



Sycamore Park District
 Regular Board Meeting
 January 24, 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: December 20, 2022 (Voice Vote)
 Executive Session Minutes: December 20, 2022 (Voice Vote) to remain confidential

APPROVAL OF MONTHLY CLAIMS:

9. Claims Paid Since Board Meeting (Roll Call Vote)
24. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

31. Superintendent of Finance Monthly Report
33. Budget
47. Superintendent of Recreation Monthly Report
51. Superintendent of Golf Operations Monthly Report
53. Superintendent of Parks and Facilities Monthly Report
56. Nicholas McCarney-Ecology, Natural Areas, and Education 2022
 Annual Report
78. Executive Director Monthly Report

CORRESPONDENCE:

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

PLANNING COMMISSION REPORT: Ted

AGENDA

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OLD BUSINESS:

79. Construction Updates:

- Bridge #1

80. Final review of FY2023 Annual Operating Budget: Jackie (Roll Call)

81. GWT Seg 2 Properties of purchase – Jonelle

82. Purchase of Merry Oaks property

NEW BUSINESS:

83. Open Positions/ Job Descriptions/Organizational Chart – Jonelle

85. Presentation of Awards: Jonelle/Theresa

86. 2023 Splash fountain fees: Theresa

88. Update to Splash fountain signage

91. Ordinance 01-2023 Ordinance abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, of the Sycamore Park District, DeKalb County, Illinois. – Jackie (ROLL CALL)

95. Ordinance 02-2023 Ordinance abating the tax hereto levied for the year 2022 to pay debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Sycamore Park District, DeKalb County, Illinois – Jackie (ROLL CALL)

99. Ordinance 03-2023 Ordinance abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, of the Sycamore Park District, DeKalb County, Illinois – Jackie (ROLL CALL)

103. Solar Energy options

* Staff Concerns - ES

Special Announcements

Potential Study Session February 14 at 6:00 PM—940 E. State St.

PUBLIC INPUT

EXECUTIVE SESSION (Roll Call Vote): In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene in Executive Session to discuss:

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

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, December 20, 2022**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at our Clubhouse, located at 940 E. State St., Sycamore, Illinois is called to order at 6:03 p.m. on Tuesday, December 20, 2022.

Will the recording secretary please call the roll.

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

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

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

Staff members present were Jeff Donahoe, Jeanette Freeman, Jackie Hienbuecher, Kirk Lundbeck, Theresa Tevsh. Director Bailey attended via Zoom.

Guests at the Board meeting were: There were none.

**Regular and Consent Agenda Approval –
Motion**

Commissioner Graves moved to approve the Regular Agenda and the Consent Agenda. Commissioner Doty 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 Strack moved to approve the November 22, 2022, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

Motion

Commissioner Doty moved to approve the November 22, 2022, 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.

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Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$162,265.18.
 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.

Correspondence –

- Jeff Welcker

Public Input – None

Positive Feedback –

- President Kroeger wanted to make sure Upstaging gets recognition for the lights at the building. Supt. Tevsh noted they do not want this, but we are trying to recognize them in whatever way they are comfortable with.
- President Kroeger noted from the community center reports it looks like we have exceeded our 2019 daily user numbers. Supt. Tevsh noted this does not include any of the rentals. President Kroeger noted this is great.

Plan Commission: Commissioner Strack noted there was no meeting.

Old Business:

Construction Updates:

- **Reston Ponds:** Director Bailey noted we have the updated numbers. She will need approval in January.
- **Memorial Park:** Director Bailey noted we are waiting on the final punch list. We have not received our permit for the baseball fields and shelter. We are waiting for the city to say they have everything.
- **North Grove:** Director Bailey noted we are still waiting on schedule for the survey. Once done, we will have a focus group in the spring.
- **Bridge #1/Hole 10:** Supt. Donahoe noted the new bridge will be put in on Wednesday. Director Bailey noted they are leaving the old bridge for now. Supt. Donahoe noted the company wanted to take the old bridge down but he told them it needed to stay up in case everything on the new one was not finished by spring. He feels they wanted to remove their crane. Commissioner Graves noted he wanted to talk about the crane. He noted there is a crane company in town that was not used on the last bridge. He feels we should use a local company if possible. Directly Bailey noted the cranes ar a sub-contractor so we would have to put in as a request to use local contractors if possible. Supt. Donahoe noted the crane is actually Martin's crane and not a sub-contractor. He also noted that we have used locals in the past.

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Softball Field - ES: This will be discussed in executive session.

GWT Update - ES: – This will be discussed in executive session.

Suspensions - ES: This will be discussed in executive session.

New Business

Capital Budget Approval: Supt. Hienbuecher noted this includes all the changes made.

Motion

Commissioner Strack moved to approve the Capital Budget at 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.

Operation Budget second draft: Supt. Hienbuecher noted she will have the final in January.

Ordinance 07-2022 - Ordinance for equipment removal and possible sale of surplus property:

Motion

Commissioner Strack moved to approve Ordinance 07-2022 – An Ordinance for equipment removal and possible sale of surplus property. 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.

Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022: Supt. Hienbuecher noted everything is in her staff recommendation. Commissioner Strack noted there is a limit to what people can digest and he suggests having a lower number. He feels the budget can support it. Supt. Hienbuecher noted she understands what Commissioner Strack is saying. However, we have some capital expenses that we did not expect. If we have an excess in the corporate fund those funds can be moved over to the capital to help pay for those expenses. She gave examples of the parking lot at the soccer complex and the cost increases at Reston Ponds. Costs are still going up and staff has done a great job of being realistic with the budget. Supt. Tevsh noted one surprise that staff is seeing is what we need to do with the community center. The repairs that need to be done and we have no idea what the cost will be. Director Bailey noted that everything we have gotten quotes for is 15% to 20% higher than what they have been. By the time we get to some of these projects, it will be the end of the year and the costs may be even more. She also agreed with Supt. Tevsh the issues at the community center that will need to be addressed that we were not prepared for. There were some construction challenges with either subpar materials or improper installation that is causing damage that we shouldn't have to deal within the first five years of being in the building.

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Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022 - cont'd: Director Bailey noted one issue is painting the whole outside of the building, and repairing cracks in the cement walls so no additional damage is done. This will be a good amount of money and we don't know what that will be yet. Supt. Hienbuecher noted the increase would be about \$19.00 per year.

Motion

Commissioner Doty moved to approve Ordinance 08-2022 – An Ordinance, Levying and Assessing Taxes for the Sycamore Park District, DeKalb County, for the Year 2022.
 Commissioner Ackmann seconded the Motion.

Roll Call

President Kroeger called for a roll call to approve the motion. Commissioners Ackmann, Doty, Graves and Kroeger voted Aye. Commissioner Strack voted Naye. Motion carried 4-1.

Travel Approval:

Motion

Commissioner Strack moved to approve the staff recommendation 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.

Consider Next Year's Meeting Dates and Times:

Motion

Commissioner Ackmann moved to approve the 2023 Meeting Dates and Times as presented. Commissioner Doty seconded the Motion.

Voice Vote

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

Consider Next Year's Holidays:

Motion

Commissioner Strack moved to approve the 2023 Holidays as presented. 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.

Evaluate Executive Director – ES: This will be discussed in executive session.

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Job Postings, Department Restructure Outline & New IMRF Position Proposal:

Director Bailey went over the different changes suggested. The part time recreation position was not listed in the staff recommendation so that will be brought back at the January meeting.

Motion

Commissioner Doty moved to approve the changes/additions as presented in the staff recommendation. 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.

GWT Update:

Motion

Commissioner Strack moved to approve the additional cost of \$2,926.00 as presented in the staff recommendation. 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.

Suspensions: There will be no changes to the current suspensions so no motion in needed.

Consider Staff compensation and adjustment recommendations - ES: This will be discussed in executive session.

Motion

Commissioner Strack moved to approve the staff compensation as recommended in the amount of \$43,342.66. 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.

Evaluate Executive Director:

Motion

Commissioner Strack moved to approve an increase of 4% and a \$2500 net bonus. 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.

Special Announcements –

December Study Session: None was scheduled.

Public Input – None

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Motion

The Board adjourned the Regular Session to go into Executive Session at 6:46 pm on a motion made by Commissioner Graves for the reasons listed below. The motion was seconded by Commissioner Doty.

Roll Call

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

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

The Board convened to Executive Session at 6:49 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey via Zoom, Recording Secretary Jeanette Freeman, Jackie Hienbuecher, and Theresa Tevsh.

Motion

The Board adjourned the Executive Session at 7:50 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

The Board reconvened to Regular Session at 7:50 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey via zoom, and Recording Secretary Jeanette Freeman, Jackie Hienbuecher and Theresa Tevsh.

Motion

The Board adjourned the Regular Session at 7:54 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
 Recording Secretary
 Sycamore Park Distri

DATE: 01/18/2023
 TIME: 15:59:21
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Int e Rim

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AFLAC	AFLAC								
	001023	01 AFLAC - PRE TAX	101000002006	12/12/22		65410	12/20/22	855.39	855.39
		02 AFLAC - AFTER TAX	101000002007						812.19
									43.20
AIRGAS	AIRGAS USA LLC								855.39
	9993594246	01 WELDING TANK GAS FILL	101500066401	12/31/22		65459	01/05/23	37.88	37.88
									37.88
ALARMDET	ALARMDET	ALARM DETECTION SYSTEMS, INC							37.88
	219337-1009			12/11/22		65460	01/05/23	310.32	310.32
		01 CH ALARM - 1ST QTR	101000056300						155.16
		02 CH ALARM - 1ST QTR	201000056300						155.16
ALL	ALL STAR SPORTS INSTRUCTION								310.32
	227016	01 ALL STAR SPORTS FALL SEC 2 PAY 205550026128		11/30/22		65411	12/20/22	4,237.00	4,237.00
									4,237.00
CHALL	CHALLENGER SPORTS CAMP								4,237.00
	003	01 CHALLENGER SOCCER CAMP	205550166128	11/07/22		65412	12/20/22	3,971.00	3,971.00
									3,971.00
CHAPM	CHAPMAN AND CUTLER								3,971.00
	2020233	01 BOND ISSUE 2022	701000156903	12/06/22		65461	01/05/23	5,300.00	5,300.00
									5,300.00
CINTA	CINTAS CORPORATION #355								5,300.00
	4139252776			12/02/22		65443	12/28/22	250.41	29.33
		01 RAG & RUG SERVICE	101500056301						10.87
		02 RAG & RUG SERVICE	504100056301						10.86
		03 RAG & RUG SERVICE	201000056301						3.80
		04 RAG & RUG SERVICE	101000056301						3.80

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	4139252790	01 RAG & RUG SERVICE	207500056301	12/02/22		65443	12/28/22	250.41	36.78 36.78
	4139252800	01 RAG & RUG SERVICE	201000056301	12/02/22		65443	12/28/22	250.41	17.36 17.36
	4139964711	01 RAG & RUG SERVICE	101500056301	12/09/22		65443	12/28/22	250.41	29.33 10.87 10.86 3.80 3.80
	4139964796	01 RAG & RUG SERVICE	201000056301	12/09/22		65443	12/28/22	250.41	17.36 17.36
	4139964813	01 RAG & RUG SERVICE	207500056301	12/09/22		65443	12/28/22	250.41	36.78 36.78
	4140644760	01 RAG & RUG SERVICE	101500056301	12/16/22		65443	12/28/22	250.41	29.33 10.87 10.86 3.80 3.80
	4140644907	01 RAG & RUG SERVICE	207500056301	12/16/22		65443	12/28/22	250.41	36.78 36.78
	4140644913	01 RAG & RUG SERVICE	201000056301	12/16/22		65443	12/28/22	250.41	17.36 17.36
CINTA2	CINTAS CORP						VENDOR TOTAL:		250.41
	5137624401	01 1ST AID - CC	207500076513	12/20/22		65413	12/20/22	47.01	47.01 47.01
	8406032190	01 1ST AID - MAINT & CH	101500076513	12/23/22		65481	01/11/23	79.21	79.21 39.60 39.61
		02 1ST AID - MAINT & CH	202100076513						
CITY	CITY OF SYCAMORE						VENDOR TOTAL:		126.22
	NOV CITY SALES TAX					65414	12/20/22	36.00	36.00 18.00 11.00 7.00
	01 CITY SALES TAX - CLUBHOUSE	303000116852							
	02 CITY SALES TAX - CATERING	303500116852							
	03 CITY SALES TAX - VENDING	207500086650							

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CITY2	CITY OF SYCAMORE								
	1271000000-1222		1015000096704	12/30/22		65462	01/05/23	773.04	192.89
	01 WATER/SEWER - MAINT								192.89
	1271005000-1222		2075000096704	12/30/22		65462	01/05/23	773.04	580.15
	01 WATER/SEWER - CC								580.15
CMJ	CMJ TECHNOLOGIES, INC.								
	16933			12/01/22		65439	12/21/22	1,286.75	1,286.75
	01 OFFICE 365		1010000046206						255.87
	02 OFFICE 365		2010000046206						255.88
	03 MONTHLY MAINT		1010000056304						387.50
	04 MONTHLY MAINT		2010000056304						387.50
	17054			01/01/23		65463	01/05/23	1,509.75	1,509.75
	01 OFFICE 365		1010000046206						255.88
	02 OFFICE 365		2010000046206						255.87
	03 MONTHLY MAINT		1010000056304						499.00
	04 MONTHLY MAINT		2010000056304						499.00
COMCA	COMCAST								
	0468024-1222			12/10/22		65415	12/20/22	682.99	682.99
	01 CABLE		2075000096705						393.03
	02 INTERNET		1010000096706						144.98
	03 INTERNET		2010000096706						144.98
	0468768-0123			12/25/22		65464	01/05/23	197.01	197.01
	01 CABLE		3030000096705						98.50
	02 CABLE		5040000096705						98.51
COMMO	COMMONWEALTH EDISON								
	0558722008-1222			12/06/22		65417	12/20/22	5,530.04	4,724.94
	01 BASEALL CONCESSIONS		3033000096702						38.31
	02 POOL		5181000096702						182.30
	03 MAINT		1015000096702						34.28
	04 MAINT		5041000096702						34.28
	05 CART BLDG		5040000096702						608.00
	06 CLUBHOUSE		3030000096702						34.91
	07 PROSHOP		5040000096702						34.91

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0558722008	-1222	08 ADMIN	101000096702	12/06/22		65417	12/20/22	5,530.04	4,724.94
		09 ADMIN	201000096702						81.47
		10 ELECTRONIC SIGN	101000096702						81.47
		11 ELECTRONIC SIGN	201000096702						4.96
		12 COMMUNITY CENTER	207500096702						3,585.09
120222		01 GOOD TYMES SHELTER	101500096702	12/02/22		65444	12/28/22	49.10	49.10
		02 ENTRY PARK	101500096702						26.19
									22.91
120522		01 FOUNDERS PARK	101500096702	12/05/22		65417	12/20/22	5,530.04	805.10
		02 OLD MILL	101500096702						23.66
		03 SYCAMORE LAKE	101500096702						22.91
		04 WETZEL PARK	101500096702						53.69
		05 MAINT BLDG	101500096702						40.51
		06 MAINT BLDG	504100096702						329.22
		07 SPORTS COMPLEX	202100096702						329.22
									5.89
CONS		CONSERV FS					VENDOR TOTAL:		5,579.14
121019796		01 DIESEL - GOLF	504100076515	12/13/22		65440	12/21/22	2,104.86	967.26
		02 DIESEL - PARKS	101500076515						616.08
		03 DIESEL -SC	202100076515						289.21
									61.97
121019797		01 GASOLINE - GOLF	504100076515	12/13/22		65440	12/21/22	2,104.86	1,137.60
		02 GASOLINE - SC	202100076515						444.72
		03 GASOLINE - TRUCKS	101500076515						7.98
									684.90
40017898		01 KEROSENT	101500076515	12/19/22		65418	12/20/22	301.36	301.36
							VENDOR TOTAL:		2,406.22
DEKA2		DEKALB IMPLEMENT CO.,							
224634		01 DEERE SNOW BLOWER UNIT SHOES	101500066403	12/21/22		65465	01/05/23	125.90	125.90
							VENDOR TOTAL:		125.90
DEKAM		DEKALB MECHANICAL INC							
84449		01 RTU #2 LABOR ONLY	207500066401	12/20/22	00006043	65445	12/28/22	202.50	202.50
									202.50

DATE: 01/18/2023
 TIME: 15:59:21
 ID: AP450000.WOW

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
DEKCTYRE		DEKALB COUNTY RECORDERS						VENDOR TOTAL:	202.50
		ANNEXATION FILING	101000036120	12/19/22		65409	12/19/22	75.00	75.00
		01 ANNEXATION FILING							75.00
DOGGIEDE		DOGGIE DEVELOPMENT ACADEMY						VENDOR TOTAL:	75.00
		DONATION	206095176216	01/11/23		65482	01/11/23	200.00	200.00
		01 DONATION SLED DOG DEMO							200.00
DOGWASTE		DOG WASTE DEPOT						VENDOR TOTAL:	200.00
	525058	01 DOG WASTE BAGS	101500076540	01/09/23		65483	01/11/23	121.35	121.35
		DOTY & SON CONCRETE PRODUCTS						VENDOR TOTAL:	121.35
	69282	01 MAT REBUILD BB BACKSTOP WALL	202100076500	11/22/22		65419	12/20/22	1,148.00	1,148.00
		02 MAT REBUILD BB BACKSTOP WALL	101500066407						574.00
		ECOWATER SYSTEMS, INC.						VENDOR TOTAL:	574.00
	130856-1122	01 SALT	101000056300	11/23/22		65420	12/20/22	24.05	24.05
		02 SALT	201000056300						12.02
		ELEVINSP ELEVATOR INSPECTION SERVICE						VENDOR TOTAL:	12.03
	842	01 STATE FIRE INSPECTION ELEVATOR	207500056300	12/14/22	00006042	65446	12/28/22	400.00	400.00
		ENGINEERING RESOURCE ASSOC						VENDOR TOTAL:	400.00
	140313F2.07	01 RIVERSIDE ADDT'L PARKING	711000207037	12/14/22		65466	01/05/23	2,230.00	1,870.00
		141216.CE-5		11/30/22		65447	12/28/22	9,881.19	1,870.00
		01 TRAIL BILLING	711000207039						9,881.19

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	W2125500.11	01 BRIDGE REPLACEMENT	101000036125	12/18/22		65466	01/05/23	2,230.00	360.00 360.00
FOX1		FOX VALLEY FIRE & SAFETY					VENDOR TOTAL:		12,111.19
	IN00566916	01 REPAIR PA SYSTEM BY SERV DESK	207500056300	12/07/22		65421	12/20/22	522.00	261.00 261.00
	IN00566924	01 FIRE ALARM TEST-ELEV INSP	207500056300	12/07/22		65421	12/20/22	522.00	261.00 261.00
	IN00569526	01 C.C FIRE ALARM ANNUAL INSPECT	207500056300	12/22/22		65448	12/28/22	627.00	627.00 627.00
FRONTIER		FRONTIER					VENDOR TOTAL:		1,149.00
	0670-120722	01 ADMIN	101000096700	12/07/22		65449	12/28/22	593.58	593.58 296.79 296.79
		02 ADMIN	201000096700						
	4818-122222	01 MAINT	101500096700	12/22/22		65467	01/05/23	199.87	199.87 99.98 99.89
		02 MAINT	202100096700						
GRUPEL		GROUP PLAN SOLUTIONS					VENDOR TOTAL:		793.45
	3214	01 FSA - DEC	101000106801	12/09/22		65450	12/28/22	60.50	60.50 30.25 30.25
		02 FSA - DEC	201000106801						
HYVEE		HY-VEE ACCOUNTS RECEIVABLE					VENDOR TOTAL:		60.50
	189345-1222	01 PIZZA, FLOWERS	205011956216	10/23/22		65422	12/20/22	39.51	39.51 39.51
INTEG		INTEGRA BUSINESS SYSTEMS, INC.					VENDOR TOTAL:		39.51
	INV106220	01 PRINTER/COPIER - PRO SHOP	101000056304	12/02/22		65423	12/20/22	215.69	6.88 3.44 3.44
		02 PRINTER/COPIER - PRO SHOP	201000056304						

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	INV106221	01 PRINTER/COPIER MAINT	101000056304	12/02/22		65423	12/20/22	215.69	37.04
		02 PRINTER/COPIER MAINT	201000056304						18.52
	INV106222	01 PRITNER/COPIER - CC	101000056304	12/02/22		65423	12/20/22	215.69	102.74
		02 PRITNER/COPIER - CC	201000056304						51.37
	INV106223	01 PRINTER/COPIES - ADMIN	101000056304	12/02/22		65423	12/20/22	215.69	69.03
		02 PRINTER/COPIES - ADMIN	201000056304						34.52
	INV106639	01 PRINTER/COPIER - PRO SHOP	101000056304	01/04/23		65468	01/05/23	195.85	1.83
		02 PRINTER/COPIER - PRO SHOP	201000056304						0.91
	INV106640	01 PRINTER/COPIER- MAINT	101000056304	01/04/23		65468	01/05/23	195.85	14.20
		02 PRINTER/COPIER- MAINT	201000056304						7.10
	INV106641	01 PRINTER/COPIER - CC	101000056304	01/04/23		65468	01/05/23	195.85	118.78
		02 PRINTER/COPIER - CC	201000056304						59.39
	INV106642	01 PRINTER/COPIER - ADMIN	101000056304	01/04/23		65468	01/05/23	195.85	61.04
		02 PRINTER/COPIER - ADMIN	201000056304						30.52
LERN							VENDOR TOTAL:		411.54
21416		01 CPP PLAQUE -MELISSA	201000046203	12/16/22		65451	12/28/22	200.00	100.00
21417		01 CCP PLAQUE - CHRIS	201000046203	12/16/22		65451	12/28/22	200.00	100.00
LIFEFIT							VENDOR TOTAL:		200.00
7258276		01 MACHINE MAINTENANCE	207000056307	12/20/22	00006039	65452	12/28/22	39.11	39.11
							VENDOR TOTAL:		39.11

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
LOWE									
	903063-KDDIUE			12/14/22		65469	01/05/23	675.68	47.54
	01 GARAGE DOOR BOTTOM SEAL	101500066401							23.77
	02 SHOP STORAGE WALL RACK	101500066404							23.77
	903309-KDIHHL			12/15/22	00006038	65469	01/05/23	675.68	112.05
	01 PICNIC TABLE WOOD AND BOLTS	101500056307							112.05
	903487-KCMIYA			12/09/22		65469	01/05/23	675.68	121.49
	01 STAIN/PAINT-GOFL MARKER-RAKES	101500066406							121.49
	903894-KBXFCJ			12/06/22	00006022	65469	01/05/23	675.68	145.81
	01 BOARDS FOR PICNIC TABLES	101500066404							145.81
	903899-KAUGWT			11/29/22	00006009	65469	01/05/23	675.68	94.95
	01 STAIN FOR PICNIC TABLES	101500066404							94.95
	903953-KCYHOK			12/13/22		65469	01/05/23	675.68	153.84
	01 STAIN/PAINT-PICNIC TABLES-CANS	101500066404							153.84
MEL									
	MELIN'S LOCK & KEY							VENDOR TOTAL:	675.68
	121522-3			12/15/22		65453	12/28/22	800.60	800.60
	01 WINDOW INSERT FOR CC DOOR	221000076500							400.30
	02 WINDOW INSERT FOR CC DOOR	201000076500							400.30
MENA									
	MENARDS - SYCAMORE							VENDOR TOTAL:	800.60
	80300			11/28/22	00006005	65424	12/20/22	143.70	46.95
	01 GOLF DRAIN COVER FENCE POST	504100066401							46.95
	80371			11/29/22	00006006	65424	12/20/22	143.70	-13.99
	01 RETURN DRAIN COVER	504100066401							-13.99
	80391			11/29/22	00006010	65424	12/20/22	143.70	30.96
	01 SHOP PLIERS, LONG NOSE, REG	504100076512							30.96
	80522			12/01/22	00006019	65424	12/20/22	143.70	13.97
	01 PAINT ROLLER COVERS	101500076500							13.97
	80534			12/01/22	00006016	65424	12/20/22	143.70	32.12
	01 SHOP PARTS ORGANIZERS	101500076500							32.12

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
80588	01	LIGHT BALLAST OLD SHOP	101500066401	12/02/22	00006017	65424	12/20/22	143.70	33.69
80606	01	FLUID	101500076500	12/02/22		65484	01/11/23	176.20	33.69
81297	01	CONCRETE MIX - OLD SHOP REPAIR	101500066401	12/13/22		65454	12/28/22	59.60	9.99
81431	01	AIR FRESHNER	207000076510	12/15/22	00006041	65454	12/28/22	59.60	9.99
	02	REACH TOOL	207000076510		00006041				14.68
81448	01	EQUIP. SPRAY PAINT SHOP	101500056307	12/15/22	00006037	65454	12/28/22	59.60	14.68
81492	01	MOWER SWIVEL WHEELS, HOOK	101500066403	12/16/22	00006036	65484	01/11/23	176.20	30.96
81761	01	ECLOTHS	303000076510	12/20/22		65470	01/05/23	16.91	10.98
81880	01	UTILITY HOOKS-SHOP BOARD	101500076500	12/22/22		65470	01/05/23	16.91	19.98
82213	01	PAINT AND ACCESSORIES	101500066407	12/29/22		65484	01/11/23	176.20	13.96
								VENDOR TOTAL:	396.41
MRROUT		MR OUTHOUSE							
5928	01	PORT-O-POTS	504100056309	12/02/22		65425	12/20/22	1,020.00	1,020.00
	02	PORT-O-POTS	101500056309						330.00
	03	PORT-O-POTS	202100056309						345.00
								VENDOR TOTAL:	345.00
NADEAU'S		NADEAU'S ICE SCULPTURES INC							
29168	01	ICE CARVING - 100TH ANNIVERSAR	206095176216	01/05/23		65471	01/05/23	1,294.50	1,020.00
									1,294.50
								VENDOR TOTAL:	1,294.50
NICOR		NICOR GAS							
122922	01	MAINT BLDG	101500096703	12/29/22		65472	01/05/23	3,064.85	3,064.85
									605.42

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
122922				12/29/22		65472	01/05/23	3,064.85	3,064.85
		02 MAINT BLDG	504100096703						605.41
		03 POOL	518100096703						246.40
		04 UPSTAIRS OFFICE	101000096703						79.53
		05 ADMIN	101000096703						73.23
		06 ADMIN	201000096703						73.23
		07 PRO SHOP	504000096703						31.38
		08 CLUBHOUSE	303000096703						31.38
		09 PUMP HOUSE	504100096703						64.94
		10 AIRPORT RD PROPERTY	207500096703						1,253.93

VENDOR TOTAL:

3,064.85

OCCREATI OC CREATIVE, INC.

2019		01 FILMING PAYMENT 11/14	101200046214	12/15/22	00006035	65426	12/20/22	1,300.00	1,300.00
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VENDOR TOTAL:

1,300.00

PDRMA

PDRMA	DEC 2022	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
		01 HEALTH INS PREM	101000106801	12/28/22		65455	12/28/22	25,212.94	25,212.94
		02 HEALTH INS PREM	101500106801						5,071.23
		03 HEALTH INS PREM	504100106801						2,300.08
		04 HEALTH INS PREM	504000106801						2,640.46
		05 HEALTH INS PREM	201000106801						1,306.08
		06 HEALTH INS PREM	202100106801						6,824.31
		07 HEALTH INS PREM	207500106801						5,723.30
		08 HEALTH INS PREM	303000106801						841.95

VENDOR TOTAL:

25,212.94

NOV 2022

		01 HEALTH INS PREM	101000106801	12/20/22		65427	12/20/22	25,212.94	25,212.94
		02 HEALTH INS PREM	101500106801						5,071.23
		03 HEALTH INS PREM	504100106801						2,300.08
		04 HEALTH INS PREM	504000106801						2,640.46
		05 HEALTH INS PREM	201000106801						1,306.08
		06 HEALTH INS PREM	202100106801						6,824.31
		07 HEALTH INS PREM	207500106801						5,723.30
		08 HEALTH INS PREM	303000106801						841.95

VENDOR TOTAL:

28,907.40

SH22191

		01 WORKERS COMP	231000106805	12/28/22		65456	12/28/22	28,907.40	28,907.40
		02 GENERAL LIABILITY	231000106806						12,154.02
									16,753.38

VENDOR TOTAL:

79,333.28

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PRIO		PRIORITY PROMOTIONS							
	3007234	01 100TH ANNIVERSARY STAFF JACKET	101200046215	12/05/22	00006044	65485	01/11/23	1,602.75	1,602.75
REIN		REINDERS, INC.							
	6024970-00	01 PARTS-TORO EQ-MOWER REEL SERV	504100066403	01/04/23		65473	01/05/23	5,213.17	5,213.17
		02 PARTS-TORO EQ-MOWER REEL SERV	202100066403					2,000.00	2,000.00
		03 PARTS-TORO EQ-MOWER REEL SERV	101500066403					1,000.00	1,000.00
		04 PARTS-TORO EQ-MOWER REEL SERV	101500066402					1,500.00	1,500.00
								713.17	713.17
								VENDOR TOTAL:	1,602.75
	6025219-00	01 MOWER REEL PARTS-FILTERS	504100066403	01/05/23		65486	01/11/23	863.63	763.15
		02 MOWER REEL PARTS - FILTERS	101500066403					400.00	400.00
								363.15	363.15
	6025219-01	01 BRAKE SHOE SET	202100066403	01/06/23		65486	01/11/23	863.63	100.48
									100.48
								VENDOR TOTAL:	6,076.80
REVELS		REVELS TURF & TRACTOR, LLC							
	244307	01 FIELD RAKE PARTS	202100066402	01/03/23		65474	01/05/23	184.73	184.73
									184.73
								VENDOR TOTAL:	184.73
RINGCEN		RINGCENTRAL INC.							
	CD_000509716	01 TELEPHONE	101000096700	12/21/22		65487	01/11/23	971.80	971.80
		02 TELEPHONE	201000096700					485.90	485.90
								485.90	485.90
								VENDOR TOTAL:	971.80
RONDO		RONDO ENTERPRISES, INC.							
	169668	01 PARTS - TRUCK TRAILER	101500066402	01/04/23		65475	01/05/23	12.95	12.95
									12.95
								VENDOR TOTAL:	12.95
SOFT		SOFT WATER CITY							
	2652-1122	01 WATER, RENT	101500076500	11/30/22		65428	12/20/22	43.72	43.72
									43.72

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	43.72
SPE		SPEER FINANCIAL INC.							
	2020233	01 BOND ISSUE 2022	701000156903	12/06/22		65429	12/20/22	5,300.00	5,300.00
								VENDOR TOTAL:	5,300.00
SPECFLOO		SPECIALTY FLOORS, INC							
	4570	01 REPAIR SPORT COURT LINES IN GY	207500056300	11/16/22	00006040	65457	12/28/22	3,500.00	3,500.00
								VENDOR TOTAL:	3,500.00
STAPLES		STAPLES BUSINESS ADVANTAGE							
	3525806857	01 PENS, PAPER, LINED PADS	101000046200	12/17/22		65430	12/20/22	66.72	66.72
		02 PENS, PAPER, LINED PADS	201000046200						33.36
									33.36
								VENDOR TOTAL:	66.72
SUPERIND		SUPERIOR INDUSTRIAL EQUIPMENT							
	22-4509	01 DIASSEMBLE, CLEAN POOL PUMP	518100056300	12/15/22		65431	12/20/22	950.00	950.00
								VENDOR TOTAL:	950.00
SWEDELEC		SWEDBERG ELECTRIC INC.							
	12563	01 SHOP LIGHT REPL/REPAIR	101500056300	12/15/22		65432	12/20/22	286.00	143.00
									143.00
	12564	01 CAR CHARGER-FIX & TEST	207500056300	12/15/22		65432	12/20/22	286.00	143.00
									143.00
	12678	01 DRIVER - CC OUTDOOR LIGHT	207500056300	12/29/22		65476	01/05/23	316.60	316.60
								VENDOR TOTAL:	316.60
SYC		SYCAMORE CHAMBER OF COMMERCE							
	2023326	01 CHAMBER DUES	101000046204	11/22/22		65477	01/05/23	150.00	150.00
		02 CHAMBER DUES	201000046204						75.00
									75.00
								VENDOR TOTAL:	150.00

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SYCGIRLS	2022 KEY DEPOSIT	2022 SGS KEY DEPOSIT REFUND	202000004011	01/05/23		65478	01/05/23	150.00	150.00
								VENDOR TOTAL:	150.00
SYCLIBR	2022 KEY DEPOSIT	2022 SGS KEY DEPOSIT REFUND	202000004011	01/05/23		65478	01/05/23	150.00	150.00
								VENDOR TOTAL:	150.00
T0000194	HIENBUECHER, JACKIE								
	REIMB VERMONT								
	01 VERMONT TRAIN - REIMBURSEMENT	101000046207		12/28/22		65458	12/28/22	30.00	30.00
	02 VERMONT TRAIN - REIMBURSEMENT	201000046207						15.00	15.00
								VENDOR TOTAL:	416.00
T0000230	FREEMAN, JEANETTE								
	MILEAGE REIMBURSEMENT								
	01 MILEAGE REIMBURSEMENT	101000046211		12/20/22		65436	12/20/22	12.18	12.18
	02 MILEAGE REIMBURSEMENT	201000046211						6.09	6.09
								VENDOR TOTAL:	12.18
T0000885	BURKE, TYLER								
	10-6-22 MILEAGE REIMB								
	01 10-6-22 BALANCE MILEAGE REIMB	101000046211		12/20/22		65437	12/20/22	2.80	2.80
	02 10-6-22 BALANCE MILEAGE REIMB	201000046211						1.40	1.40
								VENDOR TOTAL:	2.80
T0001170	METCALF, LISA								
	MILEAGE REIMB 11-9-22								
	01 MILEAGE REIMB 11-9-22	101000046211		12/21/22		65441	12/21/22	78.75	78.75
	02 MILEAGE REIMB 11-9-22	201000046211						39.37	39.37
								VENDOR TOTAL:	78.75
T0001563	TEVSH, THERESA								
	9-30-22 MILEAGE REIMB								
	01 9-30-22 BALANCE MILEAGE REIMB	101000046211		12/20/22		65438	12/20/22	4.25	4.25
	02 9-30-22 BALANCE MILEAGE REIMB	201000046211						2.12	2.12
								VENDOR TOTAL:	2.13

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT	
		CHILI COOK OFF AWARD	206095166216	01/11/23		65489	01/11/23	75.00	75.00	
		01 CASH-PEOPLES CHOICE AWARD							75.00	
		REIMB 12-30-22		12/30/22		65479	01/05/23	5.46	5.46	
		01 DOG TREATS	101500076540						2.48	
		02 PLATES-CHILI COOKOFF	206095196216						2.98	
		VENDOR TOTAL:							84.71	
T0001576		SNOW, JEREMY								
		BOOTS REIMB		12/15/22		65407	12/15/22	50.00	50.00	
		01 BOOTS REIMBURSEMENT	101500046215						50.00	
		VENDOR TOTAL:							50.00	
T0001654		ALUMNI AWARD SERVICES								
		4970		12/16/22		65408	12/16/22	34.00	34.00	
		01 HOLIDAY TREE WINNER PLAQUE	206194036216						34.00	
		VENDOR TOTAL:							34.00	
T0001721		HOBLIT, CHRIS								
		REIMB EVENT		01/11/23		65490	01/11/23	8.86	8.86	
		01 REIMB-GLAD WRAP	101000046213						4.43	
		02 REIMB-GLAD WRAP	201000046213						4.43	
		VENDOR TOTAL:							8.86	
T0001729		SWEET BUTTS COTTON CANDY								
		1036		01/05/23		65480	01/05/23	144.06	144.06	
		01 COTTON CANDY WINTER FESTIVAL	206095176216						144.06	
		VENDOR TOTAL:							144.06	
UNUM		UNUM LIFE INSURANCE								
		0439956-001-1122		12/20/22		65434	12/20/22	718.68	359.34	
		01 STD INS PREM	101000106801						45.33	
		02 STD INS PREM	101500106801						41.52	
		03 STD INS PREM	504100106801						38.00	
		04 STD INS PREM	504000106801						14.80	
		05 STD INS PREM	201000106801						113.36	
		06 STD INS PREM	202100106801						81.59	
		07 STD INS PREM	207500106801						14.28	
		08 STD INS PREM	303000106801						10.46	

DATE: 01/18/2023
 TIME: 15:59:21
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 12/15/2022 TO 01/18/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	0439956-001-1222	01 DEC STD INS PREM	101000106801	12/20/22		65434	12/20/22	718.68	359.34
		02 DEC STD INS PREM	101500106801						45.33
		03 DEC STD INS PREM	504100106801						41.52
		04 DEC STD INS PREM	504000106801						38.00
		05 DEC STD INS PREM	201000106801						14.80
		06 DEC STD INS PREM	202100106801						113.36
		07 DEC STD INS PREM	207500106801						81.59
		08 DEC STD INS PREM	303000106801						14.28
									10.46
VERMONT	VERMONT SYSTEMS INC							VENDOR TOTAL:	718.68
VS006711	01 RECTRAC ANNUAL MAINT		201000001102	12/02/22		65435	12/20/22	24,227.77	24,227.77
									24,227.77
								TOTAL --- ALL INVOICES:	24,227.77
									177,965.42

DATE: 01/19/23
 TIME: 14:04:13
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

New

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ALLST	ALL STAR PRO GOLF							
INV28890	08/09/22	01	PENCILS	504000076500			01/19/23	383.25
							INVOICE TOTAL:	383.25
							VENDOR TOTAL:	383.25
BANN	BANNER UP SIGNS							
79232	01/09/23	01	CHILI BANNER UPDATE	101200046203	00006052		01/19/23	92.00
		02	IPRA AGENCY SHOWCASE ENTRY	101200046214	00006052			48.50
							INVOICE TOTAL:	140.50
							VENDOR TOTAL:	140.50
CEDAR	CEDAR RAPIDS TIRE							
903740	01/18/23	01	NEW TIRE - VARIOUS	101500066403			01/19/23	274.17
		02	NEW TIRE - VARIOUS	202100066403				274.17
		03	NEW TIRE - VARIOUS	504100066403				274.17
							INVOICE TOTAL:	822.51
							VENDOR TOTAL:	822.51
CINTA2	CINTAS CORP							
5141287142	01/18/23	01	SHOP - 1ST AID RESTOCK	101500076513			01/19/23	77.13
							INVOICE TOTAL:	77.13
							VENDOR TOTAL:	77.13
CONS	CONSERV FS							
40018003	01/03/23	01	MOWER-EQUIP OILS & GREASES	101500076515			01/19/23	1,000.00
		02	MOWER-EQUIP OILS & GREASES	202100076515				672.17
		03	MOWER-EQUIP OILS & GREASES	504100076515				672.18
							INVOICE TOTAL:	2,344.35
40018079	01/13/23	01	FUEL FILTER - MOWER	101500066403			01/19/23	23.46
							INVOICE TOTAL:	23.46
							VENDOR TOTAL:	2,367.81

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DEKA	DEKALB LAWN & EQUIPMENT CO.							
88672	01/17/23	01	BLADES & HARNESS	101500066402			01/19/23	99.98
							INVOICE TOTAL:	99.98
							VENDOR TOTAL:	99.98
DEKA2	DEKALB IMPLEMENT CO.,							
225453	01/11/23	01	DEERE MOWER PARTS - SWITCH	202100066403			01/19/23	41.69
							INVOICE TOTAL:	41.69
							VENDOR TOTAL:	41.69
DEKAM	DEKALB MECHANICAL INC							
84299	01/05/23	01	2022 POOL REPAIRS-MECH RM	518100056300			01/19/23	1,172.78
							INVOICE TOTAL:	1,172.78
84469	01/05/23	01	NO HEAT IN GYM, LABOR COST	207500076500	00006054		01/19/23	776.25
							INVOICE TOTAL:	776.25
							VENDOR TOTAL:	1,949.03
FOX1	FOX VALLEY FIRE & SAFETY							
IN00573998	01/13/23	01	SHOP-ANNULA SPRINKLER INSP	101500056300			01/19/23	237.00
							INVOICE TOTAL:	237.00
IN00574623	01/17/23	01	FIRE ALARM INSPECTION - MAINT	101500056300			01/19/23	287.00
							INVOICE TOTAL:	287.00
IN00574624	01/17/23	01	CH FIRE ALARM ANNUAL INSPEC	101000056300			01/19/23	212.00
							INVOICE TOTAL:	212.00
							VENDOR TOTAL:	736.00
HARRG	HARRIS GOLF CARS SALES & SERVI							
01-328570	11/15/22	01	GOLF CARTS REPAIRS/PARTS	504000066409			01/19/23	54.63
							INVOICE TOTAL:	54.63
							VENDOR TOTAL:	54.63

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
INTERS	INTERSTATE BATTERIES ROCKFORD							
3003969158	12/19/22	01	TRUCK BATTERY	101500066402			01/19/23	154.95
							INVOICE TOTAL:	154.95
400450641	12/20/22	01	CREDIT - CORE CHARGE BATTERY	101500066403			01/19/23	-15.00
							INVOICE TOTAL:	-15.00
							VENDOR TOTAL:	139.95
JADEHAN	JADE HANNA SURVEYORS							
29534	01/13/23	01	SURVEY	101000036125			01/19/23	3,600.00
							INVOICE TOTAL:	3,600.00
							VENDOR TOTAL:	3,600.00
JULIEINC	JULIE INC.							
2023-1738	01/06/23	01	JULIE ANNUAL CHARGE	101500056300			01/19/23	31.62
							INVOICE TOTAL:	31.62
							VENDOR TOTAL:	31.62
LIFEFIT	LIFE FITNESS							
80113436	12/20/22	01	ANNUAL CONTRCT 12/2022 TO 12/2	207500056307			01/19/23	2,156.25
							INVOICE TOTAL:	2,156.25
							VENDOR TOTAL:	2,156.25
MARK	MARK'S MACHINE SHOP INC.							
40560	01/12/23	01	SNOW PLOW PARTS	101500066402			01/19/23	44.01
							INVOICE TOTAL:	44.01
							VENDOR TOTAL:	44.01
MENA	MENARDS - SYCAMORE							
82568	01/04/23	01	FLOOR CLEANER, TISSUE	207000076510	00006057		01/19/23	17.80
							INVOICE TOTAL:	17.80

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENA	MENARDS - SYCAMORE							
82607	01/05/23	01	PAINT STRIPES-STEEL WOOL-	101500066404			01/19/23	58.60
							INVOICE TOTAL:	58.60
82622	01/05/23	01	PAINT-TEE MARKERS-TOOLS	504100076500			01/19/23	42.23
							INVOICE TOTAL:	42.23
82849	01/09/23	01	DRILLING HAMMER SHOP	101500076512	00006051		01/19/23	13.59
							INVOICE TOTAL:	13.59
82891	01/10/23	01	PAINT STRIP, TOOLS, SOCKETS, TP	101500076512	00006050		01/19/23	95.00
		02	TOOLS, SOCKETS SHOP	202100076512	00006050			96.53
							INVOICE TOTAL:	191.53
82893	01/10/23	01	RUBBER HOSE SHOP	202100076500	00006048		01/19/23	25.49
							INVOICE TOTAL:	25.49
82911	01/10/23	01	HAND SOAP	207500076510	00006055		01/19/23	13.53
							INVOICE TOTAL:	13.53
82957	01/11/23	01	PAINTS-STAINS-	101500066404			01/19/23	50.90
							INVOICE TOTAL:	50.90
83003	01/12/23	01	SHOP SCREWS/NUTS	101500076511			01/19/23	19.08
							INVOICE TOTAL:	19.08
83044	01/12/23	01	FIREWOOD, DECOR FOR WINTERFEST	206095176216	00006056		01/19/23	19.88
							INVOICE TOTAL:	19.88
							VENDOR TOTAL:	452.63
MROUT	MR OUTHOUSE							
6009	12/30/22	01	PORT-O-POTS - PARKS	101500056309			01/19/23	345.00
		02	PORT-O-POTS - SPORTS	202100056309				345.00
							INVOICE TOTAL:	690.00
							VENDOR TOTAL:	690.00

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
NELSO	NELSON FIRE PROTECTION							
28090	01/17/23	01	CC - SPRINKLER INSP	207500056300			01/19/23	357.00
							INVOICE TOTAL:	357.00
							VENDOR TOTAL:	357.00
OCCREATI	OC CREATIVE, INC.							
2020	01/17/23	01	FILMING 12 OF 14	101200046214	00006053		01/19/23	1,300.00
							INVOICE TOTAL:	1,300.00
							VENDOR TOTAL:	1,300.00
PACKERFA	PACKER FASTENER							
768629	01/13/23	01	SHOP STOCK	101500076511			01/19/23	47.81
							INVOICE TOTAL:	47.81
							VENDOR TOTAL:	47.81
REIN	REINDERS, INC.							
6025819-00	01/18/23	01	FAIRWAY MOWER PARTS	504100066403			01/19/23	292.02
							INVOICE TOTAL:	292.02
6025824-00	01/18/23	01	ROUSH MOWER BLSADES	101500066403			01/19/23	180.83
							INVOICE TOTAL:	180.83
							VENDOR TOTAL:	472.85
SHAW	SHAW SUBURBAN MEDIA							
122210027030	12/31/22	01	VISITORS GUIDE	101200046208			01/19/23	910.00
		02	HEARING PUBLICATION	101000046203				154.38
		03	MEETING DATES PUBLICATION	101000046203				56.42
							INVOICE TOTAL:	1,120.80
							VENDOR TOTAL:	1,120.80
T0000024	DOBBERSTEIN, MELISSA							

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
T0000024	DOBBERSTEIN, MELISSA							
REIMB PARTY FOOD	01/12/23	01	REIMB PARTY REIMB	1010000046213			01/19/23	9.59
		02	REIMB PARTY REIMB	2010000046213				9.59
							INVOICE TOTAL:	19.18
							VENDOR TOTAL:	19.18
T0001563	TEVSH, THERESA							
REIMB CHILI COOKOFF	01/19/23	01	REIMB - APRON CHILI COOKOFF	206095196216			01/19/23	3.89
							INVOICE TOTAL:	3.89
							VENDOR TOTAL:	3.89
T0001753	BANNISTER, ERIN							
DOG PARK REFUND	01/19/23	01	REFUND-DOG PARK	201000002150			01/19/23	10.00
		02	REFUND-2022 DOG PARK PASS	** COMMENT **				
							INVOICE TOTAL:	10.00
							VENDOR TOTAL:	10.00
T0001754	HAPPY HANDMADE							
000002	01/19/23	01	100TH ANNIVERSARY BOWLS	206095176216			01/19/23	200.00
		02	CHILI AWARDS	206095196216				100.00
							INVOICE TOTAL:	300.00
							VENDOR TOTAL:	300.00
VISIONAR VISIONARY WEBWORKS								
VW-011123-10	01/11/23	01	WED HOSTING Q1	201000036130	00006058		01/19/23	225.00
							INVOICE TOTAL:	225.00
VW011123-11	01/11/23	01	WEB SECURITY UPDATES	201000036130	00006059		01/19/23	328.00
							INVOICE TOTAL:	328.00
							VENDOR TOTAL:	553.00

WINDYCIT WINDY CITY CLEANING EQUIPMENT

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SYCAMORE PARK DISTRICT
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 01/19/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
004872	12/27/22	01	PARTS&SERV-SHOP PRES WASHER	101500056300			01/19/23	350.00
		02	PARTS&SERV-SHOP PRES WASHER	202100066400				200.00
		03	PARTS&SERV-SHOP PRES WASHER	504100056300				255.47
								805.47
								805.47
								18,776.99

TOTAL ALL INVOICES: 18,776.99

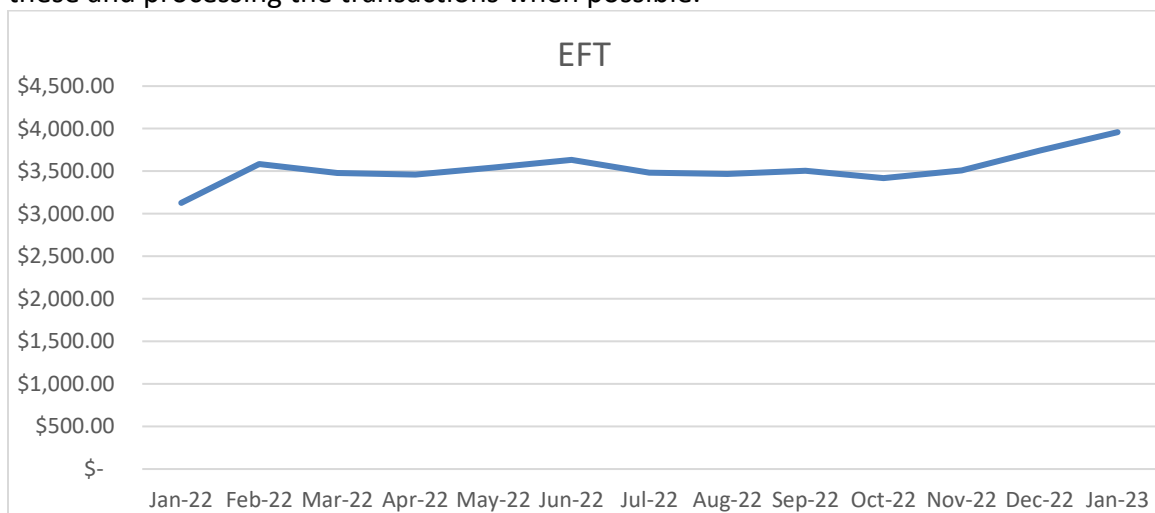
Interim \$177,965.42
New \$18,776.99

Total \$196,742.41

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: January 24, 2023

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

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The January installment was for 187 individuals, an increase of 12 from December. The monthly installment was \$3,781 (\$234 increase) processed through credit cards and \$178 (\$18 decrease) through ACH transactions. There were 10 households whose credit cards did not process (\$276) 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. Notify appropriate staff when there are duplicate households.
- Assisted staff with technology problems/concerns/needs with assistance from CMJ and Integra when necessary. Topics: new equipment, email problems, scanning issues, updating phones
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Prepared and submitted quarterly payroll taxes/reports.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Allocated IMRF and SS tax levy received.
- Performed criminal background checks on new hires and volunteers.
- Assisted with matching visa receipts and posted to general ledger.
- Performed Bank reconciliations and posted related entries.
- Participated in the following webinars:
 - Mindful of Mental Health – Understanding Depression

- Met with Jonelle for final review of FY 2023 Operating Budget. Finalized for presentation to board for approval.
- Assisted with Chili Cookoff.
- Met with staff regarding HR related matters.
- Had staff input proposed 2023 Budget into MSI, accounting software.
- Attend IPRA/IAPD State Conference.
- Prepare W2s, 1099s. File with IRS and state.
- Prepared annual tax abatement ordinances.
- Attended Pumpkin Festival Committee meeting.
- Preliminary Fieldwork with auditors.
- Updated COBRA administrator with 2023 premiums.
- Assisted with filing claim on flooding at clubhouse and truck damage.
- Order new credit card processing equipment and switch merchant provider.

Administrative Initiatives (2/1/23 – 2/28/23)

- Attend scheduled Superintendent and Board meetings.
- Submit monthly unemployment report.
- Prepare and file monthly Sales Tax Return.
- File monthly IMRF earnings and submit payment.
- Monthly bank reconciliation.
- Process monthly ACH EFT for memberships/passes. Review credit card and assist in collection of declined transactions.
- Review scholarship requests as submitted.
- Work with CMJ on technology as needed.
- Prepare draft Budget & Appropriation Ordinance.
- Coordinate year end pro shop inventory.
- Prepare Employee Value Statements.
- Facilitate PATH Incentive Payment to eligible employees.
- Prepare documents for final fieldwork with auditors.
- Submit documents for reimbursement with OSLAD grant.
- Begin reviewing projects for eligible ADA costs where funding can come from the Special Rec levy.
- Provide information for OPEB valuation for audit.
- Prepare Total Compensation report to be posted to our website as required.
- Review Transparency Portal on website to see what needs to be updated.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Corporate Fund (10)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	18,266.29	1,732,730.72	1,672,035	1,672,935.74	3.6% (1)
Marketing	-	900.00	-	1,000.00	-10.0%
Parks	2,744.39	24,561.14	24,889	22,106.90	11.1% (2)
Total Revenues	21,010.68	1,758,191.86	1,696,924	1,696,042.64	3.7%
Expenses					
Administration	648,906.21	1,291,838.83	1,297,766	1,267,544.45	1.9% (3)
Marketing	11,420.71	63,482.87	52,000	38,993.72	62.8% (4)
Parks	27,000.66	318,443.44	324,043	270,221.89	17.8% (5)
Total Expenses	687,327.58	1,673,765.14	1,673,809	1,576,760.06	6.2%
Total Fund Revenues	21,010.68	1,758,191.86	1,696,924	1,696,042.64	3.7%
Total Fund Expenses	687,327.58	1,673,765.14	1,673,809	1,576,760.06	6.2%
Surplus (Deficit)	(666,316.90)	84,426.72	23,115	119,282.58	-29.2%

(1) Replacement tax 2022 is higher 102.3% \$82,119. Property taxes increased 8.1% \$111,986, in part to recapture. Interest income increase \$18,283.

(2) Tax levy transfer increased in 2022 due to increase in payroll and increase in levy to cover IMRF/SS/Mcare.

(3) Start up money for foundation \$37,753. Wages/taxes increased 9.3% \$23,593 due to wage increases and addition of PT position.

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

(5) Wages, related taxes and insurance increased 26.4% \$37,628 due to new FT position. Maintenance costs/materials increased 14.9% \$10,841, mulch and bench

Recreation Fund (20)

<u>Department</u>	<u>December</u> <u>Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD</u> <u>Actual</u>	
Revenues					
Administration	7,948.71	1,066,746.51	1,043,505	1,025,952.63	4.0% (1)
Sports Complex	2,463.00	41,755.00	42,018	43,554.50	-4.1%
Sports Complex Maintenance	4,135.13	40,840.69	40,522	43,472.45	-6.1%
Midwest Museum of Natural Hist	-	-	-	1,780.76	-100.0%
Programs-Youth	3,017.24	39,593.26	22,634	24,584.73	61.0% (2)
Programs-Tweens	(0.61)	4,421.29	1,862	608.63	626.4% (2)
Programs-Adult	2,256.89	16,885.61	14,213	22,501.15	-25.0% (2)
Programs-Nature	420.00	1,166.00	2,350	-	#DIV/0! (2)
Programs-Leagues	110.08	10,456.11	11,408	7,357.41	42.1% (2)
Programs-Youth Athletics	2,848.43	46,437.25	63,320	66,079.36	-29.7% (2)
Programs-Fitness	3,873.42	25,683.65	18,701	21,737.34	18.2% (2)
Programs-Early Childhood	1,033.80	3,525.59	407	156.00	2160.0% (2)
Programs-Dance	320.03	4,242.89	3,638	3,359.98	26.3% (2)
Programs-Special Events	259.00	8,981.00	11,797	5,945.49	51.1% (2)
Programs-Community Events	37.80	13,773.27	11,132	11,497.28	19.8% (2)
Brochure	-	-	4,000	4,050.00	-100.0%
Weight Room	20,952.75	151,874.98	132,359	118,547.77	28.1% (3)
Community Center	8,739.29	87,787.12	58,968	64,482.28	36.1% (3)
		-			
Total Revenues	58,414.96	1,564,170.22	1,482,834	1,465,667.76	6.7%

(1) Property taxes increased 2.9% \$28,422. Interest income increased \$9,146

(2) Revenue from programs increased 6.9%, \$11,339 compared to 2021.

(3) Compared to Annual Budget/Compared to 2021 YTD/Compared to 2019

Pathway Fitness Membership 128.98% / 129.99% / 76.96%

Pathway Fitness Pass 102.29% / 124.71% / 92.24%

Track Only Pass 130.65% / 148.48% / 117.93%

Pre-pay Card 350.00% / 350.00% / 128.46%

Program Fees 12.20% / 15.02% / 7.48%

Daily Admission Fee 99.20% / 146.89% / 69.61%

Compared to Annual Budget/Compared to 2021 YTD/Compared to 2019

Open Gym Daily 162.73% / 119.85% / 170.02%

Open Gym Membership 123.17% / 119.50% / 154.16%

Rentals 158.80% / 162.23% / 130.72%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Expenses

Administration	67,587.28	585,946.13	611,676	582,311.58	0.6%
Sports Complex	-	-	-	-	#DIV/0!
Sports Complex Maintenance	49,628.04	459,248.86	451,086	430,769.35	6.6% (1)
Midwest Museum of Natural Hist	-	-	-	12,204.79	-100.0%
Programs-Youth	1,528.12	16,024.13	8,952	8,304.46	93.0% (2)
Programs-Tweens	-	478.24	761	226.62	111.0% (2)
Programs-Adult	453.94	6,328.56	5,858	9,948.38	-36.4% (2)
Programs-Nature	-	727.50	1,070	-	#DIV/0! (2)
Programs-Leagues	1,898.78	6,636.59	6,852	5,457.36	21.6% (2)
Programs-Youth Athletics	8,558.41	28,848.95	39,832	39,428.40	-26.8% (2)
Programs-Fitness	1,902.23	14,876.92	14,037	14,047.67	5.9% (2)
Programs-Early Childhood	278.35	3,489.58	280	-	#DIV/0! (2)
Programs-Dance	70.37	1,285.56	1,607	1,097.84	17.1% (2)
Programs-Special Events	200.00	4,426.13	6,786	2,820.92	56.9% (2)
Programs-Community Events	374.00	12,241.46	9,564	9,414.08	30.0% (2)
Brochure	7,442.00	26,019.21	25,500	18,629.00	39.7% (3)
Weight Room	447.85	9,888.83	30,890	26,800.09	-63.1% (4)
Community Center	28,347.95	214,101.91	228,967	198,963.99	7.6% (5)
Total Expenses	168,717.32	1,390,568.56	1,443,718	1,360,424.53	2.2%
Total Fund Revenues	58,414.96	1,564,170.22	1,482,834	1,465,667.76	6.7%
Total Fund Expenses	168,717.32	1,390,568.56	1,443,718	1,360,424.53	2.2%
Surplus (Deficit)	(110,302.36)	173,601.66	39,116	105,243.23	65.0%

- (1) Increased exp: 80.6% \$17,125 materials & supplies (soccer nets/goals,field marking, trees,seed); 85.0% \$3,164 Shelters/Open Prop Maint; 88.7% \$6,154 contracted services (tree removal, portapots)
- (2) Expenses for programs decreased 5.1%, \$4,618 compared to 2021.
- (3) Printing of brochure increased 50.6% \$7,021 due to cost of paper.
- (4) Reduction of Grad Assistant cost 74.0% \$16,223 due to lack of availability.
- (5) Following expenses greater in 2022: Health ins (no longer opt out) 1000.6% \$9,386; first aid 261.5% \$819; Buildings maint (hvac repair, paint lines) 105.1% \$9,010; credit card fees (increased registrations) 27.8% \$2,362

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended December 31, 2022

Donations (21)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	584.98	27,662.56	26,500	32,426.85	-14.7%
Total Revenues	584.98	27,662.56	26,500	32,426.85	-14.7%
Expenses					
Administration	-	-	26,500	1,827.00	-100.0%
Total Expenses	-	-	26,500	1,827.00	-100.0%
Total Fund Revenues	584.98	27,662.56	26,500	32,426.85	-14.7%
Total Fund Expenses	-	-	26,500	1,827.00	-100.0%
Surplus (Deficit)	584.98	27,662.56	-	30,599.85	-9.6%

Special Recreation (22)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	652.50	219,832.02	216,000	207,841.45	5.8%
Total Revenues	652.50	219,832.02	216,000	207,841.45	5.8%
Expenses					
Administration	4,390.65	111,225.53	216,000	106,253.64	4.7%
Total Expenses	4,390.65	111,225.53	216,000	106,253.64	4.7%
Total Fund Revenues	652.50	219,832.02	216,000	207,841.45	5.8%
Total Fund Expenses	4,390.65	111,225.53	216,000	106,253.64	4.7%
Surplus (Deficit)	(3,738.15)	108,606.49	-	101,587.81	6.9%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Insurance (23)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	1,659.74	62,628.62	60,000	71,040.67	-11.8% (1)
Total Revenues	1,659.74	62,628.62	60,000	71,040.67	-11.8%
Expenses					
Administration	28,907.40	60,294.58	60,815	61,295.64	-1.6%
Total Expenses	28,907.40	60,294.58	60,815	61,295.64	-1.6%
Total Fund Revenues	1,659.74	62,628.62	60,000	71,040.67	-11.8%
Total Fund Expenses	28,907.40	60,294.58	60,815	61,295.64	-1.6%
Surplus (Deficit)	(27,247.66)	2,334.04	(815)	9,745.03	-76.0%

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

Audit (24)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	35.36	15,106.87	14,500	14,964.19	1.0%
Total Revenues	35.36	15,106.87	14,500	14,964.19	1.0%
Expenses					
Administration	-	14,800.00	15,000	16,500.00	-10.3%
Total Expenses	-	14,800.00	15,000	16,500.00	-10.3%
Total Fund Revenues	35.36	15,106.87	14,500	14,964.19	1.0%
Total Fund Expenses	-	14,800.00	15,000	16,500.00	-10.3%
Surplus (Deficit)	35.36	306.87	(500)	(1,535.81)	-120.0%

Paving & Lighting (25)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	136.65	716.25	-	24,961.44	-97.1% (1)
Total Revenues	136.65	716.25	-	24,961.44	-97.1%
Expenses					
Administration	-	27,350.00	74,000	-	#DIV/0!
Total Expenses	-	27,350.00	74,000	-	#DIV/0!
Total Fund Revenues	136.65	716.25	-	24,961.44	
Total Fund Expenses	-	27,350.00	74,000	-	
Surplus (Deficit)	136.65	(26,633.75)	(74,000)	24,961.44	

(1) Did not levy in 2022.

Park Police (26)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	9.19	5,257.85	5,316	5,277.81	-0.4%
Total Revenues	9.19	5,257.85	5,316	5,277.81	-0.4%
Expenses					
Administration	83.43	3,182.24	4,844	4,151.48	-23.3%
Total Expenses	83.43	3,182.24	4,844	4,151.48	-23.3%
Total Fund Revenues	9.19	5,257.85	5,316	5,277.81	-0.4%
Total Fund Expenses	83.43	3,182.24	4,844	4,151.48	
Surplus (Deficit)	(74.24)	2,075.61	472	1,126.33	84.3%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended December 31, 2022

IMRF (27)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	104,787.99	100,000	110,609.36	-5.3%
Total Revenues	-	104,787.99	100,000	110,609.36	-5.3%
Expenses					
Administration	11,993.39	100,133.91	100,000	110,609.36	-9.5%
Total Expenses	11,993.39	100,133.91	100,000	110,609.36	-9.5%
Total Fund Revenues	-	104,787.99	100,000	110,609.36	-5.3%
Total Fund Expenses	11,993.39	100,133.91	100,000	110,609.36	-9.5%
Surplus (Deficit)	(11,993.39)	4,654.08	-	-	

Social Security (28)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	-	111,796.55	112,000	100,112.77	11.7%
Total Revenues	-	111,796.55	112,000	100,112.77	11.7%
Expenses					
Administration	8,129.18	111,796.55	112,000	105,336.86	6.1%
Total Expenses	8,129.18	111,796.55	112,000	105,336.86	6.1%
Total Fund Revenues	-	111,796.55	112,000	100,112.77	11.7%
Total Fund Expenses	8,129.18	111,796.55	112,000	105,336.86	6.1%
Surplus (Deficit)	(8,129.18)	-	-	(5,224.09)	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Concessions (30)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Clubhouse Concessions	309.36	91,713.86	98,130	98,012.51	-6.4%
Beverage Cart	(13.26)	9,771.16	11,184	10,710.68	-8.8%
Sports Complex Concessions	(37.68)	63,548.95	51,766	48,620.18	30.7%
Pool Concessions		-	-	-	#DIV/0!
Catering	2,008.69	22,160.53	17,005	16,430.46	34.9%
Total Revenues	2,267.11	187,194.50	178,085	173,773.83	7.7% (1)
Expenses					
Clubhouse Concessions	4,581.65	107,252.06	100,637	98,327.84	9.1% (2)
Beverage Cart	-	8,309.51	9,887	9,165.88	-9.3%
Sports Complex Concessions	38.31	48,240.86	39,229	36,089.91	33.7% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	497.41	6,307.34	6,720	5,311.77	18.7%
Total Expenses	5,117.37	170,109.77	156,473	148,895.40	14.2%
Total Fund Revenues	2,267.11	187,194.50	178,085	173,773.83	7.7%
Total Fund Expenses	5,117.37	170,109.77	156,473	148,895.40	14.2%
Surplus (Deficit)	(2,850.26)	17,084.73	21,612	24,878.43	-31.3%

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

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

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

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended December 31, 2022

Developer Contributions (32)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	24,466.88	32,234.81	15,000	3,622.22	789.9%
Total Revenues	24,466.88	32,234.81	15,000	3,622.22	789.9%
Expenses					
Administration	-	-	15,000	-	#DIV/0!
Total Expenses	-	-	15,000	-	#DIV/0!
Total Fund Revenues	24,466.88	32,234.81	15,000	3,622.22	789.9%
Total Fund Expenses	-	-	15,000	-	#DIV/0!
Surplus (Deficit)	24,466.88	32,234.81	-	3,622.22	789.9%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended December 31, 2022

Golf Course (50)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Golf Operations	1,668.34	605,004.79	540,274	614,228.82	-1.5% (1)
Golf Maintenance	2,063.43	22,539.53	22,239	21,868.77	3.1%
Total Revenues	3,731.77	627,544.32	562,513	636,097.59	-1.3%
Expenses					
Golf Operations	16,977.09	262,832.78	276,636	245,290.02	7.2% (2)
Golf Maintenance	28,650.51	311,379.95	296,816	282,433.93	10.2% (3)
Total Expenses	45,627.60	574,212.73	573,452	527,723.95	8.8%
Total Fund Revenues	3,731.77	627,544.32	562,513	636,097.59	-1.3%
Total Fund Expenses	45,627.60	574,212.73	573,452	527,723.95	8.8%
Surplus (Deficit)	(41,895.83)	53,331.59	(10,939)	108,373.64	-50.8%

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

Daily Green Fees	105.38% / 97.12%	2022 wet spring
Golf Events & Misc	112.62% / 116.18%	
Lessons	142.94% / 171.85%	
Carts	118.09% / 94.42%	
Season Passes	123.01% / 108.74%	
Pro Shop sales	97.58% / 85.45%	

(2) Wages/taxes 2022 greater than 2021 6.1% \$8,819. Cart repairs up 141.4% \$3,522.

(3) Golf Maint wages, payroll taxes and benefits increased 11.2% \$20,757, primarily due to new FT position. Vehicles/tractors/mowers increased 111.3% \$9,835

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Aquatics (51)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Pool	(136.59)	44,855.06	64,170	26,901.22	66.7%
Swim Lessons	(12.40)	13,608.60	19,567	2,664.99	410.6%
Splashpad	-	11,850.50	13,732	13,241.00	-10.5%
Total Revenues	(148.99)	70,314.16	97,469	42,807.21	64.3% (1)
Expenses					
Pool	-	57,759.58	72,978	48,519.01	19.0%
Aquatics Maintenance	1,708.23	42,566.86	34,900	30,514.21	39.5%
Swim Lessons	-	5,230.23	10,427	821.09	537.0%
Splashpad	-	585.91	1,122	55.93	947.6%
Total Expenses	1,708.23	106,142.58	119,427	79,910.24	32.8%
Total Fund Revenues	(148.99)	70,314.16	97,469	42,807.21	64.3%
Total Fund Expenses	1,708.23	106,142.58	119,427	79,910.24	32.8%
Surplus (Deficit)	(1,857.22)	(35,828.42)	(21,958)	(37,103.03)	-3.4%

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

Went and compared to 2019, last normal pool season:

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

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Debt Service (60)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	294.97	658,612.20	655,000	644,202.57	2.2%
Total Revenues	294.97	658,612.20	655,000	644,202.57	2.2%
Expenses					
Administration	-	649,139.88	649,140	640,178.21	1.4%
Total Expenses	-	649,139.88	649,140	640,178.21	1.4%
Total Fund Revenues	294.97	658,612.20	655,000	644,202.57	2.2%
Total Fund Expenses	-	649,139.88	649,140	640,178.21	1.4%
Surplus (Deficit)	294.97	9,472.32	5,860	4,024.36	135.4%

Capital Projects (70)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	576,389.02	579,842.26	905,300	559,892.83	3.6%
Total Revenues	576,389.02	579,842.26	905,300	559,892.83	3.6%
Expenses					
Administration	172,880.88	329,273.21	1,299,230	478,359.66	-31.2%
Total Expenses	172,880.88	329,273.21	1,299,230	478,359.66	-31.2%
Total Fund Revenues	576,389.02	579,842.26	905,300	559,892.83	3.6%
Total Fund Expenses	172,880.88	329,273.21	1,299,230	478,359.66	-31.2%
Surplus (Deficit)	403,508.14	250,569.05	(393,930)	81,533.17	207.3%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended December 31, 2022

Action 2020 (71)

<u>Department</u>	<u>December Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2021 YTD Actual</u>	
Revenues					
Administration	521.54	43,416.70	334,802	341,620.35	-87.3%
Total Revenues	521.54	43,416.70	334,802	341,620.35	-87.3%
Expenses					
Administration	9,881.19	765,668.84	835,200	1,312,731.18	-41.7%
Total Expenses	9,881.19	765,668.84	835,200	1,312,731.18	-41.7%
Total Fund Revenues	521.54	43,416.70	334,802	341,620.35	-87.3%
Total Fund Expenses	9,881.19	765,668.84	835,200	1,312,731.18	-41.7%
Surplus (Deficit)	(9,359.65)	(722,252.14)	(500,398)	(971,110.83)	-25.6%
Total Fund Revenues	690,026.36	6,069,309.74	6,462,243	6,130,961.54	
Total Fund Expenses	1,144,764.22	6,087,663.52	7,374,608	6,530,957.21	
Surplus (Deficit)	(454,737.86)	(18,353.78)	(912,365)	(399,995.67)	

Sycamore Park District
Fund Balances

	Audited 1/1/2022	Revenues	Expenses	unaudited 12/31/2022	12/31/2022 Cash balance
10 Corporate	940,955.50	1,758,191.86	1,673,765.14	1,025,382.22	1,013,407.27
20 Recreation	563,031.39	1,564,170.22	1,390,568.56	736,633.05	731,487.38
21 Donations	197,488.00	27,662.56	-	225,150.56	225,150.56
22 Special Recreation	116,450.11	219,832.02	111,225.53	225,056.60	225,056.60
23 Insurance	52,763.34	62,628.62	60,294.58	55,097.38	55,097.38
24 Audit	11,887.69	15,106.87	14,800.00	12,194.56	12,194.56
25 Paving & Lighting	73,766.08	716.25	27,350.00	47,132.33	47,132.33
26 Park Police	1,816.80	5,257.85	3,182.24	3,892.41	3,959.20
27 IMRF	-	104,787.99	100,133.91	4,654.08	4,654.08
28 Social Security	-	111,796.55	111,796.55	-	-
30 Concessions	51,070.89	187,194.50	170,109.77	68,155.62	63,499.77
32 Developer Contributions	19,114.57	32,234.81	-	51,349.38	51,349.38
50 Golf	126,330.35	627,544.32	574,212.73	179,661.94	200,763.44
51 Aquatics	(34,850.41)	70,314.16	106,142.58	(70,678.83)	(70,664.17)
60 Debt Service	92,268.42	658,612.20	649,139.88	101,740.74	101,740.74
70 Capital Projects	499,277.56	579,842.26	329,273.21	749,846.61	749,846.61
71 Action 2020	931,175.96	43,416.70	765,668.84	208,923.82	179,887.26
	3,642,546.25	6,069,309.74	6,087,663.52	3,624,192.47	3,594,562.39

Summary of depository accounts as of

1/17/2023

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	548,598.02	1.25
Resource Bank	200,454.53	0.95
IPDLAF	2,797,528.25	4.20
DCCF - Action 2020	71,965.29	
Dekalb Co. Community Foundation	19,682.08	
	<u>3,638,228.17</u>	

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Recreation Team Report

Date: January 17, 2023

Administrative Initiatives (1/1/23-1/31/23)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Attended all staff and Board meetings as scheduled.
- 2023 Dog Park Memberships, to date, 123. Ended 2022 with 381.
- As of January 13, 2023, we have 304 Active Pathway Fitness 24/7 Memberships, 271 Active Pathway Fitness Passes, 51 Active Track 24/7 Memberships, 220 Active Track Passes and 315 Active Open Gym Passes.
- All 8 spin bikes have been sold to the Bloomindale Park District through the IPRA facility Management group email blast. They will be picked up end of January.
- The first session of Winter/Spring Group Fitness classes started; we have 16 classes running.
- Facility Supervisor Metcalf coordinated the semiannual deep cleaning of Pathway Fitness and, using the HALO software, determined which machines get used the least and then re-positioned them in order to even out the usage. Thank you to Jerry, Eric, Nicholas & Steve for sharing their muscles to move all the equipment around.
- Facility Supervisor Metcalf attended:
 - Rectrac training functions webinar
 - Mindful of Mental Health PDRMA webinar
- The Gym was closed for sport court line touch up painting and the original red pickleball lines from when the gym was opened has been widened from 1" to 2" lines. Despite being closed for four days, patrons have been very complimentary on how nice the courts look.
- Facility Supervisor Metcalf updated all memberships fees in rectrac for 2023 to reflect all approved fee increases.
- The Homeschool program is back for its 4th session. There are 20 students enrolled for Wednesday afternoons.
- Preschool classes continue to grow as we enter our second season. There are two preschool classes running on Mondays.
- Worked on final tweaks for the final 2023 budget.
- 2023 recreation staffing spreadsheets updated to reflect titles, rate of pay and GL codes.
- Met with Professor Books from NIU to line up KNE 300 student volunteers for Spring programs and events.
- Recreation staff used much of the early part of January to prepare for the Fire & Ice Winter Festival & Chili Cook-Off. We saw approximately 450 in and out of the facility for the event from 12:30-3:30pm on January 14th. The Library counted 211 people in attendance for the Mr. Freeze Show. The Lions Club distributed 200 chocolate chip cookies and hot chocolate throughout the event. We had over 100 people for the 100th Anniversary, 100 snowball toss photo which will be a part of the time capsule. We had 29 cooks from four states- Illinois, Iowa, Indiana, Wisconsin. We had 71 people participate in the People's choice Chili tasting. We had 30 judges for the chili competition. There were 9 dogs for the sled dog demonstrations. We had two ladies for the live ice carving and 1 final ice sculpture.
- All Recreation Staff will attend the IAPD/IPRA conference in Chicago January 25-28.
- Community Center December vending sales totaled \$367.00.
- Recreation Specialist Dobberstein had 7 Birthday Party packages, 8 room rentals, 2 gym rentals and 1 Riverview room rental in January.

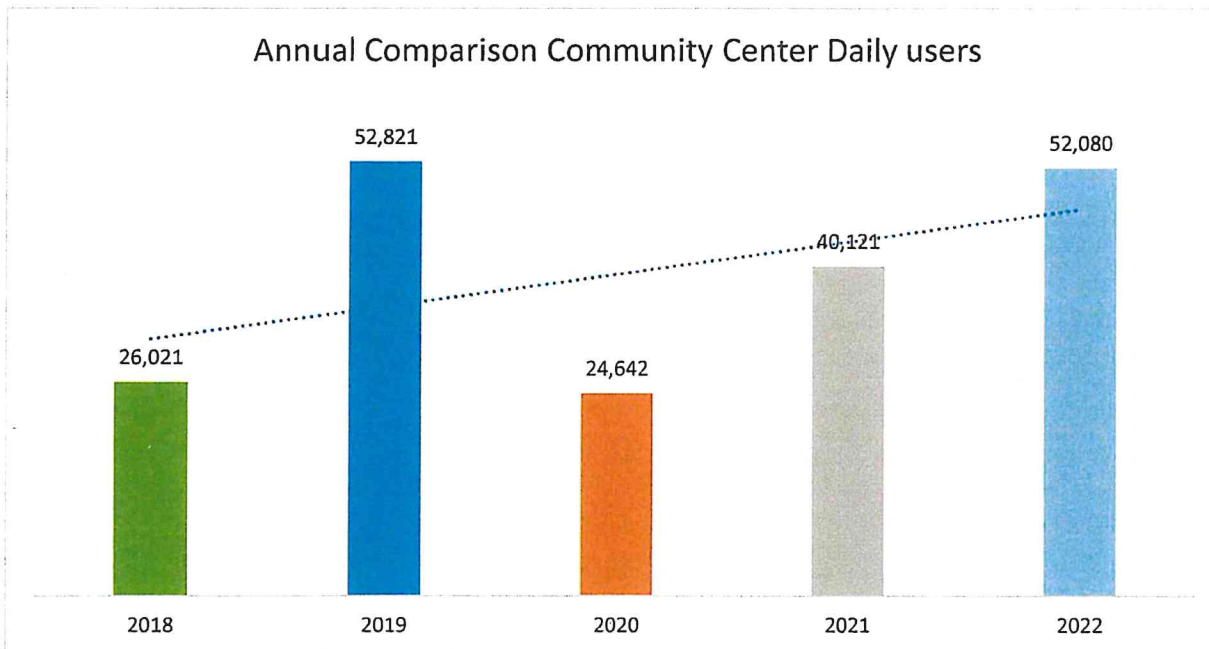
- Recreation Specialist Dobberstein has been working with the flood damage at the clubhouse from the pipe that bust late December. Coordinated Service Master clean up and getting bids for reconstruction.
- Recreation and Marketing Supervisor Rex moved her office from the community center to the Parks Maintenance facility to prepare for her new role transition to report to the Executive Director.
- Recreation and Marketing Supervisor Rex
 - Worked with the Natural Areas Specialist to develop a conservation-focused symposium hosted at the Community Center and in conjunction with IPRA's new Forest Preserve and Conservation Section.
 - Worked with Upstaging to light up the outside of the Community Center in celebration of the 100th Anniversary. They will project the logo on the building and change the colored lights to blue and green.
 - Attended the Sycamore Parks Foundation meeting and took park in their SWOT analysis.
 - Wrapped up filming b-roll with OC Creative. They are now working on developing the films
- **See attached daily, monthly and annual facility usage comparison charts through December 2022. The Yearly chart shows that we have closed in on the 2019 totals. From November to December 2022, we increased over 800 people in daily attendance.**

Administrative Initiatives (2/1/23-2/28/23)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

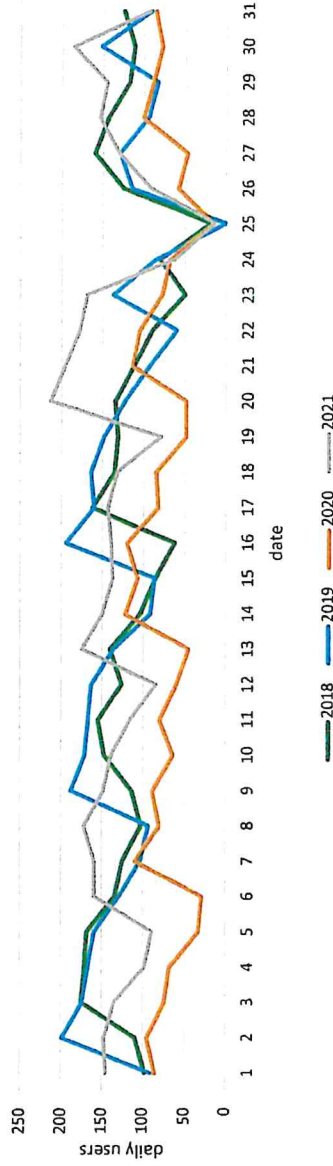
- Kishwaukee Special Recreation Association has been nominated for a 2023 Non-Profit Organization of the Year awards through the Dekalb County Chamber of Commerce. Event to be held on February 9th. KSRA & KSRF Meeting regular board meetings will be February 14th.
- Recreation staff will attend the February 4th Self-Care Fair in the gym from 9-1pm.
- Recreation staff will assist with the Sweetheart Dance on February 19th from 4-6pm.
- Recreation Specialist Hoblit will conduct the Teen Gym jam in a new format on February 17th. This will be offered on a non-school day to keep the tweens busy during the day. We'll see what registration numbers look like.
- Recreation Specialist Hoblit continues to add to his sport affiliate duties and will work with Jeff to get to know the sport field system.
- Will attend all staff and Board meetings.
- Recreation and Marketing Supervisor Rex
 - Will meet with Edward Jones about sponsorship opportunities in 2023
 - Will develop the Spring Mailer
 - Will develop sponsorship opportunities for 2023 and begin promoting them
 - Update all trifolds and promotional materials due to new rates and the pool closing.

	2018	2019	2020	2021	2022
January		4,950	5,133	3,154	5,326
February		4,595	4,713	3,133	4,888
March		5,462	2,325	2,937	5,184
April	1,005	4,736	0	3,290	4,796
May	1,591	4,265	0	2,986	2,986
June	4,179	5,343	0	3,703	4,720
July	2,530	5,700	2,520	3,745	4,118
August	3,986	3,999	2,270	3,829	4,078
September	2,680	3,157	1,455	2,566	3,086
October	3,075	3,077	1,871	2,738	3,614
November	3,274	3,596	1,979	3,864	4,259
December	3,701	3,941	2,376	4,176	5,025
	26,021	52,821	24,642	40,121	52,080

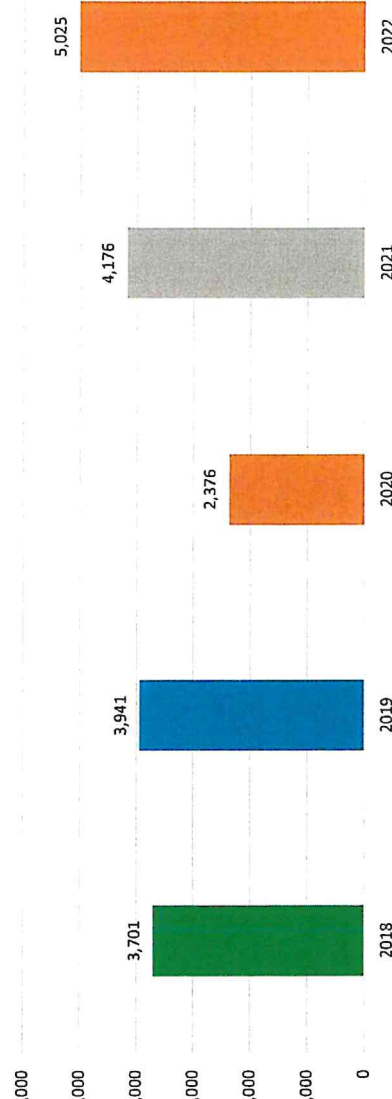


	2018	2019	2020	2021	2022
Dec 1	97	90	86	145	155
2	109	199	96	147	191
3	175	174	75	135	114
4	171	167	69	98	127
5	168	159	33	89	201
6	134	129	29	159	193
7	125	103	110	159	192
8	102	93	81	172	191
9	113	188	89	148	198
10	147	171	65	139	113
11	155	167	81	116	108
12	126	163	61	84	225
13	140	136	46	175	204
14	103	91	122	150	218
15	85	86	107	137	183
16	62	195	120	139	180
17	162	160	82	143	127
18	135	164	85	132	102
19	131	148	49	78	225
20	134	122	49	213	192
21	111	92	113	196	202
22	89	60	105	178	140
23	50	137	78	169	19
24	80	85	69	63	72
25	18	0	15	14	15
26	124	114	59	91	146
27	160	129	48	130	250
28	143	94	101	154	217
29	117	83	89	145	207
30	111	152	78	186	219
31	124	90	86	92	99
TOTALS	3,701	3,941	2,376	4,176	5,025

December Daily Users



December Daily Users



From: Kirk T. Lundbeck

Subject: Monthly Report

Date: January 24, 2023

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

- Attended all administrative team meetings as scheduled.
- Continued bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.
- Began distributing outing contracts to outing planners for 2023.
- Continued succession planning with Jonelle for Superintendent of Golf Operations position to be filled by January of 2024.
- Continued preparation of the 2023 Tournament and Outing Schedule.
- Dealt with pipe breakage in the clubhouse. Coordinated access to the building with Servicemaster for clean up and restoration.
- Completed coordinating the update of the golf operations website and Teesnap Ipads with 2023 golf rates with Tee snap.
- Began accepting applications for part-time staff for the 2023 season.
- Continued to meet with merchandise sales representatives for pro shop merchandise for the 2023 season.
- Sent an eblast to all patrons in the database with an update on the Bridge number 1 construction and replacement.
- Began Teesnap Tee sheet preparation for the 2023 season.
- Continued to offer winter golf instruction through the Mason Golf Simulator in DeKalb.
- Organize all documents stored on the office computer for easier change over to a laptop computer.
- Attend Soaring to New Heights Conference in Chicago.

Administrative Initiatives (2/1/23 – 1/28/23)

- Attending all administrative teak meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.

- Continue distributing outing contracts to outing planners for 2023.
- Continue succession planning with Jonelle for Superintendent of Golf Operations position to be filled by January of 2024.
- Finalize the 2023 Tournament and Outing Schedule.
- Move pro shop displays and merchandise into the clubhouse for carpet cleaning.
- Finalize SAY-Golf Lesson program, NEW SAY-Golf Junior League information and the Adult Lesson Academy information.
- Finalize administrative changes for the permanent tee time program and email last year's tee holders with the new rules and regulations.
- Finalize pro shop and clubhouse repairs from flood damage. Touch up pro shop paint and ceiling.
- Begin Swing into Spring Sale advertising through eblasts and social media outlets.
- Begin accepting new 2023 pro shop orders and inventory.
- Finalize 2023 corporate and service organization leagues.
- Finalize all in house league calendar dates and email all of last year's participants with registration information with sign up to begin during the Swing into Spring Sale.
- Remove reader board from wall behind the pro shop counter and paint wall in preparation a TV monitor system.
- Continue accepting applications for part-time staff for the 2023 season.
- Finalize Teesnap Tee sheet preparation for the 2023 season.
- Continue to offer winter lessons at Mason Golf Simulator in DeKalb.
- Continue to work with Harris Golf Cars to trade in carts and purchase newer vehicles.
- Prepare cart barn for the 2023 golf season.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: January 24th, 2023

Administrative Initiatives (1/1/23-1/31/23)

Golf

- The area has received little snow fall so far this winter to cover and protect the turf from extreme cold. Luckily so far, only the xmas weekend has been really cold which will limit any turf desiccation.
- The extreme cold of Dec. 22-25 caused a pipe break in the clubhouse in the outer concessions counter area. The furnace was working, and water was left dripping from the faucet, but the high winds and extreme temperatures were enough thru the building to allow the pipe to freeze and break on the 26th of December. The pipe was repaired and Servicemaster cleaned up the water and removed any damaged drywall. We have had PDRMA insurance out to look at the damage along with companies to provide estimates for repairs. We expect the quotes any day and will then proceed with repairs along with plumbing and service counter adjustments.
- All course equipment (ball washers, flags, cups, tee markers, rakes) have been brought in and are currently being painted/refurbished.
- All equipment has been power washed clean and is now being winter serviced along with mower reels rebuilt and sharpened.
- Ropes were placed around all the greens west of the river with the east side bridges chained off. Signs for snow mobile traffic have been installed thru the course.
- Plowing has been light to date but several rounds of salting at the Comm. Center and Clubhouse have occurred.
- The 10-tee bridge project progressed much further than expected prior to xmas. The weather allowed the concrete supports to be poured and the bridge put in place. Next spring, the approaches will be poured when asphalt plants open, the irrigation pipes will be moved from the old bridge to the new, and the old bridge will be removed once the new bridge can be used.

Sports

- Meeting with user groups for tournaments and planning for use of three of the five new fields this spring.

- Met with Kevin Toadter of AYSO and Director Bailey about spring scheduling options as we plan to implement the additional parking lot in the future.
- Staff is cleaning the old shop, painting park garbage cans, and recycling collected old metals along with working on winter equipment maintenance.
- Gathering product needs and spring supply ordering information.

Parks

- I attended staff, Board, budget, and park planning meetings.
- Attended solar panel information meeting with other staff.
- Met with staff about an end of February/early March online auction of surplus equipment including pool items.
- Been working with engineers/contractors as the bridge project continues.
- Gathering info on projects and meeting with contractors to get quotes for old shop education room bathroom repairs and updates, old shop third shed removal and replacement with metal shed, and clubhouse water damage repairs.
- Scheduled and completed all District compliance building requirement at all locations. Includes: fire alarms systems, fire sprinklers, backflows, and elevator annual inspections. Yet to complete is the required 5-year sprinkler pipe inspection at the shop.
- Organized used electronics, computers, screens, cords, monitors, etc. recycle pick up by outside company Midwest Recyclers referenced by CMJ.
- Staff continues to check parks, empty garbage, plow/salt, and work on equipment.
- Helped with prep and cleanup for the Winterfest day the Comm. Center.
- All picnic tables were repaired and stained as needed.
- Organizing/cleaning office files.
- Attending annual Parks and Rec. conference in Chicago the 26th-28th.

Administrative Initiatives (2/1/23-2/28/23)

- Attend all staff, Board, planning meetings.

- Work with contractors on clubhouse and old shop education room projects.
- Work on Capital budget projects and equipment repairs/acquisitions.
- Work on sports group field scheduling and material orders.
- Work on all equipment as winter service continues. Plow and salt as needed – schedule off hour shifts with staff.
- Plan for PDRMA safety trainings for the season for staff.
- Work with staff on auction of surplus equipment auction items.
- Meet with Director and engineers on pending park projects.
- Continue list of sports, park, golf, splash pad supplies needed and prep for ordering.



ANNUAL REPORT 2022

ECOLOGY, NATURAL AREAS, & EDUCATION

NICHOLAS MCCARNEY

nicholasm@sycparks.org



INTRODUCTION

Semi-consistent weather patterns during the 2022 season allowed for new natural areas to demonstrate an increase of beneficial plant growth. Significant work was focused on bringing the extremely poor quality of the Riverside Sports Complex planting to bring it to a more acceptable state. Several setbacks have made management of parts of the area virtually impossible, and the required workload, as anticipated, reduced attention to other areas.

Even still, areas that have been attended to have seen significant growth in both plant and animal communities which can lead to beneficial seed bank and educational resources.

Educational Outreach was reduced during the Summer due to time constraints. Outreach will resume in 2023 with more intensive classes designed to create a larger draw and generate more interest.

ECOLOGY & OUTREACH RESPONSIBILITIES & TASKS

Natural Areas Management

Natural areas management has, as in previous years, continued to reduce chemical application frequency and rates as significantly as possible. With the negative impacts of chemicals on applicators and ecosystems becoming clearer, it is the intention to continue to reduce chemical application to only the most necessary tasks, supplementing with mechanical and other control methods where possible.

Educational outreach

Educational outreach was suspended for one season due to an inability to devote enough time to effectively attend and oversee classes. To meet increasing cost of living, I needed to get another job during the summer to afford essentials and could not devote enough time to effectively plan, teach, and attend classes.

However, the break allowed me to devise more novel ideas for classes that will hopefully increase draw and attendance during the 2023 winter/spring season.



Photography & Digital Design

At the beginning of 2022, I was awarded First Place in the Wildlife Photography and Second Place in the Landscapes categories for the 2021 "Give us Your Best Shot" Photo contest. I also took 3rd place in the Reptile and Amphibians category at the Brookfield Zoo Photo Contest where my photo is currently on display.

Research

2022 was the 3rd year for research into the health of the aquatic ecosystems around Sycamore. From data collected, we could see habitat preferences and health of aquatic Ecosystems. We observed trends that indicate that chemical application to ponds is heavily detrimental to the health of those ecosystems and ponds without application have significantly higher presence of turtles and turtle reproduction.

NATURAL AREAS MANAGEMENT

The Riverside Sports Complex proved to be the most intensive dedication of time during the 2022 season. Several thousand dollars of various seed mixes were dispersed along with approximately 15-20,000 native plants grown from previously collected seed within the grow room.

Unfortunately, several hundred plants along with several acres of native plants were repeatedly mowed by Sports Complex staff, undoing dozens of hours of labor as well as creating additional problems. Several areas have been so heavily mowed that management has become impossible due to a lack of enough native plants to combat native plant establishment.

The bulk of plantings and seeds were focused on the interior of the natural area in an effort to maintain and establish a healthy native core and provide beneficial habitat. Spring rains corroborated this effort, bringing in several frog species which utilized the wet interior to reproduce. Additionally, a diverse range of bird and pollinator species utilized the native flowers that were established from the previous year.

Additional Land

New Natural areas in the form of the Great Western Trail and Disc Golf course were surveyed in 2022. Establishment of the Disc Golf Course was determined to be well below the acceptable density and diversity and additional seeding was done by the contracted company. Following this additional seeding, more native plant growth was observed in a density that is in accordance with typical densities expected given the growing time frame. However, due to the lack of success from the initial planting, a significant weedy community was able to grow prior to the native plant community which may make management more difficult in the coming season.

The Great Western Trail extension was not seeded with any seed mixes after establishment and the resulting weedy community was determined to be too aggressive to forego management. Management with native seed mixes and chemical/mechanical management will begin in 2023 to prevent overgrowth of Giant Ragweed.



Merry Oaks

Old property at Merry Oaks formerly mowed will be allowed to grow into native prairie.



Tall Grass Prairie

Prairie Density has reached an almost self-sustaining level and can be utilized for large scale seed collection

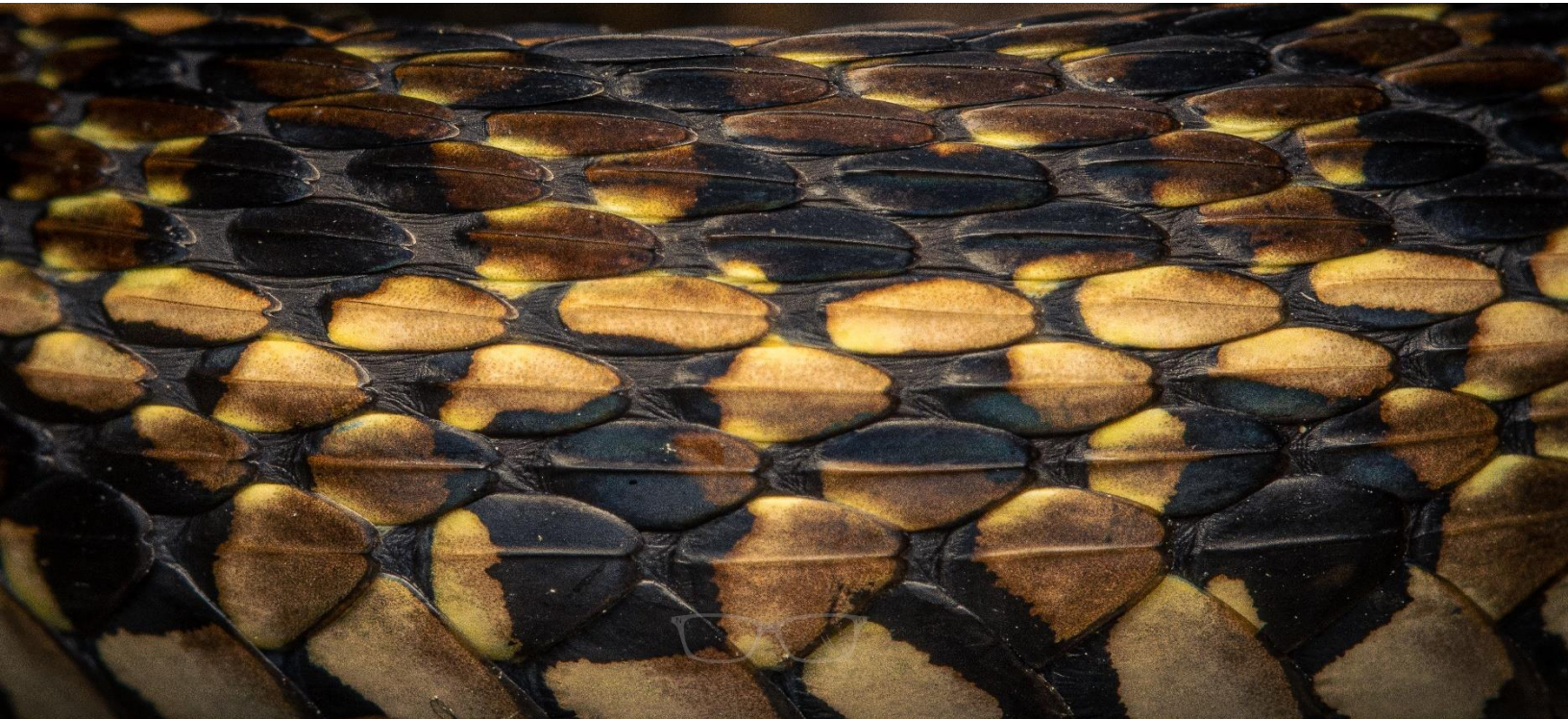


Plant Sales

Plant growth productivity in grow room has reached levels where sales of native species is feasible

EDUCATIONAL OUTREACH

Educational outreach events that pertain to nature and science have had apparent declines in attendance following the Covid-19 pandemic. Different alternatives including online learning have been implemented to promote more interest in outreach and events. Last year, the Nature Hotline released several educational videos on the Park District YouTube to some success. This new platform demonstrated the ability to present information for commonly asked questions that could be easily referenced by other staff members and doesn't require constant attention or setup.



The additional attention and time required to manage increasing natural areas throughout the park district coupled with the additional job made it difficult to effectively manage both and the summer/fall nature and science classes and events did not take place. However, this time did give extra time to formulate more effective class methods that incorporate more hands-on and memorable experiences for those who participate. Ideally these will draw in larger and more diverse participants so that a continual increase in class quality can exist.

CHEMICAL APPLICATION/HOURS

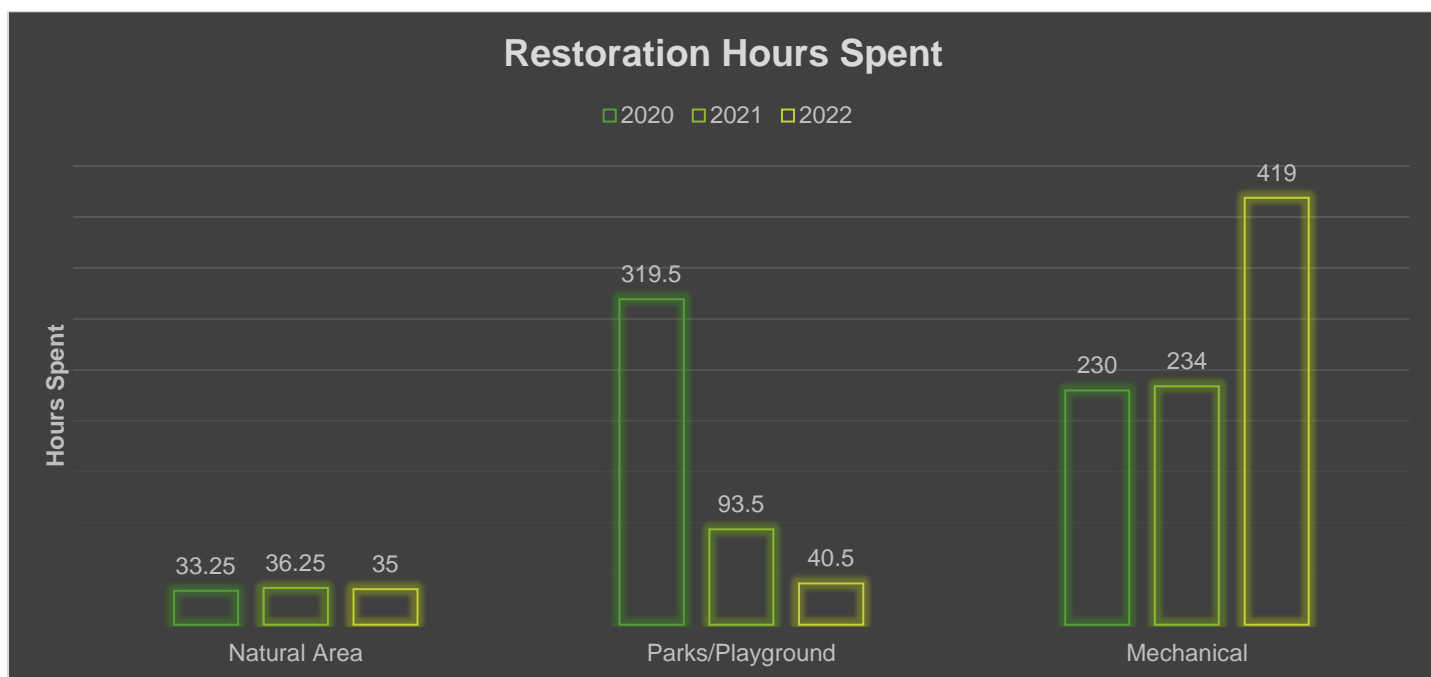
The subsequent figures and tables are representative of the hours dedicated to three separate forms of management since 2020: Natural Area Chemical Application Hours, Parks/Playground Chemical Application Hours, and Mechanical management. **Chemical amount reduced from 723.25oz in 2021 to 409.25 oz in 2022.**

Natural area chemical application hours are represented by hours spent applying chemicals in the natural areas. This number has remained virtually constant throughout the years as primary forms of management for natural areas are mechanical and biological controls (cutting/burning/planting/seeding). To protect sensitive flora and fauna, chemical applications and quantities are reduced as much as possible, only requiring small spot spraying applications with less frequency than parks/playgrounds.

Parks/Playground hours have consistently been reduced over the years as a general goal to apply less herbicide overall for health and safety purposes. Additionally, weed pulling mechanical method hours are not reflected in this management or in the Natural areas Mechanical management numbers.

Mechanical management via mowing, brush cutting, hand pulling, etc. has drastically increased as less hours are spent using herbicide. This method has also increased significantly from the introduction of new natural areas such as the sports complex, which requires consistent mowing, brush sawing, and weeding to control invasive plant populations.

	2020	2021	2022
Natural Area Hours	33.25	36.25	35
Playground Park Hours	319.5	93.5	40.5
Mechanical Hours	230	234	419



CLASSES & EVENTS

Eco Explorers

Surviving the Cold
Ice Age Intelligence
Moss Madness
New Beginnings
Awesome Amphibians
Natural Disasters
Venom

Speaking Events

Dekalb Clinton Rosette Middle School (4 days)
Sycamore Middle School Science Olympiad
Kaneland High School (2 days)
Clarion University of Pennsylvania Keynote Speaker

Additional Events

Educational Events with Dekalb & Kane Forest Preserve (3 events)
Field Collection with Field Museum
Nature Hotline online class series
KSRA outdoor education events
Various Pop up Park District speaking events for students

7 Additional classes had some level of curriculum designed but did not meet minimum attendance levels to run. Although many of these classes had seen success in the past, the attendance of such programs has continued to decline. Revisions to curriculum and new class designs are being put in place for 2023 with the intention of increasing class viability.

Grow Room/Seed Collection

Utilizing seed collected from Park District natural areas in previous years, 15-20,000 (gross estimate based on grow room capacity) native plants were grown for plugging into natural areas. Due to the failure of native plant growth within the Riverside Soccer Complex natural area, the majority of plants were plugged within this area. As the complex reaches a more sustainable floristic community, the intention is to expand native plant plugging to other existing natural areas in need of restoration.

Primary seed collection comes from the Tallgrass Prairie near the community center. Most seed collected is used to help establish and maintain existing natural areas by throwing large quantities of native seed over existing habitat. Additional seed collection comes from other natural areas but is highly limited due to seed abundance. The habitats are too small to sustain large scale collection. These limited quantities of seeds are primarily utilized for growth within the grow room where they can more successfully produce viable native plants.

With the addition of the **Merry Oaks Prairie** and eventual success of the Riverside Soccer Complex prairie, seed collection volume should increase drastically and provide a semi self-sustaining resource for management.

CONCLUSIONS & PROJECTIONS

Paid Intern Benefits

While interns have been consistent since 2020, 2022 was the first year that the Park District was able to offer a paid internship position for a dedicated 40hr/week employee. The significant reduction in chemical application hours can be attributed to the addition of a dedicated employee. The benefits of which were that the intern gained enough experience to be trusted on her own for portions of the day so that tasks could be more efficiently managed. This allowed park spray times to be significantly reduced.

Additionally, having a dedicated person to learn the processes increased efficiency in all facets of the work load. Previously, interns only worked part-time and were unable to gain enough experience to effectively operate certain equipment or perform tasks without supervision. With the paid position comes more incentive and opportunity for learning, the benefits of which are clearly visible in the effectiveness of management.

Although the additional natural area management over the past 2 years has increased workload drastically, it is more attainable with the addition of a dedicated assistant.

Seed dispersal/native plugs are effective methods for management of existing natural areas, but larger scale projects will require some form of additional help. Old Mill natural areas have seen constant punishment from developers and homeowners over the years in the form of mowing, development, dumping, and destruction of natural areas. Additionally, the invasive plants vastly outnumber the native plants. Without a quality native seed bank, we are effectively wasting time and effort reducing weeds in an area where no native plants are present to grow. If Old Mill is to ever develop into an aesthetically pleasing and beneficial native plant community, it will need to be done so with third party seed mixes or management.

2022 Herpetological Permit Report Permit HSCP 20-02

Effects of Aquatic Herbicide Application Practices on Biodiversity and Spatial Ecology of Herpetofauna within Developed Suburban Habitat

McCarney P. Nicholas

Introduction

Sycamore, Illinois is a highly fragmented and ecologically impacted area within the Northeastern Morainal Natural Division. Presence of herpetofauna is extremely limited with only abundantly common species being detected within the immediate area. Within the scope of the park district and other surveyable entities, quantifiable detections have been limited to chelonians through the first two years of survey. No detectable Squamata were present until the 2022 surveillance year. The Park District and other Districts within the county have been working to establish and manage floristically native habitat. Herpetological research permits were issued to Nicholas McCarney of the Sycamore Park District to conduct herpetofauna surveys. Herpetofauna surveys are conducted with the intention of examining relationships between floristic restoration practices and herpetofauna occurrence and abundance as well as corridors for and trends of herpetofauna movement.

The varying intensity and methods of restoration are being cross-examined with herpetological occurrences within the areas and compared to detection with unmanaged areas. Utilizing different detection methods including cover boards, minnow traps, flotation traps, and funnel traps, meristic data is collected for mark/recapture purposes.

Chelonian Focus

The 2022 survey season of artificially created wetland mitigation ponds around Dekalb County, Illinois was the 3rd year of data collection performed with the purpose of understanding preferential utilization of fixed location retention basins in various freshwater chelonians.

Mark/recapture data was collected in tandem with aquatic herbicide application frequency to determine micro-ecosystem health within ponds through freshwater turtles as bioindicators. The 2022 survey also began to incorporate additional herpetofauna in the form of *Ambystoma tigrinum*. However, due to time constraints, no viable data was collected. Conversely, 189 chelonian capture points were collected for additional analysis.

After three consecutive years of study, some trends are beginning to be observed in regard to pond health in relation to chemical management illustrated by turtle growth rates, preferential pond utilization, and longevity of habitat usage.

Although trends are becoming more apparent, it is the opinion of the researcher that more data collection is needed to statistically support and confirm these trends as definitive impacts of the viability of wetland mitigated artificial ponds as effective habitat for freshwater pond turtles.

Although caudata and squamata surveys are conducted within the overall scope of research, no viable data points have been collected in regard to either and therefore original focal points have

shifted to chelonian activity as the primary indicators within the highly fragmented and impacted ecosystems within the survey.

Methodology

Surveillance was started the first Monday, the 4th of April, 2022 with first detection being on May 11th 2022. Upon first detection, traps begin cyclical rotation between ponds. Sporadic inclusion of creek surveillance throughout the survey period is conducted, however few detections result from this method. Additionally, the surveillance of tributaries does not necessarily reflect the intentions of this study but are still conducted given the possibility of understanding natural corridor utilization between surveyed ponds. Though this method has yielded results in years past, this year saw no detection outside of typical survey ponds.

Traps were rotated between ponds to prevent potential trap association that animals may develop. Financial, time, and personnel constraints also present limitations to trap number and survey intensity. As additional funding is accrued through grant acquisition, it is the intention to expand surveillance further into other districts with additional personnel and materials. The 2022 surveillance season was the first to include a dedicated paid intern where some overlap of duties allowed for more efficient trap placement and removal.

All traps were baited with either sardines or chicken as certain species seemed to demonstrate preferential interest in food items. Trap surveillance frequency was consistent with previous annual surveillance. Surveys took place on weekdays, with infrequent continuations on weekends if conditions were favorable. Additional non-surveillance days are included in the data sheet attached with this document. On several occasions, traps were removed in advance to accommodate for the potential of significant flood events that may otherwise destroy, submerge, or remove traps or endanger animals.

Traps were checked at first light, roughly between 0600-0700. If traps contained an individual and bait was consumed or stolen, traps were rebaited. Traps were checked 1-3 times daily depending on overall activity levels. Many properties within the Sycamore Park District did not yield enough activity to warrant multiple checks per day. However, the Sycamore Forest Preserve Property contained a significantly higher presence of biodiversity and required multiple trap checks per day to prevent captured animals from escaping, trap repair, or additional bait. Following three consecutive days of no activity, traps would be moved and rebaited with fresh bait. If there was no demonstrated activity within 36 hours of trap deployment, traps were shifted to another pond to increase chances of capture.

Data Collection

Upon capture, curved carapace length (CCL) was measured in centimeters using a flexible measuring tape. Weight was measured in pounds (lbs.) using a fish scale. Pictures of both plastron and carapace were taken of new individuals. Each new capture was given a distinct marginal scute marking corresponding to the capture number. Rounded files were utilized primarily on smaller chelonians, while larger triangular files were used for the thicker carapaces of *Chelydra serpentina*. If individuals had been previously marked by another survey, then such

markings were included within their filing if applicable. If filed scutes from alternative surveys corresponded to a different individual within this survey, individuals are marked with an additional file to differentiate from other individuals.

Turtles were sexed utilizing various methods for species. For the purposes of pond turtle identification, overall size and cloaca position/tail thickness were used in tandem with sexually dimorphic features such as head shape and nail length. Cloaca position/tail thickness were used for rough identification of *Chelydra serpentina*, while individuals were gently rocked back and forth to stimulate identifying displays from males. Any individual that had not reached an age at which identifying features for identification were present was given an indeterminate (ID) label.

Supplementary records of temperature highs and lows, precipitation, trap design, and trap location are documented for additional analysis, though no conclusive trends have been observed with current information collected.

Precipitation and temperature information is collected from databases at weather.gov and NOAA respectively. Data is recorded with the intention of comparison between activity and capture frequency. Until more data is accrued, no statistical analysis will be done. Several more years of study are required to collect enough data to make statistical conclusions.

Expansion through local entities and organizations to collect more recapture data of chelonian movement will take place throughout the survey area as possible. New additions will have landowner permission and permit application and approval before being added to existing surveillance.

FIGURES AND DATA

Permit HSCP 20-02 covers areas within the Sycamore Park District owned property. Maps of the surveyed areas are present in APPENDIX A. Surveyed areas were given character abbreviations to increase efficiency. Characters followed by numerical values identify each individual area. PP for Parkside Preserve, CBP for Chief Black Partridge, EC for Emil Cassier, WP for Woodland Pond, RL for Rotary Lake, OM for Old Mill, and SCP for Soccer Complex Pond, encompass all areas with detected captures for the 2022 survey season. The areas represented are retention basins with proximity to the Kishwaukee River and tributaries which we hypothesize will yield movement data within recaptures in subsequent years. The coordinates for each area are taken from a central point of each waterbody. Although multiple traps are placed throughout the same waterbody in different locations, each point is considered within the same ecosystem and the intention of this study is not to look at movements within each waterbody, but between them.

Each turtle captured was given a unique scute file with the character “L” representing left, and “R” representing right corresponding to the individual scutes filed when the rear of the carapace was facing the researcher (FIGURE 1.). Survey numbers reached a point at which LR



combinations were used and surpassed as well, resulting in some individuals having double markings on same side scute arrangements such as “L1L2”. TABLE 1 is a representation of all captured and marked individuals and corresponding locations. In total, the survey obtained data from 4 species of chelonian. *Chrysemys picta*, *Trachemys scripta elegans*, *Chelydra serpentina*, and *Apalone spinifera*. Omitted from table in previous years was *Apalone spinifera* captures as there was no viable method or equipment to differentiate individuals. The acquisition of a portable tattoo gun in 2022 allowed for the addition of *A. spinifera* to the mark recapture data. Individuals were given distinct identifying markings in the form of roman numerals on the underside of the carapace, in accordance with methodology utilized to mark individuals of *A. ferox* in a 2007 study (Weber, 2007). This method proved to be an effective method for identifying recaptured individuals

as well as being efficient and minimally invasive. While Weber et. al used the decimal positional numerical system to mark individuals, it was theorized after practicing on artificial media that the straight lines of the Roman Numeral system would be both easier for researchers to apply to individuals as well as make markings easier to read without error.



During data scrubbing, it was determined that some individuals had conflicting or missing data. These individuals were removed to prevent any data skew that may result from their inclusion as they may have represented duplicate individuals. Table one is representative of all single captures of individuals and does not account for individual recapture within each individual survey site or between sites. In total, including recaptures, there were 72 encounters with 44 individuals across all four species captured within the Sycamore Park District. 7 individuals were recaptured in

different ponds, and this number is representative of the overlap with permit HSCP20-14 and includes the surveyed Dekalb County Forest Preserve property within Sycamore, IL. This number is represented here because movements were between forest preserve and park district property.

Results

The spread of individuals captured is as follows: Individuals for *Chrysemys picta* are represented by 10.5.0 or 10 males, 5 females, and zero indeterminate individuals. Gross average length of all individuals captured, including recaptures was 15.98cm. Gross average weight of all individuals captured, including recaptures was .937lbs or approximately 425 grams. In comparison, individuals of *C. picta* at the Forest Preserve District pond are represented by 8.13.12, or 8 males, 13 females, and 12 juvenile individuals too small to confidently determine sex. The gross length and weight averages in comparison are 12.22cm and .527 lbs or approximately 239 grams respectively.

All ponds in the Sycamore Park District have been repeatedly sprayed with herbicide by a third-party contractor for the duration of this survey with the exception of one pond, PP6, which stopped being treated after the first year of surveillance for recovery comparison. By comparison, the Forest Preserve pond has never been treated with any aquatic chemical application for the duration of the survey. The untreated pond (herein FP1) has a significantly higher presence of females of *C. picta* than males. By comparison, the Park District ponds overall show a more dominant presence of males. Comparing the overall weights, lengths, and number of juvenile individuals captured, FP1 has a significantly higher density of individuals of *C. picta* overall with an emphasis on smaller individuals and females. This could statistically support the viability of this pond as a beneficial reproductive area for *C. picta* due to more favorable conditions provided by the presence of aquatic macrophytes and subsequent biodiversity attributed to the lack of spraying.

To better support this hypothesis, aquatic floristic species will be catalogued along with other habitat defining characteristics such as water clarity, aquatic invert presence, and additional factors that may indicate more biodiverse ecosystems that result from the abstinence from aquatic chemical management.

The ratios of other species of detection in the Sycamore Park District are as follows: *Chelydra serpentina* 10.4.0; *Trachemys scripta elegans* 2.1; *Apalone spinifera* 2.8. With significantly lower frequencies of detection and densities, these species demonstrate more pertinent movement and spatial ecology data when compared to the greater overall densities of *C. picta*.

Figure 2. illustrates the overall captures (including recaptures) of detected chelonia within the Sycamore Park District property and does not encompass Forest Preserve detections with the exceptions of individuals that moved between ponds.

Site Location	Sex	Weight (POUNDS)	Length (cm)	Individual number		
WP1	M	19.9	25.75	CSER5		
WP1	M	13.18	30.25	CSER26		
PP6	M	0.48	13.3	CPIC19		
PP6	M	0.61	14.3	CPIC5		
PP6	F	1.36	18.8	CPIC37		
PP6	F	1.36	18.8	CPIC37		
PP6	M	0.61	14.3	CPIC5		
PP6	F	1.36	18.8	CPIC37		
PP6	M	0.48	13.3	CPIC19		

Recaptures

There were 7 observed captures that represented movement between ponds. An 8th instance of movement was observed but given the time frame of recapture and the movement between ponds, it is theorized that this instance of movement is potentially explained via human interaction. The movements of individuals are illustrated as follows: CSER5 was captured initially in RL1 in 2020 and then recaptured in 2022 in WP1. CSER13 was captured in OM8 in 2021 and then recaptured in 2022 in PP6 where it was again recaptured later in the same year. CPIC19 was captured in PP6 in 2021, recaptured in PP6 in May of 2022, then recaptured in FP1 in July of 2022. CPIC40 was captured in OM8 in 2021 and then recaptured in FP1 in 2022. CPIC41 was captured in PP6 in 2021 and then FP1 in 2022. CPIC7 was captured in OM8 in 2020, then PP6 in 2021, and finally in OM8 in 2022. CPIC55 was captured in June of 2022 in OM8 and then in July of 2022 at PP6. The outlying individual captured was CPIC37 which was captured in 2021 in PP6 and then recaptured in 2022 in OM8 several instances in May, then again June 11th in OM8 and again on June 12th in PP6 which would represent a 1.65 mile movement in less than 24 hours. Individual CPIC37 was again recaptured in PP6 on the 30th of June.

Trends continued similarly to previous years with *C. picta* having the most frequent recapture rate overall, however this is likely due to the disproportionate encounter rate compared to other species. Many turtles were recaptured from previous years but did not demonstrate any movement to other water bodies.

New Land Acquisition

A thin plot of land West of the South Branch of the Kishwaukee River was acquired and developed as an extension of the Great Western Trail in tandem with an extension put in by the Dekalb County Forest Preserve District. During development, photographic evidence of a DOR *Thamnophis radix* was shared with staff. The specimen was not recovered. Subsequently, several coverboards were placed throughout this area. After approximately one month, the boards began to yield specimens with some frequency. There were 12 individual detections of Young of Year and juvenile individuals. Specimens were determined to be of unfit size for cauterization. Mark/recapture procedures may resume in 2023 given that management and restoration of the land will begin. However, without any additional land for comparison, the data may not provide enough information to be worth the additional workload. Time constraints will be assessed at the

beginning of the season to determine whether it is possible or feasible to include mark/recapture data for snakes or if efforts should focus more specifically on chelonian mark/recapture data.4

Additional Data

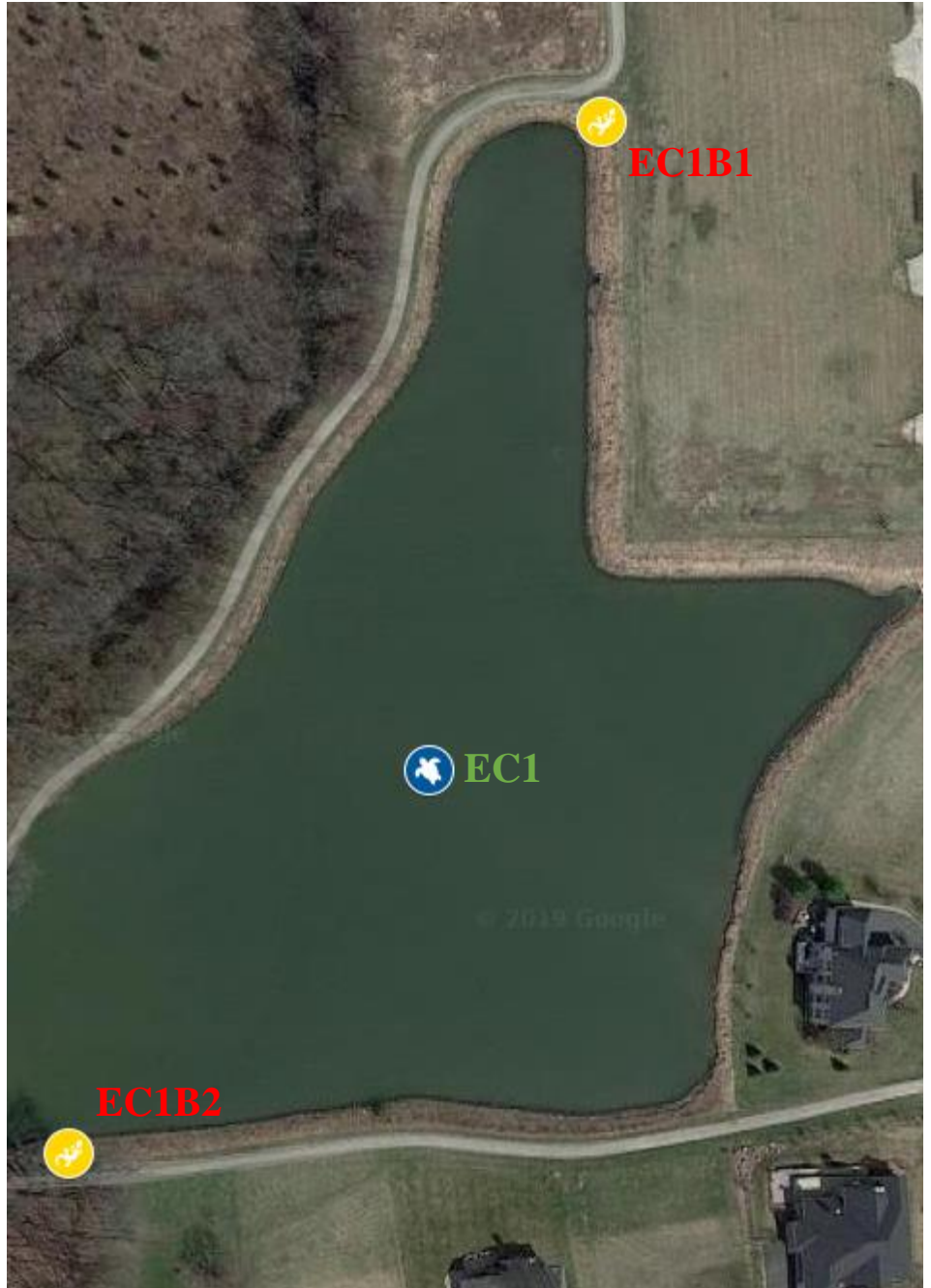
Although data collected in conjunction with the Forest Preserve district shows correlations between favorable reproductive conditions, more comprehensive transitional data is needed to fully support these trends. One pond within the Sycamore Park District has transitioned from being sprayed consistently to no longer receiving any chemical or mechanical aquatic treatments. In doing so, a transitional period will be observed as a beneficial aquatic plant community establishes and will display if doing so promotes utilization for reproductive populations of *C. picta* and will help establish a time frame for conversion if the data from the Forest Preserve is corroborated.

APPENDIX A

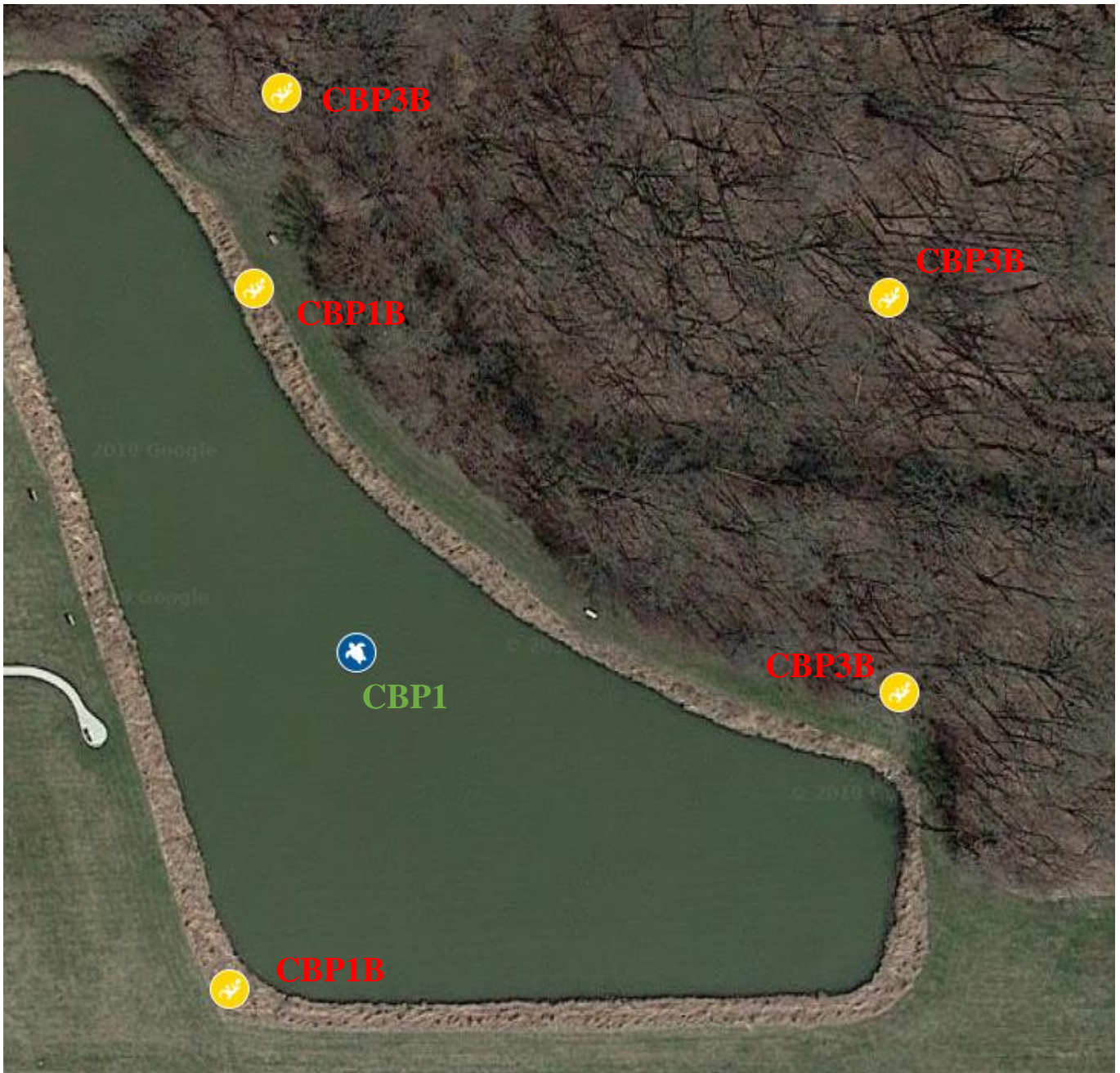
Woodland Pond (WP1) Survey Points



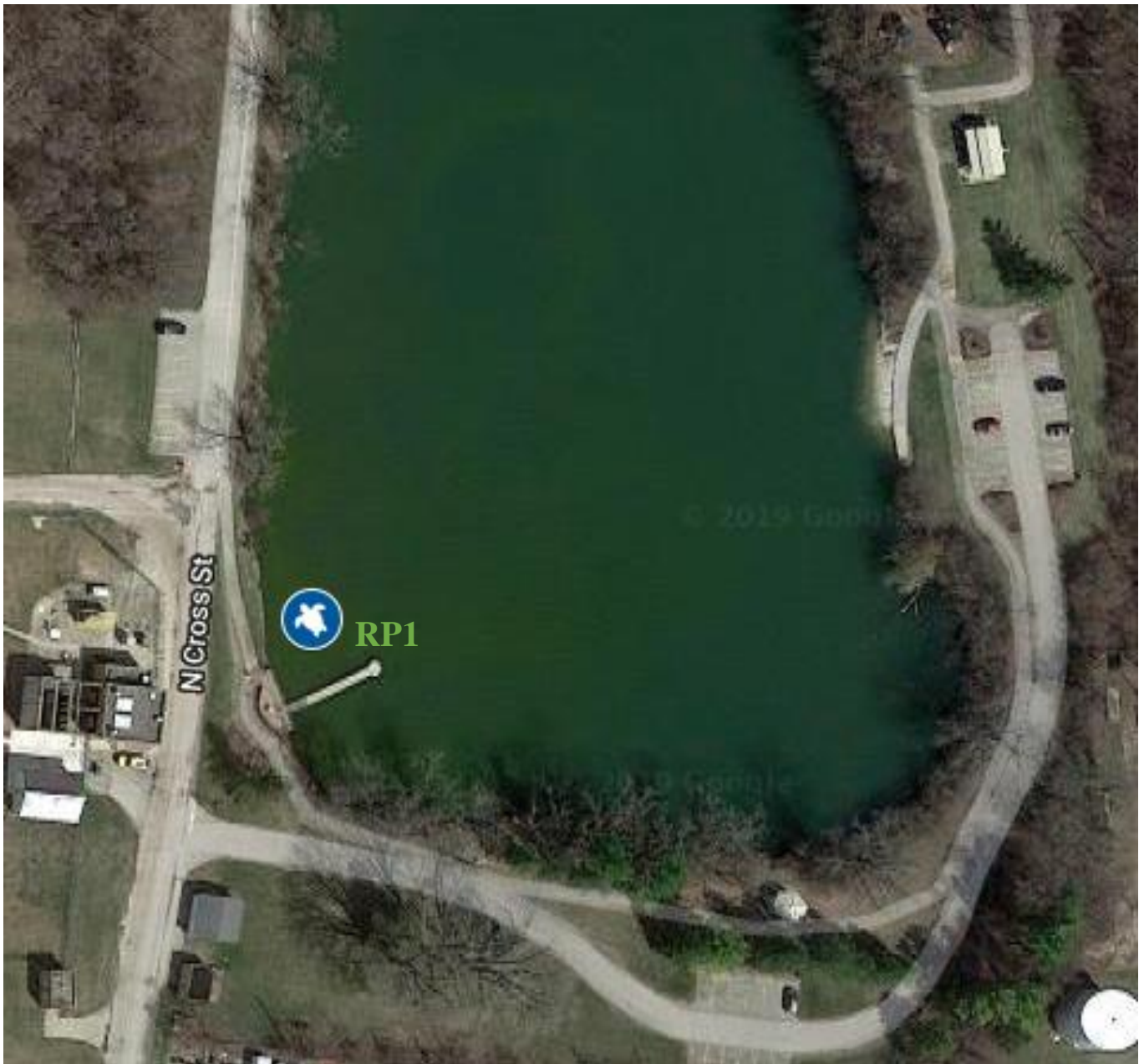
Emil Cassier (EC)



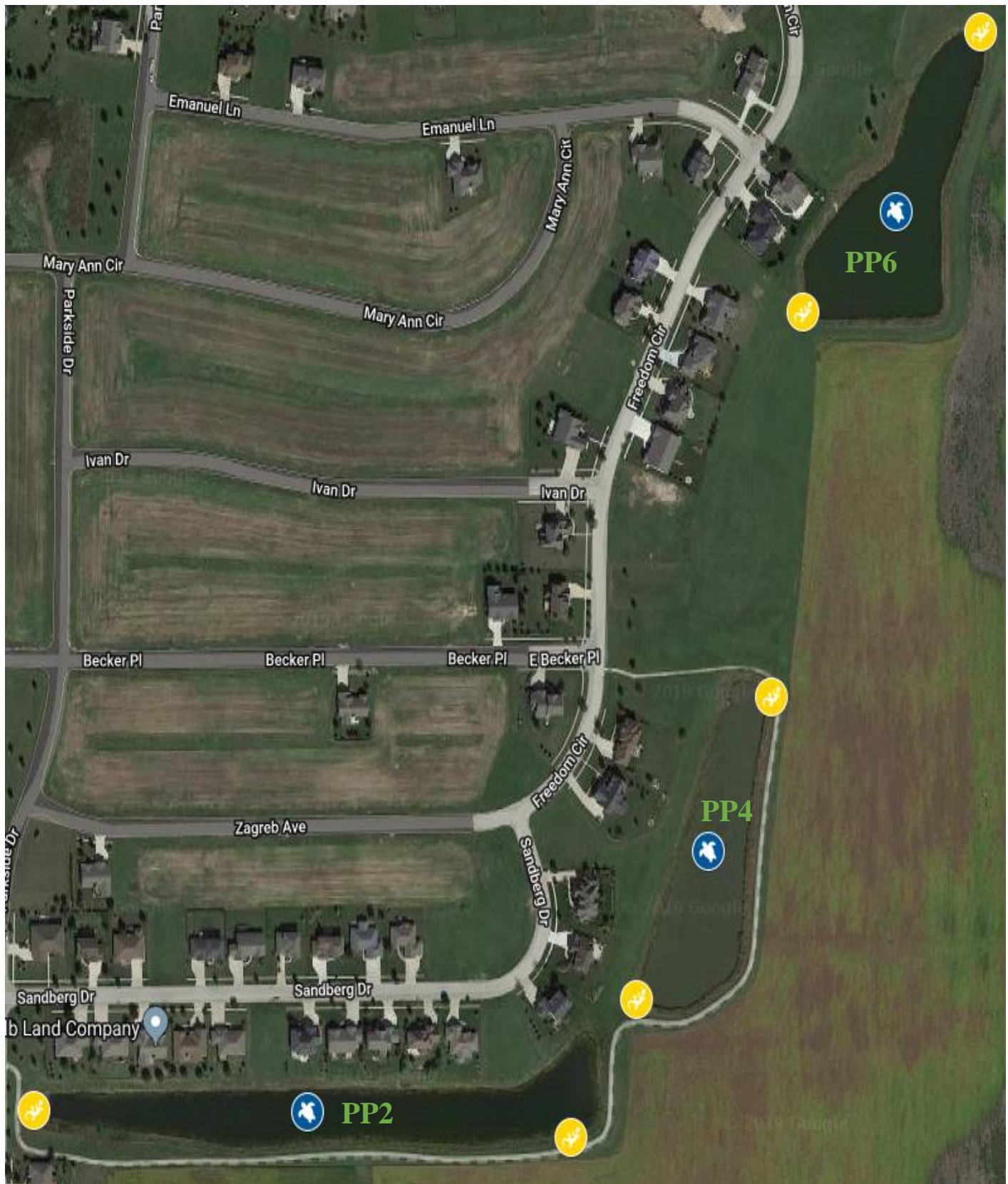
Chief Black Partridge (CBP)



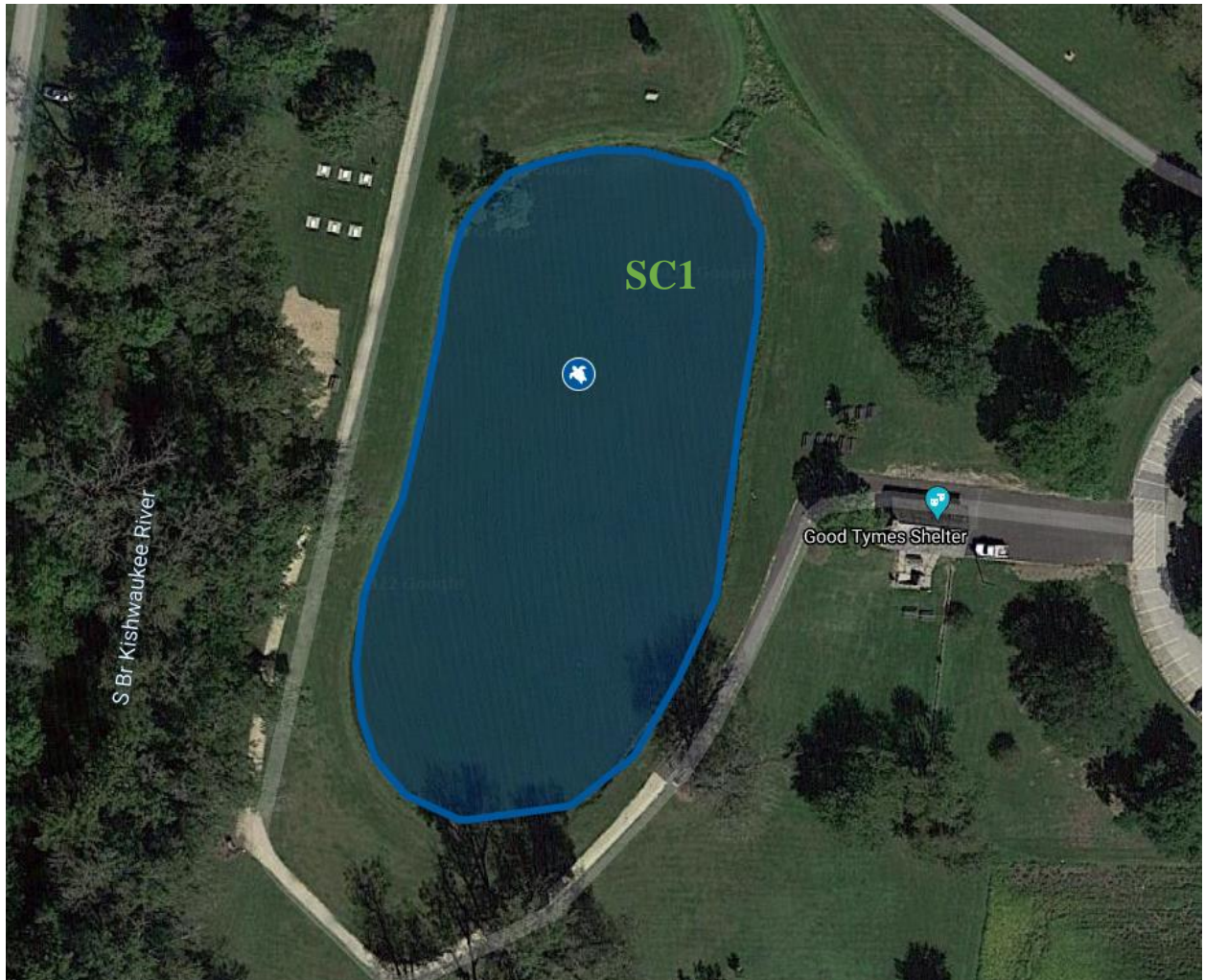
Rotary Lake (RL1)



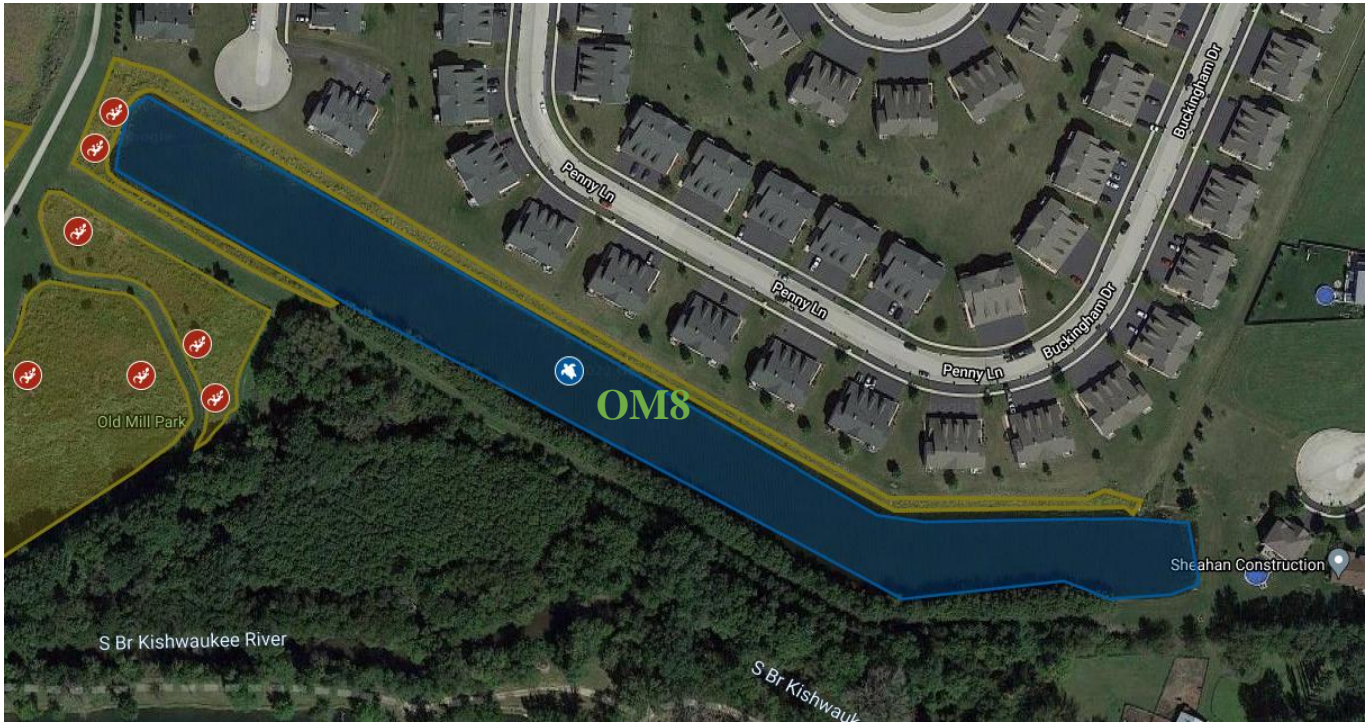
Parkside Preserve Survey Points



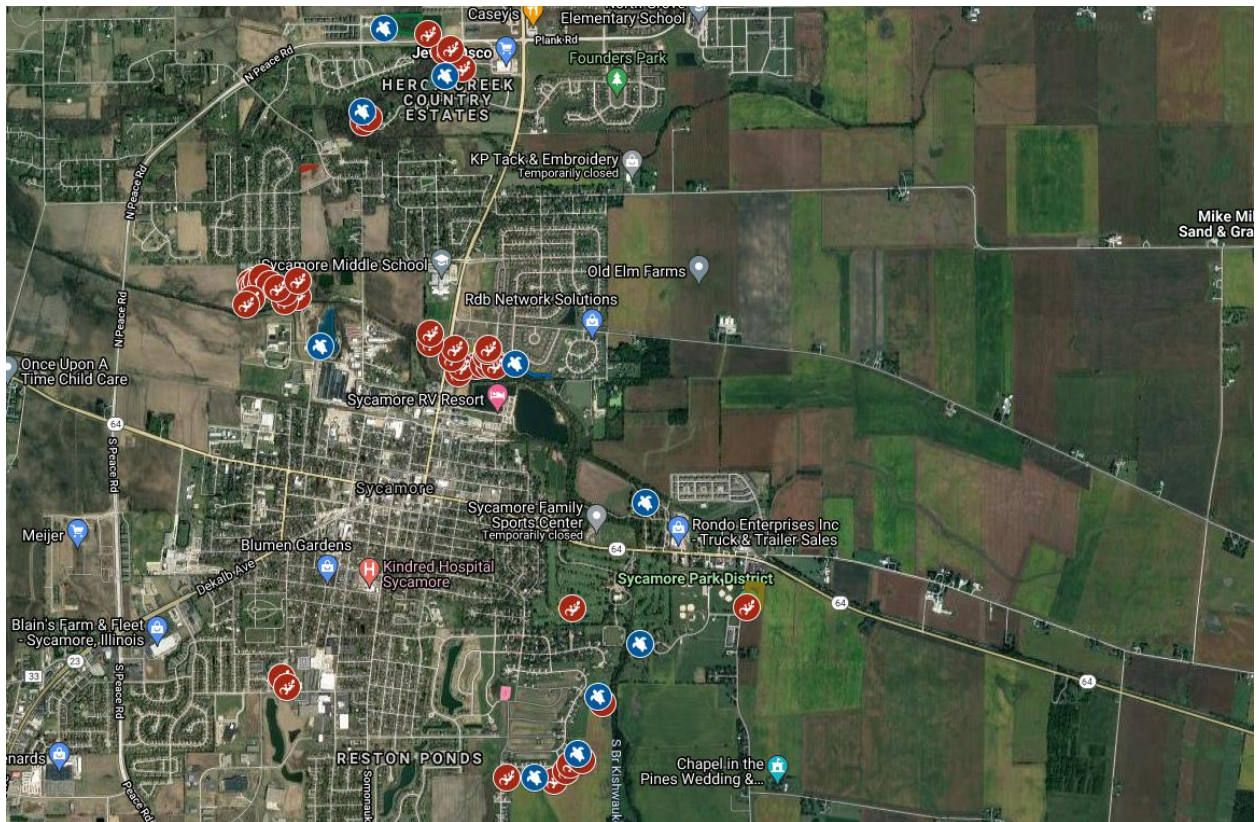
Soccer Complex Pond (SCP1)



Old Mill (OM)



Full Survey Area



Citations

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- . 1985. Retention of flipper tags on hatchling sea turtles. *Herpetol. Rev.* 16:43–45.
- Buhlmann, K. A., and T. D. Tuberville. 1998. Use of passive integrated transponder (PIT) tags for marking small freshwater turtles. *Chelon. Conserv. Biol.* 102–104.
- Cagle, F. R. 1939. A system of marking turtles for future identification. *Copeia* 1939:170–173.
- Doody, J. S., and J. W. Tamplin. 1992. An efficient marking technique for soft-shelled turtles. *Herpetol. Rev.* 23:54–56.
- Ferner, J. W. 2007. A Review of Marking and Individual Recognition Techniques for Amphibians and Reptiles. Society for the Study of Amphibians and Reptiles *Herpetol. Circ. No. 35.* 72 pp.
- Obbard, M. E., and R. J. Brooks. 1981. A radio-telemetry and mark-recapture study of activity in the common snapping turtle, *Chelydra serpentina*. *Copeia* 1981:630–637.
- . 1979. Collecting and marking. In M. Harless and H. Morlock (eds.), *Turtles: Perspectives and Research*, pp. 45–60. John Wiley & Sons, New York.
- . 2008. A notching system for marking softshell turtles. *Herpetol. Rev.* 39:64–65.
- Weber, A., Munscher, E.C., Brown, J. R., Cox, C.A., and Hauge B. J., Using tattoos to mark *Apalone ferox* for individual recognition *Herpetological Review*, 2011, 42(4), 532–534
- Woodbury, A. M. 1948. Marking reptiles with an electric tattooing outfit. *Copeia* 1948:127–128.

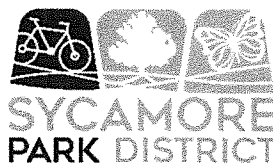
To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: January 2023

Administrative Initiatives (1/1 – 1/31/2023)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Park Foundation meetings as scheduled.
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings: Diversity Section, Membership Council
- Budget review for Capital and Operational finalization
- Met with Upland Design for the survey information for North Grove park and set up the program schedule
- Met with AYSO, Kevin and Jeff to discuss adjusting schedules for Riverside and adding a gravel path to connect the grass lost with the current sidewalk.
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents
- Review Marketing needs and timelines with Recreation Staff & Marketing
- Review all construction projects and next steps:
 - Reston Ponds – waiting on the bid schedule
 - Bridge #1 – bridge has been installed and we are waiting for spring for the approaches to be installed.
 - North Grove –survey of neighborhood to get information on park features will go out 2nd week of February
 - Survey of property – received the survey
- Working with Sarah on 100-year anniversary: prepping the launch of activities for 2023
- Attended the IPRA/IAPD Annual Conference

Administrative Initiatives (2/1 – 2/28 2023)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Park Foundation meetings as scheduled.
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings: Diversity Section, Membership Council
- Budget review for Capital and Operational finalization
- Met with Upland Design for the survey information for North Grove park and set up the program schedule
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Board of Commissioners
Date of Board Meeting: January 24, 2023

Information Only

AGENDA ITEM:

Construction updates

BACKGROUND INFORMATION:

Memorial Park:

- We are waiting for the final permit for the baseball fields and shelter from the City. There are trees that need to be moved off the water line.
- Signs are being designed for the overview of the course and pricing is being gathered for tee signs as well. We plan to have the scorecard be digital through a QR code.

North Grove:

- Working with Upland Designs.
- Survey is complete and a survey is being adjusted to be released with first week of February.
- Onsite community survey will be scheduled for April.

Reston Ponds:

- Waiting on schedule to post to bid in the Spring.
 - Will add an alternative bid for the gravel path at Riverside
 - Will add an alternative for the parking lot at Reston Ponds as that was not included in the original grant request.

Bridge #1: The bridge is installed and waiting on the approaches to be completed in the Spring.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

SYCAMORE PARK DISTRICT
Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION


AGENDA ITEM: APPROVE FY 2023 OPERATING BUDGET:
Recommend Adoption

BACKGROUND INFORMATION: Attached is the final draft of the 2023 Operating Budget for your consideration. Any numbers that were changed in the 2023 Requested Budget column are bolded. The following are the most significant changes from the last presentation:

- The Action 2020 Fund Budget was completed. It includes final expenses for trails.
- Pay increases as approved by the board have been included in the appropriate funds. IMRF, Social Security, and Medicare expenses, as well as the allocation of the related tax levies, were adjusted accordingly.
- The staffing changes previously reviewed by the board have been added. This would include adding a part time recreation assistant and making a concessions position part time IMRF.
- Moved 50% of Marketing position from Recreation Fund to Corporate Fund.
- A two-month overlap was budgeted for the Supt. of Golf Operations position.
- Adjustments in various expenses and revenues were made after further review.

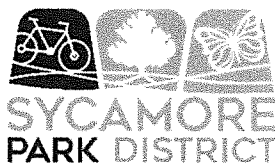
FISCAL IMPACT: Bottom Line: Comparing FY 2022's Budget to the Proposed Budget for FY2023 we are proposing an increase in Revenues of \$261,161 and an increase in Expenses by \$458,971.

STAFF RECOMMENDATION: Staff Recommends Approval/Adoption of the Proposed Operating Budget attached to this recommendation.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance. 

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Board of Commissioners
Date of Board Meeting: January 24, 2023

FOR INFORMATION ONLY

AGENDA ITEM:

Great Western Trail Segment 2

BACKGROUND INFORMATION:

The Sycamore Park District has been working with the Dekalb County Forest Preserve District and the Illinois Transportation Enhancement Program (ITEP) to extend the Great Western Trail (which runs between St. Charles and Sycamore Forest Preserve) through Sycamore. Currently, we are working on the segment that will end at the intersection of Pleasant Street and Paige Street.

We placed our current property acquisition on hold to try and work with a single property owner. That plan was unable to be completed and we have restarted negotiations with the original property owners.

Roger Nelson confirmed that two parcels Bridge and Marsden are set to move forward at the price offered.

We have started the purchasing process with Bridge. Marsden and Ibarra should be completed in the next few weeks.

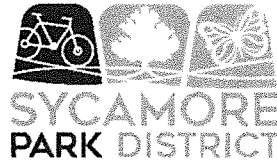
FS Grain has detailed processes that will take more time, but all indications are that they will move forward with the sale. Roger Nelson is asking for an updated assessment due to the fact that the original offer had removal of a guy-wire and we building a fence instead.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Board of Commissioners
Date of Board Meeting: January 24, 2023

AGENDA ITEM:

A RESOLUTION MAKING CERTAIN FINDINGS OF FACT AND AUTHORIZING THE SALE OF CERTAIN PROPERTY COMMONLY KNOWN AS 475 MERRY OAKS DRIVE, SYCAMORE, DEKALB COUNTY, ILLINOIS UNDER THE PARK COMMISSIONERS LAND SALE ACT, 70 ILCS 1235/1 *et. seq.*

BACKGROUND INFORMATION:

A request was made to sell a portion of the Merry Oaks to a neighbor. This section of property is not something that is or is planning to be utilized for the Park District. We had the area assessed by Jacobson & Associates. The property was assessed at \$36,000.

The property was listed with American Realty and an offer was made for \$20,000 for the property. The offer was accepted.

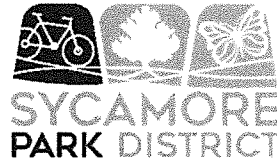
The property was removed officially from the Park District Rolls and the paperwork for the final sale has been sent to Ancel Glink for review. We expect, to receive the payment for \$20,000 within the next 60 days.

FISCAL IMPACT: \$20,000 – minus the realtor fees

STAFF RECOMMENDATION: Approval to place fund in the capital budget to offset construction costs.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Board of Commissioners
Date of Board Meeting: January 24, 2023

AGENDA ITEM:

Job postings and Recreation Department Restructure

BACKGROUND INFORMATION:

We have two Leadership team roles that will be available in 2023. One will be available in the first quarter of 2023 and the other in fourth quarter. In the process of this change a redivision of duties in the recreation department has been outlined in the new organizational chart (see attached).

We will be creating two new Recreation Supervisor positions and changing the Recreation Assistant position to a part time one. The Facility Manager position will be eliminated, and the duties will be divided between the Superintendent of Recreation and Recreation Supervisor.

As outlined in December we have posted the following position on the IPRA Job board and the Park District website as of January 18:

- Superintendent of Recreation
- Superintendent of Golf Services
- Recreation Assistant – Part-time

Once we have the Superintendent of Recreation position filled we will be creating the two Recreation Supervisor positions. Chris Hoblit, who is currently a Recreation Specialist will be moved up to one of the Supervisor positions. These two RS positions will create two full time positions dedicated to programming and managing staff, allowing the SOR to focus on training, data analysis and department management.

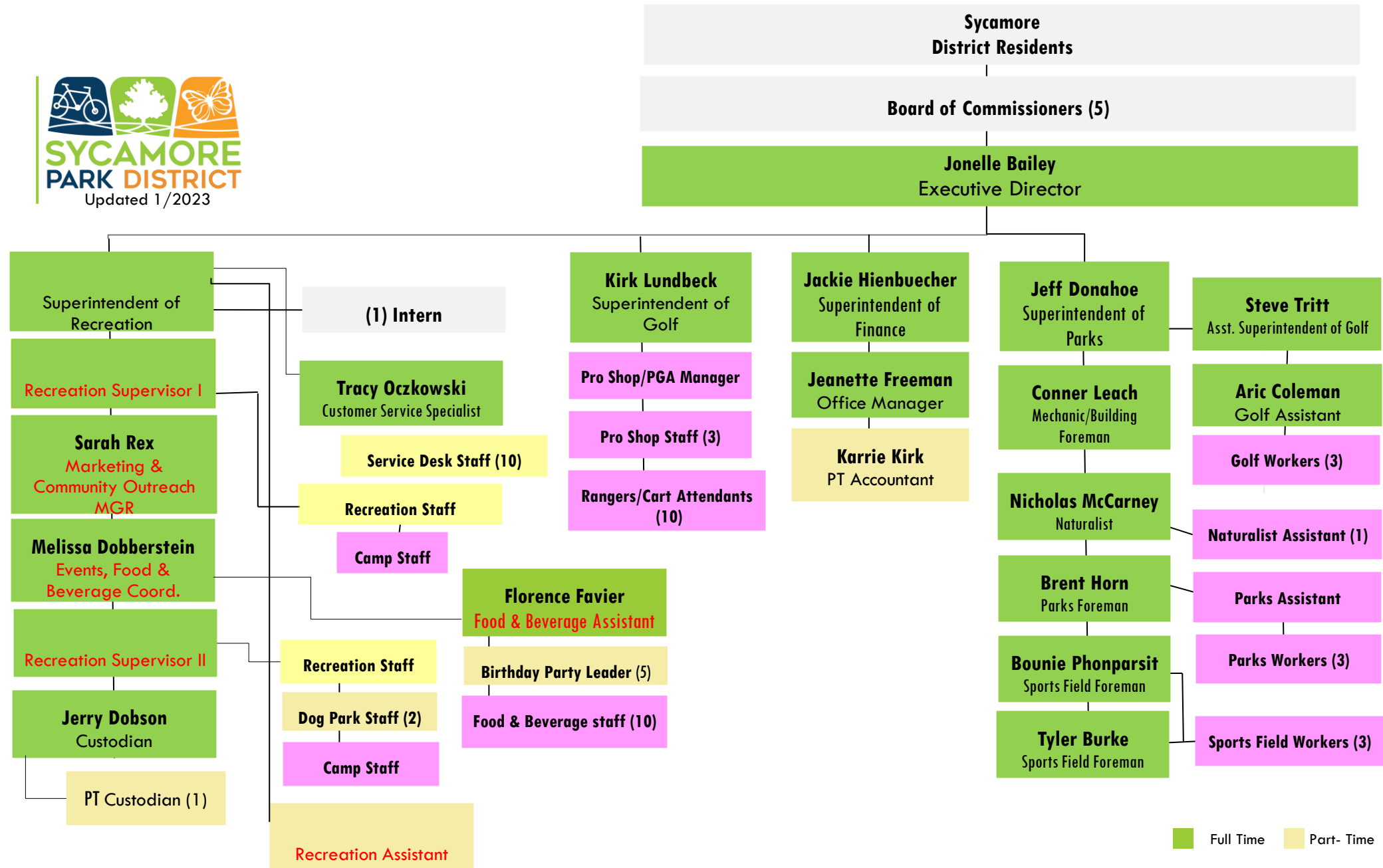
The SOGS position has been posted on the PGA site and applications have been requested for July 1.

FISCAL IMPACT:

STAFF RECOMMENDATION: We are asking for the board to approve the updated Organizational Chart and the creation and adjustment of the Recreation Supervisor roles.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Full Time
 Part-Time
 Seasonal

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: Staff Recognition : For Information Only

BACKGROUND INFORMATION:

Thousands of professionals have been trained by LERN(Learning Resources Network). The **Certified Program Planner (CPP)** covers the following areas of study:

- Needs Assessment in Recreation Programming
- Program Development
- Finance and Budgeting for Recreation Classes
- Program Analysis
- Pricing
- Best Recreation Brochures
- Promotion and Marketing Recreation Classes
- Customer Service and Review of Best Practices Benchmarks

Recreation Specialists Chris Hoblit and Melissa Dobberstein attended the online LERN Virtual conference and training November 14th-17th, 2022. They were then eligible to take the online 2-hour,timed exam. Both passed and can now show off their hard work with the CPP title after their names.

Congratulations on your hard work and dedication to the field of Recreation.

FISCAL IMPACT: Cost for plaques.

STAFF RECOMMENDATION: For Information Only.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services



EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION: None

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: SYCAMORE PARK DISTRICT SPLASH FOUNTAIN FEE/PASS RECOMMENDATION: Recommend Approval

BACKGROUND INFORMATION:

The Community Pool will officially close in 2023. Since 2018, Sycamore Park District offered an “Aquatic Pass” which allowed access to both the outdoor pool and Splash Fountain.

Staff had to determine whether or not to continue to offer an Aquatics Pass this upcoming summer only for Splash Fountain. After reviewing last year’s attendance and doing research on other splash pads, we have discovered the following information:

During Splash Fountain’s 2022 season, May 28 – September 25 (121 days), we had 3,903 visits:

- Out of the 3,903 visits, only 540 of them were Aquatics Pass holders.
 - This tells us that most people who bought a pass were mostly using the Community Pool.
- Research also shows that most, if not all, stand alone splash pads are either free, or only charge daily fees. No season passes were found.
- Our Daily Fees will remain at ages 1+ RES \$3 | NR \$5 and ages 11 months and under Free.
 - We feel these fees are fairly inexpensive and therefore people would prefer to pay as they go and not invest in a full pass.
 - For convenience only, we will add in a 15 visit pre-paid card that people can purchase. Ages 1+ RES \$45 | NR \$75.
- Splash Fountain Hours will be:
 - Monday – Friday: 10am-8pm
 - Saturday: 10am-6pm
 - Sunday: 10am-2pm

- Special Group Visits of 15 or more will now be able to happen Monday-Friday at any time instead of just Tuesdays at 10am (except when OSCAR is there) for \$2/person.
- Splash Pad Private Rentals will happen on Saturdays from 6-8pm and Sundays from 2-8pm.

STAFF RECOMMENDATION: Staff recommend approval of offering daily fees and 15 visit pre-paid card for Splash Fountain.

FISCAL IMPACT:

PREPARED BY: Lisa Metcalf, Facilities Supervisor

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

JCB

BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: SPLASH FOUNTAIN RULES/SIGNAGE: For Information Only

BACKGROUND INFORMATION: Splash Fountain opened to the public in 2018 at which time signage was posted outdoors for the public to be able to see the rules to use the facility. Now that some time has passed and hours of operation have changed, we will update the signage.

Staff have discussed adding the complete Splash Fountain Rules inside the Community Center on the wall across from the Service Desk. The Service Desk staff can address any questions with the public and can use the signage to support the rules of the facility.

In addition, we would post a new sign on the inner portion of the splash pad fencing with abbreviated rules but highlighting the most important rules. Once people are in the gate, they have already seen the rules twice, and we can limit the size on the inner side of the gate.

Changes to the Splash Fountain rules signage is included for your information.

FISCAL IMPACT: 3 new signs will cost \$364 from the 2023 Marketing budget.

STAFF RECOMMENDATION: Please refer to the attached details

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

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SPLASH FOUNTAIN RULES

Rules Posted at Entrance Gate

- EVERYONE one year or older entering the gated area must pay inside at the Service Desk.
- Ages 10 and under **must be always accompanied by an adult at all times within the gated area.**
- Keep mulch, dirt and rocks out of play area and features.
- Walk at all times.
- Food, beverages, or chewing gum are not permitted in the spray park. Bottled water with sealed closures only is allowed.
- To activate spray, touch the “black” button on the blue post.
- Use of the spray park facility is prohibited when thunder is heard or lightening is seen, including a 30-minute period after the last lightening or thunder is detected.
- Receipt must be available to show staff upon request for proof of payment.

Complete Rules

- Splash Fountain payment must be made at the Community Center Service Desk prior to participating.
- Groups of 10 or more wishing to use the spray park facility must make a reservation before coming.
- To activate spray, touch the “black” button on the blue post.
- No lifeguard on duty. Play at your own risk.
- Ages 10 and under **must be always accompanied by an adult at all times within the gated area.**
- Walk at all times.
- All participants must conduct themselves in a courteous, safe and family oriented manner.
- Children who are not toilet trained must wear tightly fitted plastic pants and swim diaper. Disposable diapers are not allowed in the splash pad.
- Please take children on frequent restroom breaks (every 30-60 minutes is recommended).
- Restrooms (with diaper changing stations) and drinking fountains are located in the Community Center.
- Proper swim attire is required. Cutoffs and street shoes are not permitted in spray area.
- Only bare feet or aqua socks are allowed on the spray park blue play surfaces.
- Food, beverages, or chewing gum are not permitted in the spray park. Bottled water with sealed closures only is allowed.
- No alcohol is allowed in Splash Fountain.
- Legacy Campus and facilities are smoke free. **No tobacco or marijuana products permitted.**
- No soap, shampoos, conditioners, lotions, or body washes are allowed near the play features.
- Glass containers are prohibited.
- The following activities and items are not permitted in the spray park area:
 - Climbing, sitting, and playing on splash pad apparatus
 - Running, rough play, and profanity
 - Inflatable pool toys, athletic and other recreation equipment
 - Soaps, detergents, and shampoos
 - Changing diapers
 - Radios and other acoustical devices

- Skateboards, rollerblades, bicycles, scooters, and similar recreation equipment is not permitted.
- Pets are not allowed in Splash Fountain.
- No baby strollers or carriers are allowed on the blue pad area near the play features.
- The water from the splash park features is not suitable for drinking.
- Admission to the facility shall be refused to all persons having any contagious diseases or infectious conditions such as colds.
- Use of the spray park facility is prohibited when thunder is heard or lightening is seen, including a 30-minute period after the last lightening or thunder is detected.
- Sycamore Park District is not responsible for lost or stolen items.
- Fees and rules are subject to change.
- Failure to adhere to any policies may result in loss of privileges.
- Sycamore Park District has the authority to implement and enforce rules that are more stringent or that supplement those listed here.

Notice

- In the event of an emergency dial 911.
- In the event of a non-emergency or facility maintenance-related issue, please call 815-895-3365.

Splash Fountain is open the Saturday of Memorial Day Weekend through the last Sunday in September.

Hours subject to change.

	May-August	September
Monday-Friday	10am-8pm	12pm-6pm
Saturday	10am-6pm	12pm-6pm
Sunday	10am-2pm	12pm-2pm

Memorial Day, 4th of July, Labor Day - Closed

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: TAX ABATEMENT: ALTERNATE REVENUE BONDS 2017A ORDINANCE 01-2023: Recommend Approval

BACKGROUND INFORMATION: In April of 2017, the Sycamore Park District issued \$7,130,000 in Alternate Revenue G.O. Bonds in order to fund the Action 2020 projects. The intent of this type of bond is that “alternate revenues”, not levied taxes, are to be used to repay this debt. A portion of the increase in the tax rate approved through the referendum will be used to repay the debt.

The county has record of all bonds issued by the District. They use this information to assist in determining the tax levy amount for debt repayment. Since taxes are not used to repay this Alternate Bond, the District has to formally communicate to the county to abate the taxes for this specific issuance. The ordinance is the appropriate form of communication necessary to do this.

FISCAL IMPACT: The amount payable for this bond in 2023 is \$282,075. This and the abatement are reflected in the 2023 FY budget.

STAFF RECOMMENDATION: Recommend approval of Ordinance 01-2023.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

ANNUAL ABATEMENT ORDINANCE**ORDINANCE NO. 01-2023**

ORDINANCE abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, of the Sycamore Park District, DeKalb County, Illinois.

WHEREAS the Board of Park Commissioners (the “*Board*”) of the Sycamore Park District, DeKalb County, Illinois (the “*District*”), by Ordinance Number 05-2017, adopted on the 25th day of April, 2017 (the “*Ordinance*”), did provide for the issue of \$7,130,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2017A (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS the District hereby determines that the Pledged Revenues (as defined in the Ordinance) are or are expected to be available to pay the principal of and interest on the Bonds when due in the next succeeding bond year so as to enable the abatement of the Pledged Taxes (as defined in the Ordinance) levied for the same; and

WHEREAS it is necessary and in the best interests of the District that the tax heretofore levied for the year 2022 to pay the principal of and interest on the Bonds be abated;

NOW THEREFORE Be It Ordained by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. Abatement of Tax. The tax heretofore levied for the year 2022 in the Ordinance is hereby abated in its entirety.

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of The County of

DeKalb, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2022 in accordance with the provisions hereof.

Section 4. Effective Date. All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Approved _____, 20__.

President, Board of Park Commissioners

ATTEST:

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
) SS
COUNTY OF DEKALB)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of DeKalb, Illinois, and as such official I do further certify that on the ____ day of _____, 20____, there was filed in my office a duly certified copy of Ordinance No. 01-2023 entitled:

ORDINANCE abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, of the Sycamore Park District, DeKalb County, Illinois.

(the “*Ordinance*”) duly adopted by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois (the “*District*”), on the 24th day of January, 2023, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2022 for the payment of the District’s \$7,130,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2017A, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this ____ day of _____, 20__.

County Clerk of The County
of DeKalb, Illinois

[SEAL]

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: TAX ABATEMENT: ALTERNATE REVENUE BONDS 2015A ORDINANCE 02-2023: Recommend Approval

BACKGROUND INFORMATION: In April of 2015, the Sycamore Park District issued \$1,620,000 in Alternate Revenue G.O. Bonds in order to refund the balance of the 2006 Alternate Revenue G.O. Bonds. The intent of this type of bond is that “alternate revenues”, not levied taxes, are to be used to repay this debt. Currently, the District is using a portion of our annual G.O. Bond to make the annual payment.

The county has record of all bonds issued by the District. They use this information to assist in determining the tax levy amount for debt repayment. Since taxes are not used to repay this Alternate Bond, the District has to formally communicate to the county to abate the taxes for this specific issuance. The ordinance is the appropriate form of communication necessary to do this.

FISCAL IMPACT: The amount payable for this bond in 2023 is \$177,325. This and the abatement are reflected in the 2023 FY budget.

STAFF RECOMMENDATION: Recommend approval of Ordinance 02-2023.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

ANNUAL ABATEMENT ORDINANCE

ORDINANCE NO. 02-2023

ORDINANCE abating the tax heretofore levied for the year 2022 to pay debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A of the Sycamore Park District, DeKalb County, Illinois

* * *

WHEREAS, the Board of Park Commissioners (the “*Board*”) of the Sycamore Park District, DeKalb County, Illinois (the “*District*”), by ordinance adopted on the 28th day of April, 2015 (the “*Bond Ordinance*”), did provide for the issue of \$1,620,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay principal and interest on the Bonds; and

WHEREAS, the Board hereby determines that the Pledged Revenues (as defined in the Bond Ordinance) will be available for the purpose of paying the debt service due on the Bonds during the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2022 to pay such debt service on the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Ordained by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois, as follows:

Section 1. Abatement of Tax. The tax heretofore levied for the year 2022 in the Bond Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of DeKalb County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2022 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect upon its adoption.

Adopted _____, _____.

President, Board of Park Commissioners

ATTEST:

Secretary, Board of Park Commissioners

[SEAL]

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of DeKalb County, Illinois, and as such official I do further certify that on the ____ day of _____, _____, there was filed in my office a duly certified copy of Ordinance No. 02-2023 entitled:

AN ORDINANCE abating the tax heretofore levied for the year 2022 to pay debt service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A of the Sycamore Park District, DeKalb County, Illinois

duly adopted by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois, on the 24th day of January, 2023, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this ____ day of _____, _____.

County Clerk of DeKalb County, Illinois

[SEAL]

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 24, 2023

STAFF RECOMMENDATION

AGENDA ITEM: TAX ABATEMENT: ALTERNATE REVENUE BONDS 2019A ORDINANCE 03-2023: Recommend Approval

BACKGROUND INFORMATION: In September of 2019, the Sycamore Park District issued \$5,070,000 in Alternate Revenue G.O. Bonds in order to fund the remaining Action 2020 projects. The intent of this type of bond is that “alternate revenues”, not levied taxes, are to be used to repay this debt. A portion of the increase in the tax rate approved through the referendum will be used to repay the debt.

The county has record of all bonds issued by the District. They use this information to assist in determining the tax levy amount for debt repayment. Since taxes are not used to repay this Alternate Bond, the District has to formally communicate to the county to abate the taxes for this specific issuance. The ordinance is the appropriate form of communication necessary to do this.

FISCAL IMPACT: The amount payable for this bond in 2023 is \$518,950.00. This and the abatement are reflected in the 2023 FY budget.

STAFF RECOMMENDATION: Recommend approval of Ordinance 03-2023.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

JEB

BOARD ACTION:

ANNUAL ABATEMENT ORDINANCE**ORDINANCE NO. 03-2023**

ORDINANCE abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, of the Sycamore Park District, DeKalb County, Illinois.

WHEREAS the Board of Park Commissioners (the “*Board*”) of the Sycamore Park District, DeKalb County, Illinois (the “*District*”), by Ordinance Number 06-2019, adopted on the 17th day of September, 2019 (the “*Ordinance*”), did provide for the issue of \$5,070,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2019A (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS the District hereby determines that the Pledged Revenues (as defined in the Ordinance) are or are expected to be available to pay the principal of and interest on the Bonds when due in the next succeeding bond year so as to enable the abatement of the Pledged Taxes (as defined in the Ordinance) levied for the same; and

WHEREAS it is necessary and in the best interests of the District that the tax heretofore levied for the year 2022 to pay the principal of and interest on the Bonds be abated;

NOW THEREFORE Be It Ordained by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. Abatement of Tax. The tax heretofore levied for the year 2022 in the Ordinance is hereby abated in its entirety.

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the Secretary of the Board shall file a certified copy hereof with the County Clerk of The County of

DeKalb, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2022 in accordance with the provisions hereof.

Section 4. Effective Date. All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Approved _____, 20__.

President, Board of Park Commissioners

ATTEST:

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
) SS
 COUNTY OF DEKALB)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of DeKalb, Illinois, and as such official I do further certify that on the ____ day of _____, 20____, there was filed in my office a duly certified copy of Ordinance No. 03-2023 entitled:

ORDINANCE abating the tax hereto levied for the year 2022 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, of the Sycamore Park District, DeKalb County, Illinois.

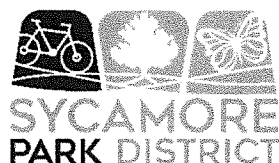
(the “*Ordinance*”) duly adopted by the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois (the “*District*”), on the 24th day of January, 2023, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2022 for the payment of the District’s \$5,070,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2019A, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this ____ day of _____, 20__.

County Clerk of The County
of DeKalb, Illinois

[SEAL]



Board of Commissioners
Date of Board Meeting: January 24, 2023

AGENDA ITEM:

Solar Energy options

BACKGROUND INFORMATION:

When we were looking at energy brokers for our electric usage for the district solar energy came up. Attached you will find:

1. Update presentation:
 - a. Following our meeting I requested the annual production details by month for both proposed arrays and when I received the details back, I was informed that there was an error on the annual production volumes provided to me in the original response. In Friday's presentation the annual kwh volume was 521,096 when in fact as designed the system is only projected to generate 269,922 kWh's the first year. The maintenance facility had no change.
 - b. Updated annual cost savings with a 1% annual escalator at the new projected production volumes.
 - i. General Energy's also provided confirmation that their finance team would not go below 1% at this time.
 - c. Updated annual savings projection by facility over 25 years.

2. Frequently Asked Question document for general solar questions

FISCAL IMPACT: projected annual savings: \$36,386.

STAFF RECOMMENDATION: That we move forward with solar on the community center and the maintenance building.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



SOLAR – FAQ's

January 17, 2023

Frequently Asked Questions

Was the proposed project sole sourced or did multiple companies quote?

- As District's energy consultant, we did look at multiple companies for the solar project just as we do on the energy supply procurement. We have been the energy consultant for the District since 2014.

What is the project savings over the 25-year term for the District?

- We are projecting that District will save over \$642,903 over the 25-year term on electric costs.

Is there any reason that the savings will go down every year if the District continues to use the same annual usage?

- The savings is projected off current ComEd tariff rates and metered Peak Load values. The annual solar production will decrease a half percent (0.5%) each year after for 25 years. Any power that is not produced buy the field will be procured from a supplier during On-Peak and Off-Peak times.

Proposed timeline for the solar project?

- We are projecting the field to be energized in Late 2023/ early 2024.

How long will the system last?

- Expectation is that solar production will be for 35 years or more.

Frequently Asked Questions

Does the system come with live real time monitoring that shows the production of the system?

- Yes, there will be a live monitoring website that allows for the live production view of the solar production. The District can place a link on their website for anyone to view at anytime.

Does solar work in the Midwest?

- Yes! Illinois can produce approximately the same amount of electricity as East Texas, and about 30% more than Germany, which produces more solar than any other country in the world.

Who handles the site maintenance?

- Under a Power Purchase Agreement structure, Site maintenance will be the responsibility of General Energy.
- General Energy will lease the rooftops from the District and will maintain the solar field.
- All solar array maintenance will be the responsibility of General Energy.
- Regular safety checks of electrical equipment will take place by General Energy.

After 25 years who is responsible for the clean up or removal of the Solar panels?

- Included in the Power Purchase Agreement and Site Lease there will be a decommissioning plan outlined which allows the District to purchase the field for \$1, extend the PPA for an additional term, renegotiate a new PPA with then current panel/inverter technology, or General Energy to remove the panels at no cost to the District.

Frequently Asked Questions

Are there batteries and if so, who is responsible for the disposal?

- There are no batteries included in the project. All power will be consumed by the District or placed back on the grid. ComEd monitors this through their smart inverter.

Do solar panels contain toxic chemicals? Could solar facilities affect land or water quality for families living nearby?

- Solar panels are safe to touch, attach to your home or install in your neighborhood. Panels are primarily made of glass, aluminum, copper and other common materials. Solar farms also utilize steel racks to position panels, electrical cable and a small number of inverters and electric transformers to deliver power to the grid. All of this equipment is safe and contains the same materials that are found in household appliances. There are trace amounts of chemicals in solar panels that enable them to produce electricity. These compounds are completely sealed within the glass and coatings of the panels.
- After their useful life, solar panels and equipment are easy to disassemble and recycle. Solar facilities are constantly monitored, and the owners have a business interest in keeping them well-maintained and operating properly. Solar plants are designed to withstand severe weather, and panels are built to last for up to 40 years. If solar panels are damaged, they can be quickly replaced with new ones.

Frequently Asked Questions

Is the electric voltage at a solar project dangerous?

- The electric current generated at solar panels is lower than the voltage in a home outlet. Electricity from a solar project travels through buried cables to a transformer, where voltage is increased so that it can feed into the electric grid. All the electric equipment on the site is secured and will not pose a risk to people or animals.

Does solar work in the event of a blackout?

- Unless you have battery backup, your solar system will not produce power during a blackout for the safety of any line workers.

Do solar panels create glare?

- Glare from solar panels is not a problem because PV solar panels are designed to absorb sunlight, rather than reflect it. Panels are made of dark colored materials and treated with anti-reflective coatings. The FAA has created standards to assess glare from solar facilities to ensure that they are safe for pilots flying nearby. Using these standards, the FAA has approved solar arrays near several major airports.

Do solar projects create electromagnetic fields?

- Solar projects do not create electromagnetic fields that could be measured outside a project. Inverters used in solar facilities generate electromagnetic fields that are similar to household appliances, and many times weaker than those created by normal power lines. The weak electromagnetic fields from solar equipment can only be detected within around 150 feet of a solar farm's inverters.

Frequently Asked Questions

Do solar farms create a fire hazard?

- PV solar projects are safe and do not use heat to generate electricity. Millions of solar panels have been safely installed on homes and rooftops around the world for decades – including more than 53,000 MW of solar in the US. All solar installations in the US are fully permitted and inspected by relevant local authorities including fire departments, incidents of any kind are extremely rare.

Do solar farms harm birds or wildlife?

- Solar farms do not pose a threat to wildlife. Wildlife studies are an important part of solar development - trained experts study proposed sites to ensure that solar development minimizes impact to wildlife. Solar projects can also provide important habitat for pollinators like bees and butterflies that make farmland more productive.

Do solar farms increase runoff, erosion or flooding?

- Solar farms do not increase runoff and will improve soil and water quality. Storm water management plans are a required part of the solar development process. These plans are prepared by professional engineers to ensure that projects don't contribute to erosion or flooding. The land on a solar farm is not paved and can be covered with native plants that absorb rain and runoff and help recharge groundwater. Native grasses planted on solar farms create the added benefit of preventing erosion and improving soil quality.



Sycamore Park District

**“Using Federal and State Sponsored Energy Credits To Make
Solar Affordable”
January 17, 2023**

Why Solar Now?

Is Solar cheaper? (incentives pay for 60-80% of installation cost)

- Illinois Power Agency (IPA) Incentives (competition high)
 - Future Energy Jobs Act (FEJA) Established Renewable Energy Fund
 - Round 1 funds 100% depleted
 - Climate and Equitable Jobs Act Passed
 - Designed to replenish the Solar Energy Fund through the Adjustable Block Program
 - First come first serve until funds depleted. Each Group category will reduce 4% as the funds are administered
- ComEd Rebates for Solar
 - Inverter Rebates (\$250 per kW) from ComEd
 - Expected to sunset in 2023 as ComEd has applied for an Illinois Power Authority study to determine solar grid production
- Federal Tax Credits
 - 30% for the next 10 years
- Accelerated Depreciation
 - If 3rd party financed/sunsets in 2022

There are 2 primary ways to get solar power projects:

1. Purchase the system
2. PPA (Power Purchase Agreement) 3rd party owns system
 - PPA is recommended solution for Non-Profits and Governmental Entities because these entities are not eligible for:
 - 30% Federal Income Tax Credit on Field Construction
 - First year Bonus Depreciation (21% rebate on cost of field)
 - No upfront money
 - Need to provide roof or land for 25-year time horizon

Solar RFP Guiding Principles

- Derive Highest Value/Savings for Sycamore Park District
- No Capital Investment by the District
- Maximize Funding Benefit of the Climate and Equitable Jobs Act
- Targeted Savings of 10% to 20% reduction in Electric Cost
- Leverage ComEd Inverter Rebates for Solar
- Increase Renewable Energy Portfolio
 - Without Increasing District's Energy Costs
 - Maintain ComEd as Backup Energy Supply
- Return Funds Collected by ComEd to Benefit District Rate Payers

Community Center Proposed Solar Array



System Specs:

218 kW DC

269,922 kWh's per year produced

On-site Generation of 30% of annual kWh volume of the account

Roof Mounted System

Month	Energy Production [kWh]
Jan	10,334
Feb	13,942
Mar	22,897
Apr	26,826
May	32,133
Jun	34,696
Jul	35,628
Aug	30,521
Sep	26,396
Oct	17,850
Nov	10,640
Dec	8,060

269,922

Maintenance Facility Proposed Solar Array



System Specs:

100 kW DC
124,419 kWh's per year produced
On-site Generation of 100% of annual kWh volume of the account
Roof Mounted System

Month	Energy Production [kWh]
Jan	4,883
Feb	6,252
Mar	10,298
Apr	12,394
May	15,027
Jun	16,323
Jul	16,710
Aug	14,148
Sep	11,888
Oct	7,965
Nov	4,854
Dec	3,676

124,419

Solar Developer Proposals

System Size:	General Energy		ERNG-NELNET		WINDFREE	
	Community Center	Maintenance Facility	Community Center	Maintenance Facility	Community Center	Maintenance Facility
PPA Rate:	\$0.0695/kWh	\$0.0650/kWh	\$0.07950/kWh	\$0.07950/kWh	No Quote	No Quote
Module Wattage:	540W	540W	450W	450W	-	-
# of Modules:	404	186	-	-	-	-
1 st Year Production	269,922	124,419	182,900	120,960	-	-
Production Guarantee:	85%	85%	85%	85%	-	-
Contract Type:	PPA	PPA	PPA	PPA	-	-
Contract term:	25 years	25 years	25 years	25 years	-	-
Annual Escalator:	1%	1%	1%	1%	-	-
Annual Degradation:	0.5%/year	0.5%/year	2% 1 st year then 0.5% year 2-25	2% 1 st year then 0.5% year 2-25	-	-
Annual kWh Offset:	269,922	124,419	182,900	120,960	-	-
Operation and Maintenance:	Included	Included	Included	Included	-	-
Warranty:	25 years	25 years	25 years	25 years	-	-
Annual GHg Emission Reduction	116 CO ₂ Metric Tons	88 CO ₂ Metric Tons	130 CO ₂ Metric Tons	87.5 CO ₂ Metric Tons	-	-

Estimated Annual Savings

Community Center				
Year	(kWh)	ComEd Cost to Compare	General Energy PPA Rate	Cost Savings
1	269,922	\$0.12500	\$0.06950	\$14,981
2	268,572	\$0.12500	\$0.07020	\$14,719
3	267,230	\$0.12500	\$0.07090	\$14,458
4	265,893	\$0.12500	\$0.07161	\$14,197
5	264,564	\$0.12750	\$0.07232	\$14,598
6	263,241	\$0.12500	\$0.07305	\$13,677
7	261,925	\$0.12750	\$0.07378	\$14,072
8	260,615	\$0.13005	\$0.07451	\$14,474
9	259,312	\$0.13265	\$0.07526	\$14,883
10	258,016	\$0.13530	\$0.07601	\$15,298
11	256,726	\$0.13801	\$0.07677	\$15,722
12	255,442	\$0.14077	\$0.07754	\$16,152
13	254,165	\$0.14359	\$0.07831	\$16,590
14	252,894	\$0.14646	\$0.07910	\$17,035
15	251,629	\$0.14939	\$0.07989	\$17,488
16	250,371	\$0.15237	\$0.08069	\$17,948
17	249,119	\$0.15542	\$0.08149	\$18,417
18	247,874	\$0.15853	\$0.08231	\$18,893
19	246,634	\$0.16170	\$0.08313	\$19,378
20	245,401	\$0.16493	\$0.08396	\$19,870
21	244,174	\$0.16823	\$0.08480	\$20,372
22	242,953	\$0.17160	\$0.08565	\$20,881
23	241,739	\$0.17503	\$0.08651	\$21,399
24	240,530	\$0.17853	\$0.08737	\$21,926
25	239,327	\$0.18210	\$0.08825	\$22,462
Total	6,358,270			\$429,888.68

Maintenance Facility				
Year	(kWh)	ComEd Cost to Compare	General Energy PPA Rate	Cost Savings
1	124,419	\$0.12500	\$0.06500	\$7,465
2	123,797	\$0.12500	\$0.06565	\$7,347
3	123,178	\$0.12500	\$0.06631	\$7,230
4	122,562	\$0.12500	\$0.06697	\$7,112
5	121,949	\$0.12750	\$0.06764	\$7,300
6	121,339	\$0.12500	\$0.06832	\$6,878
7	120,733	\$0.12750	\$0.06900	\$7,063
8	120,129	\$0.13005	\$0.06969	\$7,251
9	119,528	\$0.13265	\$0.07039	\$7,442
10	118,931	\$0.13530	\$0.07109	\$7,637
11	118,336	\$0.13801	\$0.07180	\$7,835
12	117,744	\$0.14077	\$0.07252	\$8,036
13	117,156	\$0.14359	\$0.07324	\$8,241
14	116,570	\$0.14646	\$0.07398	\$8,449
15	115,987	\$0.14939	\$0.07472	\$8,661
16	115,407	\$0.15237	\$0.07546	\$8,876
17	114,830	\$0.15542	\$0.07622	\$9,095
18	114,256	\$0.15853	\$0.07698	\$9,318
19	113,685	\$0.16170	\$0.07775	\$9,544
20	113,116	\$0.16493	\$0.07853	\$9,774
21	112,551	\$0.16823	\$0.07931	\$10,008
22	111,988	\$0.17160	\$0.08011	\$10,246
23	111,428	\$0.17503	\$0.08091	\$10,488
24	110,871	\$0.17853	\$0.08172	\$10,734
25	110,317	\$0.18210	\$0.08253	\$10,984
Total	2,930,808			\$213,015.72

Projected 25-year savings for the Sycamore Park District is \$642,903 by signing a solar PPA with General Energy.

Power Purchase Agreement (PPA) - Responsibilities

Solar Company

- Designs/Builds/Owns/Operates solar system
- Finances solar system
- Receives SREC from IPA
- Invoices District for Solar Power
- Utilizes Accelerated Depreciating/Fed Tax Rebates
- Retains all Financial Risk

Sycamore Park District

- Provides Ground or Roof Top for Solar System
- Utilizes Power Generated
- Receives Financial benefit of Lower Rate
- Spends No Capital
- Receives Green Power
- Provides assistance on ComEd interconnection agreement

ComEd

- Provides Backup/Added Power if Needed
- Maintains Service Lines
- Keep Record of Power Generated Reports to Customer or Supplier
- Issues Inverter Rebate to Supplier
- Provides Infrastructure to Support Transition

Recommendation/Next Steps

Based on the proposals received, we recommend the following solar program for the Sycamore Park District:

Solar Developer: General Energy

Contract Type: Power Purchase Agreement (PPA)

Contract Term: 25 years

PPA Rate:

Community Center: \$0.0695/kWh

Maintenance Facility: \$0.0650/kWh

Annual kWh Escalator: 1%

Solar Array Type: Roof Mounted System

Next Steps:

Discuss roof placement and finalize final design for Power Purchase Agreement and Site Lease contracts

Legal review of the Power Purchase Agreement and Site Lease contact documents

Sign contract documents

General Energy will work Interconnection, Engineering, Design, etc.

System energization Fall/Winter 2023

Local Solar Projects Developed by Progressive

Completed Projects	Size
City of Plano	1.3 MW
Kendall County	2.0 MW
Mooseheart	2.0 MW
Fox Metro	2.0 MW
Fox Valley Park District Greenhouse	0.15 MW
Rollomatic	0.85 MW
Toyoda	2.0 MW
NexAmp Community Solar	22.0 MW
US Solar Community Solar	6.0 MW

Signed Projects	Size
Kane County	2.0 MW
City of Sandwich	0.25 MW
Woodsmoke Ranch	1.3 MW
Village of Waterman	0.075 MW
Marmion Academy	0.85 MW
Fox Valley Park District	1.0 MW
Aurora Turners Club	0.250 MW
Aurora Interfaith Food	0.025 MW
Ruh Farms	0.025 MW
Peace Village	0.10 MW
Village of Hinckley	0.250 MW
Hinckley Big Rock CUSD 429	0.450 MW
Hesed House	0.250 MW
MTH Tool	0.30 MW
Kendall County Forest Preserve	0.3 MW
Fox Metro (Phase 2)	1.6 MW

Pending Projects	Size
City of Aurora	5.0 MW
City of Yorkville	1.1 MW
Oak Lawn Park District	0.8 MW
Dempsey Dodge	0.2 MW
Graham Packaging	1.5 MW
Superior Beverage	0.5 MW
TMF Plastics	0.8 MW
Cross Lutheran	0.1 MW
Sandwich CUSD 430	0.85 MW
Douglas Flooring	0.25 MW
Logoplaste	1.90 MW
Lakin General Corp.	1.0 MW
Aurora Christian School	0.45 MW
Wheaton Sanitary District	1.3 MW

Local Projects Progressive has been Project Developer / Consultant



Water Treatment Facility City of Plano, Illinois
Annual Production = 1.3 million kWh/year
Lifetime Production = 32.5 million kWh's



Fox Metro Water Reclamation District
Annual Production = 3.3 million kWh/year
Lifetime Production = 82.5 million kWh's

Local Projects Progressive has been Project Developer / Consultant



Kendall County, IL
(Public Safety Building, Courthouse and Health Services)
Annual Production = 3.3 million kWh/year
Lifetime Production = 82.5 million kWh's



Mooseheart Child City & School
Annual Production = 3.5 million kWh/year
Lifetime Production = 84.5 million kWh's