election.

December 12, 2022

First Day to File Candidate Petitions for the Consolidated Election

First day to file nomination petitions with the local election official or board of election commissioners for the 2023 Consolidated Election.

December 19, 2022

Last Day to File Candidate Petitions for the Consolidated Election

Last day to file nomination petitions with the local election official or board of election commissioners for the 2023 Consolidated Election

December 27, 2022

Last Day to File Objections to Nomination Papers for Consolidated Elections

Last day to file objections to nomination papers of independent, new party, and nonpartisan candidates (when nonpartisan candidates are not subject to a primary) in the office of the local election official or election authority.

January 3, 2023

Last Day to File Petitions for Public Questions for the Consolidated Election

Last day to file petitions with the local election official for the submission of questions of public policy. Exceptions to this date apply for various binding questions or backdoor referenda, please refer to the authorizing statute for the question to confirm the deadline.

January 4, 2023

First Day to Submit Vote by Mail Applications

First day to apply for a vote by mail ballot for the 2023 Consolidated Election. Please note that ballots will not be mailed before Thursday, February 23, 2023.

January 10, 2023

Last Day to File Objections to Petitions for Public Questions for Consolidated Elections

Last day to file objections to petitions for the submission of questions of public policy with the local election official.

January 17, 2023

Last Day for Resolutions for Public Questions

Last day for local governing boards to adopt a resolution to allow a binding or advisory question to be placed on the ballot at the 2023 Consolidated Election.

January 26, 2023

Ballot Certification Deadline

Last day for the local election official to certify candidates and public questions to the election authority to be included on the 2023 Consolidated Election ballot.

DATES FOR THE CONSOLIDATED ELECTION ARE CONTINUED ON THE NEXT PAGE

DATES FOR THE CONSOLIDATED ELECTION ARE CONTINUED BELOW FROM PAGE 3

February 23, 2022

Early Voting Begins

First day for early voting in the office of the election authority and in any additional locations that may have been designated by the election authority (if a primary was held, this is delayed until March 10, 2023).

Voting by Mail Begins

First day for the election authority to mail an official ballot to a voter who has applied for a vote by mail ballot (if a primary was held, this is delayed until March 10, 2023).

March 7, 2023

Close of Voter Registration

Last day for regular registration or transfers of registration within the office of the election authority.

March 8, 2023

Grace Period Registration and Voting Begins

First day of grace period registration and voting at the office of the election authority or at a location designated for this purpose by the election authority.

March 10, 2023

First Day of Early Voting and Voting by Mail if Primary was Held

First day to vote early or by mail if a primary was held in the election jurisdiction.

March 30, 2023

Last Day to Mail Vote by Mail ballots

Last day for the election authority to receive, by mail, an application for a vote by mail ballot and mail that ballot to the voter. (Note: 1. An earlier deadline is applicable to UOCAVA voters; 2. In-person applications are still accepted until April 3, 2023)

April 3, 2023

Last Day for Early Voting

Last day for early voting for the 2023 Consolidated Election.

April 4, 2023

Consolidated Election

Date of the 2023 Consolidated Election.



CERTIFICATION OF BALLOT

Directions for filling out this form: This is a PDF fillable form; please use the fillable method and either save it to your computer and email it to us, or you may print the form and use regular mail for submission. If you email the form please type in your name on the signature line below, if sending via regular mail please sign your name on the line.

Email to: elections@dekalbcounty.org

Subject Line: Certification of Ballot

Do not complete by handwriting the entries, we need complete clarity for proper production of the ballot. Make sure you list the Candidate's name in the order that they are to appear on the ballot and double check the spelling of the entries before you submit the form.

If you need help, or have any questions please call the office at 815-895-7147.

To: DeKalb County Clerk, Election Authority

From: _____
Unit of Government

Date: _____

Mailing Address: _____

Contact Name: _____

Title: _____

Contact Telephone #: _____

Email Address: _____

Please send ballot proof to: _____
Please provide email or fax #

I, the undersigned Local Election Official in and for the _____,
(Unit of Government)

do hereby state that this CERTIFICATION OF BALLOT, consisting of _____ page(s), is a true and correct listing of all offices and candidates, in the order that they should appear on the ballot. I further certify the names to be spelled as they were presented on the Statement of Candidacy. Said ballot to be voted upon at the Consolidated Election to be held on _____, 20____.

Signature

<p>I prefer to pick up the Certified Results from the Clerk's Office.</p> <p>I prefer to have the Certified Results emailed to me.</p> <p>I prefer to have the Certified Results mailed to me.</p>
--



OFFICE OF THE CLERK AND RECORDER
DEKALB COUNTY, ILLINOIS

Douglas J. Johnson
Clerk & Recorder

103
110 East Sycamore Street
Sycamore, Illinois 60178

815.895.7147 | office
815.895.7148 | facsimile
<http://dekalb.il.clerkservice.com>

Check One: **Independent** **Nonpartisan**

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

1. _____ **Address:** _____

2. _____ **Address:** _____

3. _____ **Address:** _____

4. _____ **Address:** _____

5. _____ **Address:** _____

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

1. _____ **Address:** _____

2. _____ **Address:** _____

3. _____ **Address:** _____

4. _____ **Address:** _____

5. _____ **Address:** _____



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OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

1. _____ **Address:** _____

2. _____ **Address:** _____

3. _____ **Address:** _____

4. _____ **Address:** _____

5. _____ **Address:** _____

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

1. _____ **Address:** _____

2. _____ **Address:** _____

3. _____ **Address:** _____

4. _____ **Address:** _____

5. _____ **Address:** _____

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

1. _____ **Address:** _____

2. _____ **Address:** _____

3. _____ **Address:** _____

4. _____ **Address:** _____

5. _____ **Address:** _____



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OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

- 1. _____ **Address:** _____
- 2. _____ **Address:** _____
- 3. _____ **Address:** _____
- 4. _____ **Address:** _____
- 5. _____ **Address:** _____

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

- 1. _____ **Address:** _____
- 2. _____ **Address:** _____
- 3. _____ **Address:** _____
- 4. _____ **Address:** _____
- 5. _____ **Address:** _____

OFFICE: _____ **District or Ward** _____

Term of Office _____ **Number to be voted for** _____

Candidates:

- 1. _____ **Address:** _____
- 2. _____ **Address:** _____
- 3. _____ **Address:** _____
- 4. _____ **Address:** _____
- 5. _____ **Address:** _____

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 18, 2022

STAFF RECOMMENDATION

AGENDA ITEM: EMPLOYEE INSURANCE BENEFIT PACKAGE RECOMMENDATION FOR 2023: Recommend Approval

BACKGROUND INFORMATION:

In 2008, the Board established a threshold as an attempt to control the cost of providing insurance to our employees. This threshold would be adjusted each year based upon the CPI. In 2014, the board approved a slightly higher threshold and determined that the amount would be adjusted in the future for any new hires. I do this by calculating a per person threshold.

HEALTH: We are completing our eighth year with PDRMA. The District continues to control costs by belonging to a larger pool. PDRMA is making only minor changes to the plan. I propose no change in coverage. Based upon our maximum enrollment, from 2022 to 2023, we would have an increase in our budgeted annual cost of 4.06% \$11,570.

LIFE/EAP: Included with PDRMA Health. Slight decrease in the EAP premium 4.76% \$36 annually. No change in life insurance premium calculation other than due to wage increases.

SHORT TERM DISABILITY: Currently provided through UNUM. Not confirmed but do not expect any change.

DENTAL: Pending. Rates are not anticipated to be received until November 10th. Currently covered by Principal Insurance. Last year the premium increased 4.9%. If we received a 5% increase this year that would be \$804 for the year.

VISION: Currently provided by PDMRA. Premium decreasing 19.2% \$1,358.76 annually. PDRMA is changing the administrator of this plan but the plan structure is similar.

THRESHOLD: The threshold for health care expenses will increase by the CPI of 5% (The actual CPI is 7% but since we are capped we are limited to 5% for property tax purposes.) That makes the 2023 annual threshold \$464,093.23 for 20 full time employees (an increase of \$22,099.68).

OPT-OUT: As a reminder, the amount for payout is based upon 50% of the single premium for medical insurance only. An employee opting out of medical insurance for 2023 will receive an additional \$188.91 per pay period. For each individual that chooses this program the District will have an annual savings of approximately \$4,231.76 (after taxes/IMRF). In 2022, only two employees signed up for this program, however, in October one of them aged out of parental coverage and is now enrolled in our plan. I anticipate one employee participating in 2023 but we budget based on enrolling with single coverage.

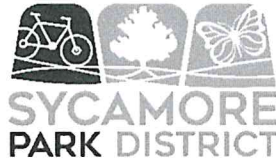
FISCAL IMPACT: Based upon the recommendation the annual employee insurance coverage expense for 2023 is estimated at \$326,220 if all 20 employees carry coverage. This is an increase of \$10,164 compared to 2022. This assumes no change with the dental rate. However, if there is an increase it won't be significant.

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

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Board of Commissioners
Date of Board Meeting: October 18, 2022

AGENDA ITEM:

Merry Oaks and Rt. 23 leasing property

BACKGROUND INFORMATION:

Currently we lease this property to Ryan Hayes to utilize for hay. He will mow this once or twice a year.

We would like to stop the lease and move this property off the tax rolls and make this a natural educational area. There is some evidence that there is a presence of a significant number of native plants, some of which are quite rare and do not grow anywhere else in the Park District. I have attached our naturalists feedback on this property.

We currently receive \$145 annually.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

A handwritten signature in blue ink, appearing to be "J. Bailey", is written over the name "Jonelle Bailey" in the "PREPARED BY" line.

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

Merry Oaks Prairie Potential (Prairie Oaks)

Within the Merry Oaks subdivision, there is an approximately 12-acre plot that has been mowed low for years. Currently, the plants have been given some time to allow for growth. Generally, the location is mowed for hay/straw but has been grown more rapidly this year due to more ideal conditions.

While looking for additional plots for tree plantings I noticed the presence of a significant number of native plants, some of which are quite rare and do not grow anywhere else in the Park District.

The plant diversity and density represent a potential seed collection opportunity potentially worth thousands of dollars in saved restoration costs to other natural areas around the district. As the area is already seemingly well-established even with the continuous mowing, with additional conservation efforts introduced I believe the area could be quickly restored to an aesthetically pleasing and fiscally advantageous plot that would allow for drastic reductions in restoration costs in the forthcoming years.

There have been discussions of turning the area into a native prairie by slowly converting the weedy plant community utilizing existing native seed collected from other parts of the park district as well as some contract restoration.

However, after examining the area and seeing the already established density of native plants, I believe that the current plant density, if allowed to continue to grow and seed, could represent a self-sustaining seed bank that is akin to an area at least 3 years into restoration. Therefore, rather than sacrifice seed from other existing areas, this area could be an additional source of seed collection and restoration that benefit the park district by both excluding contract restoration costs, as well as providing vital seed necessary for the preservation of areas that are struggling to adopt a native plant community.

A quick 5-minute survey yielded the following species:

- Whorled Milkweed
- Swamp Milkweed
- Common Milkweed
- Prairie Dock
- Cup Plant
- Compass Plant
- Big Bluestem
- Switchgrass
- Showy Tick Trefoil
- Grey Headed Coneflower
- Brown Eyed Susan
- Black eyed Susan
- Indian Grass
- White Indigo

Some species represented here are found nowhere else in the Park District. Aesthetically, the area could become a large draw, or educational plot with signage to further its benefit to the park district. Regardless, its importance as a pollinator stopover and seed bank represents an exceptional resource for the District.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

_____ held at
(Name of Agency)
 _____ on _____ at _____
(Location) *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 28, 2023 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	_____		
1st Alternate:	_____		
2nd Alternate:	_____		
3rd Alternate:	_____		

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: _____ Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
 211 East Monroe Street
 Springfield, IL 62701-1186
 Email: iapd@ilparks.org

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 18, 2022

STAFF RECOMMENDATION

AGENDA ITEM: QUARTERLY CAPITAL FUNDS UPDATE: Information Only

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

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

Attached is that report.

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

STAFF RECOMMENDATION: Information only.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:
BOARD ACTION:

PROJECT	2022	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
PC Replacement/Upgrades	\$11,800	\$9,557		\$2,243		December
Copier	\$6,000		\$5,790		\$210	April
Clubhouse assessment	\$15,000					2023
Bridge on 10	\$337,300	\$3,079		\$334,221		December
Greensmower	\$46,000					2023
Workman (Swapped with Greensmower above)			\$30,952			
Pool heater	\$30,000		\$21,102		\$8,898	May
cabinets for class rooms	\$5,000	\$3,765		\$1,235		June
Founders Park Playground	\$87,005		\$81,695		\$5,310	April
third shed old maint	\$20,000					Late Fall 2022
Resurface basketball court	\$10,000					June
Reston Ponds	\$500,000					2023
Partial Roof WPA Main	\$5,000					July
North Grove Assessment	\$18,250					Fall 2022
	\$1,121,355	\$16,401	\$139,539	\$337,699	\$14,418	

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 18, 2023

STAFF RECOMMENDATION

AGENDA ITEM: Recommendation for 2023 Golf Rates

BACKGROUND INFORMATION: In 2020 we had a Covid closure and a late start for golf. It was for that reason we offered a reduced rate for golf season passes that season and those who did purchase season passes at the 2020 Swing into Spring Sale had their passes prorated to include April of 2021. In 2022, it was decided to maintain our original 2020 rates for one more season and reevaluate in the fall of this year. The golf course in 2022 has continued to show growth in the game with the addition of another league, more outings, a large turnout for the SAY-Golf junior program, an increase in season pass sales and continued growth in new, daily customers. Tee sheets continue to fill on a regular basis and interest has already begun for season passes, tournaments and lesson programs for the 2023 season.

The Golf Operation would like to continue to offer the Swing into Spring Sale the first full weekend in March and offer our Season Passes at a 10% discount for those three days only. In addition to the 10% off for all Season Passes I would also like to offer a referral program to our 2022 Season Pass Holders. This incentive program will give the 2022 Season Pass Holder an additional 5% off their pass if they bring in a new customer who buys a pass at the 10% off. This new customer must not have been a Season Pass Holder in 2022. The Swing into Spring sale has been a hit to our customer base over the past several seasons, not only for the purchase of season passes but also for league sign-up and lesson program information.

STAFF RECOMMENDATION: It is the recommendation of the golf operation to raise our current rates by an average of 5%, rounded to the nearest even dollar, approved by the Board of Commissioners in October of 2021. This increase is

across all user fees for our operation, season passes, green fees and cart fees. It should be noted that season pass rates and green fee rates have not been increased in the last 3 seasons and cart fees have not increased since 2017.

FISCAL IMPACT: Capture additional revenues based on the rising costs of maintenance of the facility and continue to offset the minimum wage mandatory increase to help create a balanced Golf Operations budget.

PREPARED BY: Kirk Lundbeck, Superintendent of Golf Operations.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

2022 Season Pass Fees and 2023 Proposed Rate increase representing a 5% increase in price

Season Pass Type	2022 Resident	2022 Non-Resident	5%	Proposed 2023 Resident	5%	Proposed 2023 Non-Resident
Adult Unlimited	\$630.00	\$790.00	\$31.50	\$660.00	\$39.50	\$830.00
Adult Weekday	\$475.00	\$630.00	\$23.75	\$500.00	\$31.50	\$660.00
Spouse Unlimited	\$400.00	\$555.00	\$20.00	\$430.00	\$27.75	\$585.00
Spouse Weekday	\$335.00	\$495.00	\$16.75	\$350.00	\$24.75	\$520.00
Senior Unlimited	\$575.00	\$735.00	\$28.75	\$600.00	\$36.75	\$775.00
Senior Weekday	\$420.00	\$575.00	\$21.00	\$440.00	\$28.75	\$600.00
Senior Three Day	\$295.00	\$415.00	\$14.75	\$310.00	\$20.75	\$435.00
Junior (16 - 21)	\$375.00	\$500.00	\$18.75	\$395.00	\$25.00	\$525.00
Junior (11 - 15)	\$250.00	\$375.00	\$12.50	\$275.00	\$18.75	\$395.00

Green Fee Type	2022 Resident	2022 Non-Resident	5%	Proposed 2023 Resident	5%	Proposed 2023 Non-Resident
Weekday 9 Holes before 5pm	\$16.00	\$18.00	\$0.80	\$17.00	\$0.90	\$19.00
Weekday 9 Holes after 5pm	\$13.00	\$13.00	\$0.65	\$14.00	\$0.65	\$14.00
Weekday 18 Holes before 2pm	\$27.00	\$30.00	\$1.35	\$29.00	\$1.50	\$32.00
Weekday 18 Holes after 2pm	\$24.00	\$24.00	\$1.20	\$26.00	\$1.20	\$28.00
Weekend 9 Holes before 5pm	\$18.00	\$20.00	\$0.90	\$19.00	\$1.00	\$21.00
Weekend 9 Holes after 5pm	\$13.00	\$13.00	\$0.65	\$14.00	\$0.65	\$14.00
Weekend 18 Holes before 5pm	\$30.00	\$33.00	\$1.50	\$32.00	\$1.65	\$35.00
Weekend 18 Holes after 5pm	\$26.00	\$26.00	\$1.30	\$28.00	\$1.30	\$28.00

Junior/Senior Green Fees	2022 Resident	2022 Non-Resident	5%	Proposed 2023 Resident	5%	Proposed 2023 Non-Resident
All Day 9 (Weekends after 1pm)	\$11.00	\$12.00	\$0.55	\$12.00	\$0.60	\$13.00
All Day 18 (Weekends of 1pm)	\$21.00	\$23.00	\$1.05	\$22.00	\$1.15	\$24.00

Cart Fees	2022 Resident	2022 Non-Resident	5%	Proposed 2023 Resident	5%	Proposed 2023 Non-Resident
Earlybird 9 before 9am Weekdays	\$7.50	\$7.50	\$0.38	\$8.00	\$0.38	\$8.00
Earlybird 18 before 9am Weekdays	\$13.00	\$13.00	\$0.65	\$14.00	\$0.65	\$14.00
9 Holes before 5pm	\$8.50	\$8.50	\$0.43	\$9.00	\$0.43	\$9.00
9 Holes after 5pm	\$6.50	\$6.50	\$0.33	\$7.00	\$0.33	\$7.00
18 Holes before 2pm	\$16.00	\$16.00	\$0.80	\$17.00	\$0.80	\$17.00
18 Holes after 2pm	\$13.00	\$13.00	\$0.65	\$14.00	\$0.65	\$14.00
Push Carts	\$3.00	\$3.00	\$0.15	\$3.00	\$0.15	\$3.00

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 18, 2022

STAFF RECOMMENDATION

AGENDA ITEM: Membership and rental fee increases for 2023 plus Sport Affiliate increases: Recommended Consideration

BACKGROUND INFORMATION: At the November 2019 Board meeting, staff presented information on the impact of the minimum wage increase that will affect the budget from 2020-2025, as minimum wages increase by \$1 every year for the next five years.

In 2020, all daily admission fees for Splash Pad, Pool and Community Center were increased by 10%. In 2021, all Memberships and Pass Types were increased by 10%.

At the November 2021 Board meeting, the board decision was to increase the Sport Affiliate fees of 5% each year through 2025 and non-affiliate groups 10%. The Board also decided to then to hold off increasing membership fees in 2022 and bring this back for consideration for 2023.

Gym rentals fees are one of the most used facility rental spaces and cheapest per hour.

FISCAL IMPACT: In 2023, with the minimum wage increasing by \$1 from \$12 to \$13 per hour, the Recreation budget part-time salaries will increase by 10%. This will be approximately \$9075 in Service desk salaries. A fee chart is attached for the Board to see current 2022 fees and potential 5% or 10% increases for 2023.

STAFF RECOMMENDATION: Staff requests consideration to increase all membership fees, gym rental rates, sport field fees for 2023. This will include all gym, track, pathway, dog park memberships and the gym rental fee to match the current classroom rental fee. Outdoor sport spaces will also increase as announced in 2021 and the chart is included.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services and Lisa Metcalf, Facilities Supervisor

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:

	2020-2021		2022			2023		
			5%		10%	5%		10%
	Affiliate fees	Rental Fees	Affiliate fees		Rental Fees	Affiliate fees		Rental Fees
*Field 1	\$58	\$58	\$61		\$64	\$64		\$70
*Fields 2-3	\$20	\$25	\$21		\$28	\$22		\$31
*Fields 5-8	\$20	\$25	\$21		\$28	\$22		\$31
*Field 4	\$23	\$30	\$24		\$33	\$25		\$36
*Fields 9-12	\$24	\$30	\$25		\$33	\$26		\$36
*Fields 13-16	\$16	\$18	\$17		\$20	\$18		\$22
*NEW Field 17			\$24		\$33	\$25		\$36
*NEW Field 18			\$21		\$28	\$22		\$31
*NEW Fields 19-21			\$21		\$28	\$22		\$31
*AYSO per Player	\$12		\$13		xx	\$14		xx
*Soccer Fields	\$25	\$35	\$26		\$39	\$27		\$43
*Lights	\$25	\$25	\$26		\$28	\$27		\$31
STORM Team fees	\$100.00			\$100.00			\$125.00	

*yearly increase through 2025

Community Center Memberships by Type:	2022 Resident Full	2023 Resident Full 5% increase	2023 Resident Full 10% increase	2022 Resident Monthly	2023 Resident Monthly 5% increase	2023 Resident Monthly 10% increase	2022 Non-Res Full	2023 Non-Res Full 5% increase	2023 Non-Res Full 10% increase	2022 Non-Res Monthly	2023 Non-Res Monthly 5% increase	2023 Non-Res Monthly 10% increase	Total Sold 2019	Total sold 2020	Total Sold 2021	Sold as of Sept 30	
24/7 Fitness Membership (age 18-61)	\$297	\$312	\$327	\$28	\$29	\$31	\$446	\$468	\$491	\$42	\$44	\$46	329	234			24/7 Fitness Membership (age 18-61)
24/7 add'l household (age 18-61)	\$149	\$156	\$164	\$13	\$14	\$14	\$223	\$234	\$245	\$20	\$21	\$22					
24/7 Fitness membership Senior (age 62+)	\$238	\$250	\$262	\$22	\$23	\$24	\$356	\$374	\$392	\$33	\$35	\$36	36	29			24/7 Fitness membership Senior (age 62+)
24/7 add'l household member Senior (age 62+)	\$119	\$125	\$131	\$11	\$12	\$12	\$178	\$187	\$196	\$17	\$18	\$19					
3-Month Fitness Membership (ages 18+)	\$93	\$98	\$102				\$140	\$147	\$154				109	27			3-Month Fitness Membership (ages 18+)
27/7 Track Only Membership (ages 18+)	\$83	\$87	\$91				\$124	\$130	\$136				57	49			27/7 Track Only Membership (ages 18+)
Individual Pass (age14*-61)	\$238	\$250	\$262	\$22	\$23	\$24	\$356	\$374	\$392	\$33	\$35	\$36	245	193			Individual Pass (age14*-61)
Add'l household Pass (age 14*-61)	\$119	\$125	\$131	\$11	\$12	\$12	\$178	\$187	\$196	\$17	\$18	\$19					
Senior Pass (age 61+)	\$190	\$200	\$209	\$18	\$19	\$20	\$286	\$300	\$315	\$26	\$27	\$29	123	97			Senior Pass (age 61+)
Senior add'l household Pass (age 61+)	\$95	\$100	\$105	\$9	\$9	\$10	\$142	\$149	\$156	\$13	\$14	\$14					
3-Month Pass (age 14*+)	\$75	\$79	\$83				\$113	\$119	\$124				32	9			3-Month Pass (age 14*+)
Track Only Pass (age 10 +)	\$65	\$68	\$72				\$98	\$103	\$108				208	209			Track Only Pass (age 10 +)
Open Gym Only Pass (all ages)	\$53	\$56	\$58				\$79	\$83	\$87				260	267			Open Gym Only Pass (all ages)
Prepaid Pathway Fitness & Track (ages 14*+) 12 visits	\$98	\$103	\$108				\$147	\$154	\$162				4	2			Prepaid Pathway Fitness & Track (ages 14*+) 12 visits
Prepaid Gym Card (all ages) 5 visits	\$20	\$21	\$22				\$32	\$34	\$35				34	80			Prepaid Gym Card (all ages) 5 visits

1437

1196

Community Center Daily Admission:	2022 Resident Full	2023 Resident Full 5% increase	2023 Resident Full 10% increase	2022 Non-Res Full	2023 Non-Res Full 5% increase	2023 Non-Res Full 10% increase
Pathway Fitness, Track & Open Gym	\$11	\$12	\$12	\$16	\$17	\$18
Track Only	\$4	\$4	\$4	\$6	\$6	\$7
Open Gym	\$5	\$5	\$6	\$8	\$8	\$9

Daily Admission 2021-2022	
Pathway	\$11 R/\$16 NR
Track Only	\$4 R/\$6 NR
Open Gym	\$5 R/\$8 NR

* memberships increased 5% in 2021

*daily fees increased 5% 2020

Dog Park Fees	2022 Resident Full	2023 Resident	2022 Non-Res Full	2023 Non-Res	Total Sold 2021	Total sold as of Sept 2022
1st dog	\$15	\$25	\$20	\$30		
additional dog in household	\$5	\$6	\$5	\$6		

Gym Rental Fees	2022 Resident	2023 Resident	2022 Non-Res Full	2023 Non-Res
*gym fee to match the classroom rate fee	\$30	\$45	\$45	\$68
	\$45	\$45	\$68	\$68

Pool fees increased 10% in 2022.

Aquatic Season Passes (includes Splash Fountain)	2022 Early Bird Rate Resident	2023 Resident 5% increase	2023 Resident Full 10% increase	2022 Early Bird Rate Non-Resident	2023 Non-Res 5% increase	2023 Non-Res 10% increase	2022 Regular Rate Res	2023 Resident 5% increase	2023 Res 10% increase	2022 Regular Rate NR	2023 Non-Res 5% increase	2023 Non-Res 10% increase	5% increase 2023 Early Bird	5% increase 2023 R/NR	10% increase Early Bird	10% increase R/NR
First Household Member age 4-61	\$88	\$92	\$97	\$132	\$139	\$145	\$98	\$103	\$108	\$147	\$154	\$162	\$92/\$139	\$103/\$154	\$97/\$145	\$108/\$162
Add'l Household member (all ages)	\$35	\$37	\$39	\$53	\$56	\$58	\$40	\$42	\$44	\$59	\$62	\$65	\$37/\$56	\$42/\$62	\$39/\$58	\$44/\$65
Senior First Household Member (age 62+)	\$41	\$43	\$45	\$62	\$65	\$68	\$46	\$48	\$51	\$69	\$72	\$76	\$43/\$65	\$48/\$72	\$45/\$68	\$51/\$76
Add'l Household Member(s) (ages 62+)	\$35	\$37	\$39	\$53	\$56	\$58	\$40	\$42	\$44	\$59	\$62	\$65	\$37/\$56	\$42/\$62	\$39/\$58	\$44/\$65

Daily Admission Pool 2022	
Ages 3 years and under	Free
Ages 4+	\$6 R/\$9 NR
Late Swim Ages 4+	\$3 R/\$6 NR
Lap Swim Ages 14+	\$2 R/\$5 NR

2019 total passes sold	2020 Pool Closed	2021 Partial season passes sold	2022 Full season passes sold
688		88	354

Daily Admission Splash Fountain 2022	
Ages 11 months and under	Free
Ages 1+	\$3 R/\$5 NR

Aquatics Daily Admissions	2022 Resident	2023 Res 5% increase	2023 Res 10% increase	2022 Non-Res	2023 Non-Res 5% increase	2023 Non-Res 10% increase
Community Pool Ages 4+	\$6	\$6	\$7	\$9	\$9	\$10
Community Pool Late Swim Ages 4+	\$3	\$3	\$3	\$6	\$6	\$7
Community Pool Lap Swim Ages 14+	\$2	\$2	\$2	\$5	\$5	\$6
Splash Fountain Ages 1+	\$3	\$3	\$3	\$5	\$5	\$6



Board of Commissioners
Date of Board Meeting: October 18, 2022

AGENDA ITEM:

Evaluations

BACKGROUND INFORMATION:

Annually we evaluate each staff member with the attached format. We ask that the board review the evaluation process to see if any changes should be made.

FISCAL IMPACT:

STAFF RECOMMENDATION: That the board approve the current evaluation process or recommend changes.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

Employee:	Title:	Department:
Evaluator:	Date Evaluated:	Period Evaluated (From/To):

Ratings 1: Does not meet requirements - 2: Consistently meets requirements - 3: Exceeds requirements
 Please use the number when filling out digitally

Categories	1	2	3	Comments
Communication: Verbal and Written Communication is clear and professional, listens effectively. Keeps others informed of needed information.				
Works Efficiently: Understands/performs the job role, work is focused upon goals and accomplishes assignments. Attention to detail				
Team Work: Builds good working relationships with others, cooperative, respectful. Dependable, others do not have to wait for them to complete their part				
Flexibility/Adaptability: Accepts change in a positive manner, effectively adapts to changing needs of program/department				
Initiative: Self-starter, responds appropriately and quickly. Efficient and effective in their work.				
Self-Development: Seeks new opportunities to learn and grow in job duties.				
Technology Proficiency/Change: Learns and adapts to new procedures, policies & technologies. (When applicable)				
Innovation/Creativity: Generates ideas, offers solutions to problems.				
Attendance/Timeliness: Good attendance and punctuality, prioritizes, responds promptly.				

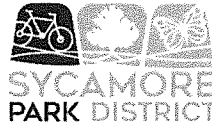
Service Orientation: Provides appropriate service to coworkers and clients. Goes the extra mile to meet the needs of staff/public				
Fiscal Management: maintains internal controls regarding the budget, does not overspend, makes adjustments when necessary, follows budgetary processes				
Risk Management/Safety: create a safe environment for staff/clients: assesses environment for issues, wears PPE, follows safety procedures/policies. Rational thought processes that reach effective conclusions				
Meeting Set Objectives and Goals: From previous evaluation period.				
Totals	0	0	0	
Overall Evaluation: Ratings/13	0.00			

Future Objectives and Goals:

Employee Comments:

Evaluator Signature:

Employee Signature:



Board of Commissioners
Date of Board Meeting: October 18, 2022

AGENDA ITEM:

Unscheduled travel

BACKGROUND INFORMATION:

In September at the National Parks and Recreation Conference I was asked to attend the GP RED 2022 Think Tank in Raleigh North Carolina on November 16 – 18.

Since 2008, GP RED’s Think Tanks have provided an opportunity to engage with Thought Leaders in the fields of Parks, Recreation, Conservation, Land Management, Public Health, Tourism, Alternative Transportation, Academia, Allied Disciplines and the related associations and educators that support and serve them. The purpose of the Think Tank is to improve multi-sector communication and information sharing.

The GP RED Think Tank is an invitational interactive event. Each session consists of a 20-minute presentation to the Thought Leaders by a Topic Expert, 30 minutes of facilitated small group exploration to discuss innovations and solutions on the topic presented and 20 minutes to report the results of the small group findings. After a short break, a 30 minute “Deeper Dive” into the Topic is offered. Open networking is available throughout the Think Tank. Abstracts for each session will be created by invited Topic Experts and presentation materials will be provided electronically to all attendees.

I feel that it would also be beneficial to attend to be on the forefront of trends and ideas for our field nationally.

FISCAL IMPACT:

Conference registration: \$250

Air & Hotel: \$709

Total: \$959.00

Meals: \$150 = \$60 for two days and \$30 for one day

STAFF RECOMMENDATION: If the budget allows, I am asking the park district to pay:

Option 1: \$959.00 for the conference, air, and hotel, with a limited allotment for food. \$15=breakfast; \$15 = lunch; \$30 = dinner totaling \$60 per day. Total amount: **\$1109**

Option 2: Half of expenses totaling: **\$554.50** for all three days.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Dear Thought Leaders and Topic Experts:

We are looking forward to having you as part of the 2022 GP RED National Think Tank to be held in at The Chapel at Dorothea Dix Park in Raleigh, NC November 16-18. In terms of lodging we have a limited room block at **The Casso, Raleigh, a Tribute Portfolio Hotel** in Raleigh. While the room block is limited they will honor the room rate promised in the room block as long as they have rooms available and up until October 5, 2022. The Casso is in close proximity to the event center and park. This is the link for the Room Block [Book your group rate for GP RED Think Tank 2022](#) . If you find the room block is full please contact the hotel directly to book your room with the conference rate and/or if you have trouble with the link – contact Natalie Eroh at NEroh@pyramidglobal.com

If you do not get a room at The Casso. - There are plenty of hotel options in Raleigh. I have listed a few here who - like the Casso - are within a 5-10 minute drive (up to a 40+ minute walk for those who might want to get their 10,000 steps in early in the day). We don't have room blocks with these hotels – this list is provided as a courtesy. Disclaimer – I have never been to Raleigh, I have no personal knowledge of any of the hotels or how to get anywhere – Google is a wonderful thing. I simply Googled hotels in close proximity to Dorothea Dix Park and Googled the distance to The Chapel. Feel free to check Trip Advisor, Expedia, Hotels.com etc. I did have the list reviewed by those who are familiar with Raleigh – and got a thumbs up on the locations.

The address for The Chapel is 1030 Richardson Drive Raleigh, NC. There is public transportation in the area and the City of Raleigh has a Bike Share program

Some hotels near The Chapel at Dorothea Dix Park

Hotel name and address	Driving Distance	Walking Distance
Aloft Raleigh 2100 Hillsborough St	7 min.	40 min.
Raleigh Marriott City Center 500 Fayetteville St.	5 min.	25 min
Hampton Inn and Suites 600 Glenwood Ave.	8 min.	35 min
Sheraton Raleigh 421 Salisbury St	8 min	30 min
The Longleaf Hotel 300 N. Dawson St	10 min	40 min
The State View Hotel 2451 Alumni Dr.	9 min	40 min

Let me know if you have any questions or concerns and I'm looking forward to seeing you at the GP RED Think Tank November 16-18!

Donna J. Kuethe, ED GP RED

GP RED National Think Tank

November 16-18 at The Chapel at Dorothea Dix Park – Raleigh, NC

2022 Schedule

Wednesday, November 16 th	
1:00 pm – 3:00 pm	Sign In
3:00 pm – 3:30 pm	Welcome and Ice Breaker
3:30 pm – 5:00 pm	The Legacy of Dorothea Dix – Tour and Information
5:00 pm – 5:30 pm	Goals and Expectations of Think Tank
6:30 pm – ?	Dinner in Raleigh
Thursday, November 17 th	
8:00 am – 8:30 am	Light Breakfast and Networking
8:30 am – 9:40 am	Topic 1 – Stronger Together: The Value of Coalitions between Parks, Recreation and Tourism
9:40 am – 9:50 am	Break
9:50 am -10:30 am	Deeper Dive – Topic 1
10:40 am – 11:50 am	Topic 2 – Focusing on Transferable Skills: Exploring Equities and Commonalities Across Identities
11:50 am – 1:10pm	Deeper Dive – Topic 2/Lunch
1:10 pm – 2:20 pm	Topic 3 – The Expanding Role of Parks and Recreation as Social Service Providers
2:20 pm – 2:30 pm	Break
2:30 pm – 3:10 pm	Deeper Dive – Topic 3
3:10 pm – 3:30 pm	Fun and Fitness Break
3:30 pm – 4:40 pm	Topic 4 – Parks, Recreation and Libraries Walk into a Bar.....
4:40 pm – 4:50 pm	Break
4:50 pm – 5:30 pm	Deeper Dive Topic 4
5:30 pm – 7:00 pm	Dinner
8:00 - ?	Social Time in Raleigh
Friday November 18 th	
8:00 am –8:30 am	Light Breakfast and Networking
8:30 am –9:40 am	Topic 5 – Competing with the Private Sector for Seasonal Staff: The Challenge, the Future; the Impact
9:40 am – 9:50 am	Break
9:50 am –10:30 am	Deeper Dive – Topic 5
10:30 am –10:40 am	Break
10:40 am – 11:50 am	Topic 6 – Emerging Technologies
11:50 am – 12:00 pm	Break
12:00 pm – 12:40 pm	Deeper Dive – Topic 6
12:40 pm – 2:30 pm	Lunch, Call to Action, Next Steps and Wrap Up

SYCAMORE PARK DISTRICT

RESOLUTION NO. 02-2022

A RESOLUTION MAKING CERTAIN FINDINGS OF FACT AND AUTHORIZING THE SALE OF CERTAIN PROPERTY COMMONLY KNOWN AS LOT 1 ON MERRY OAKS DRIVE IN MERRY OAKS SUBDIVISION, SYCAMORE, DEKALB COUNTY, ILLINOIS UNDER THE PARK COMMISSIONERS LAND SALE ACT, 70 ILCS 1235/1
et. seq.

WHEREAS, the Board of Park Commissioners of the Sycamore Park District (“District”) is authorized under the Park Commissioners Land Sale Act, 70 ILCS 1235/1, (“Act”) to sell certain parcels of land not exceeding three (3) acres in area that are no longer needed for park purposes; and,

WHEREAS, the Act requires that the District obtain the approval of the Circuit Court of the county in which the land is situated for leave to sell such parcel and that the Court may direct that the property be sold and conveyed upon such terms and conditions that the Court may judge appropriate; and

WHEREAS, the District is the owner of a certain parcel of property (hereinafter referred to as the “subject property” or “Property”) commonly known as Lot 1 on Merry Oaks Drive in Merry Oaks Subdivision, Sycamore, DeKalb County, Illinois, more or less, and legally described in **Exhibit A** attached to and incorporated by reference as though fully set forth herein; and

WHEREAS, the Board of Park Commissioners, in accordance with Section 1 of the Park Commissioners Land Sale Act, 70 ILCS 1235/1, make the following findings of fact in support of its legislative determination to sell the Property:

- a. The Property is approximately 9,626 square feet or 0.221 acres in area, sufficiently below the maximum allowable size of three acres to sell property pursuant to this Act.
- b. The Property is vacant and is not used for park and recreation purposes.
- c. The Park District has no current or future plans to develop the Property for park or recreation purposes.
- d. The Park District has no need to use the Property for administrative or other uses of the Park District.
- d. The Property is no longer needed, necessary, or useful for park purposes.

WHEREAS, the Board of Park Commissioners desires to sell the Property by a sealed bid auction; and

WHEREAS, the Board of Park Commissioners has determined that the sale will be in the public interest,

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

SECTION 1. The preambles to this Resolution are incorporated in this Section as if fully set forth herein as the legislative findings of the Board of Park Commissioners.

SECTION 2. The Board of Park Commissioners hereby approves the sale of the subject property by sealed bid auction, subject to the approval of the Circuit Court of DeKalb County.

SECTION 3. The subject property, being comprised of less than three (3) acres, shall be sold upon such terms and conditions as the Circuit Court of DeKalb County may think proper and in the best interests of the Park District.

SECTION 4. The President, Secretary, and Attorney are hereby authorized and directed to file a Declaratory Judgment Action with the Circuit Court of DeKalb County seeking permission to sell the Property by sealed bid auction, and to execute all necessary documents and take any other actions required for the conveyance of the subject property.

SECTION 5. With approval of the Circuit Court, and with the intent to obtain fair value for the sale of the Property, or a part thereof to be determined by the Park District Board of Commissioners, the President and Secretary are authorized to sell the Property by sealed bid auction following approval of the application by the Circuit Court of DeKalb County.

SECTION 6. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

APPROVED and ADOPTED by the Board of Park Commissioners this _____ day of _____ 2022 pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

PRESIDENT

ATTEST:

SECRETARY

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY