



Sycamore Park District  
 Regular Board Meeting  
 September 26, 2023  
 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 22, 2023 (Voice Vote)  
 Executive Sessions Minutes: August 22, 2023 (Voice Vote) (To Remain Confidential)

#### **APPROVAL OF MONTHLY CLAIMS:**

8. Claims Paid Since Board Meeting (Roll Call Vote)
27. Claims Presented (Roll Call Vote)

#### **CONSENT AGENDA:**

39. Superintendent of Finance Monthly Report
41. Budget
55. Superintendent of Recreation Monthly Report
58. Superintendent of Golf Operations Monthly Report
60. Superintendent of Parks and Facilities Monthly Report
62. Marketing & Community Outreach Manager
63. Executive Director Monthly Report

#### **CORRESPONDENCE:**

65. High School Golf Team
66. Patti Carnahan Thank You

#### **PUBLIC INPUT:**

#### **POSITIVE FEEDBACK/REPORTS:**

**PLANNING COMMISSION REPORT: Ted Strack**

**OLD BUSINESS:**

- 67. Park/Construction Updates: Jonelle/Jeff
  - Great Western Trail seg. 2
  - Reston Ponds
  - North Grove
  - Solar Panels
- 68. Community Project: North Avenue
- 69. Security Cameras: Jonelle (Roll Call Vote)
  - Pumpkin Fest Parade update
  - Superintendent of Golf Update

**NEW BUSINESS:**

- 74. Quarterly Capital Funds Update
- 76. Parasailing Ordinance
- 77. Strategic Plan Update
- 81. Park Foundation Update
- 82. IAPD Gala
- 84. KSRA Agreement

**Special Announcements**

**Potential Study Session October 10th 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:**

- 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.

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, August 22, 2023**

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 22, 2023.

Will the recording secretary please call the roll.

The following Sycamore Park District Commissioners are physically present and will be participating in the meeting in person: **Commissioners Ackmann, Doty, Graves, Strack and Kroeger.**

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

The following Sycamore Park District Commissioners are not physically present and will not be participating in the meeting: : **None.**

Staff members present were Director Bailey, Jeff Donahoe, Jeanette Freeman, Jackie Hienbuecher, and Lisa Metcalf.

**Guests at the Board meeting were:**

- Klint Mathey

**Regular and Consent Agenda Approval –  
Motion**

Commissioner Strack moved to approve the Regular Agenda and the Consent Agenda with pulling Supt. Donahoe’s report. Commissioner Graves seconded the Motion.

**Voice Vote**

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

**Approval of Minutes –  
Motion**

Commissioner Doty moved to approve the July 25, 2023, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

**Voice Vote**

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

**Motion**

Commissioner Doty moved to approve the July 25, 2023, Executive Session Meeting Minutes to remain confidential. Commissioner Graves seconded the Motion.

**Voice Vote**

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

Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
 Tuesday August 22, 2023  
 P 2

### **Claims and Accounts Approval**

#### **Motion**

Commissioner Doty moved to approve and pay the bills in the amount of \$165,091.40.  
 Commissioner Ackmann seconded the Motion.

#### **Roll Call**

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

Commissioner Strack asked Supt. Donahoe why we are seal coating the community center parking lot. He has heard this does not need to be done. Supt. Donahoe noted it has been five years since we opened, and it is cracking. He has been told this is to extend the life of the pavement and it will be \$10,000 to do all of it. President Kroeger suggested getting a new quote for just the crack filling and striping. Supt. Donahoe noted this is being started Monday. Director Bailey since this is the week chosen since there is less traffic at the community center. President Kroeger told Supt. Donahoe to call them and just have them fill the cracks and stripe only per the boards instruction.

### **Correspondence –**

- None

### **Public Input –**

Clint Mathey – He had no input at this time.

### **Positive Feedback –**

- Commissioner Strack noted the golf course is doing great.
- President Kroeger noted the user numbers at the community center are up and this is great.
- President Kroeger noted the Doty's donated three new bean bag sets and we thank them for that. He suggested moving the bags games closer to the Good Tymes shelters. Director Bailey noted we can look at putting in additional ones when we look at the Good Tymes renovations. We would not want to move the current ones.

**Plan Commission:** Commissioner Strack noted there was no meeting.

### **Old Business:**

**Solar Energy Update:** Director Bailey noted the agreements are finished. We added a 9-, 12- & 15-year option to buy out after year 8 and this is now a 20-year agreement.

#### **Motion**

Commissioner Strack moved to approve the solar contracts as presented. Commissioner Doty seconded the Motion.

#### **Roll Call**

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

Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
 Tuesday August 22, 2023  
**P 3**

### **Construction Updates:**

- **GWT:** Director Bailey noted we are still waiting on F & G for their board response along with the Ibarra Plot.
- **Reston Ponds:** Director Bailey noted Elliott & Woods would like to break ground after September 1<sup>st</sup>. We are waiting for Upland to finalize the permits with the city.
- **Riverside:** Supt. Donahoe noted the port-o-pots and fence were burned down. New port-o-pots have been put in place. Everything is all fixed now and ready for the first day of soccer. We had a company come in and seal the cement which was cheaper than replacing the whole pad. President Kroeger noted he was out there and noticed there were only a few cars in the grass even with as busy as it was. Director Bailey noted that Kevin sent her and Jeff an update on this. Supt. Donahoe noted the lot was full and there were some cars in the grass. This area was meant to be used as spillover as our agreement states. He noted that Kevin did a good job spacing the games and fields.
- **North Grove:** Director Bailey noted the grant date was postponed to Sept. 15<sup>th</sup>. This is good because we found out we don't officially own the property. The HOA never gave us the deed to the property. We had a quit claim deed back in 2020 but it expired. She has talked to the HOA and our council to get this taken care of.

### **New Business**

**Executive Session Minutes Review:** Director Bailey noted we do this bi-annually. She recommends we release September 24, 2013, September 30, 2015, and April 25, 2017.

### **Motion**

Commissioner Strack moved to approve the release of minutes that are recommended.  
 Commissioner Graves seconded the Motion.

### **Roll Call**

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

**CMT IT Solutions:** Supt. Hienbuecher noted she and Director Bailey met with CMJ to go over our inventory and needs. CMJ is updating their program to be service inclusive. Our fee per workstation will increase slightly, but this will include unlimited support Monday through Friday. President Kroeger recommended that we get a competitive bid next year.

### **Motion**

Commissioner Doty moved to approve the package as presented. Commissioner Ackmann seconded the Motion.

### **Roll Call**

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

Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
 Tuesday August 22, 2023  
**P 4**

**KSRA appointee:** Supt. Metcalf noted the KSRA board is made up of executive directors of the agencies they serve. The foundation shouldn't be the same people as on the board. Director Bailey would be on the board, and she would be on the foundation.

**Motion**

Commissioner Strack moved to approve Director Bailey as our representative on the KSRA board. Commissioner Doty seconded the Motion.

**Roll Call**

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

**Community Project – North Avenue:** Director Bailey noted we are making an official community outreach project line item. Our community outreach project this year is with the North Avenue area. We are working with them getting their trees trimmed and the basketball court resurfaced. Our foundation will be paying half of the \$2000 tree service and we will be paying the other half.

**Motion**

Commissioner Strack moved to approve the tree service as presented. Commissioner Doty seconded the Motion.

**Roll Call**

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

**Security Cameras:** Director Bailey noted this is the third camera company they have talked to. This one would be the most flexible for us in our parks. There was more discussion on this.

**Motion**

Commissioner Doty moved to approve permitting Directly Bailey to move forward with more research on this. Commissioner Ackmann seconded the Motion.

**Roll Call**

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

**Pumpkinfest Parade:** Director Bailey noted we are going to do the parade this year. They are discussing now what we will do.

**Special Announcements –**

**September Study Session:** None was scheduled.

**Public Input –** None

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday August 22, 2023  
**P 5**

**Motion**

The Board adjourned the Regular Session at 6:42 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

**Voice Vote**

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

Respectfully Submitted,

Jeanette Freeman  
Recording Secretary  
Sycamore Park District

*Interim*

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET ACUSHNET COMPANY									
916397673	01	PINNACLE RUSH 15 BALL	501000001300	08/23/23	00006460	66454	08/29/23	315.05	315.05
	02	SHIPPING INV 916397673	501000001300		00006460				288.00
									27.05
916438381	01	TITLEIST PRO-VI'S	501000001300	08/29/23	00006470	66470	08/31/23	743.85	743.85
	02	SHIPPING INV 916438381	501000001300		00006470				742.50
	03	DISC INV 916438381	501000001300		00006470				16.20
									-14.85
								VENDOR TOTAL:	1,058.90
AFLAC	876600	01 AFLAC - PRE TAX	101000002006	08/12/23		66414	08/18/23	502.82	502.82
		02 AFLAC - AFTER TAX	101000002007						474.02
									28.80
AIRGAS	5501557907	01 RENTAL-SHOP WELDING TANKS	101500056307	08/31/23		66483	09/12/23	40.12	40.12
									40.12
								VENDOR TOTAL:	40.12
AMERTITL	5582	01 TITLE WORK - NORTH GROVE	101000036120	08/23/23		66520	09/20/23	150.00	150.00
									150.00
								VENDOR TOTAL:	150.00
BANN	80869	01 NEW MAINT SHOP SIGNS	101200046203	08/08/23	00006445	66415	08/18/23	205.00	205.00
	81013	01 10 TEE SIGN	504100076517	08/23/23	00006462	66455	08/29/23	132.00	132.00
	81096	01 SEVERE WEATHER SHELTER SIGN	207500076514	09/05/23	00006489	66484	09/12/23	364.00	44.00
									44.00
	81113	01 PHOTO ENLARGEMENTS	101200046214	09/07/23	00006481	66484	09/12/23	364.00	320.00
									320.00
								VENDOR TOTAL:	701.00



FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
BREAK		BREAKTHRU BEVERAGE ILLINOIS LL							
	111435019			07/28/23	00006436	66416	08/18/23	2,317.82	2,317.82
		01 CROWN ROYAL	303000086636		00006436				319.41
		02 CROWN ROYAL APPLE	303000086636		00006436				319.41
		03 TITOS	303000086636		00006436				1,674.00
		04 DELIVERY	303000086636		00006436				5.00
BSN		BSN SPORTS					VENDOR TOTAL:	2,317.82	
	922416205			08/11/23		66485	09/12/23	5,099.00	5,099.00
		01 8 NEW SOCCER GOALS-U8 FIELDS	202100076537						5,099.00
	922416205-2ND CHECK			08/11/23		66486	09/12/23	5,100.57	5,100.57
		01 8 SOCCER GOALS - U8 FIELDS	202100076537						5,100.57
CAPITALO		CAPITAL ONE					VENDOR TOTAL:	10,199.57	
	1650496518			08/19/23		66461	08/30/23	1,130.16	1,130.16
		01 HOT DOG BUNS	303000086615		00006406				41.40
		02 COFFEE	303000086632		00006406				9.92
		03 ONIONS/TOMATOES	303000086629		00006406				9.19
		04 CAN POP	303000086631		00006406				23.44
		05 ONION	206194006230		00006406				3.37
		06 TONIC WATER	303000086636		00006443				7.36
		07 LETTUCE	303000086629		00006443				3.76
		08 HAMBURGER BUNS	303000086613		00006443				19.32
		09 FOAM PLATES	303500086640		00006443				5.42
		10 LETTUCE/TOMATO	303000086629		00006441				7.87
		11 LEMONS	303000086636		00006441				1.16
		12 TOMATO/CRANBRY JUICE	303000086631		00006441				37.04
		13 GATORADE	205011506216		00006441				213.84
		14 CAMP SNACKS	303000086636		00006441				47.68
		15 LIMES	303000086636		00006441				4.98
		16 ONIONS	303000086629		00006441				4.28
		17 ONION/LETTUCE	303000086629		00006444				7.13
		18 BAGELS	303000086610		00006444				3.12
		19 ENGLISH MUFFINS	303000086610		00006444				4.50
		20 TOMATO JUICE	303000086636		00006444				7.96
		21 COFFEE	303000086632		00006444				9.92
		22 EGGS	303000086610		00006444				5.00
		23 BREAD	303000086612		00006444				2.58
		24 LETTUCE/TOMATO	303000086629		00006442				13.52
		25 BREAD	303000086612		00006442				2.58
		26 SALT	303000086629		00006442				0.64
		27 TOMATO/CRANBERRY JUICE	303000086636		00006442				23.88

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1650496518				08/19/23		66461	08/30/23	1,130.16	1,130.16
	28	COOKIES	303000086618		00006446				25.96
	29	PEANUTS	303000086618		00006446				32.64
	30	CRACKERS	303000086618		00006446				18.72
	31	GUSHERS	303300086624		00006446				41.94
	32	TAKIS	303000086618		00006446				18.38
	33	CANDY	303000086624		00006447				373.78
	34	FAMOUS AMOS	303000086618		00006447				53.64
	35	COOKIES	303000086618		00006447				27.96
	36	SWEET N SALTY	303000086618		00006447				16.28
CCP	CCP INDUSTRIES INC.							VENDOR TOTAL:	1,130.16
INO3320949				07/18/23		66487	09/12/23	273.89	273.89
	01	HAND TOWEL - SHOP	101500076510						273.89
CEDAR	CEDAR RAPIDS TIRE							VENDOR TOTAL:	273.89
922636				09/06/23		66488	09/12/23	314.82	253.97
	01	CART & MOWER TIRES	504100066403						126.98
	02	CART & MOWER TIRES	202100066403						126.99
922848				09/08/23		66488	09/12/23	314.82	60.85
	01	GOLF CART TIRE	504000066409						60.85
CHALL	CHALLENGER SPORTS CAMP							VENDOR TOTAL:	314.82
SUMMER 022-BALANCE				09/01/23		66473	09/01/23	423.60	423.60
	01	ADJ FEES OWED- SOCCER CAMP	205550166128						423.60
CINTA2	CINTAS CORP							VENDOR TOTAL:	423.60
5173236114				08/29/23		66489	09/12/23	86.22	28.43
	01	1ST AID STOCK - CC	207500076513						28.43
8406375216				08/04/23		66489	09/12/23	86.22	35.06
	01	1ST AID STOCK - OLD MAINT	101500076513						35.06
8406408208				09/01/23		66489	09/12/23	86.22	22.73
	01	1ST AID STOCK - OLD MAINT	101500076513						22.73
								VENDOR TOTAL:	86.22

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
CITY	CITY OF SYCAMORE							
	AUGUST 2023			09/20/23	09/20/23	66521	323.00	323.00
	01	CITY SALES TAX - CLUBHOUSE	303000116852					270.00
	02	CITY SALES TAX - BEV CART	303100116852					37.00
	03	CITY SALES TAX - VENDING	207500086650					3.00
	04	CITY SALES TAX - BASEBALL CONC	303300116852					6.00
	05	CITY SALES TAX - CATERING	303500116852					7.00
CITY2	CITY OF SYCAMORE						VENDOR TOTAL:	323.00
	006751-073123			08/23/23	09/12/23	66490	2,745.39	242.05
	01	WATER/SEWER - MAINT	101500096704					242.05
	006752-073123			08/23/23	09/12/23	66490	2,745.39	2,503.34
	01	WATER/SEWER - CC	207500096704					2,503.34
CMJ	CMJ TECHNOLOGIES, INC.						VENDOR TOTAL:	2,745.39
	17852			08/23/23	08/24/23	66448	1,023.75	1,023.75
	01	LABOR BALANCE	101000056304					511.88
	02	LABOR BALANCE	201000056304					511.87
COMCA	COMCAST						VENDOR TOTAL:	1,023.75
	0468024-0823			08/10/23	08/18/23	66417	637.16	637.16
	01	INTERNET	101000096706					129.95
	02	INTERNET	201000096706					129.95
	03	CABLE	207500096705					377.26
	0468024-0923			09/10/23	09/20/23	66522	637.16	637.16
	01	INTERNET	101000096706					129.95
	02	INTERNET	201000096706					129.95
	03	CABLE	207500096705					377.26
	0468768-0923			08/25/23	09/06/23	66477	187.02	187.02
	01	CABLE	303000096705					93.51
	02	CABLE	504000096705					93.51
COMMO	COMMONWEALTH EDISON						VENDOR TOTAL:	1,461.34
	082423			08/24/23	08/30/23	66462	16.54	16.54
	01	WETZEL PARK	101500096702					16.54

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
083123		01 BOYNTON PARK	101500096702	08/31/23		66478	09/06/23	163.08	163.08
		02 KIWANIS PARK	101500096702						14.26
		03 EMIL CASSIER PARK	101500096702						42.56
		04 GOOD Tymes SHELTER	101500096702						19.48
		05 ENTRY PARK	101500096702						28.90
		06 SOCCER COMPLEX	202100096702						23.14
									34.74
090123		01 FOUNDERS PARK	101500096702	09/01/23		66491	09/12/23	889.66	889.66
		02 SYCAMORE LAKE	101500096702						19.58
		03 WETZEL PARK	101500096702						27.15
		04 OLD MILL	101500096702						57.94
		05 MAINT BLDG.	101500096702						24.88
		06 MAINT BLDG	504100096702						372.07
		07 SPORTS COMPLEX	202100096702						15.97
CONS								VENDOR TOTAL:	1,069.28
121021307		01 GASOLINE - OLD SHOP TANK 4	504000076515	08/22/23		66493	09/12/23	6,979.15	1,058.40
121021308		01 DIESEL - OLD SHOP TANK 3	504100076515	08/22/23		66493	09/12/23	6,979.15	1,058.40
121021309		01 DIESEL - GOLF	504100076515	08/22/23		66493	09/12/23	6,979.15	675.11
121021310		01 GASOLINE - GOLF	504100076515	08/22/23		66493	09/12/23	6,979.15	675.11
		02 GASOLINE - PARKS	101500076515						1,421.01
		03 GASOLINE -SC	202100076515						1,421.01
		04 GASOLINE -TRUCKS	101500076515						697.83
121021381		01 OLD SHOP - GAS - TANK 4	504000076515	09/01/23		66493	09/12/23	6,979.15	129.54
121021382		01 DIESEL - GOLF	504100076515	09/01/23		66493	09/12/23	6,979.15	96.75
121021383		01 GASOLINE - GOLF	504100076515	09/01/23		66493	09/12/23	6,979.15	94.92
		02 GASOLINE - PARKS	101500076515						376.62
		03 GASOLINE - SC	202100076515						854.90
		04 GASOLINE - TRUCK	101500076515						854.90
									1,228.15
									1,228.15
									1,043.75
									394.47
									22.39
									180.18
									446.71

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
DEKA		DEKALB LAWN & EQUIPMENT CO.						VENDOR TOTAL:	6,979.15
	92344	01 SEAL CASTOR FOR ZERO TURN MOWE	202100066403	08/18/23	00006457	66433	08/23/23	8.80	8.80
	92658	01 CHAIN SAW BAR	101500066402	09/06/23	00006482	66494	09/12/23	36.89	36.89
DEKGAR		DEKALB GARAGE DOORS, LLC						VENDOR TOTAL:	45.69
	08-22-23	01 SHOP GARAGE DOOR GEAR REPAIR	101500056300	08/22/23	00006480	66523	09/20/23	125.00	125.00
EUCL		EUCLID BEVERAGE LTD.						VENDOR TOTAL:	125.00
	W-3147866	01 COORS LIGHT	303000086634	07/28/23	00006438	66418	08/18/23	905.60	506.60
		02 MILLER LITE	303000086634		00006438				192.00
		03 MIKES BLK CHERRY	303000086635		00006438				192.00
		04 DELIVERY	303000086634		00006438				114.60
	W-3152253	01 BLUE MOON	303000086634	08/04/23	00006439	66418	08/18/23	905.60	399.00
		02 HEINEKEN	303000086634		00006439				65.80
		03 MIKES HARD LEMON	303000086635		00006439				65.60
		04 DELIVERY	303000086634		00006439				114.60
		05 KEG	303000086634		00006439				8.00
	W-3704645	01 HAZY	303000086634	08/25/23		66474	09/01/23	342.70	342.70
		02 MILLER LITE	303000086634						71.90
		03 MILLER HIGH LIFE	303000086634						230.40
		04 DELVIERY	303000086634						32.40
FAIR		FAIRWAY CLUB MENS LEAGUE						VENDOR TOTAL:	1,248.30
	2023 MENS PAYOUTS								
	01 2023 MENS LEAGUES PAYOUTS		504000046219	09/12/23		66495	09/12/23	3,155.00	3,155.00
								VENDOR TOTAL:	3,155.00

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
FINN		FINNEY'S ELECTRIC							
	25077	01 REPL LIGHTS ETC FOUND PARK	101500056300	09/07/23		66496	09/12/23	814.22	814.22
		02 REPL LIGHTS ETC FOUND PARK	101500056307						407.11
									407.11
									814.22
									VENDOR TOTAL:
FOX1		FOX VALLEY FIRE & SAFETY							
	IN00626941	01 SHOP - FIRE ALARM MONITORING	101500056300	09/07/23		66497	09/12/23	165.00	165.00
									165.00
									VENDOR TOTAL:
FRONTIER		FRONTIER							
	4818-082223	01 MAINT	101500096700	08/22/23		66463	08/30/23	206.98	206.98
		02 MAINT	202100096700						103.49
									103.49
									206.98
									VENDOR TOTAL:
GAME		GAMETIME							
	PJI-0208000	01 PLAYGROUND REPLACEMENT	101500066407	05/08/23		66498	09/12/23	4,414.96	4,414.96
									4,414.96
									VENDOR TOTAL:
GENOAPK		GENOA TOWNSHIP PARK DISTRICT							
	678-2023	01 CUBS GAMES 7-6 & 9-9	205231606216	04/25/23		66419	08/18/23	2,217.27	2,217.27
									2,217.27
									VENDOR TOTAL:
HARRG		HARRIS GOLF CARS SALES & SERVI							
	01-347979	01 GOLF CART PARTS	50400066409	07/27/23		66452	08/25/23	172.13	25.25
									25.25
	01-349106	01 GOLF CART PARTS	50400066409	08/09/23		66452	08/25/23	172.13	66.76
									66.76
	01-349246	01 GOLF CART PARTS	50400066409	08/10/23		66452	08/25/23	172.13	57.84
									57.84
	01-349831	01 GOLF CART PARTS	50400066409	08/17/23		66452	08/25/23	172.13	22.28
									22.28

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
HORN		HORNUNG'S PRO GOLF SALES INC.							172.13
	533763								
		01 GOLF PRIDE TOUR WRAP 2G	501000001303	08/22/23	00006461	66456	08/29/23	176.15	176.15
		02 SUPER STROKE TOUR PUTTER	501000001303		00006461				146.88
		03 DISC INV 533763	501000001303		00006461				19.65
		04 SHIPPING INV 533763	501000001303		00006461				-3.33
									12.95
									176.15
ILLAG		ILLINOIS DEPT OF AGRICULTURE							
	5-25-21	REPLACEMENT		08/29/23		66457	08/29/23	120.00	120.00
		01 REPLACEMENT CK 063236	101000046204						120.00
									120.00
INTEG		INTEGRA BUSINESS SYSTEMS, INC.							
	INV109079			07/06/23		66453	08/25/23	205.97	44.59
		01 PRINTER/COPIER - PRO SHOP	101000056304						22.29
		02 PRINTER/COPIER - PRO SHOP	201000056304						22.30
	INV109080			07/06/23		66453	08/25/23	205.97	53.99
		01 PRINTER/COPIER - MAINT	101000056304						26.99
		02 PRINTER/COPIER - MAINT	201000056304						27.00
	INV109081			07/06/23		66453	08/25/23	205.97	63.97
		01 PRINTER/COPIER - CC	101000056304						31.98
		02 PRINTER/COPIER - CC	201000056304						31.99
	INV109082			07/06/23		66453	08/25/23	205.97	43.42
		01 PRINTER/COPIER - ADMIN	101000056304						21.71
		02 PRINTER/COPIER - ADMIN	201000056304						21.71
									205.97
INTERS		INTERSTATE BATTERIES ROCKFORD							
	300399377			08/21/23	00006455	66434	08/23/23	60.95	60.95
		01 BATTERY FOR CART	202100066402						60.95
KAR		KAR-FRE FLOWERS							
	371697/1			08/25/23		66499	09/12/23	175.95	175.95
		01 STAFF FLOWERS	101000046213						87.97
		02 STAFF FLOWERS	201000046213						87.98

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
KISH		KISHWAUKEE SPECIAL RECREATION							175.95
	2023-4	01 2023 CONTRIBUTION	221000116855	08/17/23		66420	08/18/23	2,261.65	2,261.65
									VENDOR TOTAL:
MARS		M.A.R.S., INC.							2,261.65
	590181	01 REBUILT ALTERNATOR GMC TRUCK	101500066402	08/21/23	00006456	66435	08/23/23	165.00	165.00
									VENDOR TOTAL:
MART		MARTENSON TURF PRODUCTS							165.00
	91616	01 SEED FOR SPORTS/PARKS	101500076502	08/25/23		66500	09/12/23	224.00	224.00
		02 SEED FOR SPORTS/PARKS	202100076521						112.00
									112.00
									VENDOR TOTAL:
MENA		MENARDS - SYCAMORE							224.00
	96671	01 ROAD HOLE PATCH	101500066406	08/10/23	00006427	66524	09/20/23	67.32	67.32
	96933	01 FLIPTOGGLES FASTENERS	101500076500	08/14/23	00006430	66436	08/23/23	241.79	47.80
	96965	01 STAIN FOR CLUBHOUSE BAR	101000066401	08/14/23	00006431	66436	08/23/23	241.79	47.80
	97008	01 BATTERY CHARGER, RAKES	101500066400	08/15/23	00006459	66436	08/23/23	241.79	48.98
	97230	01 BRUSH KILLER, ROPE, LAND BLKS,	101500066404	08/18/23	00006458	66436	08/23/23	241.79	48.98
	97246	01 FASTENERS	101500076500	08/18/23	00006450	66436	08/23/23	241.79	75.20
	97513	01 GRINDING DISKS FOR BLADES	101500076511	08/22/23	00006454	66502	09/12/23	547.59	75.20
	97515	01 STRIPING PAINT FOR TRAILS	101500066406	08/22/23	00006452	66502	09/12/23	547.59	68.12
									68.12
									1.69
									1.69
									21.69
									21.69
									19.96
									19.96



FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
97558	01	GAS CANS, PLUGS,	101500066401	08/23/23	00006451	66502	09/12/23	547.59	57.05
97571	01	JANITORIAL	207500076510	08/23/23	00006464	66502	09/12/23	547.59	7.78
97700	01	STARTER FERT. SPORTS	202100076527	08/25/23	00006465	66502	09/12/23	547.59	29.98
97953	01	CONCRETE/REBAR FOR PAD	101500066404	08/29/23	00006469	66502	09/12/23	547.59	353.53
98013	01	DRILL BITS, FASTERNERS, CORDS	101500076511	08/30/23	00006474	66502	09/12/23	547.59	14.95
98051	01	SHOP CLEANER, STARTER FERT	101500076506	08/31/23	00006478	66502	09/12/23	547.59	42.65
MID-WEST FAMILY BROADCASTING									
IN-123084462	01	AUG ADS	101200046209	08/31/23	00006473	66479	09/06/23	206.25	206.25
VENDOR TOTAL: 856.70									
MR OUTHOUSE, INC									
6797	01	PORT-O-POTS - GOLF	504100056309	07/14/23		66421	08/18/23	2,715.00	2,715.00
	02	PORT-O-POTS - PARKS	101500056309						360.00
	03	PORT-O-POTS -SC	202100056309						1,177.50
6980	01	PORT-O-POTS - GOLF	504100056309	08/11/23		66437	08/23/23	2,940.00	2,940.00
	02	PORT-O-POTS - SC	202100056309						360.00
	03	PORT-O-POTS - PARKS	101500056309						1,290.00
VENDOR TOTAL: 5,655.00									
MYERSO MYERS, ROBERT									
66	01	DRONE IMAGES OF DISC GOLF	101200046214	08/27/23	00006463	66458	08/29/23	125.00	125.00
VENDOR TOTAL: 125.00									

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ITEM AMT
NICOR	NICOR GAS								
083123		01 MAINT BLDG	101500096703	08/31/23		66503	09/12/23	818.69	818.69
		02 MAINT BLDG	504100096703						116.75
		03 POOL	518100096703						116.75
		04 UPSTAIRS OFFICE	101000096703						166.18
		05 ADMIN	101000096703						51.68
		06 ADMIN	201000096703						45.48
		07 PRO SHOP	504000096703						45.48
		08 CLUBHOUSE	303000096703						19.49
		09 PUMP HOUSE	504100096703						52.46
		10 AIRPORT RD PROPERTY	207500096703						184.93
							VENDOR TOTAL:		818.69
NUTOYS	NUTOYS LEISURE PRODUCTS								
54694		01 RESTON PONDS PARK PLAYGROUND	701000207042	08/24/23		66504	09/12/23	75,070.00	75,070.00
							VENDOR TOTAL:		75,070.00
PENDEL	PENDELTON TURF SUPPLY								
7379		01 FAIRWAY FUNGICIDE	504100076507	08/22/23		66438	08/23/23	1,869.00	1,869.00
							VENDOR TOTAL:		1,869.00
PEPSI	PEPSI COLA GEN. BOT.								
00972555		01 20 OZ BTL POP	303000086631	08/02/23		66422	08/18/23	654.65	654.65
		02 WATER	303000086631						29.28
		03 5 GAL BIB	303000086630						97.08
		04 3 GAL BIB	303000086630						281.25
		05 CO2TANK	303000086630						176.04
							VENDOR TOTAL:		71.00
18726304		01 BOTTLED WATER	303000086631	08/30/23		66505	09/12/23	359.82	359.82
		02 20 OZ BTL POP	303000086631						242.70
							VENDOR TOTAL:		117.12
PERFOR	PERFORMANCE FOODSERVICE								
7335849		01 FRYER OIL	303000086617	07/20/23		66424	08/18/23	2,341.85	1,612.94
		02 KETCHUP	303000086629						118.02
		03 PAPER TOWELS	303000076550						41.99
		04 CHIPS	303000086622						48.19
							VENDOR TOTAL:		39.24

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
7335849		05 SPORT PEPPERS	3030000886629	07/20/23	00006433	66424	08/18/23	2,341.85	1,612.94
		06 HAMBURGER BUNS	3030000886613		00006433				39.59
		07 FRENCH FRIES	3030000886617		00006433				42.63
		08 HOT DOGS	3030000886615		00006433				32.96
		09 POPCORN CHICKEN	3030000886616		00006433				504.20
		10 HAMBURGERS	3030000886613		00006433				68.82
		11 CHICKEN STRIPS	3030000886616		00006433				373.44
		12 BRATS	3030000886615		00006433				44.91
		13 FUEL CHARGE	3030000886615		00006433				251.95
									7.00
7347915		01 FRYER OIL	3030000886617	08/03/23	00006434	66424	08/18/23	2,341.85	728.91
		02 PAPER TOWELS	303300076550		00006434				78.68
		03 RELISH	3030000886629		00006434				48.19
		04 MUSTARD	3030000886629		00006434				49.86
		05 NACHO TRAYS	206194006230		00006434				29.29
		06 TORTILLA CHIPS	3033000886620		00006434				49.76
		07 CHEESE CURDS	3030000886617		00006434				24.83
		08 HOT DOGS	3030000886615		00006434				156.00
		09 POPCORN CHICKEN	3030000886616		00006434				151.26
		10 MOZZARELLA STRIPS	3030000886617		00006434				68.84
		11 DELIVERY	3030000886617		00006434				65.20
									7.00
7362041		01 KETCHUP	3030000886629	08/17/23	00006448	66429	08/22/23	703.02	703.02
		02 JALEPENOS	3033000886620		00006448				43.99
		03 CHIPS	3030000886622		00006448				37.98
		04 TOSTITOS	3033000886620		00006448				197.09
		05 BACON	3030000886613		00006448				49.66
		06 SHREDDED CHEESE	3030000886616		00006448				43.11
		07 HAMBURGER BUNS	3030000886613		00006448				67.67
		08 HAMBURGERS	3030000886613		00006448				36.84
		09 FRENCH FRIES	3030000886617		00006448				186.72
		10 DELIVERY CHARGE	3033000886620		00006448				32.96
									7.00
7362589		01 TORTILLA CHIPS	3033000886620	08/21/23		66475	09/01/23	24.83	24.83
									24.83
PLAYERS GOLF CARS							VENDOR TOTAL:		3,069.70
25190		01 CART RENTAL - 8/19	504000036126	08/23/23		66506	09/12/23	600.00	600.00
									600.00
							VENDOR TOTAL:		600.00

SYCAMORE PARK DISTRICT  
PAID INVOICE LISTING

DATE: 09/20/2023  
TIME: 10:39:27  
ID: AP450000.WOW

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PRIN		PRINCIPAL LIFE INS GROUP							
	SEPT 2023								
		01 DENTAL INS PREM	101000106801	09/06/23		66480	09/06/23	1,643.31	1,643.31
		02 DENTAL INS PREM	101500106801						349.47
		03 DENTAL INS PREM	504100106801						126.44
		04 DENTAL INS PREM	504000106801						139.99
		05 DENTAL INS PREM	201000106801						70.32
		06 DENTAL INS PREM	202100106801						435.53
		07 DENTAL INS PREM	207500106801						332.67
		08 DENTAL INS PREM	303000106801						162.84
									26.05
PRI		PRIORITY PROMOTIONS						VENDOR TOTAL:	1,643.31
	3007451	01 SHIRTS - 100. HOLES	504000046215	07/27/23		66430	08/22/23	369.00	369.00
PRI		PRIORITY PRODUCTS INC						VENDOR TOTAL:	369.00
	992742	01 THREAD LOCK AND PUMP SHOP	101500076500	08/28/23	00006471	66507	09/12/23	107.38	107.38
RAT		RATCLIFF SEALCOATING						VENDOR TOTAL:	107.38
	539	01 SEALCOAT DRIVE	701000207007	07/28/23		66471	08/31/23	5,150.00	150.00
	588	01 CRACK FILL & STRIPE CC LOT	701000207007	08/29/23		66471	08/31/23	5,150.00	150.00
REIN		REINDERS, INC.						VENDOR TOTAL:	5,150.00
	1946533-01	01 IRRIGATION HEADS PARTS	504100076505	09/06/23		66509	09/12/23	859.40	400.25
	1946878-00	01 RETURN - IRRIG PARTS	504100076505	09/07/23		66509	09/12/23	859.40	400.25
	1947024-00	01 IRRIG SYS REPAIR & DIAG	504100076505	09/11/23		66509	09/12/23	859.40	-521.92
	19946533-02	01 IRRIG PILOT VALVE	504100076505	09/08/23		66509	09/12/23	859.40	-521.92
									315.00
									315.00
									75.85
									75.85

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	6038415-01	01 MOWER PULLEY - TORO	101500066403	08/18/23		66439	08/23/23	311.80	105.10 105.10
	6039054-00	01 MOWER TIRE & FASTNER	504100066403	08/22/23		66439	08/23/23	311.80	206.70 206.70
	6039054-01	01 MOWER SEALS	101500066403	08/30/23		66509	09/12/23	859.40	35.29 35.29
	6039212-00	01 UTILITY CART	202100066402	09/05/23		66509	09/12/23	859.40	193.20 193.20
	6039806-00	01 ZERO TURN MOWER PARTS	101500066403	09/05/23		66509	09/12/23	859.40	38.07 38.07
	6039995-00	01 HOSE-TIRE SEAL PATCH KIT	504100066403	09/08/23		66509	09/12/23	859.40	78.91 78.91
	6040031-00	01 PARK MOWER BELT & PARTS	101500066403	09/07/23		66509	09/12/23	859.40	120.19 120.19
	6040031-01	01 MOWER BELTS	202100066403	09/08/23		66509	09/12/23	859.40	124.56 124.56
RINGCEN		RINGCENTRAL INC.						VENDOR TOTAL:	1,171.20
	CD_000644692	01 TELEPHONE	101000096700	08/22/23		66510	09/12/23	972.13	972.13
		02 TELEPHONE	201000096700						486.06 486.07
ROCHNEW		THE ROCHELLE NEWS-LEADER						VENDOR TOTAL:	972.13
	INV256008	01 DEKALB COUNTY PRINT	101200046208	08/16/23		66440	08/23/23	189.00	189.00 189.00
RONDO		RONDO ENTERPRISES, INC.						VENDOR TOTAL:	189.00
	177298	01 SCREWS FOR TRAILER	101500066402	09/05/23		66511	09/12/23	3.75	3.75 3.75
								VENDOR TOTAL:	3.75

DATE: 09/20/2023  
 TIME: 10:39:27  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SCHOEN		SCHOENBERGER, JAMIE							
10	01	HISTORY CTR. PROG. FILMING	101200046214	08/10/23		66425	08/18/23	300.00	300.00
SHA		SHARE CORP.						VENDOR TOTAL:	300.00
242859	01	BLADE GRINDING DISKS-- SHOP	101500066403	08/14/23		66512	09/12/23	448.86	218.40
243466	01	MOWER REEL GRINDING DISKS	504100066403	08/21/23		66512	09/12/23	448.86	230.46
SHAW		SHAW SUBURBAN MEDIA						VENDOR TOTAL:	448.86
082310027030	01	PARENT SOURCE AND DK C FINEST	101200046208	08/31/23	00006472	66481	09/06/23	885.00	885.00
SHELLEN		SHELL ENERGY SOLUTIONS NE						VENDOR TOTAL:	885.00
NE0000000131721	01	MAINT BLDG	101500096702	02/17/23		66482	09/06/23	534.53	534.53
	02	MAINT BLDG	504100096702						264.62
	03	SPORTS COMPLEX	202100096702						264.62
									5.29
SOLI		SOLITUDE LAKE MANAGEMENT INC						VENDOR TOTAL:	534.53
PSI005107	01	ANNUAL MAINT WEED TREATMENT	101500076504	08/30/23		66513	09/12/23	2,120.00	500.00
PSI010970	01	ANNUAL MAINT	101500076504	09/01/23		66513	09/12/23	2,120.00	930.00
PSI011582	01	KRPAN POND MAINT	101500076504	09/01/23		66513	09/12/23	2,120.00	690.00
SOU		SOUTHERN GLAZER'S WINE SPIRITS						VENDOR TOTAL:	2,120.00
4860003	01	WINE	303000086638	07/25/23		66426	08/18/23	758.18	758.18
	02	MALIBU	303000086636						336.00
	03	BACARDI	303000086636						270.00
	04	MALIBU PROMO	303000086636						136.98
									8.16

SYCAMORE PARK DISTRICT  
PAID INVOICE LISTING

DATE: 09/20/2023  
TIME: 10:39:27  
ID: AP450000.WOW

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
4860003	05	BACARDI PROMO	303000086636	07/25/23	00006435	66426	08/18/23	758.18	758.18
	06	DELIVERY	303000086636		00006435				2.04
									5.00
		VENDOR TOTAL: 758.18							
3545387168	01	CALENDARS	101000046200	08/19/23		66441	08/23/23	160.40	160.40
	02	CALENDARS	201000046200						80.20
									80.20
3546050054	01	COPY PAPER	101000046200	08/26/23		66514	09/12/23	175.21	41.49
	02	COPY PAPER	201000046200						20.74
									20.75
3546050055	01	GLOVES - 1ST AID	207500076513	08/26/23		66514	09/12/23	175.21	52.20
									52.20
3546830814	01	PAPER - LABELS	101000046200	09/02/23		66514	09/12/23	175.21	81.52
	02	PAPER - LABELS	201000046200						33.44
	03	STAPLES - TAPE	101000046200						33.45
	04	STAPLES - TAPE	201000046200						7.31
									7.32
		VENDOR TOTAL: 335.61							
578246	01	BUDWEISER	303000086634	08/09/23		66427	08/18/23	887.70	887.70
	02	BUD LIGHT	303000086634						92.25
	03	MICH ULTRA	303000086634						92.25
	04	ARNIE PALMER	303000086631						88.40
	05	NUTRL	303000086635						108.00
	06	1/2 KEG	303000086634						304.80
	07	1/2 KEG	303000086634						96.00
	08	DELIVERY	303000086634						98.00
									8.00
583904	01	BUD LITE	303000086634	08/30/23		66476	09/01/23	207.15	207.15
	02	MICH ULTRA	303000086634						73.80
	03	LEMON SHANDY	303000086634						44.20
	04	DELIVERY	303000086634						81.15
									8.00
		VENDOR TOTAL: 1,094.85							
2023	01	FNBO CHALLENGE	101200046214	08/01/23		66428	08/18/23	500.00	500.00
									500.00
		VENDOR TOTAL: 1,094.85							

DATE: 09/20/2023  
 TIME: 10:39:27  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SYCPUMP		SYCAMORE PUMPKIN FESTIVAL COMM						VENDOR TOTAL:	500.00
		PARADE ENTRY FEE		08/30/23		66472	08/31/23	45.00	45.00
		01 PUMPKIN FEST PARADE ENTRY FEE	1012000046214						45.00
SYCROT		SYCAMORE ROTARY CLUB						VENDOR TOTAL:	45.00
	1568	01 DUES 1ST QTR	1010000046204	08/24/23		66464	08/30/23	190.00	190.00
		02 DUES 1ST QTR	2010000046204						95.00
									95.00
T0000021		DONAHOE, JEFF						VENDOR TOTAL:	190.00
		PAYROLL REPLACEMENT		09/15/23		66518	09/15/23	400.00	400.00
		01 REPL PAYROLL 9/8 DD RETURN	101000001001						400.00
		REPLACEMENT CHECK		08/23/23		66442	08/23/23	791.98	791.98
		01 REPL CK059105 - NOT CASHED	504100076500						791.98
T0000024		DOBBERSTEIN, MELISSA						VENDOR TOTAL:	1,191.98
		REPL CHECK #4		08/23/23		66443	08/23/23	187.15	106.38
		01 REPL CK 060272 - NOT CASHED	2010000046211						52.20
		02 REPL CK 060272 - NOT CASHED	206095036216						54.18
		REPLACE CHECKS		08/23/23		66443	08/23/23	187.15	28.77
		01 REPL CK 060773 - NOT CASHED	2060952236216						28.77
		REPLACEMENT CHECK		08/23/23		66443	08/23/23	187.15	40.00
		01 REPL CK060241 - NOT CASHED	206095046216						30.00
		02 REPL CK060241 - NOT CASHED	206095036216						10.00
		REPLACEMENT CHECKS		08/23/23		66443	08/23/23	187.15	12.00
		01 REPL CK060199 - NOT CASHED	303500003090						12.00
T0001643		FAIVRE, FLORENCE						VENDOR TOTAL:	187.15
		REPLACEMENT CHECK		08/30/23		66465	08/30/23	13.00	13.00
		01 REPL CK #065134 - 9/30/22	303000086613						13.00



SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001644	LAKE-ROGMAN, JENNI							VENDOR TOTAL:	13.00
	REPLACEMENT CHECK			08/30/23		66466	08/30/23	18.31	18.31
	01 REPLACEMENT CK #062561		205011306216						9.69
	02 REPLACEMENT CK #063012		205011306216						8.62
T0001660	OCZKOWSKI, TRACY							VENDOR TOTAL:	18.31
	REPLACEMENT CHECK			08/30/23		66467	08/30/23	15.11	15.11
	01 REPL CK #062851 - REIMB		207500046200						15.11
T0001721	HOBELIT, CHRIS							VENDOR TOTAL:	15.11
	REPLACEMENT CHECK			08/30/23		66468	08/30/23	8.86	8.86
	01 REPLACEMENT CK #065490		101000046213						4.43
	02 REPLACEMENT CK #065490		101000046213						4.43
T0001801	DOTY, TOM							VENDOR TOTAL:	8.86
	REFUND			08/23/23		66444	08/23/23	70.00	70.00
	01 CLASS REFUND-PICKLEBALL 101		201000002150						70.00
T0001802	CURRAN, KIM							VENDOR TOTAL:	70.00
	REFUND			08/23/23		66445	08/23/23	70.00	70.00
	01 REFUND CLASS - PICKLEBALL		201000002150						70.00
T0001803	ABURTO, JOSE							VENDOR TOTAL:	70.00
	REFUND			08/24/23		66449	08/24/23	33.00	33.00
	01 CLASS REFUND		201000002150						33.00
T0001804	NICHOLAS P. MCCARNEY MEMORIAL							VENDOR TOTAL:	33.00
	MCCARNEY MEMORIAL FUND			08/30/23		66469	08/30/23	100.00	100.00
	01 MCCARNEY MEMORIAL FUND		101000046213						50.00
	02 MCCARNEY MEMORIAL FUND		201000046213						50.00

FROM 08/17/2023 TO 09/20/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001805	DOTY, MELISSA								100.00
	REIMBURSEMENT								
	01	REIMB SUPPLIES-SITTER CLASS	205121006216	09/19/23		66519	09/19/23	7.55	7.55
	TYLER ENTERPRISES								7.55
	65701	01 FAIRWAY/GREEN FUNGICIDES,	504100076507	08/17/23	00006426	66431	08/22/23	584.00	584.00
	65750	01 POND ALGAE CONTROL	101500076504	08/18/23		66515	09/12/23	466.25	130.00
	65884	01 POND ALAE	101500076504	09/06/23		66515	09/12/23	466.25	130.00
	02	GOLF FUNGICIDE	504100076507						206.25
ULINE	ULINE								1,050.25
	167753734	01 SOAP DISPENSERS	207500076510	08/28/23		66516	09/12/23	322.53	186.72
	167887392	01 SOAP DISPENSERS-CORRECTONES	207500076510	08/28/23		66516	09/12/23	322.53	286.60
	167939525	01 FREIGHT FOR RETURN ORDER	207500076510	08/28/23		66516	09/12/23	322.53	17.21
	168057452	01 RETURN-WRONG ONE ORDERED	207500076510	08/28/23		66516	09/12/23	322.53	-168.00
UNUM	UNUM LIFE INSURANCE								322.53
	0439956-001	08/23							
	01	STD INS PREM	101000106801						359.34
	02	STD INS PREM	101500106801						54.58
	03	STD INS PREM	504100106801						41.52
	04	STD INS PREM	504000106801						38.00
	05	STD INS PREM	201000106801						14.80
	06	STD INS PREM	202100106801						104.11
	07	STD INS PREM	207500106801						81.59
	08	STD INS PREM	303000106801						14.28
									10.46

*Interim*

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
UPLAND	UPLAND DESIGN LTD							VENDOR TOTAL:	359.34
	22-1093-03	01 RESTON PONDS DEV	701000207042	08/11/23		66432	08/22/23	6,412.84	6,412.84
								VENDOR TOTAL:	6,412.84
VERIZON	VERIZON								
	9942113370	01 DATA PLAN TABLETS	504100096700	08/15/23		66451	08/24/23	108.03	108.03
		02 DATA PLAN TABLETS	303000096700						36.01
									72.02
								VENDOR TOTAL:	108.03
VISIONAR	VISIONAR WEBWORKS								
	VW-081823-07	01 APP BALANCE	101200046214	08/18/23	00006449	66446	08/23/23	3,170.00	3,170.00
		02 WEB SERVICE - HOSTING UPDATE	201000036130		00006449				2,625.00
									545.00
								VENDOR TOTAL:	3,170.00
VULC	VULCAN MATERIALS CO.								
	33340767	01 SCREENINGS - SC	202100076509	08/18/23		66447	08/23/23	259.60	259.60
		02 SCREENINGS - GOLF	504100076509						129.80
									129.80
	33347996	01 ROCK SCREENINGS	101500076509	08/25/23		66517	09/12/23	249.67	249.67
		02 ROCK SCREENINGS	202100076509						124.83
									124.84
								VENDOR TOTAL:	509.27
								TOTAL --- ALL INVOICES:	166,504.88

DATE: 09/21/23  
 TIME: 10:40:26  
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT  
 DETAIL BOARD REPORT

*New*

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ADVANCE	ADVANCE	AUTO PARTS						
2454-489495	08/17/23	01	ANTIFREEZE SHOP	101500066402	00006453		09/21/23	37.03
						INVOICE TOTAL:		37.03
2454-490082	08/29/23	01	WIRING LUGS	101500066401	00006468		09/21/23	9.76
						INVOICE TOTAL:		9.76
2454-490085	08/29/23	01	WIRING LUG NUTS	101500076500	00006476		09/21/23	12.20
						INVOICE TOTAL:		12.20
2454-490092	08/29/23	01	HOSES, HYDRAULIC FITTINGS	101500066402	00006466		09/21/23	34.79
						INVOICE TOTAL:		34.79
2454-490167	08/31/23	01	WIPERS FOR TRUCKS	101500066402	00006477		09/21/23	112.86
						INVOICE TOTAL:		112.86
						VENDOR TOTAL:		206.64
AFLAC	AFLAC							
236043	09/12/23	01	AFLAC - PRE TAX	101000002006			09/21/23	474.02
		02	AFLAC - AFTER TAX	101000002007				28.80
						INVOICE TOTAL:		502.82
						VENDOR TOTAL:		502.82
ALARMDET	ALARM DETECTION SYSTEMS, INC							
2193374-1012	09/10/23	01	CH ALARM-4TH QTR	101000056300			09/21/23	162.13
		02	CH ALARM - 4TH QTR	201000056300				162.14
						INVOICE TOTAL:		324.27
219339-1015	09/10/23	01	ANJUAL BURGLAR TEST	207500056300			09/21/23	562.20
						INVOICE TOTAL:		562.20
						VENDOR TOTAL:		886.47

ANCEL ANCEL GLINK, P.C.

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ANCEL ANCEL GLINK, P.C.								
98855	09/08/23	01	CORPORATE MATTERS	101000036120			09/21/23	2,940.00
		02	TAX EXEMPTIONS	101000036120				55.00
							INVOICE TOTAL:	2,995.00
							VENDOR TOTAL:	2,995.00
BANN BANNER UP SIGNS								
81193	09/15/23	01	DIRECTIONAL SIGNS	206194066216			09/21/23	148.00
							INVOICE TOTAL:	148.00
							VENDOR TOTAL:	148.00
BOCKMAN BOCKMAN'S CORPORATE BILLING LL								
54106	09/19/23	01	TRUCK SAFETY INSP & STICKER	101500046210			09/21/23	55.00
							INVOICE TOTAL:	55.00
54107	09/19/23	01	TRUCK SAFETY INSP & STICKER	101500046210			09/21/23	55.00
							INVOICE TOTAL:	55.00
							VENDOR TOTAL:	110.00
CINTA CINTAS CORPORATION #355								
4165145859	08/18/23	01	RAG & RUG SERVICE	201000056301			09/21/23	18.70
							INVOICE TOTAL:	18.70
4165145879	08/18/23	01	RAG & RUG SERVICE	101500056301			09/21/23	11.70
		02	RAG & RUG SERVICE	504100056301				11.69
		03	RAG & RUG SERVICE	201000056301				4.09
		04	RAG & RUG SERVICE	101000056301				4.10
							INVOICE TOTAL:	31.58
4165145924	08/18/23	01	RAG & RUG SERVICE	207500056301			09/21/23	43.41
							INVOICE TOTAL:	43.41
4165655540	08/24/23	01	RAG & RUG SERVICE	201000056301			09/21/23	18.70
							INVOICE TOTAL:	18.70

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA CINTAS CORPORATION #355								
416565586	08/24/23	01	RAG & RUG SERVICE	101500056301			09/21/23	11.70
		02	RAG & RUG SERVICE	504100056301				11.69
		03	RAG & RUG SERVICE	201000056301				4.09
		04	RAG & RUG SERVICE	101000056301				4.10
			INVOICE TOTAL:					31.58
416565596	08/24/23	01	RAG & RUG SERVICE	207500056301			09/21/23	43.41
			INVOICE TOTAL:					43.41
4166573966	09/01/23	01	RAG & RUG SERVICE	101500056301			09/21/23	11.70
		02	RAG & RUG SERVICE	504100056301				11.69
		03	RAG & RUG SERVICE	201000056301				4.09
		04	RAG & RUG SERVICE	101000056301				4.10
			INVOICE TOTAL:					31.58
4166573986	09/01/23	01	RAG & RUG SERVICE	207500056301			09/21/23	43.41
			INVOICE TOTAL:					43.41
4166574042	09/01/23	01	RAG & RUG SERVICE	201000056301			09/21/23	18.70
			INVOICE TOTAL:					18.70
4167262061	09/08/23	01	RAG & RUG SERVICE	207500056301			09/21/23	43.41
			INVOICE TOTAL:					43.41
4167262134	09/08/23	01	RAG & RUG SERVICE	101500056301			09/21/23	11.70
		02	RAG & RUG SERVICE	504100056301				11.69
		03	RAG & RUG SERVICE	201000056301				4.09
		04	RAG & RUG SERVICE	101000056301				4.10
			INVOICE TOTAL:					31.58
4167262162	09/08/23	01	RAG & RUG SERVICE	201000056301			09/21/23	18.70
			INVOICE TOTAL:					18.70
4167945959	09/15/23	01	RAG & RUG SERVICE	101500056301			09/21/23	11.70

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA CINTAS CORPORATION #355								
4167945959	09/15/23	02	RAG & RUG SERVICE	504100056301			09/21/23	11.69
		03	RAG & RUG SERVICE	201000056301				4.09
		04	RAG & RUG SERVICE	101000056301				4.10
			INVOICE TOTAL:					31.58
4167945970	09/15/23	01	RAG & RUG SERVICE	201000056301			09/21/23	18.70
			INVOICE TOTAL:					18.70
4167946073	09/15/23	01	RAG & RUG SERVICE	207500056301			09/21/23	43.41
			INVOICE TOTAL:					43.41
			VENDOR TOTAL:					468.45
CMJ CMJ TECHNOLOGIES, INC.								
17923	09/01/23	01	OFFICE3 365	101000046206			09/21/23	378.88
		02	OFFICE3 365	201000046206				378.87
		03	MONTHLY MAINT	101000056304				852.00
		04	MONTHLY MAINT	201000056304				852.00
			INVOICE TOTAL:					2,461.75
			VENDOR TOTAL:					2,461.75
COMMO COMMONWEALTH EDISON								
0558722008-0823	09/05/23	01	BASEALL CONC	303300096702			09/21/23	265.45
		02	POOL	518100096702				146.35
		03	MAINT	101500096702				169.20
		04	MAINT	504100096702				169.20
		05	CART BLDG	504000096702				35.82
		06	CLUBHOUSE	303000096702				203.87
		07	PROSHOP	504000096702				203.87
		08	ADMIN	101000096702				475.69
		09	ADMIN	201000096702				475.69
		10	ELECTRONIC SIGN	101000096702				18.46
		11	ELECTRONIC SIGN	201000096702				18.46

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0558722008-0823	09/05/23	12	ELECTRONIC SIGN	207500096702			09/21/23	8,546.14
							INVOICE TOTAL:	10,728.20
							VENDOR TOTAL:	10,728.20
40020312	09/13/23	01	OIL DRUM FOR EQUIPMENT	504100076515			09/21/23	333.12
		02	OIL DRUM FOR EQUIPMENT	202100076515				333.12
		03	OIL DRUM FOR EQUIPMENT	101500076515				333.11
							INVOICE TOTAL:	999.35
							VENDOR TOTAL:	999.35
92598	08/31/23	01	CHAIN SAW BARS & CHAINS	101500066402			09/21/23	55.00
		02	WEEDEATER PARTS	202100066402				92.03
							INVOICE TOTAL:	147.03
92761	09/14/23	01	TINES FOR AUGER TILLER	101500066402	00006495		09/21/23	59.39
							INVOICE TOTAL:	59.39
							VENDOR TOTAL:	206.42
242920	09/12/23	01	HOSE FOR TRACTOR	101500066402	00006500		09/21/23	61.86
							INVOICE TOTAL:	61.86
							VENDOR TOTAL:	61.86
130856-0923	09/02/23	01	SALT	101000056300			09/21/23	22.68
		02	SALT	201000056300				22.67
							INVOICE TOTAL:	45.35
							VENDOR TOTAL:	45.35



INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
25101	09/18/23	01	REPAIR LIGHTS - PRO SHOP	504100056300			09/21/23	309.89
							INVOICE TOTAL:	309.89
							VENDOR TOTAL:	309.89
GROUPPL GROUP PLAN SOLUTIONS								
3459	08/31/23	01	FSA SEPT	101000106801			09/21/23	30.25
		02	FSA SEPT	201000106801				30.25
							INVOICE TOTAL:	60.50
							VENDOR TOTAL:	60.50
HYVEE HY-VEE ACCOUNTS RECEIVABLE								
1889345-0923	09/11/23	01	PIZZA	205011956216			09/21/23	23.97
							INVOICE TOTAL:	23.97
							VENDOR TOTAL:	23.97
INTEG INTEGRA BUSINESS SYSTEMS, INC.								
INV109917	09/05/23	01	PRINTER/COPIER - PRO SHOP	101000056304			09/21/23	11.90
		02	PRINTER/COPIER - PRO SHOP	201000056304				11.90
							INVOICE TOTAL:	23.80
INV109918	09/05/23	01	PRINTER/COPIER MAINT	101000056304			09/21/23	16.63
		02	PRINTER/COPIER MAINT	201000056304				16.62
							INVOICE TOTAL:	33.25
INV109919	09/05/23	01	PRINTER/COPIER - CC	101000056304			09/21/23	30.84
		02	PRINTER/COPIER - CC	201000056304				30.85
							INVOICE TOTAL:	61.69
INV109920	09/05/23	01	PRINTER/COPIER - ADMIN	101000056304			09/21/23	24.45
		02	PRINTER/COPIER - ADMIN	201000056304				24.45
							INVOICE TOTAL:	48.90
							VENDOR TOTAL:	167.64

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
KISH			KISHWAUKEE SPECIAL RECREATION					
2023-5	09/14/23	01	2023 CONTRIBUTION	221000116855			09/21/23	45,295.31
							INVOICE TOTAL:	45,295.31
							VENDOR TOTAL:	45,295.31
MART			MARTENSON TURF PRODUCTS					
91504	08/18/23	01	SEED - PARKS/SPORTS	101500076502			09/21/23	112.00
		02	SEED - PARKS/SPORTS	202100076521				112.00
							INVOICE TOTAL:	224.00
91778	09/05/23	01	SEED FOR PARKS/SPORTS	101500076502			09/21/23	112.00
		02	SEED FOR PARKS/SPORTS	202100076522				112.00
							INVOICE TOTAL:	224.00
							VENDOR TOTAL:	448.00
MENA			MENARDS - SYCAMORE					
98328	09/05/23	01	TV WALL HOLDER CONCESSIONS	303000066401	00006479		09/21/23	24.97
							INVOICE TOTAL:	24.97
98350	09/05/23	01	STARTER FERT PARKS	101500076506	00006487		09/21/23	14.99
		02	SHOP TOWELS, PAPER PLATES, FORK		00006487			40.44
							INVOICE TOTAL:	55.43
98389	09/06/23	01	SPRINKLER FOR HOSE END	101500076500	00006488		09/21/23	4.49
							INVOICE TOTAL:	4.49
98500	09/07/23	01	PIC. HANGING STRIPS FOR SHOP	504100066401	00006484		09/21/23	27.52
							INVOICE TOTAL:	27.52
98570	09/08/23	01	TRAILER PAINT, HAMMNER, BRUSH	101500076512	00006485		09/21/23	164.37
							INVOICE TOTAL:	164.37
98839	09/12/23	01	SOIL, SEED, PUNCH SET	101500066407	00006499		09/21/23	56.32
							INVOICE TOTAL:	56.32

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENARD'S - SYCAMORE								
98899	09/13/23	01	COMMUNITY CENTER SUPPLIES	207500076500	00006501		09/21/23	18.87
						INVOICE TOTAL:		18.87
98952	09/14/23	01	CAULK, ELECTRIC COVERS	101500066404	00006497		09/21/23	71.37
						INVOICE TOTAL:		71.37
98973	09/14/23	01	RETURN/CREDIT - ELECTRIC COVER	101500066404	00006498		09/21/23	-44.73
						INVOICE TOTAL:		-44.73
98974	09/14/23	01	OUTLETS AND COVERS	101500066404	00006491		09/21/23	75.90
						INVOICE TOTAL:		75.90
99020	09/15/23	01	OUTLET COVER	101500066404	00006492		09/21/23	4.23
						INVOICE TOTAL:		4.23
						VENDOR TOTAL:		458.74
MYLESTRE MYLES TREE SERVICE								
INV0034	07/13/23	01	TREE REMOVAL -MERRY OAKS PATH	101500056308			09/21/23	2,400.00
						INVOICE TOTAL:		2,400.00
INV0045	09/18/23	01	NORTH AVE PROJECT	101200046225			09/21/23	2,000.00
						INVOICE TOTAL:		2,000.00
						VENDOR TOTAL:		4,400.00
NEWTONS NEWTON'S REFRIGERATION								
001363	09/11/23	01	REPAIR CH CONCESSIONS GRILL	303000056300			09/21/23	220.00
						INVOICE TOTAL:		220.00
						VENDOR TOTAL:		220.00
PDRMA PDRMA								
AUGUST 2023	09/21/23	01	HEALTH INS PREM	101000106801			09/21/23	5,421.74

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PDRMA	PDRMA							
AUGUST 2023	09/21/23	02	HEALTH INS PREM	1015000106801			09/21/23	2,330.38
		03	HEALTH INS PREM	5041000106801				2,728.23
		04	HEALTH INS PREM	504000106801				1,377.24
		05	HEALTH INS PREM	201000106801				7,078.66
		06	HEALTH INS PREM	202100106801				5,947.00
		07	HEALTH INS PREM	207500106801				841.23
		08	HEALTH INS PREM	303000106801				505.08
								INVOICE TOTAL:
								26,229.56
								VENDOR TOTAL:
								26,229.56
PENDL	PENDELTON TURF SUPPLY							
7561	09/13/23	01	LIQUID FERT	504100076506			09/21/23	99.40
		02	WET AGENT - FUNG	504100076507				542.20
								INVOICE TOTAL:
								641.60
								VENDOR TOTAL:
								641.60
SOFT	SOFT WATER CITY							
2652-0823	08/31/23	01	WATER - SALT	101500076500			09/21/23	222.74
								222.74
								INVOICE TOTAL:
								222.74
								VENDOR TOTAL:
								222.74
STAPLES	STAPLES BUSINESS ADVANTAGE							
3547695073	09/16/23	01	TOILET PAPER - CC	207500076510			09/21/23	38.72
		02	TOILET PAPER - CH	303000076510				38.72
								INVOICE TOTAL:
								77.44
								VENDOR TOTAL:
								77.44
TRUGR	TRUGREEN							
182793899	09/07/23	01	SOCCER FIELDS - WEED-N-FEED	202100076528			09/21/23	983.12
								983.12
								INVOICE TOTAL:
								983.12
								VENDOR TOTAL:
								983.12

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
65973	09/15/23	01	GOLF GRUB CONTROL	504100076507			09/21/23	55.50
							INVOICE TOTAL:	55.50
							VENDOR TOTAL:	55.50
UNUM	UNUM LIFE INSURANCE							
AUGUST 20223	09/21/23	01	STD INS PREM	101000106801			09/21/23	54.57
		02	STD INS PREM	101500106801				30.70
		03	STD INS PREM	504100106801				45.12
		04	STD INS PREM	504000106801				14.80
		05	STD INS PREM	201000106801				105.54
		06	STD INS PREM	202100106801				81.59
		07	STD INS PREM	207500106801				21.40
		08	STD INS PREM	303000106801				12.64
							INVOICE TOTAL:	366.36
							VENDOR TOTAL:	366.36
WARE	WAREHOUSE DIRECT BUSINESS							
5571613-0	09/13/23	01	REPORT COVERS	101000046200			09/21/23	25.50
							INVOICE TOTAL:	25.50
5571613-1	09/14/23	01	PAPER TOWELS - CC	207500076510			09/21/23	26.50
		02	PAPER TOWELS - CH	303000076510				53.00
							INVOICE TOTAL:	79.50
							VENDOR TOTAL:	105.00
WASTE	WASTE MANAGEMENT							
3715001-2011-3	09/06/23	01	REFUSE - ADMIN	101000056302			09/21/23	75.78
		02	REFUSE - CH	303000056302				75.78
		03	REFUSE - ADMIN	101000056302				8.50
		04	REFUSE - OLD SHOP	504100056302				71.37
		05	REFUSE - SC	202100056302				81.46

DATE: 09/21/23  
 TIME: 10:40:27  
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT  
 DETAIL BOARD REPORT

PAGE: 11

INVOICES DUE ON/BEFORE 09/21/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
3715001-2011-3	09/06/23	06	REFUSE - PARKS	1015000056302			09/21/23	81.47
		07	REFUSE - POOL	5181000056302				56.32
		08	REFUSE - PICNIC	1015000056302				68.89
		09	REFUSE -COMM CTR	2075000056302				199.71
								719.28
								719.28
								TOTAL ALL INVOICES: 100,604.96

*Interim \$ 166,504.88*

*New \$ 100,604.96*

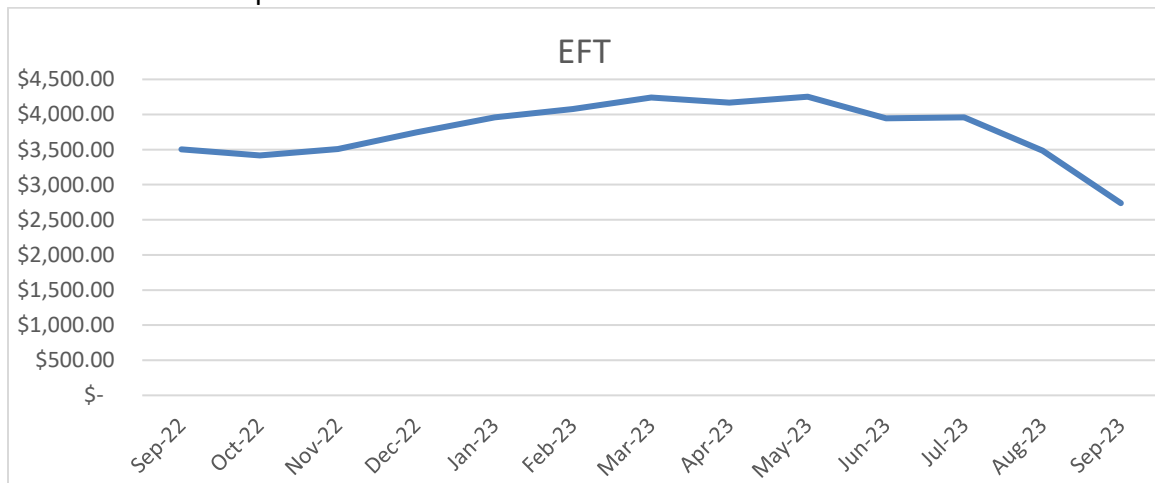
---

*Total \$ 367,109.84*

To: Board of Commissioners  
 From: Jackie Hienbuecher  
 Subject: Monthly Report  
 Date: September 26, 2023

**Administrative Initiatives** (9/1/23 – 9/30/23)

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The September installment was for 125 individuals, a decrease of 32 from August. **The biggest reason for this decrease is due to the fact that we changed our merchant provider. We needed people to update their cards. Many people that have no longer been coming took this opportunity to stop paying. September was the first month that we did not process with the old provider.** The monthly installment was \$2,582.20 (\$747.60 decrease) processed through credit cards and \$155 (no change) through ACH transactions. There were 6 households whose credit cards did not process (\$66) 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. Updated database with new addresses that are in-district.
- Assisted staff with technology problems/concerns/needs with assistance from CMJ when necessary. Topics: Ultimate IT, Keeper password manager
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Submitted monthly unemployment report to the state.
- 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 visa receipts and posting to general ledger.
- Performed Bank reconciliations and posted related entries.
- Participated in 2024 Planning Meeting.

- Participated in PDRMA Health Program Council Meeting via Zoom.
- Participated in the following Webinars:
  - PDRMA PATH Essentials
  - IMRF Employer Access Training
  - PDRMA PATH Mindful of Mental Health – Setting Boundaries
  - PDRMA Determining your Agency’s 2024 Medical Plan Strategy
- Prepared first draft of FY 2024 Capital Budget Spreadsheet. Worked with Leadership Team Meeting on first round of review.
- Finalized worksheets for FY 2024 Operating Budget for Superintendents to begin completion.
- Coordinated counseling meeting for all FT/IMRF staff.
- Provided new Supt of Rec with additional budget training.
- Met with Globe Life representative regarding possible employee benefits.
- Reviewed purchase requisitions for golf and concessions.
- Began room reservations for IPRA/IAPD State Conference.
- Contacted Old National about increasing our interest rate. They increased from 1.25% to 3.75%.
- Began review of Annual Rollover Bonds with Speer Financial.
- Worked on Equipment Lifecycle Spreadsheet. Created more user-friendly format. Updating audit Fixed Asset spreadsheet during the process. Will continue to update this with information from Superintendents.

#### **Administrative Initiatives** (10/1/23 – 10/31/23)

- Attend scheduled Superintendent and Board meetings.
- Prepare and submit quarterly payroll tax returns.
- 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.
- Complete documentation needed to add acquired property to insurance.
- Assist with and participate in FT/IMRF Staff Picnic.
- Attend NRPA Conference in Dallas, TX.
- Continue to review and update FY2024 Capital Budget and present first draft to board.
- Begin consolidation of FY2024 Operating Budget.
- Staff evaluations.
- Participate in Pumpkin Fest Parade for 100<sup>th</sup> Anniversary.



Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

**Corporate Fund (10)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	<u>Variance</u>
<b>Revenues</b>					
Administration	41,898.79	1,113,833.82	1,768,881	997,518.14	11.7% (1)
Marketing	-	1,200.00	1,000	900.00	33.3%
Parks	1,018.17	16,725.46	24,553	15,074.16	11.0% (2)
<b>Total Revenues</b>	<b>42,916.96</b>	<b>1,131,759.28</b>	<b>1,794,434</b>	<b>1,013,492.30</b>	<b>11.7%</b>
<b>Expenses</b>					
Administration	64,129.18	556,467.66	1,345,798	529,085.32	5.2% (3)
Marketing	7,302.41	41,052.75	65,240	41,598.43	-1.3%
Parks	37,698.13	236,087.47	366,514	224,227.68	5.3% (4)
<b>Total Expenses</b>	<b>109,129.72</b>	<b>833,607.88</b>	<b>1,777,552</b>	<b>794,911.43</b>	<b>4.9%</b>
<b>Total Fund Revenues</b>	<b>42,916.96</b>	<b>1,131,759.28</b>	<b>1,794,434</b>	<b>1,013,492.30</b>	<b>11.7%</b>
<b>Total Fund Expenses</b>	<b>109,129.72</b>	<b>833,607.88</b>	<b>1,777,552</b>	<b>794,911.43</b>	<b>4.9%</b>
<b>Surplus (Deficit)</b>	<b>(66,212.76)</b>	<b>298,151.40</b>	<b>16,882</b>	<b>218,580.87</b>	<b>36.4%</b>

(1) Property taxes received ytd 2023 is approx same percentage as 2022. So increase of 6.7% \$56,377 due to increased levy. Interest higher 563.9% \$31,918. Merry Oaks property sale \$17,637. Insurance proceeds (so far) for clubhouse \$8,054. Sale of surplus equipment \$12,497. Shelter rentals/alcohol permits up 33.9% \$1,736.

(2) Dog park revenue greater in 2023 37.3% \$1,710

(3) Clubhouse flood cleanup and expansion \$61,843. Insurance reimbursed 34,652 (Sept)  
Misc consultants less in 2023 81.2% \$15,520 (bridge). Money for foundation in 2022 \$37,753  
PT Payroll and related taxes higher 94.9% \$6,900 pt accountant started May 2022.

(4) Greater in 2023: Maintenance-Mowers 121.0% \$5,684  
Payroll and related taxes higher 9.5% \$9,902, primarily in part time

**Recreation Fund (20)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
<b>Revenues</b>					
Administration	24,693.31	630,729.45	1,083,058	595,109.96	6.0% (1)
Sports Complex	5,282.00	16,273.00	43,365	29,714.00	-45.2% (4)
Sports Complex Maintenance	1,026.80	21,639.02	36,250	23,291.06	-7.1%
Programs-Youth	4,175.18	33,487.11	38,291	31,908.19	4.9% (2)
Programs-Tweens	800.00	350.00	4,065	4,581.90	-92.4% (2)
Programs-Adult	1,392.95	20,337.90	15,177	13,122.56	55.0% (2)
Programs-Nature	-	990.00	1,221	746.00	32.7% (2)
Programs-Leagues	8,950.00	9,426.67	11,162	4,598.22	105.0% (2)
Programs-Youth Athletics	4,933.72	42,376.97	61,968	38,895.12	9.0% (2)
Programs-Fitness	4,024.00	21,643.69	24,791	18,026.41	20.1% (2)
Programs-Early Childhood	700.00	4,223.47	5,249	2,517.97	67.7% (2)
Programs-Dance	490.93	2,022.18	4,209	3,894.19	-48.1% (2)
Programs-Special Events	(5.00)	10,024.69	13,006	8,722.00	14.9% (2)
Programs-Community Events	352.45	13,980.90	20,250	13,368.79	4.6% (2)
Brochure	-	1,000.00	3,600	-	#DIV/0!
Weight Room	8,203.80	78,930.30	143,606	84,111.97	-6.2% (3)
Community Center	2,897.36	62,047.91	81,099	58,603.11	5.9% (3)
<b>Total Revenues</b>	<b>67,917.50</b>	<b>969,483.26</b>	<b>1,590,367</b>	<b>931,211.45</b>	<b>4.1%</b>

(1) Property taxes received ytd 2023 is approx same percentage as 2022. So increase of 4.5% \$25,073 due to increased levy. Interest higher 501.4% \$13,276.

(2) Revenue from programs increased 12.6%, \$14,915 compared to 2022.

(3) Compared to Annual Budget/Compared to 2022 YTD

Pathway Fitness Membership 58.46% / 95.70%

Pathway Fitness Pass 53.95% / 97.39%

Track Only Pass 47.33% / 81.91%

Pre-pay Card 20.60% / 30.03%

Program Fees -

Daily Admission Fee 71.23% / 97.76%

Compared to Annual Budget/Compared to 2022 YTD:

Open Gym Daily 58.7% / 82.63%

Open Gym Membership 77.21 / 109.24%

Rentals 91.91% / 122.34%

(4) Not received Boys Baseball or Storm payment.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

Expenses						
Administration	43,459.12	388,084.09	607,851	382,688.52	1.4%	(2)
Sports Complex	-	-	-	-	#DIV/0!	
Sports Complex Maintenance	39,627.03	315,050.55	487,285	306,198.79	2.9%	(3)
Midwest Museum of Natural Hist	-	-	-	-	#DIV/0!	
Programs-Youth	2,146.38	16,284.55	15,737	12,138.13	34.2%	(1)
Programs-Tweens	425.00	425.00	2,850	478.24	-11.1%	(1)
Programs-Adult	2,436.87	5,751.54	6,663	4,796.69	19.9%	(1)
Programs-Nature	-	499.98	735	727.50	-31.3%	(1)
Programs-Leagues	387.55	8,556.36	6,594	3,016.97	183.6%	(1)
Programs-Youth Athletics	4,045.13	22,197.36	43,508	17,238.66	28.8%	(1)
Programs-Fitness	1,513.72	12,316.07	16,739	9,756.22	26.2%	(1)
Programs-Early Childhood	-	2,365.65	3,881	1,760.98	34.3%	(1)
Programs-Dance	60.30	560.03	1,803	978.27	-42.8%	(1)
Programs-Special Events	9.00	4,853.33	7,838	3,778.02	28.5%	(1)
Programs-Community Events	897.19	14,979.83	29,531	11,713.56	27.9%	(1)
Brochure	6,613.00	17,701.04	31,489	16,838.52	5.1%	(5)
Weight Room	-	3,036.66	10,850	8,945.98	-66.1%	(4)
Community Center	22,297.75	172,260.49	299,419	137,919.03	24.9%	(6)
<b>Total Expenses</b>	<b>123,918.04</b>	<b>984,922.53</b>	<b>1,572,773</b>	<b>918,974.08</b>	<b>7.2%</b>	
Total Fund Revenues	67,917.50	969,483.26	1,590,367	931,211.45	4.1%	
Total Fund Expenses	123,918.04	984,922.53	1,572,773	918,974.08	7.2%	
Surplus (Deficit)	(56,000.54)	(15,439.27)	17,594	12,237.37	-226.2%	

(1) Expenses for programs increased 42.6%, \$22,963 compared to 2022.

(2) Increase in Rectrac annual maint for increased services 19.7% \$4,106. Increase in education & training 33.2% \$1,854.

(3) Payroll and related taxes Higher 3.9% \$7,873

(4) Graduate assistant in 2022 \$5,689

(5) Printing increased 15.5% \$1,000

(6) 2023 higher: Wages/taxes 18.3% \$11,625; Credit card exp 27.1% \$1,844; Electricity 77.0% 18,897

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended August 31, 2023

**Donations (21)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	734.56	5,693.43	500	10,133.67	-43.8%
Total Revenues	734.56	5,693.43	500	10,133.67	-43.8%
Expenses					
Administration	-	-	201,151	-	#DIV/0!
Total Expenses	-	-	201,151	-	#DIV/0!
Total Fund Revenues	734.56	5,693.43	500	10,133.67	-43.8%
Total Fund Expenses	-	-	201,151	-	#DIV/0!
Surplus (Deficit)	734.56	5,693.43	(200,651)	10,133.67	-43.8%

**Special Recreation (22)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	5,579.27	140,623.58	236,200	122,730.70	14.6%
Total Revenues	5,579.27	140,623.58	236,200	122,730.70	14.6%
Expenses					
Administration	2,261.65	67,449.39	340,057	63,261.01	6.6%
Total Expenses	2,261.65	67,449.39	340,057	63,261.01	6.6%
Total Fund Revenues	5,579.27	140,623.58	236,200	122,730.70	14.6%
Total Fund Expenses	2,261.65	67,449.39	340,057	63,261.01	6.6%
Surplus (Deficit)	3,317.62	73,174.19	(103,857)	59,469.69	23.0%

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended August 31, 2023

**Insurance (23)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	1,423.67	37,254.05	63,000	34,117.99	9.2%
Total Revenues	1,423.67	37,254.05	63,000	34,117.99	9.2%
Expenses					
Administration	-	31,322.64	64,645	28,927.18	8.3%
Total Expenses	-	31,322.64	64,645	28,927.18	8.3%
Total Fund Revenues	1,423.67	37,254.05	63,000	34,117.99	9.2%
Total Fund Expenses	-	31,322.64	64,645	28,927.18	8.3%
Surplus (Deficit)	1,423.67	5,931.41	(1,645)	5,190.81	14.3%

**Audit (24)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	321.71	9,192.59	16,050	8,437.31	9.0%
Total Revenues	321.71	9,192.59	16,050	8,437.31	9.0%
Expenses					
Administration	-	17,080.00	15,500	14,800.00	15.4% (1)
Total Expenses	-	17,080.00	15,500	14,800.00	15.4%
Total Fund Revenues	321.71	9,192.59	16,050	8,437.31	9.0%
Total Fund Expenses	-	17,080.00	15,500	14,800.00	15.4%
Surplus (Deficit)	321.71	(7,887.41)	550	(6,362.69)	24.0%

(1) Full actuarial update for OPEB liability in 2023.

**Paving & Lighting (25)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	700.31	15,553.52	25,000	317.05	4805.7% (1)
Total Revenues	700.31	15,553.52	25,000	317.05	4805.7%
Expenses					
Administration	-	-	72,132	-	#DIV/0!
Total Expenses	-	-	72,132	-	#DIV/0!
Total Fund Revenues	700.31	15,553.52	25,000	317.05	
Total Fund Expenses	-	-	72,132	-	
Surplus (Deficit)	700.31	15,553.52	(47,132)	317.05	

(1) Did not levy in 2022. Levied \$25,000 in 2023

**Park Police (26)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	108.56	3,139.29	5,385	2,967.37	5.8%
Total Revenues	108.56	3,139.29	5,385	2,967.37	5.8%
Expenses					
Administration	283.66	3,575.94	5,417	2,548.18	40.3%
Total Expenses	283.66	3,575.94	5,417	2,548.18	40.3%
Total Fund Revenues	108.56	3,139.29	5,385	2,967.37	5.8%
Total Fund Expenses	283.66	3,575.94	5,417	2,548.18	
Surplus (Deficit)	(175.10)	(436.65)	(32)	419.19	-204.2%

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended August 31, 2023

**IMRF (27)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	1,490.45	44,152.98	74,000	58,831.42	-25.0%
Total Revenues	1,490.45	44,152.98	74,000	58,831.42	-25.0%
Expenses					
Administration	3,656.89	48,807.06	78,654	58,831.42	-17.0%
Total Expenses	3,656.89	48,807.06	78,654	58,831.42	-17.0%
Total Fund Revenues	1,490.45	44,152.98	74,000	58,831.42	-25.0%
Total Fund Expenses	3,656.89	48,807.06	78,654	58,831.42	-17.0%
Surplus (Deficit)	(2,166.44)	(4,654.08)	(4,654)	-	

**Social Security (28)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	2,196.07	65,056.33	115,000	62,766.27	3.6%
Total Revenues	2,196.07	65,056.33	115,000	62,766.27	3.6%
Expenses					
Administration	2,196.07	65,056.33	115,000	62,766.27	3.6%
Total Expenses	2,196.07	65,056.33	115,000	62,766.27	3.6%
Total Fund Revenues	2,196.07	65,056.33	115,000	62,766.27	3.6%
Total Fund Expenses	2,196.07	65,056.33	115,000	62,766.27	3.6%
Surplus (Deficit)	-	-	-	-	

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

**Concessions (30)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
<b>Revenues</b>					
Clubhouse Concessions	15,364.20	67,846.42	96,163	69,754.21	-2.7% (1)
Beverage Cart	2,127.53	8,622.48	12,308	7,733.32	11.5% (5)
Sports Complex Concessions	369.80	58,118.33	61,389	52,565.53	10.6% (4)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	1,695.81	12,587.45	20,537	11,582.04	8.7% (2)
<b>Total Revenues</b>	<b>19,557.34</b>	<b>147,174.68</b>	<b>190,397</b>	<b>141,635.10</b>	<b>3.9%</b>
<b>Expenses</b>					
Clubhouse Concessions	22,937.70	88,520.43	106,513	84,630.78	4.6%
Beverage Cart	2,167.86	7,720.01	10,182	6,219.37	24.1% (5)
Sports Complex Concessions	3,395.50	46,053.70	52,476	37,711.47	22.1% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	410.51	3,655.59	6,606	3,132.53	16.7% (2)
<b>Total Expenses</b>	<b>28,911.57</b>	<b>145,949.73</b>	<b>175,777</b>	<b>131,694.15</b>	<b>10.8%</b>
<b>Total Fund Revenues</b>	<b>19,557.34</b>	<b>147,174.68</b>	<b>190,397</b>	<b>141,635.10</b>	<b>3.9%</b>
<b>Total Fund Expenses</b>	<b>28,911.57</b>	<b>145,949.73</b>	<b>175,777</b>	<b>131,694.15</b>	<b>10.8%</b>
<b>Surplus (Deficit)</b>	<b>(9,354.23)</b>	<b>1,224.95</b>	<b>14,620</b>	<b>9,940.95</b>	<b>-87.7%</b>

(1) Did not receive Pepsi marketing fund of \$2,500.00 in 2023.

(2) Catering revenues are up slightly resulting in increased payroll and slightly higher cost of goods sold.

(3) tablets for sports complex. Higher cost of goods sold due to higher sales. Wages/taxes/imrf increased 54.5% \$5,672.

(4) Storm Dayz grossed approximately \$3,000 higher in 2023.

(5) Increased use of the cart resulted in increased wages/taxes 26.9% \$948 and increased cost of goods sold 15.2% \$293



Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended August 31, 2023

**Developer Contributions (32)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	206.91	7,086.20	8,100	7,635.69	-7.2%
Total Revenues	206.91	7,086.20	8,100	7,635.69	-7.2%
Expenses					
Administration	-	-	51,350	-	#DIV/0!
Total Expenses	-	-	51,350	-	#DIV/0!
Total Fund Revenues	206.91	7,086.20	8,100	7,635.69	-7.2%
Total Fund Expenses	-	-	51,350	-	#DIV/0!
Surplus (Deficit)	206.91	7,086.20	(43,250)	7,635.69	-7.2%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

**Golf Course (50)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
<b>Revenues</b>					
Golf Operations	96,542.25	610,569.65	625,481	474,110.40	28.8% (1)
Golf Maintenance	653.09	12,520.64	20,384	12,788.12	-2.1%
<b>Total Revenues</b>	<b>97,195.34</b>	<b>623,090.29</b>	<b>645,865</b>	<b>486,898.52</b>	<b>28.0%</b>
<b>Expenses</b>					
Golf Operations	31,585.07	202,740.10	403,306	180,828.03	12.1% (2)
Golf Maintenance	29,652.78	226,766.52	333,683	204,628.75	10.8% (3)
<b>Total Expenses</b>	<b>61,237.85</b>	<b>429,506.62</b>	<b>736,989</b>	<b>385,456.78</b>	<b>11.4%</b>
<b>Total Fund Revenues</b>	<b>97,195.34</b>	<b>623,090.29</b>	<b>645,865</b>	<b>486,898.52</b>	<b>28.0%</b>
<b>Total Fund Expenses</b>	<b>61,237.85</b>	<b>429,506.62</b>	<b>736,989</b>	<b>385,456.78</b>	<b>11.4%</b>
<b>Surplus (Deficit)</b>	<b>35,957.49</b>	<b>193,583.67</b>	<b>(91,124)</b>	<b>101,441.74</b>	<b>90.8%</b>

(1) 2023 compared to annual budget and 2022

Daily Greens Fees	94.68%	-\$12,417	//	130.34%	\$51,474
Golf Events & Misc	96.98%	-\$225	//	106.29%	\$428
Lessons	100.80%	\$100	//	103.70%	\$450.00
Carts	97.56%	-\$4,526	//	142.59%	\$53,957
Season passes	114.20%	\$18,237	//	119.91%	\$24,353
Pro shop sales	78.91%	-\$8,754	//	120.72%	\$5,621

(2) Payroll and related taxes higher 14.2% \$14,830. Includes an earlier start for assistant pro shop manager.

Credit card fees up 34.7% \$3,515. Cost of goods sold increased 32.8% \$5,624 due to higher sales.

(3) Payroll and related taxes higher 9.8% \$11,524. Pesticides up 82.3% \$12,755.

Health Ins up 46.0% \$6,483 due to employee waived coverage in 2022.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

**Aquatics (51)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Pool	-	-	64,170	44,267.29	-100.0%
Swim Lessons	-	-	19,567	13,555.22	
Splashpad	3,224.00	15,639.00	13,732	11,285.50	38.6%
	<u>3,224.00</u>	<u>15,639.00</u>	<u>97,469</u>	<u>69,108.01</u>	<u>-77.4%</u>
Total Revenues	3,224.00	15,639.00	97,469	69,108.01	-77.4%
Expenses					
Pool	(30.00)	(30.00)	72,978	59,426.42	-100.1%
Aquatics Maintenance	808.31	6,219.04	34,900	36,357.67	-82.9%
Swim Lessons			10,427	4,810.23	
Splashpad	148.94	650.44	1,122	575.14	13.1%
	<u>927.25</u>	<u>6,839.48</u>	<u>119,427</u>	<u>101,169.46</u>	<u>-93.2%</u>
Total Expenses	927.25	6,839.48	119,427	101,169.46	-93.2%
Total Fund Revenues	3,224.00	15,639.00	97,469	69,108.01	-77.4%
Total Fund Expenses	927.25	6,839.48	119,427	101,169.46	-93.2%
Surplus (Deficit)	2,296.75	8,799.52	(21,958)	(32,061.45)	-127.4%

Pool closed 2023

**Debt Service (60)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	14,898.63	395,797.15	691,000	369,034.30	7.3%
Total Revenues	14,898.63	395,797.15	691,000	369,034.30	7.3%
Expenses					
Administration	-	2,490.00	783,337	3,690.00	-32.5%
Total Expenses	-	2,490.00	783,337	3,690.00	-32.5%
Total Fund Revenues	14,898.63	395,797.15	691,000	369,034.30	7.3%
Total Fund Expenses	-	2,490.00	783,337	3,690.00	-32.5%
Surplus (Deficit)	14,898.63	393,307.15	(92,337)	365,344.30	7.7%

**Capital Projects (70)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	1,329.17	133,009.80	953,800	1,713.28	7663.5% (1)
Total Revenues	1,329.17	133,009.80	953,800	1,713.28	7663.5%
Expenses					
Administration	47,715.75	294,989.59	1,454,113	124,790.39	136.4%
Total Expenses	47,715.75	294,989.59	1,454,113	124,790.39	136.4%
Total Fund Revenues	1,329.17	133,009.80	953,800	1,713.28	7663.5%
Total Fund Expenses	47,715.75	294,989.59	1,454,113	124,790.39	136.4%
Surplus (Deficit)	(46,386.58)	(161,979.79)	(500,313)	(123,077.11)	31.6%

(1) Received 50% OSLAD Grant income in 2023.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended August 31, 2023

**Action 2020 (71)**

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	<u>845.76</u>	<u>4,396.58</u>	<u>299,740</u>	<u>41,964.21</u>	-89.5%
Total Revenues	845.76	4,396.58	299,740	41,964.21	-89.5%
Expenses					
Administration	<u>7,670.00</u>	<u>198,973.40</u>	<u>480,000</u>	<u>755,787.65</u>	-73.7%
Total Expenses	7,670.00	198,973.40	480,000	755,787.65	-73.7%
Total Fund Revenues	845.76	4,396.58	299,740	41,964.21	-89.5%
Total Fund Expenses	7,670.00	198,973.40	480,000	755,787.65	-73.7%
Surplus (Deficit)	(6,824.24)	(194,576.82)	(180,260)	(713,823.44)	-72.7%
Total Fund Revenues	260,646.21	3,748,102.01	6,806,307	3,362,994.64	
Total Fund Expenses	387,908.45	3,130,570.59	8,043,874	3,447,608.00	
Surplus (Deficit)	(127,262.24)	617,531.42	(1,237,567)	(84,613.36)	

Sycamore Park District  
Fund Balances

	audited 1/1/2023	Revenues	Expenses	8/31/2023	8/31/2023 Cash balance
10 Corporate	1,012,650.36	1,131,759.28	833,607.88	1,310,801.76	1,316,574.76
20 Recreation	712,119.06	969,483.26	984,922.53	696,679.79	716,645.98
21 Donations	220,925.16	5,693.43	-	226,618.59	226,618.59
22 Special Recreation	225,056.60	140,623.58	67,449.39	298,230.79	298,230.79
23 Insurance	56,327.38	37,254.05	31,322.64	62,258.79	62,258.79
24 Audit	12,194.56	9,192.59	17,080.00	4,307.15	4,307.15
25 Paving & Lighting	47,132.33	15,553.52	-	62,685.85	62,685.85
26 Park Police	3,876.16	3,139.29	3,575.94	3,439.51	3,522.55
27 IMRF	4,654.08	44,152.98	48,807.06	-	-
28 Social Security	-	65,056.33	65,056.33	-	-
30 Concessions	66,481.01	147,174.68	145,949.73	67,705.96	63,612.02
32 Developer Contributions	51,349.38	7,086.20	-	58,435.58	58,435.58
50 Golf	174,469.08	623,090.29	429,506.62	368,052.75	388,129.78
51 Aquatics	(72,597.99)	15,639.00	6,839.48	(63,798.47)	(63,798.47)
60 Debt Service	101,740.74	395,797.15	2,490.00	495,047.89	495,047.89
70 Capital Projects	537,376.61	133,009.80	294,989.59	375,396.82	375,393.82
71 Action 2020	470,472.73	4,396.58	198,973.40	275,895.91	238,866.02
	3,624,227.25	3,748,102.01	3,130,570.59	4,241,758.67	4,246,531.10

Summary of depository accounts as of

9/18/2023

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	1,268,611.72	3.76
Resource Bank	202,264.13	1.41
IPDLAF	4,239,996.71	5.24
DCCF - Action 2020	70,781.88	
Dekalb Co. Community Foundation	20,821.35	
	<u>5,802,475.79</u>	

To: Board of Commissioners  
 From: Lisa Metcalf, Superintendent of Recreation Services and Recreation Staff  
 Subject: Monthly Report  
 Date: September 26, 2023

### **Administrative Initiatives (9/1/23-9/30/23)**

#### **Superintendent Metcalf**

- Attended scheduled leadership, staff and Board meetings.
- Current active memberships/passes: 278 Pathway Fitness 24/7 Memberships, 230 Pathway Fitness Passes, 54 Track 24/7 Memberships, 204 Track Passes, and 340 Open Gym Passes.
- 2023 Dog Park Memberships sold to date: 325.
- Attended a PATH 2023 Webinar.
- Attended a Risk Management Review Webinar. We will begin to do a Slip, Trip, and Fall Assessment for our main buildings, the Clubhouse, the Maintenance Building, and the Community Center.
- Held the monthly Rec Team Meeting to review the remaining fall events and plan for the winter/spring brochure.
- Attended an all-staff planning meeting for 2024.
- Started working on our SMART goal for PDRMA to create an inspection schedule, report, and process for the dog park.
- Attended Art in the Park meetings to help plan for the event.
- Scheduled an inspection of the Community Center's burglar alarm.
- Had a meeting to discuss budget worksheets with the Rec Staff.
- Attended the IPRA Foundation Golf Outing.
- Had our first Safe Sitter Course. The class hit its maximum of 8 kids. We will offer it again in November.
- Had a meeting with Pay it Forward House to discuss how things went with their rental this year and to plan for next year.
- Met with Jackie to go over the process and procedures of the budget season.
- Attended a Mindful of Mental Health Webinar through PDRMA.
- Attended a workshop through PDRMA called, "Your Role as a Safety Coordinator", so I can learn what this position will need to do.
- Continue to work in RecTrac to update things as new things get added and changed.

#### **Food and Beverage Manager Dobberstein**

- Did vending for August selling \$188.50 in product.
- Had total of 7 Birthday Packages at the community center.
- Had 3 Multi-Purpose Room rentals for September.
- Had 0 gym rentals for September.
- Had 3 clubhouse rentals and 0 Riverview Room rental for September.
- Had Auto Meter golf outing, cooked dinner.
- Had Safe Passage golf outing.
- Met with Rec team to discuss all events and classes for 2024.
- Met with Rec team and superintendents to get everything on spreadsheet for 2024.
- Re-opened sports complex.
- Ran WCPW wrestling event, selling \$300 in concessions.

**Recreation Supervisor Hoblit**

- 5 people attended the Aug/Sept Dog Training Classes.
- Cubs / Arizona MLB game trip was sold out. Will review participant needs and expectations to form a new trip information packet.
- All Sept Tennis classes were cancelled due to low enrollment.
- Volleyball Leagues are full. About 1/4-1/3 of registered teams are new out of 24 teams.
- Private Pickleball lessons saw good numbers in the beginning of Sept. and have trailed off as the month has gone on.
- We are seeing decent numbers for our new Pickleball Classes registrations. We have 23 people between 6 classes.
- We are seeing smaller Fall Ball team numbers due to unexpected low enrollment in SYB and SYGSB.

**Recreation Supervisor Turner**

- First session of Fall classes started.
  - This includes fitness classes, youth programs, and our Homeschool and Preschool classes.
- Attended IPRF Golf outing as a team building and networking opportunity.
- Began work on new program offerings for Winter/Spring 2024 season.
- Virtually attended IPRA School Age and Day Camp Section Committee Meeting.

**See attached daily, monthly, and annual facility usage comparison charts.**

**Administrative Initiatives (10/1/23-10/31/23)****Superintendent Metcalf**

- Will help out at our first Art in the Park event.
- Will have a Rec Staff Meeting to discuss staff evaluations.
- Will attend the Wellness Committee meeting at the School District Administration Building.
- Will attend the NRPA Annual Conference in Dallas.
- The Community Center's Fitness Studio's wood floor will be refinished.
- Will participate in the Pumpkin Festival Parade for our 100<sup>th</sup> Anniversary.

**Food and Beverage Manager Dobberstein**

- Continue to do birthday bookings.
- Continue to do bookings.

**Recreation Supervisor Hoblit**

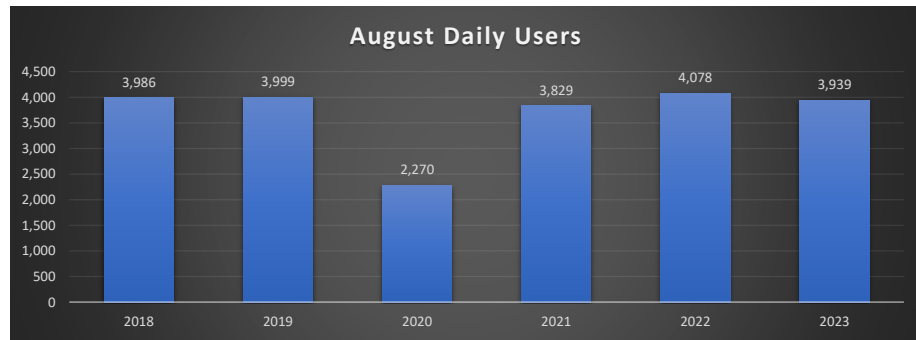
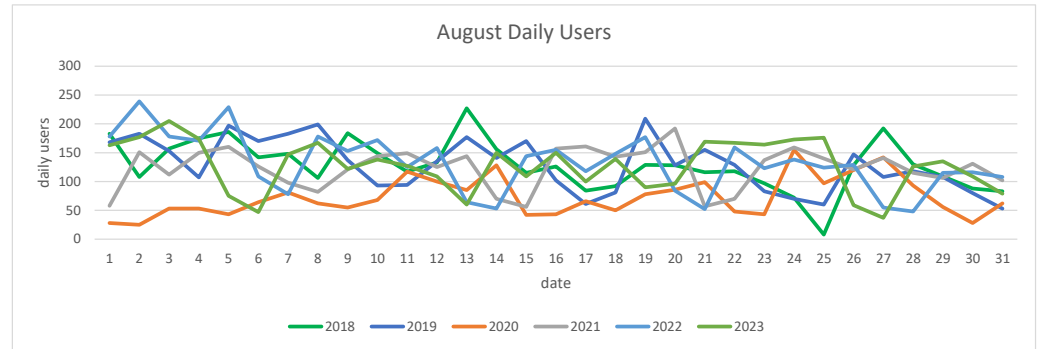
- Playing a part in the Pumpkinfest Parade.

**Recreation Supervisor Turner**

- Continue monitoring numbers for second session of fall classes.
- First Art in the Park event running on Oct. 1 in conjunction with RAAC and Flaunt Productions.
- Represent Park District in Pumpkinfest Parade with other Park District employees.



		2018	2019	2020	2021	2022	2023
<b>August</b>	<b>1</b>	183	168	28	58	178	163
	<b>2</b>	108	183	25	151	239	177
	<b>3</b>	157	153	53	112	178	205
	<b>4</b>	175	107	53	150	171	174
	<b>5</b>	186	197	43	160	229	75
	<b>6</b>	142	170	64	126	109	47
	<b>7</b>	148	183	81	98	78	147
	<b>8</b>	106	199	62	82	178	167
	<b>9</b>	184	137	55	121	153	122
	<b>10</b>	149	93	68	144	172	138
	<b>11</b>	117	94	117	149	125	127
	<b>12</b>	133	135	100	125	158	109
	<b>13</b>	227	177	85	144	64	60
	<b>14</b>	156	141	128	70	53	150
	<b>15</b>	115	170	42	56	144	109
	<b>16</b>	126	102	43	157	155	150
	<b>17</b>	84	61	66	161	118	100
	<b>18</b>	92	81	50	143	148	139
	<b>19</b>	129	209	78	151	177	90
	<b>20</b>	128	128	86	192	84	96
	<b>21</b>	116	155	99	57	52	169
	<b>22</b>	118	129	48	70	159	167
	<b>23</b>	97	83	43	137	123	164
	<b>24</b>	72	70	155	159	138	173
	<b>25</b>	8	60	97	140	124	176
	<b>26</b>	128	147	120	121	129	59
	<b>27</b>	192	108	142	141	55	37
	<b>28</b>	130	118	93	115	48	126
	<b>29</b>	109	108	56	106	115	135
	<b>30</b>	88	80	28	131	116	109
	<b>31</b>	83	53	62	102	108	79
<b>TOTALS</b>		3,986	3,999	2,270	3,829	4,078	3,939



From: Kirk T. Lundbeck  
 Subject: Monthly Report  
 Date: September 26, 2023

### **Administrative Initiatives (9/1/23 – 9/30/23)**

- Attended all administrative team meetings as scheduled.
- Continued bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.
- Continued succession planning with Jonelle for Superintendent of Golf Operations position to be filled by January of 2024. As we continue to try to find the right fit for this role, I have told Jonelle I will stay on as long as necessary until the proper person can fill this position.
- We have had the strongest September scheduled since my tenure begin in 1997. Several large events are scheduled or have moved to September from other months. These outings include: Auto Meter, Fraternal Order of Police, Safe Passage, IHSA Girls Conference, IHSA Boys Regional and IHSA Girls Regional. Being chosen to host all these high school events in one season is a rarity and a true honor to our facility for its condition and service.
- The Sycamore High School golf team has had several matches scheduled throughout the month. Luckily for our Season Pass Holders and daily players they can only practice about once a week.
- I have filled a pro shop cashier position with Makena Stinkard. She is attending Kishwaukee College and working on a degree in early childhood development. She has really jumped in and is a strong addition to the staff.
- I have started setting up appointments with sales reps for pro shop merchandise for next season. Not knowing my future, I will explain to the sales reps the situation and place all prebook orders on hold until a decision has been determined.
- I will be active in the involvement of the 2024 budget and set the levels of revenues and expenses with the guidance of Jackie and Jonelle. My historical background at this facility gives me much more insight than a new person would have. Once that new person has accepted the position the three of us will go through the budget and the expectations for the operation in 2024.
- The 6x6x6 Ryder Cup Tournament was on Saturday, September 16<sup>th</sup>. In the past our largest field was 24 teams. This year we had our largest field ever at 42 teams and 9 teams on the waiting list. All the participants said how enjoyable the event was and are looking forward to our upcoming events. This event brought in new customers to our facility and over \$5,000.00 of revenue to our operation.
- Each day that passes we set new revenue records. Our best season ever was 2021 when the operation brought in a little over \$607,000.00 in total revenue. As of this writing we have taken in over \$655,000.00 in total revenue with 2 and half months to go.
- The end of September marks the end of league season. Our leagues, The SAY-Golf Junior League, The Mobile Match Play, the Freedom Senior Men's League, the Ladies Niners, the Razniewski Men's League and the 18 Hole Ladies Chicks with Sticks League had very enjoyable seasons. All the service organization leagues and corporate leagues ran smoothly with minimal rainout dates. This year was a very positive league season.

**Administrative Initiatives (10/1/23 – 10/31/23)**

- Attending all administrative team meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.
- Prepare flyers, eblasts and registration materials for the annual Pumpkin Scramble scheduled for Saturday, October 28<sup>th</sup>. The event is expected to sell out in just a couple of days as it has for the past 3 seasons. This annual tournament brings in over \$6,000.00 in revenue each year.
- Meet with golf company sales reps and prebook orders for next spring. I will put all these orders on a tentative hold because of the status of my future here,
- The Pumpkin Festival Committee will be picking up 6 carts and the shuttle cart for their annual parade. Each year these carts get cleaned and detailed prior to their use for the event.
- I will be cutting Donald Carlson's hours back beginning this month. He is getting close to the maximum hours a part-timer can work for one year. I must say he has grown in his role and has been a huge benefit to the operation and the entire park district.
- Part-time staffing will start to diminish as we move to lack of daylight. However, the golf course continues to stay busier than any season in my tenure,
- In the middle of this month, we will begin discounting remaining merchandise. Though our shop is already becoming bare, we will try to move the majority of what is remaining.
- The first week of October marks the end of the high school golf season. I would like to thank coach Dan Wheeler for the great communication we had this season. We have worked together to accommodate both golf team play and the regular play this season.
- Preparations have already started for next year's tournament and league schedules. A majority of this year's outings have already committed for next season and preparations have begun setting up starting dates and end dates for all our in-house league.

To: Board of Commissioners  
 From: Jeff Donahoe  
 Subject: Monthly Report  
 Date: September 26th, 2023

### **Administrative Initiatives** (9/1/23-9/30/23)

#### **Golf**

- After the heat wave over Labor Day weekend, the weather has turned to more fall like with nice temperatures and some more consistent and needed rains. As a result, the turf has responded by recovering from summer stress and consistent golf traffic.
- Staff continue to mow and trim regularly, prune low branches, seed bare areas, trim around irrigation heads, fertilize areas, spray for turf disease and weeds, and finished replacing the west entrance gate. The gate will be painted by a service group on Oct. 7<sup>th</sup>.
- The last week of September is busy with three high school regional and conference events and an outing. We have a plan for mowing around all the events.
- Aerating of the greens is planned for Monday, October 2<sup>nd</sup> and Tuesday, October 3<sup>rd</sup> weather permitting.
- We continue to roll and lower the mowing heights on the additional areas on the senior/ladies' tees at 8 and 13. The plan is to use the new tee areas yet this fall when they can handle the lower mowing height.

#### **Sports**

- Fall sports are all playing at this point. Sycamore Youth Baseball league is not holding traditional games but has been holding training camp nights during the week and sandlot games on a couple of weekends. Softball is holding team practices and games. They are planning a Syco travel tournament for the weekend of September 30<sup>th</sup>.
- Soccer games started last month and will continue through October with practices during the week. The fields have been fertilized and top dressed to fill in worn areas. The recent rains should help the grass growth which has been slow with the dry weather and heavy traffic.
- Staff continues to prep fields daily, paint lines, fix worn areas, mow and trim, and add aggregate to ball fields and surrounds.
- The splash pad will be closed for the season at the end of the day on the 24<sup>th</sup>. We will then prep the mechanical system for winter and drain the holding tank.
- We sold a few more pool items through the government auction site including the remaining ADA lift and guard chairs.

#### **Parks**

- I attended staff, Board, budget, and park planning meetings.
- Attended the kickoff meeting for Reston Pond Park installation which should begin the week of the 25<sup>th</sup>.
- Working on Capital budget items with staff for 2024.

- Park staff continue to mow and clean parks along with prepping shelters for rentals. Tree/brush pruning along trails in the woods continues. The slide at Leon Larson was delivered and then replaced by our staff.
- Working with playground equipment reps on replacement options for the small play unit at Kiwanis Prairie Park for next year.
- The parking lot at the Community Center had the cracks filled and the parking lines painted.
- Rotary held a workday on Sept. 9<sup>th</sup> where they helped us by painting the large shelter at Lake Sycamore near the playground.
- Started the process to replace the old shop third shed. This is the white cold storage wood building that will be torn down and replaced with a metal building of the same size.
- I can speak for our entire maintenance staff when I say we are heartbroken and saddened by the loss of Nicholas Macarney. Nicholas started working for us in the spring of 2019 as our natural areas manager and turned the position into so much more. Working with the recreation staff, Nicholas turned his love of all things nature and his gathered research at our parks into many teaching classes offered to the public. His knowledge of plants, animals, reptiles, and insects was amazing and always a joy to listen to and learn about. He truly enjoyed his work and was a great guy to have on our staff. Our thoughts go out to his family at this difficult time. Working with Nicholas's parents, a memorial bench will be added to the southwest corner of the large pond along the Merry Oaks trail in his memory later this fall.

#### **Administrative Initiatives** (10/1/23-10/31/23)

- Attending staff, Board, planning meetings for park projects, and interviews for the Golf Operations Supt. position.
- Attend early meetings with senior staff about budget planning for 2024.
- Work with our Director and contractors as the Reston Park project progresses.
- Meet with the school district on surfacing options for West School pickleball courts.
- Work with sports field user groups for field prep schedules and repairs. Staff continues to mow, trim, stripe lines, add infield mix, and landscape the facilities. Seeding of the thin field areas will take place where needed.
- Work with the City of Sycamore and Midwest Steel Carports on the replacement of the old shop shed.
- Winterize the splash pad and make a list of parts needed for next year.
- Aerate the golf greens and tees. Start the process of blowing and mulching leaves on the course.
- Trim branches along trails in the parks, plant a memorial tree, replace the slide when received at Old Mill Park, work on plans to replace playground surface at Brothers Park with mulch.
- Work with City, Rec. staff, Chamber on pumpkin fest event needs, tables, 10K race, and will assist with and attend the Park District parade entry.

To: Board of Commissioners  
From: Sarah Rex  
Subject: Monthly Report  
Date: September 26, 2023

### **Administrative Initiatives (9/1/23-9/30/23)**

- Marketing and Outreach Coordinator Rex
  - Attended the Kish Kids Outside meeting on behalf of the Park District
  - Coordinated the Park District's awards and attendance at the IAPD Best of the Best Gala: 100<sup>th</sup> Anniversary Award, Daryl Graves' 15-year Anniversary Award, Doty and Sons Concrete's Best Friend of Illinois Parks Award.
  - Attended DeKalb County Nonprofit Partnership's Nonprofit Day
  - Helped coordinate the 2024 event planning meeting
  - Arranged rehoming of the live animals and cleaning the nature room at the old shop.
  - Attended the Chamber of Commerce's September Business Afterhours
  - Helped coordinate the Art in the Park event in partnership with Flaunt Productions and the Rockford Area Arts Council. Have coordinated \$600 in donations for this event.
  - Coordinated Park District's part in this year's Pumpkin Fest Parade

### **Administrative Initiatives (10/1/23-10/31/23)**

- Marketing and Outreach Coordinator Rex
  - Will attend the Art in the Park event on October 1
  - Will attend the Sycamore Parks Foundation's Fourth Quarter Meeting
  - Will attend the Efficiency Committee Meeting
  - Will attend the Downtown Trick-or-treat event
  - Will attend the Pumpkin Fest Parade
  - Will host the Kish Kids Outside meeting at the Community Center

To: Board of Commissioners  
 From: Jonelle Bailey  
 Subject: Monthly Report  
 Date: September 2023

### **Administrative Initiatives (9/1 – 9/30 2023)**

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended All Rotary and Chamber Meetings
- Attended the KSRA board and Foundation meetings
- Attend and schedule all Efficiency Committee meetings
- Was appointed to the NRPA Commission for Accreditation of Park and Recreation Agencies (CAPRA)
- Bi-weekly meetings with the Superintendent
- Attended IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Attended all Dekalb History Center Board Meetings
- Continue to get to know the community members.
- Attended Annual Marketing & Events meetings for Marketing
- We have reposted the position on the PGA site, IPRA, our website and LinkedIn. In the process of re-working the post and will extend it.
- Started working on the 2025 Strategic plan update with the staff.
- Review all construction projects and next steps:
  - Reston Ponds – construction to start on 9/25
  - North Grove – grant was submitted on 9/15 and is in the process of being reviewed.
  - GWT – waiting on FS grain is taking our offer to their board and we invited Ibarra to our board meeting, still waiting for their response to our offer.
  - Solar panels – construction meeting will be the week of 9/25
- Received quote on security cameras
- Worked with Superintendent Hienbuecher with CMJ for updated security

### **Administrative Initiatives (10/1 – 10/31 2023)**

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended All Rotary and Chamber Meetings
- Attended the KSRA board and Foundation meetings.
- Bi-weekly meetings with the Superintendent
- Attend ACA board meetings
- Attend CAPRA board meeting
- Attend NRPA Annual Conference in Dallas TX
- Attended the IAPD Best of the Best Gala
- Attended IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Attended all Dekalb History Center Board Meetings
- Continue to get to know the community members.
- Review Marketing needs and timelines with M&OM. Set planning meeting for 2024 with all staff involved.

- Interviewing for Superintendent of Golf position:
- Still working on the 2025 Strategic plan update with the staff.
- Review all construction projects and next steps:
  - Reston Ponds
  - North Grove
  - Solar Panels
- Plan to have a decision on security cameras for 2024



**Jeanette Freeman**

---

**Subject:** FW: Sycamore Golf Team

**From:** Dan Wheeler <[dawhee@sync427.org](mailto:dawhee@sync427.org)>  
**Sent:** Tuesday, September 5, 2023 8:51 PM  
**To:** Kirk Lundbeck <[kirk@syncparks.org](mailto:kirk@syncparks.org)>  
**Cc:** Jonelle Bailey <[jonelle@syncparks.org](mailto:jonelle@syncparks.org)>; Chauncey Carrick <[ccarrick@sync427.org](mailto:ccarrick@sync427.org)>  
**Subject:** Sycamore Golf Team

Good evening, just writing as a huge thank you. Tonight we had 44 golfers that needed to get onto the course for a triangular golf match that was hosted by the Sycamore Golf Team. All golfers were able to start at approximately 3:50 thanks to tee times that were blocked off to accommodate the tournament. Sycamore Golf Course is always so good to us and I never want to take that for granted. The other two coaches were shocked that the course is willing to work with us as much as you do. I am not sure everyone understands how rare it is to have a course that is willing to go above and beyond for their local high school team.

Thank you again,  
Dan Wheeler  
Head Golf Coach, Sycamore High School

**NOTICE OF CONFIDENTIALITY:** The information contained in this email transmission is confidential information which may contain information that is privileged. The information is intended solely for the use of the individual or entity named above. Access, copying or re-use of the e-mail or any attachment, or any information contained therein, by any other person is not authorized. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or taking of any action in reliance on the contents of this email transmission is strictly prohibited. If you have received this email transmission in error, please return the e-mail to the sender and delete it from your computer. Although we attempt to sweep e-mail and attachments for viruses, we do not guarantee that either are virus-free and accept no liability for any damage from viruses.

Kirk & Sycamore Park Staff,

I can't thank you all enough for making the Jon Carnahan Golf Scramble such a huge success. We received nothing but praise from every golfer. The entire staff went above and beyond for this event. We look forward to the opportunity to have this event at Sycamore Golf Club for years to come. You're all amazing and deserve a raise! Thank again,  
Patti Carnahan  
family



Board of Commissioners  
Date of Board Meeting: September 26, 2023

**STAFF RECOMMENDATION AND INFORMATION**

**AGENDA ITEM:**

Park and Construction updates

**BACKGROUND INFORMATION:**

**Great Western Trail:**

- Waiting on update from Roger on the following:
  - F & G indicated they are good with the new offer, and we are waiting on their board's response.
  - The Ibarra's are still in conversations with American Survey, waiting on a response.

**Reston Ponds:**

- Construction is slated to start on the week of 9/25, stakes are out there marking areas.

**North Grove:**

- OSLAD grant submitted for this project on 9/15 and is being reviewed.
- The property has officially been transferred from the HOA to the District

**Solar Panels:**

- Meeting with the company on Friday 9/29 to meet with the engineers and discuss construction plans

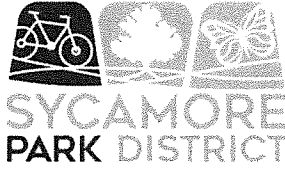
**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

**PREPARED BY:** Jonelle Bailey, Executive Director

*J.B. (J.B.)*

**EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:**



Board of Commissioners  
 Date of Board Meeting: September 26, 2023

**STAFF RECOMMENDATION**

**AGENDA ITEM:**

Community Project: North Avenue

**BACKGROUND INFORMATION:**

The Tree trimming project is complete.

We are still waiting on getting a quote for the basketball court.

We are still in contact with Bishop Henton and will keep his group updated on the projects progress.

**FISCAL IMPACT:**

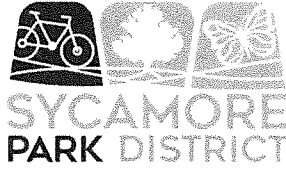
**STAFF RECOMMENDATION:**

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

*JB (9/26)*

**BOARD ACTION:**



**Board of Commissioners**  
**Date of Board Meeting: September 26, 2023**

**Staff Recommendation and Information**

**AGENDA ITEM:**

Security Cameras

**BACKGROUND INFORMATION:**

We met with Flock Safety and assessed the parks that have had the most issues. They made recommendations based on upon location, need and electricity available.

- Riverside: would be two cameras to cover the parking area and fields
- Sycamore Lake/Rotary Park: one camera to cover the large shelter, playground and fishing area
- Leon Larson: one camera to cover the entrance to the park and part of the playground.

**FISCAL IMPACT:**

- Annual Subscription for 4 cameras: \$12,000
- LPR (license plate reader): \$750
- PTZ (Pan Tilt Zoom): \$750
- Professional Services: \$650

**STAFF RECOMMENDATION:** I recommend that we start with one or two cameras only. My first recommendation would be Leon Larson Park, second recommendation would be Sycamore Lake. Those are the most remote and tend to have many of the issues.

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**

**Flock Safety + IL - Sycamore PD**

---

Flock Group Inc.  
1170 Howell Mill Rd, Suite 210  
Atlanta, GA 30318

---

**MAIN CONTACT:**

Philip Nanni  
phil.nanni@flocksafety.com  
8159156316

Created Date: 09/01/2023  
Expiration Date: 08/19/2023  
Quote Number: Q-39954  
PO Number:

# flock safety

## Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 535 Dekalb Avenue Sycamore, Illinois 60178

Ship To: 535 Dekalb Avenue Sycamore, Illinois 60178

Billing Company Name: IL - Sycamore PD

Subscription Term: 24 Months

Billing Contact Name:

Payment Terms: Net 30

Billing Email Address:

Retention Period: 30 Days

Billing Phone:

Billing Frequency: Annual Plan - First Year Invoiced at Signing.

### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$12,000.00</b>
<b>Flock Safety LPR Products</b>			
Flock Safety Falcon ®	Included	1	Included
<b>Flock Safety Video Products</b>			
Flock Safety Condor™ PTZ w/ LTE Service	Included	3	Included

### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			
<b>Flock Safety Professional Services</b>			
Professional Services - Standard Implementation Fee	\$650.00	1	\$650.00
Condor Professional Services - Standard Implementation Fee	\$750.00	3	\$2,250.00

**Subtotal Year 1:** \$14,900.00

**Annual Recurring Subtotal:** \$12,000.00

**Estimated Tax:** \$0.00

**Contract Total:** \$26,900.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.*

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At Contract Signing	\$14,900.00
<b>Annual Recurring after Year 1</b>	\$12,000.00
<b>Contract Total</b>	\$26,900.00

\*Tax not included



## Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.

Flock Safety Condor™	Flock's pan, tilt, zoom (PTZ) or fixed cameras which capture video footage with the option to stream live video, capture and view video recordings, and upload videos.
----------------------	--

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

## FlockOS Features & Description

**Package:** Community

FlockOS Features	Description
------------------	-------------

# SYCAMORE PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: September 26, 2023

### 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.

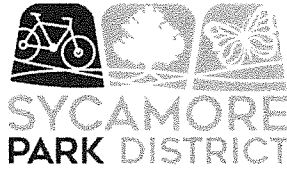
**PREPARED BY:** Jacqueline Hienbuecher, Superintendent of Finance

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**

*JB (gub)*

PROJECT	2023	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	\$10,500	\$8,383		\$2,117		December
Beverage Cart	\$10,500		\$11,459		-\$959	Got workman - insert 2024
Ice Machine	\$4,000					Not scheduled. Waiting
Ford 2005 Flat Bed	\$6,000		\$6,023		-\$23	March
Large dump 2007 bed replacement	\$6,000					defer due to changes in project
Clubhouse Ceiling Repairs/paint	\$5,000		\$5,000		\$0	April
Golf Carts	\$30,000					Unable to get at this time
Bridge on 10	\$337,300		\$278,027	BALANCE PD IN 2022		April
Greensmower	\$46,000		\$40,899		\$5,101	Feb
Shelter 8th tee	\$11,000					Fall
CC Parking Lot sealcoating/lines	\$15,000		\$5,150		\$9,850	August
BOARD CHANGED TO JUST FILLING CRACKS AND LINES						
third shed old maint	\$35,000					Fall
Reston Ponds	\$540,000	\$109,830				2024
Reston Ponds addl parking	\$80,000					2024
Partial Roof WPA Main	\$5,000					Fall - reaccess
North Grove Assessment	\$19,250		\$19,611		-\$361	Spring
Signage	\$2,400		\$2,269		\$131	April
Brothers Park - Playground - Surfacing	\$9,000					Fall
Lightening Detection System	\$45,000		\$48,210		-\$3,210	May
Nature Education Area	\$12,000		\$13,000		-\$1,000	May
Parking blocks/baseball	\$3,000		\$2,343		\$658	April
Bleachers (new baseball)	\$5,000		\$5,682		-\$682	March
Stage Good Tymes Shelter	\$42,000					<b>Did not get grant.</b>
	\$1,308,950	\$118,213	\$366,170	\$2,117	\$13,607	



Board of Commissioners  
Date of Board Meeting: September 26, 2023

**Staff Recommendation and Information**

**AGENDA ITEM:**

Parasailing ordinance

**BACKGROUND INFORMATION:**

Staff has noticed that parasailers are utilizing the Riverview Soccer complex. There is concern related to the safety and use of the facility. We do not currently have a policy or ordinance against parasailing. We do have an ordinance that addresses Vehicles, Boats and Aircrafts.

**VEHICLES, BOATS AND AIRCRAFT**

No person shall bring, use operate, drive or park any motor driven vehicle, boat or aircraft, including but not limited to automobiles, trucks, power driven model boats, power driven model aircraft, power driven model automobiles, mini-bikes, motorcycles, snowmobiles, except on a street, driveway, parking lot or such portion of the Park System and at such times as are designated by the Park System. The use of privately owned golf cars on any portion of Park District property is strictly prohibited.

Furthermore, except for emergency personnel and park district maintenance, no boat of any kind may be placed in, launched, operated, docked, piered, shored, banked, placed, or stored in any park or body of water in the park system unless in conjunction with activities conducted, sponsored, or authorized by the Park District.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:** To either add it to the list specified above or require them to get a permit from the District.

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**

*JB (gub)*



**Board of Commissioners**  
**Date of Board Meeting: April 25, 2023**

**STAFF RECOMMENDATION AND INFORMATION**

**AGENDA ITEM:**

Strategic Plan Document

**BACKGROUND INFORMATION:**

When I started in 2020, I formalized the strategic planning document, so it was easy to follow and update. We reviewed it last year but only with the leadership team. Attached you will find what we currently have in our 2021 – 2025 strategic planning document. This document not only will assist us with applying for grants but will help us define what our goals are according to our Mission, Vision, and Core Values.

Phase 1:

- 1<sup>st</sup> Quarter 2024 (February) Community Survey
- Have Leadership team and staff meet and discuss strategic plan for 2025 – 2030
- Park Board Commissioners review the current plan and add areas they would like to see in the next plan.

Phase 2:

- 2<sup>nd</sup> Quarter 2024 (July) Review of survey
- Leadership team and Commissioners meet offsite for planning meetings to discuss community and district needs.

Phase 3:

- 3<sup>rd</sup> Quarter 2024 (November) finalize Strategic Plan

Phase 4:

- 1<sup>st</sup> Quarter 2025 (January) post the Strategic Plan for the community. Coincide with Annual Report.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:** Approval of plan as outlined. Have a formalized strategic plan by June of 2024

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:**

Goal 1: Funding Goal 2: Growth Goal 3: Sustainability		2021	2022	2023	2024	2025
Objectives						
FUNDING						
1.1	Build a five-year budget to fund identified priorities	in progress	in progress	in progress	Starting 5 year process for 2026 - 2030	
1.2	Staffing: Identify and prioritize new positions		PT Pro Shop asst. manager	PT Rec Assist; 2 FT Rec supervisor; IMRF F&B posit	additional:FT custodian; IMRF position Maint	IMRF Pro Shop asst. mgr. & sports & parks Maint
1.3	Staffing: Hire a part-time accountant		2022 - done			IMRF position
1.4	Facilities: Identify opportunities to increase office and programming space.	April '21 created Riverview room	SOR in NWMedicine office	Marketing moved to Maint. Office; expanded CG space; Education space		replacing the structure on hole 8 Pool repurpose
1.5	Facilities: Universal Program Design for neighborhood parks				Creating educational components for parks/facilities; park parties 1 - 2 parks per summer	Rec outdoor program that are consistent
1.6	Park Development: Reston Ponds, North Grove, Memorial Park			in progress		
1.7	Facilities: Review and determine use/life of community pool			<b>Terminated Pool</b>		Pool repurpose
1.8	Facilities: Create a plan of improvement for current facilities: lighting, signage, landscaping, trails			updated lighting, updated signage ordered and going in, GWT seg. 2; future trails on DSATs list, signage for Disc Golf; parking lot at Reston Ponds; LC parking seal coated (AUG); 19th hole	redoing paving at Golf Course, sports complex; infrastructure	Parking lot at Riverside Splash pad need concrete sealed; add concrete with river stones in mulch/mud area
1.9	Facilities: increase usage of Community Center by 15% annually		in process/done 2022 (list %)	in process		
1.1	Technology: Build in cost for new website development		done	look into grants for communication tech thru META; add phone for account assist	move various positions to laptops vs desktops	Update phones and systems; look at update for TeeSnap use or alternate
1.11	Technology: App for Park District engagement: geofencing			add rain out cancellation app	track people on trails (geo fence); scheduling app for fields	maybe during large events to have notice for communications/calendar access for ballfield usage/Meta grant for communications
1.12	Programming: Review of KPI's to facilitate program growth, marketing needs and partnership opportunities	Senior tees added; 18 hole ladies league; brought bay SAY golf program	Senior men's league; adult lessons	IntelliTrace; SAY Jr. League and return on couples leagues		Key Performance Indicators
1.13	Budgeting: Creation of a foundation to assist with legacy sustainability	done				

**Mission**

Connecting Sycamore to wellness, nature, and each other.

**Vision**

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

**Core Values**

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

We value **Transparency** through fiscal responsibility, equitable policies, and proactive communication.

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

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

GROWTH		2021	2022	2023	2024	2025		
2.1	Add at least one new partner area			Dekalb County History/NIU Outdoor adventures; <b>Community Improvement Projects (partner with the Baptist Church)</b> ; Hyvee			Kishwaukee Art League; Kishwaukee College; AmeriCorp Seniors (lifescape); DEIB focus for community engagement	
2.2	Identify opportunities to program with other agencies			Dekalb & Genoa Pools/Dekalb County Basics(parent tot)	Teen trip partners (Belvidere, Genoa, Dekalb)		4-H/U of I extention; (ongoing w/KSRA)	
2.3	Survey Assessment of programming, facility usage: Quarterly and annually		Started doing staff surveys; continue w/program surevys	continue staff and programming survey	InteliTrac data for KPI assessments			
2.4	5-year community assessment for the overall needs of the community			<b>Dog Park survey; partner pool use survey</b>		Community assessments should be every 5 years - with an outside organization		
2.5	Develop Sales & Marketing plan to include:		in process	will be completed; outline created by M&OM				
2.5.1	Continued printed seasonal brochure of programming & activities	continual	continual	continual	continual	continual		
2.5.2	<b>Create park parties for neighborhood parks on rotation</b>		Old Mill Park June 2022	<b>Charly Lang; Rotary</b>	<b>Brothers; Founders</b>	<b>2025(Reston Ponds)</b>	*under funding?	
2.5.3	Notify Governmental/partnership agencies of programming, events, camps			Inform and promote to intergovernmental groups; chambers; library; school; ADD community board at the LC			SOR;M&OM; ED	
2.5.4	Re-branding of the Park District	done						
2.5.5	100-year Anniversary Celebration			in process				
2.5.6	<b>Fireside Chats with Board, Staff and Community???? Good booze/beer</b>			pumpkin fest parade	<b>Hold this prior to the 5yr comm assessment in 2025</b>		plan to be at community events	
2.5.7	Virtual Programming opportunities							
2.5.8	<b>Maintain partnerships with local business and service groups</b>	continual		yearly check in with MOU? This is done in Rec dept 3x yr.			work this out with SOR & ED; mom	
2.5.9	Community Events: <b>Lightshow, Races, Tastings, Family engagement activities</b>	tastings started	Sip & Savor	Doty Community Games; sip n savor; fireworks 100th anni; fire & ice winter festival	Kris Kringle Market in front of the pool		<b>Senior event TRIAD Picnic as host</b>	

SUSTAINABILITY		2021	2022	2023	2024	2025
3.1	Annually review and record the number of certified, recreation specialists, coaches and leaders and monitor regulations associated with certifications.		added 2 staff w/ CPP, 5 ServSafe certs,3 CPO; CPSI JD	CPRE Jo; CPRP LM CH Basset JH; Financial Cert: JH, LM, JB	Full list to updated in 2024	
3.2	Discussion of career pathways: Succession planning		Started	REstructure of Rec Dept	completed SOPs for each department	
3.3	Identify non-monetary benefits that staff might enjoy		changed benefits			review these
3.4	Maintain accreditation through PDRMA	continual				
3.5	Seek additional awards of excellence: IAPD, IPRA, NRPA	IAPD, IPRA		IPRA, finalist for NRPA Gold Medal Award		Distingued agency award
3.6	Promote and encourage staff training and engagement	continual		annual review of trainings per department (Nov)		
3.7	Expanded internship/Graduation Assistant programs - discuss next steps.	2 GA, Intern	1 GA, Intern	4 Colleges & IPRA listing for Internship.	formal internship program	
3.8	Update of agency policy manuals.		Employee Portal			review agency policy manuals
3.9	Work with the Dekalb County History Center		in process	in process		
3.91	Highlight the legacy of the Park District in the City of Sycamore			in process; 100th anni		
3.92	Creation of memorial display at the Sports Center					Start
3.93	Assess current green space to determine appropriate programming, accessibility, and growth for the community				Merry Oaks trail by Ted's trees; trail connections	another outdoor fitness component- seek grant \$

MOU with NIU through May 2024, Aggression requested GA for Sport Training

Review accesibility oppourtunities at each park; DSATS; last done 2014; utilize ADA funds, need supporting documentation; work w/KSRA & contractors





# Sycamore Parks Foundation Update



## Events:

- May Spring Foundation Event: canceled due to low registration. 2024 will be an open house (inside) free event that will occur prior to Give DeKalb to help promote 2024 projects.
- Give DeKalb raised \$1,900.88, we felt that there was a decrease in donations because we didn't have an event prior to Give DeKalb.
- July Sip n Savor event went very well.
  - 102 paid participants
  - 10 craft vendors
  - 10 drink vendors
  - 2 misc. vendors (food & coffee)
  - Net: \$1178.50
- July Golf Outing also went well. We had 92 golfers

### Revenue

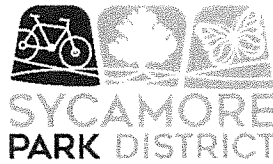
Golf registrations	\$6,385.00
Beat the Pro	\$617.00
Raffle tickets OL	\$85.00
Raffle tickets IP	\$515.00
Locker auction	\$150.00
<b>Total</b>	<b>\$7,752.00</b>

### Expenses

Greens Fees	\$1,520.00
Greens Fee add on	\$1,216.00
Foundation Golf	
Balls	\$655.38
Beverages	
<b>Total</b>	<b>\$3,391.38</b>

Net \$4,360.62

*JB (9/10)*



**Board of Commissioners**  
**Date of Board Meeting: September 26, 2023**

Staff Recommendation

**AGENDA ITEM:**

IAPD Gala

**BACKGROUND INFORMATION:**

IAPD's Best of the Best Awards Gala is on **Friday, October 20, 2023** at Wheeling Park District's Chevy Chase Country Club, 1000 N. Milwaukee Avenue, Wheeling, IL 60090, with a cocktail reception starting at 6:30 p.m. and dinner at 7:00 p.m.

We will be celebrating :

- Agency Anniversary Awards: This award recognizes a park district, forest preserve, conservation, recreation or special recreation agency celebrating its 25th, 50th, 75th, 100th or more than 100-year anniversary. **100<sup>th</sup> Anniversary**
- Best Friend of Illinois Parks- Business: The "Best Friend of Illinois Parks" is awarded to a business or corporation that has demonstrated exemplary support of a local park district, forest preserve, conservation, recreation or special recreation agency. **Doty and Sons.**
- Board Members Service Awards: Agencies may honor board members who have served 10, 15, 20, 25 , 30, 35, 40, 45 and more than 45 years with an award from the Illinois Association of Park Districts. **Daryl Graves 15 years**

**FISCAL IMPACT:** Table of 8: \$1,055

**STAFF RECOMMENDATION:** Provide list of attendees for this event:

- |                   |    |    |    |
|-------------------|----|----|----|
| 1. Jonelle Bailey | 3. | 5. | 7. |
| 2.                | 4. | 6. | 8. |

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:**

*J.B. (signature)*

You are cordially invited to the  
**Illinois Association of Park Districts'**<sup>83</sup>

THE BEST OF THE  
**Best**  
AWARDS GALA

**Friday, October 20, 2023**

Wheeling Park District's Chevy Chase Country Club

1000 N. Milwaukee Avenue, Wheeling, IL 60090

Reservations accepted until October 16, 2023

**6:30 - 7:00 p.m.**  
**Cocktail Reception**

(One complimentary drink is provided. Cash bar is available throughout the evening.)

**7:00 - 9:30 p.m.**  
**Dinner / Awards Program**

**Dress code: Business/Black Tie Optional**

Entree will be a combination plate of beef/salmon.

Contact Sue Triphahn by October 16, 2023 at [striphahn@ilparks.org](mailto:striphahn@ilparks.org)  
or 847-496-4449 if you require any special dietary needs.

\$145 per person

\$265 per couple

\$65 per child ages 12 and under

\$1,055 per table of eight

(Your agency/organization will be recognized as a table sponsor.)

Register online at [ilparks.org/events](https://ilparks.org/events)

Guest rooms available at the Westin Chicago North Shore,  
601 N. Milwaukee Avenue, Wheeling, IL 60090. Rate: \$99 (plus tax)

**Click here** or Call (847) 777-6500 and ask for the IAPD Awards Gala  
Room Block at the Westin Chicago North Shore.

Make your hotel reservations by October 6, 2023 to receive the discounted rate.  
After October 6, 2023 rooms are based on availability and you may pay a higher rate.

All cancellations must be sent in writing to the IAPD office at [striphahn@ilparks.org](mailto:striphahn@ilparks.org)  
or faxed to 847/496-5246 (3) business days prior to the date of the scheduled event.

There is a 15% processing fee for all cancellations.

**IAPD**

Illinois Association of Park Districts



**Board of Commissioners**

**Date of Board Meeting: September 26, 2023**

**STAFF RECOMMENDATION**

**AGENDA ITEM:**

Kishwaukee Special Recreation Association Articles of Agreement

**BACKGROUND INFORMATION:**

Our current agreement with the Kishwaukee Special Recreation Association (KSRA) has expired and needs to be updated. The purpose of the KSRA is to provide comprehensive recreation programs for persons with disabilities in need of special programs as determined by the KSRA board. This need can be temporary or more permanent in nature. Other services can include accessibility requirements necessary for compliance with the Americans with Disabilities Act. At the last KSRA board meeting all the current members reviewed the document and provided the document to their various legal counsels for review. The agreement term will five years be from January 1, 2024, to December 31, 2028.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:** Approval of the agreement

**PREPARED BY:** Jonelle Bailey, Executive Director

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

A handwritten signature in black ink, appearing to read "Jonelle Bailey", is written over the "EXECUTIVE DIRECTOR REVIEW/APPROVAL:" line.

**BOARD ACTION:**



**Articles of Agreement  
Kishwaukee Special Recreation Association  
(KSRA)**

This agreement is entered into by and among the following park districts and units of local government hereinafter referred to as "Member Districts", duly and properly organized and operating pursuant to the provisions of the Park District Code and Illinois Municipal Code for the purposes, uses and services stated below:

Dekalb Park District  
Flagg-Rochelle Park District  
Genoa Township Park District  
Sandwich Park District  
Sycamore Park District

WHEREAS, Member Districts are authorized to enter into this agreement by Section 5-8 and 8-10b and 70 ILCS 1205/5-8 of the Park District Code and all the laws amendatory thereof and supplementary thereto and by Section 11-95-2 and 11-95-3 and 11-95-14 of the Illinois Municipal Code and all laws amendatory thereof and supplementary thereto and by Article VII, Section 10 of the 1970 Constitution of the State of Illinois.

**I. NAME**

This organization is a noncorporate public entity existing solely by the Agreement and shall be known as the KISHWAUKEE SPECIAL RECREATION ASSOCIATION, hereinafter referred to as "KSRA".

**II. Membership**

Other qualified organizations may be admitted upon application to the Board of Directors and the consent of each Member District's governing board as evidence by transmittal to the Executive Director of KSRA of a certified copy of minutes of the meeting of each Member Districts' governing Board relative to such approving action. An approval by 2/3 vote of the Board of Directors is required. New admittees must approve and comply with this Agreement and the rules and regulations of the KSRA in effect at that time.

**II. PURPOSE**

The purpose of the KSRA shall be to provide comprehensive recreation programs for persons with disabilities in need of special programs as determined by the KSRA board. This need can be temporary or more permanent in nature. The KSRA shall have the authority to employ staff persons and to enter into contracts necessary or desirable to achieve these purposes. Other services can include accessibility requirements necessary for compliance with the Americans with Disabilities Act. The Board of Directors of KSRA has the authority to establish policy concerning the use and expenditures relative to these accessibility requirements.

**III. TERM OF AGREEMENT**

The term of this Agreement shall commence on January 1, 2024, and shall terminate on December 31, 2028, unless sooner terminated or amended by all parties hereto.

emergency meeting be given pursuant to the Act at least 48 hours before such meeting, and that such notice shall include the agenda for the special meeting.

5. A quorum for all meetings shall consist of 75% of the Designated Members. Each Designated Member appointed from a District shall have one vote.
6. An affirmative vote of a majority of the Designated Members present at a duly called meeting at which a quorum is present shall be required for Board actions, unless otherwise specified.
7. The Board shall approve all contracts, including leases that are entered into by the KSRA which involve expenditures exceeding \$5,000.00 and which have a term of more than one year. Approval of all contracts shall be in accordance with State statutes applicable to the Member Districts which are parties to this Agreement. No contracts may exceed three years, except upon vote of the Board with 2/3 approval; in no case may a contract exceed the term of this Agreement.
8. Member Districts upon request of the Executive Director of KSRA shall make available to KSRA its recreation areas and equipment on a cooperative basis but subject to the needs and demands of the Member Districts.
9. The Board of Directors of KSRA may obtain funds from other organizations in accordance with Section 8-1(9) of the "*Park District Code*" as amended, to assist in the best possible service to persons with disabilities within KSRA area at the lowest possible cost to the participants.

#### B. Administrative Functions

1. The Board of Directors may, at its discretion, designate a Member District, which consents such designation, to act as administrative agency for KSRA, or may enter into written agreements with one or more Member Districts as necessary or useful to carry out administrative functions of the KSRA

The KSRA, through its Executive Director, employed by and reporting to the Board, shall be responsible to carry out administrative functions of the KSRA, except insofar as the Board contracts with a Member District or Districts to perform such functions. The Member Districts shall assist the KSRA in all matters as needed and mutually agreeable.

#### C. The Executive Director

1. The Executive Director ("Director") shall be selected by the Board and shall be directly responsible to the Board.
2. The scope and limits of the Director's duties, responsibilities, and authority with respect to the Member Districts, shall be defined by the Board.

### V. BUDGET AND ASSESSMENTS

#### A. Budget

1. The Fiscal Year of the KSRA shall begin on January 1, and shall end on December 31, of each year of the Agreement.
2. The Board shall be responsible for establishing, by a majority vote of the Members at a regularly scheduled meeting, a budget for the KSRA which sets out total anticipated expenditures for KSRA programs and operations in each year during the term of this Agreement ("Budgeted Expenditures").

## VII. PARTICIPATION IN ILLINOIS MUNICIPAL RETIREMENT FUND

In order to afford retirement pensions and related benefits to eligible employees of the KSRA, the KSRA shall participate in the Illinois Municipal Retirement Fund (IMRF).

## VIII. EXTENSION OF AGREEMENT

On or before August 1st of the final year of the Joint Agreement, the KSRA Board shall review the accomplishments of the KSRA, and the desirability of the Member Districts to amend this Agreement, or enter into a new Agreement, so as to provide for an extended three (3) year term. The parties agree that the terms and conditions of any extended or new agreement must be approved by the Member Districts by no later than December 1st of the final year of the Joint Agreement.

## IX. VOLUNTARY OR INVOLUNTARY WITHDRAWAL OF MEMBERS

### A. Voluntary Withdrawal

Any Member District may withdraw from KSRA by notifying the Board in writing on or before the first day of October, which is fifteen (15) months prior to the effective withdrawal date. The effective withdrawal date shall be the final day (December 31) of the following Fiscal Year. Notice of withdrawal received subsequent to the first day of October shall not be deemed effective December 31 of the following year, but rather will be deemed effective December 31 of the second succeeding year after notice is given and the withdrawing Member District shall be responsible for paying its assessment for the entire Interim period. The withdrawing Member District shall remain responsible to pay an annual share of subsequent Budget Expenditures for repayment or satisfaction of long-term obligations or liabilities incurred by or on behalf of KSRA prior to the effective date of withdrawal. A Member District which voluntarily withdraws from the Membership shall have no claim against, right or interest in any capital improvements, real property, or other assets of KSRA.

### B. Involuntary Withdrawal

Should any Member District fail to make payments or shall be in default of any other provisions of this agreement, any such Member may be involuntarily declared to have withdrawn from Membership in KSRA as follows:

1. Upon approval of a majority of the Board, a written notice shall be sent to the individual Member District in question, specifying in detail the terms which the Board of Directors deems sufficient cause to justify removal of such Member District from the KSRA. The notification shall specify the period of time in which such items are to be corrected or appropriate corrective steps are to be taken.
2. Should the District fail to take steps to the satisfaction of the Board of Director within the specified time, a special meeting of the Board of Directors will be called at which time the matter shall be brought before the Board of Directors for hearing and actions. At least 10 days advanced written notices of the time and place of such hearing shall be given to the Member District alleged to be in violation of this Agreement by Certified Mail addressed to the Member District Board of Directors and the President of the said Member District. The Member District in question shall be permitted to appear and to submit reasons why it should not be removed from Membership.
3. After notice and hearing, the Board of Directors may terminate a Member District's further participation in KSRA by a  $\frac{2}{3}$  vote of the voting Membership, excluding the district being discussed, of the Board of Directors. The Member Districts' whose non-conforming activities are being reviewed shall not be allowed to vote on the question. Removal from Membership shall not relieve the withdrawing District of liabilities or obligations incurred during participation and shall become effective as provided in the resolution terminating Membership. A District which is removed from Membership shall have no claim against, right to interest of any capital improvements, real property, or other assets of KSRA.

SYCAMORE PARK DISTRICT

ATTEST \_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Revised: November 7, 2016  
October 13, 2020  
November 12, 2020  
August 8, 2023