



Sycamore Park District
 Regular Board Meeting
 March 21, 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: February 28, 2023 (Voice Vote)
 Executive Session Minutes: February 28, 2023 #1 (Roll Call Vote) to remain confidential.
 Executive Session Minutes: February 28, 2023 #2 (Roll Call Vote) to remain confidential.

APPROVAL OF MONTHLY CLAIMS:

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

CONSENT AGENDA:

21. Superintendent of Finance Monthly Report
23. Budget
37. Superintendent of Recreation Monthly Report
41. Superintendent of Golf Operations Monthly Report
44. Superintendent of Parks and Facilities Monthly Report
48. Executive Director Monthly Report

CORRESPONDENCE:

49. DeKalb County Top Workplaces

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

PLANNING COMMISSION REPORT: Ted

AGENDA**March 21, 2023, 6:00 PM****Page 2****OLD BUSINESS:**

- 50. Solar Energy Update
- 52. Park/Construction Updates: Jonelle/Jeff
 - Lighting
 - Reston Ponds
 - Softball field
 - North Grove
 - Bridge 1
 - Clubhouse
- 53. Annual Report Approval

NEW BUSINESS:

- Public Hearing on Budget and Appropriation Ordinance
- 65. Ordinance 04-2023 Budget and Appropriation Ordinance- AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY (1st) OF JANUARY, 2023 AND ENDING ON THE THIRTY-FIRST (31st) DAY OF DECEMBER, 2023.
- Open Meetings ACT – required training for elected officials
- 77. New Superintendent

Special Announcements**Potential Study Session April 11 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, February 28, 2023**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at our Clubhouse, located at 940 E. State St., Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, February 28, 2023.

Will the recording secretary please call the roll.

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

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

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

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

Guests at the Board meeting were:

- Shawn Asazi – Save With Progressive
- Dawn Schaefer - KSRA

**Regular and Consent Agenda Approval –
Motion**

Commissioner Doty moved to approve the Regular Agenda and the Consent Agenda with amending the agenda by moving KSRA to after Solar Discussion and adding #9 to Executive Session reasons. Commissioner Strack 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.

Motion

Commissioner Graves moved to approve the January 24, 2023, Regular Meeting Minutes. 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.

Motion

Commissioner Doty moved to approve the January 24, 2023, Executive Session Meeting Minutes to remain confidential. Commissioner Strack seconded the Motion.

Roll Call

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

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Motion

Commissioner Doty moved to approve the January 24, 2023, Study Session 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.

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$359,952.96. 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 –

- Tails

Students Suspensions Review – ES:

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:03 pm on a motion made by Commissioner Graves for the reason 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.

9. Student disciplinary cases.

The Board convened to Executive Session at 6:05 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey and Recording Secretary Jeanette Freeman.

Motion

The Board adjourned the Executive Session at 6:16 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

Voice Vote

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

The Board reconvened to Regular Session at 6:18 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present.

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Public Input –

Positive Feedback –

- President Kroeger asked Supt. Tevsh what she meant by social groups in her report. Supt. Tevsh noted these are the groups of people that started in the clubhouse and migrated to the community center when the clubhouse closes for season. We need to follow protocol and sign in so we can track people. We are going to make them official social groups that signs in so they are in the building calendar. President Kroeger noted he likes what we are doing and it's a great place to gather.
- President Kroeger noted we are adding pickleball classes and asked about them. Supt. Tevsh noted these are clinics on Saturdays.
- President Kroeger noted again great numbers for the building.
- Commissioner Graves noted he echoes President Kroeger on the numbers and being up from last year is outstanding.

Plan Commission: Commissioner Strack noted there were a number of parcels that were split. He abstained from discussion on the next item. Brian Grainger came to get approval to start building on the north side.

Old Business:

Solar Energy Information: Shawn Ajuzi with Progressive Business Solutions went over all the material the board was provided. There was discussion on this with questions and answers.

KSRA Report: Dawn Schaefer talked to the Board about all the things that are happening with KSRA. She also went over all the events they use Sycamore Park District for now and what they will be using our District for coming up.

Construction Updates:

- **Baseball Fields:** Director Bailey noted we are still waiting for permits because we must get the trees moved. We have to wait until dry enough to do this.
- **North Grove:** Director Bailey noted we are working with Upland Design for the survey for North Grove which is currently online. We will have an in person meeting for community input in April.
- **Reston Ponds:** Director Bailey noted we are waiting on the schedule to bid this.
- **Bridge:** Director Bailey noted we are waiting on the approaches to be completed in Spring.
- **Merry Oaks:** Director Bailey noted the sale was completed on February 6th.

Staff Update: Director Bailey noted that Supt. Tevsh official retirement date is April 21, 2023.

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There was discussion on moving the March meeting to March 21st due to so many of the board members being gone and staff doing offsite training.

Motion

Commissioner Doty moved to approve moving the board meeting to March 21, 2023.
 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.

100th Anniversary Update: Director Bailey noted there will be a flyer sent out to residents on some of the events for our 100th anniversary.

New Business

Sports & Facility Lighting: Supt. Donahoe saw at conference the changes with Com Ed and other companies. Things have now changed with municipal markets. Lead Electric is a Com Ed company. They came out and looked at all our buildings, exterior lighting, etc. They will come and change all our lights to LED for no cost to us. Com Ed pays these companies to do this. Supt Donahoe checked all their references. He also talked to a company on the ball diamond lights. This is the same situation where Com Ed pays them. They will change all the lights with no cost to us. They will not be changing the poles or wires. If there are bad connections or wires, we would have to pay for that.

Motion

Commissioner Strack moved to approve 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.

RecStar Sound Check Data results: Director Bailey noted we have been doing staff surveys and it has been going well showing that staff is satisfied or very satisfied with their work.

Semi Annual Review Executive Session Minutes: Director Bailey noted she is recommending releasing five months of the executive sessions minutes that all pertain to property that we did not purchase.

Motion

Commissioner Strack moved to approve 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.

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Annual Report: Director Bailey noted that last year we changed the executive summary to an annual report. This can now be used for grants and it shows a more accurate status. This is a draft of the second-year annual report. If there are any recommendations or changes let her know. They are getting information from the staff so we can apply for the Gold Medal Award.

MOU Annual Report: Supt. Tevsh noted this is just information only at this point on the seven working MOU's and there will be no major changes.

IGA with DeKalb Park District: Director Bailey noted she and President Kroeger met with DeKalb Park District to see if there could be something done for Sycamore residents to utilize the DeKalb Aquatic facilities.

Motion

Commissioner Strack moved to approve the agreement. 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 –

February Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:59 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 3-0. Commissioners Ackmann and Graves were absent.

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

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The Board convened to Executive Session at 8:02 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey and Recording Secretary Jeanette Freeman.

Motion

The Board adjourned the Executive Session at 8:50 p.m. on a motion made by Commissioner Doty. 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 8:50 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Bailey and Recording Secretary Freeman.

Motion

The Board adjourned the Regular Session at 8:50 p.m. on a motion made by Commissioner Ackmann. The motion was seconded by Commissioner Doty.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 03/15/2023
 TIME: 15:40:10
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|----------|---------------------------|----------------------------------|----------------|-----------|----------|---------|----------|---------------|--------------------------|
| ACUSHNET | 915029720 | 01 CART 14 TITLEIST CART BAG | 501000001304 | 02/23/23 | 00006076 | 65654 | 02/28/23 | 300.48 | 300.48 |
| | | 02 DISC INV 915029720 | 501000001304 | | 00006076 | | | | 276.00 |
| | | 03 SHIPPING INV 915029720 | 501000001304 | | 00006076 | | | | -5.52 |
| | | | | | | | | | 30.00 |
| ACUSHNET | 915049391 | 01 AVX YELLOW DOZENS | 501000001300 | 02/27/23 | 00006075 | 65677 | 03/09/23 | 631.59 | 631.59 |
| | | 02 VELOCITY JAR BALL 6DZ DISPLAY | 501000001300 | | 00006075 | | | | 249.00 |
| | | 03 PRO-VI DOZENS | 501000001300 | | 00006075 | | | | 129.00 |
| | | 04 DISC INV 915049391 | 501000001300 | | 00006075 | | | | 249.00 |
| | | 05 SHIPPING INV 915049391 | 501000001300 | | 00006075 | | | | -4.98 |
| | | | | | | | | | 9.57 |
| AIRGAS | AIRGAS USA LLC | | | | | | | VENDOR TOTAL: | 932.07 |
| | 9955132627 | 01 WELDING TANKS - SHOP | 101500066401 | 02/28/23 | | 65678 | 03/09/23 | 36.62 | 36.62 |
| BANN | BANNER UP SIGNS | | | | | | | VENDOR TOTAL: | 36.62 |
| | 79552 | 01 CITY BANNER AND CC POSTER | 101200046203 | 02/28/23 | 00006158 | 65679 | 03/09/23 | 216.00 | 216.00 |
| | | | | | | | | | 216.00 |
| BATTERIE | BATTERIES PLUS BULBS | | | | | | | VENDOR TOTAL: | 216.00 |
| | P60486546 | 01 BATTERIES-AED CABINET DOORS | 207500066401 | 03/08/23 | | 65680 | 03/09/23 | 19.54 | 19.54 |
| | | | | | | | | | 19.54 |
| BRIDGE | JEFFREY & KATHLEEN BRIDGE | | | | | | | VENDOR TOTAL: | 19.54 |
| | TRAIL PROPERTY | | | | | | | | |
| | | 01 TRAIL PROPERTY | 711000207039 | 03/13/23 | | 65708 | 03/13/23 | 88,262.00 | 88,262.00 |
| | | | | | | | | | 88,262.00 |
| BURRI | BURRIS EQUIPMENT CO. | | | | | | | VENDOR TOTAL: | 88,262.00 |
| | PS3012400-1 | 01 RIMS-TIRES-CASTERS FOR MOWERS | 504100066403 | 02/27/23 | | 65669 | 03/02/23 | 420.70 | 420.70 |
| | | 02 RIMS-TIRES-CASTERS FOR MOWERS | 202100066403 | | | | | | 100.00 |
| | | 03 RIMS-TIRES-CASTERS FOR MOWERS | 101500066403 | | | | | | 100.00 |
| | | | | | | | | | 220.70 |

DATE: 03/15/2023
 TIME: 15:40:10
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | CHK DATE | CHECK # | CHECK AMT | INVOICE AMT/ ITEM AMT |
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| CINTA2 | CINTAS CORP | | | | | | VENDOR TOTAL: | 420.70 |
| | 5147608113 | 01 AED BATTERY REPLACEMENT | 207500076513 | 03/01/23 | 03/09/23 | 65681 | 231.05 | 231.05 |
| | | | | | | | VENDOR TOTAL: | 231.05 |
| CITY2 | CITY OF SYCAMORE | | | | | | | |
| | 1271000000-0223 | 01 WATER/SEWER - MAINT | 101500096704 | 02/28/23 | 02/28/23 | 65658 | 862.08 | 260.55 |
| | | | | | | | | 260.55 |
| | 1271005000-0223 | 01 WATER/SEWER - CC | 207500096704 | 02/28/23 | 02/28/23 | 65658 | 862.08 | 601.53 |
| | | | | | | | | 601.53 |
| | | | | | | | VENDOR TOTAL: | 862.08 |
| COMCA | COMCAST | | | | | | | |
| | 0468768-0323 | 01 CABLE | 303000096705 | 02/25/23 | 03/09/23 | 65682 | 187.02 | 187.02 |
| | | 02 CABLE | 504000096705 | | | | | 93.51 |
| | | | | | | | | 93.51 |
| | | | | | | | VENDOR TOTAL: | 187.02 |
| CONS | CONSERV FS | | | | | | | |
| | 121020183 | 01 GASOLINE - GOLF | 504100076515 | 02/28/23 | 03/09/23 | 65683 | 1,614.50 | 1,614.50 |
| | | 02 GASOLINE -PARKS | 101500076515 | | | | | 98.21 |
| | | 03 GASOLINE -TRUCKS | 101500076515 | | | | | 15.21 |
| | | | | | | | | 1,501.08 |
| | | | | | | | VENDOR TOTAL: | 1,614.50 |
| FOX1 | FOX VALLEY FIRE & SAFETY | | | | | | | |
| | IN00585489 | 01 SHOP FIRE ALARM MONITOR | 101500066401 | 03/06/23 | 03/09/23 | 65684 | 165.00 | 165.00 |
| | | | | | | | | 165.00 |
| | | | | | | | VENDOR TOTAL: | 165.00 |
| HARRG | HARRIS GOLF CARS SALES & SERVI | | | | | | | |
| | 01-328570-REPL | 01 GOLF CART REPAIRS/PARTS | 504000066409 | 03/09/23 | 03/09/23 | 65686 | 54.63 | 54.63 |
| | | | | | | | | 54.63 |
| | | | | | | | VENDOR TOTAL: | 54.63 |
| J&W ROOF | J&W ROOFING CO | | | | | | | |
| | PROPOSAL 3718 | 01 KITCHEN/CLUBHOUSE REPAIR | 101000076500 | 03/14/23 | 03/14/23 | 65712 | 7,375.00 | 7,375.00 |
| | | | | | | | | 7,375.00 |

DATE: 03/15/2023
 TIME: 15:40:10
 ID: AP45000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
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| JOHN | JOHNSON SEAT & CANVAS SHOP | | | | | | | | 7,375.00 |
| | 41536 | 01 GOLF CART SEATS REPLACE | 504000066409 | 02/28/23 | 00006141 | 65687 | 03/09/23 | 125.00 | 125.00 |
| | | | | | | | | | 125.00 |
| MENA | MENARDS - SYCAMORE | | | | | | | | 125.00 |
| | 85616 | 01 WHT PAINT, SHOP KLEENEX | 202100076500 | 02/23/23 | 00006134 | 65691 | 03/09/23 | 80.06 | 19.75 |
| | | | | | | | | | 19.75 |
| MOBILE | MOBILE PRO SHOP | | | | | | | | 19.75 |
| | 111695 | 01 PITCHFIX BALL MARK TOOLS | 501000001306 | 03/02/23 | 00006130 | 65692 | 03/09/23 | 364.49 | 364.49 |
| | | 02 PITCHFIX HAT CLIP MARKERS | 501000001306 | | 00006130 | | | | 218.75 |
| | | 03 PITCHFIX BALL MARKERS | 501000001306 | | 00006130 | | | | 88.75 |
| | | 04 SHIPPING INV 111695 | 501000001306 | | 00006130 | | | | 39.50 |
| | | | | | | | | | 17.49 |
| MOBILERO | MOBILE ADVENTURE COMPANY | | | | | | | | 364.49 |
| | DEPOSIT 4-6-23 | | | | | | | | 150.00 |
| | 01 DEPOSIT FOR 4-6-23 EVENT | | 206095106216 | 03/13/23 | | 65707 | 03/13/23 | 150.00 | 150.00 |
| NATGOLF | NATIONAL GOLF GRAPHICS LLC | | | | | | | | 150.00 |
| | 13633 | 01 GOLF GREEN FLAGS | 504100076500 | 03/05/23 | | 65693 | 03/09/23 | 450.25 | 450.25 |
| | | 02 GOLF GREEN FLAGS | 504100076517 | | | | | | 200.00 |
| | | | | | | | | | 250.25 |
| NICOR | NICOR GAS | | | | | | | | 450.25 |
| | 022823 | 01 MAINT BLDG | 101500096703 | 02/28/23 | | 65694 | 03/09/23 | 2,381.34 | 2,381.34 |
| | | 02 MAINT BLDG | 504100096703 | | | | | | 516.13 |
| | | 03 POOL | 518100096703 | | | | | | 516.12 |
| | | 04 UPSTAIRS OFFICE | 101000096703 | | | | | | 301.22 |
| | | 05 PUMP HOUSE | 504100096703 | | | | | | 52.78 |
| | | 06 AIRPROT RD PROPERTY | 207500096703 | | | | | | 67.48 |
| | | | | | | | | | 927.61 |

DATE: 03/15/2023
 TIME: 15:40:10
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
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| NORTHILU | NIU-COMMER ACCTS RECEIVABLE | | | | | | | | 2,381.34 |
| | OCR000529 | 01 OUTDOOR ADVENTURE WINTER 23 | 205340046128 | 03/07/23 | 000006155 | 65695 | 03/09/23 | 460.00 | 460.00 |
| | | | | | | | | | 460.00 |
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| | PDRMA | | | | | | | | 460.00 |
| | FEB 2023 | | | | | | | | 460.00 |

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|--|--|--------------------|--------------|--|--|--|--|--|-----------|
| | | 01 HEALTH INS PREM | 101000106801 | | | | | | 26,227.16 |
| | | 02 HEALTH INS PREM | 101500106801 | | | | | | 5,420.64 |
| | | 03 HEALTH INS PREM | 504100106801 | | | | | | 2,330.08 |
| | | 04 HEALTH INS PREM | 504000106801 | | | | | | 2,741.22 |
| | | 05 HEALTH INS PREM | 201000106801 | | | | | | 1,376.94 |
| | | 06 HEALTH INS PREM | 202100106801 | | | | | | 7,079.56 |
| | | 07 HEALTH INS PREM | 207500106801 | | | | | | 5,932.71 |
| | | 08 HEALTH INS PREM | 303000106801 | | | | | | 841.03 |
| | | | | | | | | | 504.98 |

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| | | | | 02/28/23 | | 65661 | 02/28/23 | 26,227.16 | 26,227.16 |
| | | | | | | | | | 5,420.64 |
| | | | | | | | | | 2,330.08 |
| | | | | | | | | | 2,741.22 |
| | | | | | | | | | 1,376.94 |
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| | | | | 03/01/23 | | 65696 | 03/09/23 | 1,643.31 | 1,643.31 |
| | | | | | | | | | 349.47 |
| | | | | | | | | | 126.44 |
| | | | | | | | | | 139.99 |
| | | | | | | | | | 70.32 |
| | | | | | | | | | 435.53 |
| | | | | | | | | | 332.67 |
| | | | | | | | | | 162.84 |
| | | | | | | | | | 26.05 |

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| | | | | | | | | | 1,643.31 |
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| | | | | 02/28/23 | | 65697 | 03/09/23 | 2,269.00 | 2,269.00 |
| | | | | | | | | | 2,269.00 |

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| | | | | 03/01/23 | | 65698 | 03/09/23 | 186.00 | 186.00 |
| | | | | | | | | | 186.00 |

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| | | | | | | | | | 186.00 |
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| | | | | | | | | | 186.00 |
|--|--|--|--|--|--|--|--|--|--------|

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| | | | | | | | | | 186.00 |
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P. O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|----------|--------------------------|-----------------------------------|----------------|-----------|-----------|---------|----------|---------------|--------------------------------------|
| REIN | REINDERS, INC. | | | | | | | | |
| | 4065184-00 | 01 NEW GREENS MOWER | 701000207005 | 02/27/23 | | 65662 | 02/28/23 | 41,372.71 | 30,129.04 30,129.04 |
| | 4065540-00 | 01 NEW MOWER REELS | 701000207005 | 02/27/23 | | 65662 | 02/28/23 | 41,372.71 | 10,770.24 10,770.24 |
| | 6027585-00 | 01 MOWER DECK CYLINDER | 504100066403 | 02/23/23 | | 65662 | 02/28/23 | 41,372.71 | 471.30 157.10 157.10 157.10 |
| | 6027585-01 | 01 MOWER BOLT | 101500066403 | 02/24/23 | | 65662 | 02/28/23 | 41,372.71 | 2.13 2.13 |
| | 6027911-00 | 01 KINGPIN SLEEVE-TORO MOWER | 504100066403 | 03/02/23 | | 65699 | 03/09/23 | 345.94 | 35.37 35.37 |
| ROCHNEW | THE ROCHELLE NEWS-LEADER | | | | | | | VENDOR TOTAL: | 41,408.08 |
| | INV218380 | 01 GETAWAY GUIDE | 101200046208 | 02/26/23 | 00006156 | 65700 | 03/09/23 | 349.00 | 199.00 199.00 |
| RONDO | RONDO ENTERPRISES, INC. | | | | | | | VENDOR TOTAL: | 199.00 |
| | 171083 | 01 TRUCK FLAT BED REPL | 701000207002 | 02/24/23 | | 65673 | 03/02/23 | 6,023.24 | 6,023.24 6,023.24 |
| | 171257 | 01 PARTS FOR TRAILER | 101500066402 | 03/02/23 | | 65701 | 03/09/23 | 105.54 | 29.74 29.74 |
| | 171382 | 01 TRAILER GATE HINGES | 101500066402 | 03/07/23 | | 65701 | 03/09/23 | 105.54 | 45.90 45.90 |
| | 171450 | 01 RACKET STRAP - TRAILER HAULING | 101500066402 | 03/08/23 | | 65701 | 03/09/23 | 105.54 | 29.90 29.90 |
| SHAW | SHAW SUBURBAN MEDIA | | | | | | | VENDOR TOTAL: | 6,128.78 |
| | 022310027030 | 01 WORK PLACE AD | 101200046208 | 02/28/23 | 00006159 | 65703 | 03/09/23 | 349.00 | 349.00 349.00 |

DATE: 03/15/2023
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 02/23/2023 TO 03/15/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|-------------------|-----------|-----------------------------------|----------------|-----------|----------|---------|----------|---------------|--------------------------|
| STAPLES | | STAPLES BUSINESS ADVANTAGE | | | | | | VENDOR TOTAL: | 349.00 |
| 3531606529 | | 01 DIVIDERS - PAPER | 1010000046200 | 02/25/23 | | 65664 | 02/28/23 | 52.98 | 52.98 |
| | | 02 DIVIDERS - PAPER | 2010000046200 | | | | | | 26.49 |
| 3532397401 | | 01 BUSINESS CARDS | 1010000046200 | 03/04/23 | | 65704 | 03/09/23 | 109.91 | 109.91 |
| | | 02 BUSINESS CARDS | 2010000046200 | | | | | | 14.14 |
| | | 03 TOILET PAPER-BOWL CLEANER | 207500076510 | | | | | | 14.14 |
| 3532397402 | | 01 CREDIT - DUPLICATE ORDER | 1010000046200 | 03/04/23 | | 65704 | 03/09/23 | 109.91 | 109.91 |
| | | 02 CREDIT - DUPLICATE ORDER | 2010000046200 | | | | | | -9.23 |
| 3532397403 | | 01 DIVIDERS - PAPER | 1010000046200 | 03/04/23 | | 65704 | 03/09/23 | 109.91 | 9.23 |
| | | 02 DIVIDERS - PAPER | 2010000046200 | | | | | | 4.61 |
| SYCHIGH | | SYCAMORE HIGH SCHOOL | | | | | | VENDOR TOTAL: | 162.89 |
| HIRING FAIR | | | | | | | | | |
| | | 01 HIRING FAIR APRIL 14TH - TABLE | 1012000046214 | 03/14/23 | | 65714 | 03/14/23 | 100.00 | 100.00 |
| | | 02 HIRING FAIR APRIL 14TH - SPONS | 1012000046214 | | | | | | 50.00 |
| T0000847 | | HORST, PHYLLIS | | | | | | VENDOR TOTAL: | 100.00 |
| TEA FOR 3 PARTY | | | | | | | | | |
| | | 01 TEA FOR 3 PARTY ENTERTAINER | 205771106128 | 03/14/23 | | 65715 | 03/14/23 | 60.00 | 60.00 |
| T0000885 | | BURKE, TYLER | | | | | | VENDOR TOTAL: | 60.00 |
| CLOTHES REIMBURSE | | | | | | | | | |
| | | 01 CLOTHING REIMB-BALANCE | 1012000046215 | 03/03/23 | | 65676 | 03/03/23 | 77.67 | 77.67 |
| T0001721 | | HOBLLIT, CHRIS | | | | | | VENDOR TOTAL: | 77.67 |
| VOLLEYBALL PRIZES | | | | | | | | | |
| | | 01 VOLLEYBALL PRIZE MONEY | 205490016216 | 02/27/23 | | 65653 | 02/27/23 | 975.00 | 975.00 |

FROM 02/23/2023 TO 03/15/2023

VENDOR # INVOICE # ITEM DESCRIPTION ACCOUNT NUMBER INV. DATE CHECK # CHK DATE CHECK AMT INVOICE AMT/ITEM AMT

T0001761 HALL, KYLIE 975.00
 VENDOR TOTAL: 975.00

VOLLEYBALL REF SUB 03/02/23 65675 03/02/23 50.00 50.00
 01 REFEREE PAY 205490016020

T0001762 CHICAGO TITLE COMPANY, LLC 50.00
 VENDOR TOTAL: 50.00

23CND144076VH 03/13/23 65709 03/13/23 1,953.00 1,953.00
 01 TRAILS-PREMIUM 711000207039

T0001764 SALVESEN, SUSAN 1,953.00
 VENDOR TOTAL: 1,953.00

REFUND 03/13/23 65710 03/13/23 52.80 52.80
 01 REFUND 201000002150

UNIT2 UNITED STATES POSTAL SERVICE 52.80
 VENDOR TOTAL: 52.80

PERMIT #6 02/28/23 65666 02/28/23 290.00 290.00
 01 BULK MAIL RENEWAL 101000046204
 02 BULK MAIL RENEWAL 201000046204

WAREHOUSE DIRECT BUSINESS 290.00
 VENDOR TOTAL: 290.00

5448334-0 03/03/23 65706 03/09/23 122.76 122.76
 01 CAN LINERS - PAPER TOWELS 207500076510

TOTAL --- ALL INVOICES: 186,581.49

DATE: 03/16/2023
 TIME: 14:15:15
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 03/16/2023 TO 03/16/2023

New

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|--------------|-------------------------------|---------------------------|----------------|-----------|----------|---------|----------|---------------|--------------------------|
| ACUSHNET | ACUSHNET COMPANY | | | | | | | | |
| 915077738 | | 01 TITLEIST VOKEY WEDGES | 501000001302 | 03/02/23 | 00006076 | 65716 | 03/16/23 | 1,788.23 | 838.39 |
| | | 02 DISC INV 915077738 | 501000001302 | | 00006076 | | | | 840.00 |
| | | 03 SHIPPING INV 915077738 | 501000001302 | | 00006076 | | | | -16.80 |
| 915143669 | | 01 BOARDWALK ROPE CAP | 501000001301 | 03/10/23 | 00006076 | 65716 | 03/16/23 | 1,788.23 | 949.84 |
| | | 02 TOUR AUSSIE CAP | 501000001301 | | 00006076 | | | | 240.00 |
| | | 03 WOMENS CHARLESTON CAP | 501000001301 | | 00006076 | | | | 150.00 |
| | | 04 DIEGO CAP | 501000001301 | | 00006076 | | | | 135.00 |
| | | 05 TOUR ELITE CAP | 501000001301 | | 00006076 | | | | 120.00 |
| | | 06 DISC INV 915143669 | 501000001301 | | 00006076 | | | | 277.50 |
| | | 07 SHIPPING INV 915143669 | 501000001301 | | 00006076 | | | | -18.45 |
| | | | | | | | | | 45.79 |
| ADVANCE | ADVANCE AUTO PARTS | | | | | | | VENDOR TOTAL: | 1,788.23 |
| 2454-479834 | 01 ANTI FREEZE | | 101500066402 | 02/01/23 | 00006089 | 65719 | 03/16/23 | 614.17 | 68.36 |
| 2454-479862 | 01 MOWER FUEL AND AIR FILTERS | | 504100066403 | 02/02/23 | 00006088 | 65719 | 03/16/23 | 614.17 | 42.33 |
| 2454-479881 | 01 CREDIT- FUEL FILTERS | | 101500066403 | 02/02/23 | | 65719 | 03/16/23 | 614.17 | 42.33 |
| 2454-479889 | 01 HYDRAULIC FILTER BOBCAT | | 101500066403 | 02/02/23 | 00006087 | 65719 | 03/16/23 | 614.17 | -12.42 |
| 2454-479896 | 01 SPARK PLUGS - MOWERS | | 202100066403 | 02/02/23 | | 65719 | 03/16/23 | 614.17 | -12.42 |
| 2454-480015 | 01 FUEL FILTERS-MOWERS | | 101500066402 | 02/06/23 | | 65719 | 03/16/23 | 614.17 | 18.66 |
| 2454-480094 | 01 HEADLIGHTS, OIL PUMP | | 101500066402 | 02/07/23 | 00006102 | 65719 | 03/16/23 | 614.17 | 18.66 |
| 2454-4801028 | 01 AIR FITLERS CARTS | | 504000066409 | 02/27/23 | 00006144 | 65719 | 03/16/23 | 614.17 | 28.72 |
| 2454-480108 | 01 GEAR OIL | | 101500076515 | 02/07/23 | 00006101 | 65719 | 03/16/23 | 614.17 | 28.72 |
| | | | | | | | | | 37.08 |
| | | | | | | | | | 37.08 |
| | | | | | | | | | 42.39 |
| | | | | | | | | | 42.39 |
| | | | | | | | | | 48.28 |
| | | | | | | | | | 48.28 |
| | | | | | | | | | 36.00 |
| | | | | | | | | | 36.00 |

DATE: 03/16/2023
 TIME: 14:15:15
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 03/16/2023 TO 03/16/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|----------|--------------------|---------------------------------|----------------|-----------|----------|---------|---------------|-----------|--------------------------|
| | 2454-480274 | 01 GRINDING DISKS,BELT | 101500066402 | 02/10/23 | 00006107 | 65719 | 03/16/23 | 614.17 | 98.31 98.31 |
| | 2454-480434 | 01 OIL FILTERS, PENETRATE OIL | 101500066403 | 02/14/23 | 00006117 | 65719 | 03/16/23 | 614.17 | 21.40 21.40 |
| | 2454-480499 | 01 HYDRAULIC/AIR FILTERS MOWERS | 504100066403 | 02/15/23 | 00006116 | 65719 | 03/16/23 | 614.17 | 29.21 29.21 |
| | 2454-480582 | 01 AIR FILTER MOWER | 202100066403 | 02/17/23 | 00006115 | 65719 | 03/16/23 | 614.17 | 11.54 11.54 |
| | 2454-480756 | 01 RELAYS, MOWERS FLEX TUBES | 101500066403 | 02/21/23 | 00006136 | 65719 | 03/16/23 | 614.17 | 40.28 40.28 |
| | 2454-480855 | 01 FUEL, AIR FILTERS CARTS | 101500066402 | 02/22/23 | 00006135 | 65719 | 03/16/23 | 614.17 | 78.36 78.36 |
| | 2454-480945 | 01 SPARK PLUGS | 202100066402 | 02/24/23 | 00006142 | 65719 | 03/16/23 | 614.17 | 17.95 17.95 |
| | 2454-481041 | 01 SPARK PLUG | 101500066402 | 02/27/23 | 00006143 | 65719 | 03/16/23 | 614.17 | 7.72 7.72 |
| BEACO | BEACON ATHLETICS | | | | | | VENDOR TOTAL: | | 614.17 |
| | 0565040-IN | 01 FIELD CHALK - BALLFIELDS | 202100076523 | 03/10/23 | | 65720 | 03/16/23 | 119.40 | 119.40 119.40 |
| BSN | BSN SPORTS | | | | | | VENDOR TOTAL: | | 119.40 |
| | 920693864 | 01 BLEACHERS | 701000207030 | 02/23/23 | | 65721 | 03/16/23 | 5,881.06 | 5,681.54 5,681.54 |
| | 920743406 | 01 SPORTS DUGOUT BENCHES-LEGS | 202100076500 | 02/28/23 | | 65721 | 03/16/23 | 5,881.06 | 199.52 199.52 |
| MEL | MELIN'S LOCK & KEY | | | | | | VENDOR TOTAL: | | 5,881.06 |
| | 26087 | 01 KEY COPIES | 202100076500 | 03/09/23 | | 65722 | 03/16/23 | 230.68 | 19.00 19.00 |

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 03/16/2023 TO 03/16/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | P.O. NUM | CHECK # | CHK DATE | CHECK AMT | INVOICE AMT/ ITEM AMT |
|--------------------|-----------|--------------------------------|----------------|-----------|----------|---------|----------|-----------|----------------------------------|
| 26111 | 01 | MASTER PADLOCKS | 202100076519 | 03/14/23 | | 65722 | 03/16/23 | 230.68 | 211.68 211.68 |
| MENARDS - SYCAMORE | | | | | | | | | |
| 85848 | 01 | SPRAY PAINT, SPRINGS SHOP | 101500076500 | 02/27/23 | 00006145 | 65724 | 03/16/23 | 540.40 | 14.96 14.96 |
| 85926 | 01 | REBAR, 6"X6" WOOD FOR BBALL | 202100066404 | 02/28/23 | 00006140 | 65724 | 03/16/23 | 540.40 | 151.34 151.34 |
| 85979 | 01 | PLUG CLEANER, WELD ROD | 101500066402 | 03/01/23 | 00006149 | 65724 | 03/16/23 | 540.40 | 11.38 11.38 |
| 86053 | 01 | PAINT, SPR PAINT, SHP TOWELS, | 101500066404 | 03/02/23 | 00006146 | 65724 | 03/16/23 | 540.40 | 81.37 40.00 41.37 |
| 86059 | 02 | PAINT, O RINGS | 202100066404 | 03/02/23 | 00006146 | 65724 | 03/16/23 | 540.40 | 252.96 150.00 102.96 |
| 86111 | 01 | ROUTER KIT, BOTLS, BITS PLATES | 101500076512 | 03/02/23 | 00006148 | 65724 | 03/16/23 | 540.40 | -22.97 -22.97 |
| 86113 | 02 | ROUTER KIT, BITS | 202100076512 | 03/03/23 | 00006152 | 65724 | 03/16/23 | 540.40 | 51.36 51.36 |
| MR OUTHOUSE | | | | | | | | | |
| 6174 | 01 | RETURN STAIN | 101500066402 | 03/03/23 | 00006151 | 65724 | 03/16/23 | 540.40 | 540.40 |
| MR OUTHOUSE | | | | | | | | | |
| 6174 | 01 | STAIN, BRUSHES, TOTE - TRUCK | 101500066402 | 03/03/23 | 00006151 | 65724 | 03/16/23 | 540.40 | 540.40 |
| PENDL | | | | | | | | | |
| 5678 | 01 | PORT-O-POTS | 101500056309 | 02/24/23 | | 65725 | 03/16/23 | 260.00 | 260.00 260.00 |
| PENDL | | | | | | | | | |
| 5678 | 01 | PORT-O-POTS | 101500056309 | 02/24/23 | | 65725 | 03/16/23 | 260.00 | 260.00 260.00 |
| PIO | | | | | | | | | |
| INV872054 | 01 | PENDELTON TURF SUPPLY | 504100076507 | 03/09/23 | | 65726 | 03/16/23 | 4,026.00 | 4,026.00 4,026.00 |
| PIO | | | | | | | | | |
| INV872054 | 01 | GOLF FUNGICIDE | 504100076507 | 03/09/23 | | 65726 | 03/16/23 | 4,026.00 | 4,026.00 4,026.00 |
| PIO | | | | | | | | | |
| INV872054 | 01 | PIONEER MFG/PIONEER ATHLETICS | 202100076523 | 03/02/23 | | 65727 | 03/16/23 | 3,181.10 | 3,181.10 1,000.00 2,181.10 |
| PIO | | | | | | | | | |
| INV872054 | 02 | FIELD LINE PAINT - BALLFIELDS | 202100076523 | 03/02/23 | | 65727 | 03/16/23 | 3,181.10 | 3,181.10 1,000.00 2,181.10 |
| PIO | | | | | | | | | |
| INV872054 | 02 | FIELD LINE PAINT - SOCCERFIELD | 202100076524 | 03/02/23 | | 65727 | 03/16/23 | 3,181.10 | 3,181.10 1,000.00 2,181.10 |

FROM 03/16/2023 TO 03/16/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | CHK DATE | CHECK # | CHECK AMT | INVOICE AMT/ ITEM AMT |
|----------------|------------------------|-------------------------|----------------|-----------|----------|---------|---------------|--------------------------|
| REIN | REINDERS, INC. | | | | | | VENDOR TOTAL: | 3,181.10 |
| 6027911-01 | 01 | LATCH-FLANGE-TORO MOWER | 504100066403 | 03/07/23 | 03/16/23 | 65728 | 15.62 | 15.62 |
| SELDAL | SELDAL PLUMBING | | | | | | VENDOR TOTAL: | 15.62 |
| 5566 | 01 | HOUSE PLUMBING REPAIR | 101500056300 | 03/06/23 | 03/16/23 | 65729 | 218.00 | 218.00 |
| SWEDELEC | SWEDBERG ELECTRIC INC. | | | | | | VENDOR TOTAL: | 218.00 |
| 13015 | 01 | CC-REPAIRS-PANEL | 207500056300 | 03/08/23 | 03/16/23 | 65730 | 381.96 | 381.96 |
| TYLER | TYLER ENTERPRISES | | | | | | VENDOR TOTAL: | 381.96 |
| 63839 | 01 | PARKS ROUNDUP | 101500076507 | 12/07/22 | 03/16/23 | 65731 | 3,547.00 | 1,340.00 |
| | 02 | SPORTS ROUNDUP | 202100076530 | | | | | 237.50 |
| | 03 | IRON & LIQUID FERT | 504100076506 | | | | | 237.50 |
| | 04 | COURSE HERBICIDE-WEED | 504100076507 | | | | | 315.00 |
| 63887 | 01 | ALGAE CONTROL | 504100076507 | 12/07/22 | 03/16/23 | 65731 | 3,547.00 | 877.00 |
| | 02 | ALGAE CONTROL | 101500066404 | | | | | 138.00 |
| | 03 | TEE & ROUGH FERTILIZER | 504100076506 | | | | | 138.00 |
| 63888 | 01 | ROUGH GRUB CONTROL | 504100076507 | 12/07/22 | 03/16/23 | 65731 | 3,547.00 | 601.00 |
| WASTE | WASTE MANAGEMENT | | | | | | VENDOR TOTAL: | 1,330.00 |
| 3699453-2011-6 | 01 | REFUSE - ADMIN | 101000056302 | 03/03/23 | 03/16/23 | 65732 | 467.96 | 467.96 |
| | 02 | REFUSE - CLUBHOUSE | 303000056302 | | | | | 88.23 |
| | 03 | REFUSE - ADMIN | 101000056302 | | | | | 88.23 |
| | 04 | REFUSE - SC | 202100056302 | | | | | 8.50 |
| | 05 | REFUSE - PARKS | 101500056302 | | | | | 40.73 |
| | 06 | REFUSE - CC | 207500056302 | | | | | 40.74 |
| | | | | | | | VENDOR TOTAL: | 201.53 |

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TIME: 14:15:15
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SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

FROM 03/16/2023 TO 03/16/2023

| VENDOR # | INVOICE # | ITEM DESCRIPTION | ACCOUNT NUMBER | INV. DATE | CHK DATE | CHECK # | CHECK AMT | INVOICE AMT/ ITEM AMT |
|----------|-----------|------------------|----------------|-----------|----------|---------|-----------|--------------------------|
|----------|-----------|------------------|----------------|-----------|----------|---------|-----------|--------------------------|

VENDOR TOTAL: 467.96
TOTAL --- ALL INVOICES: 21,271.58

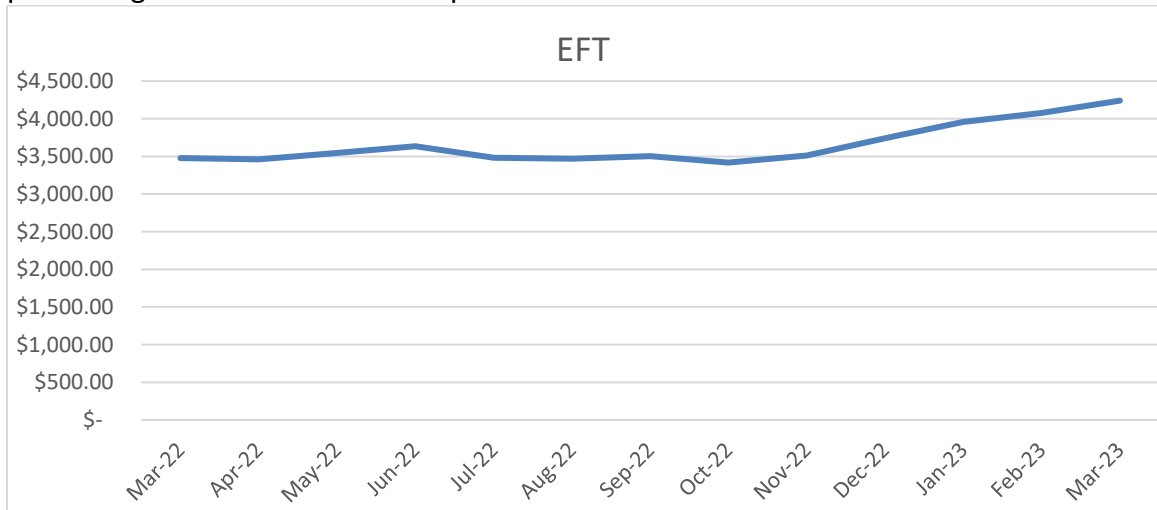
Intekim \$186,581.49
NEW \$ 21,271.58

TOTAL \$ 207,853.07

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: March 21, 2023

Administrative Initiatives (3/1/23 – 3/31/23)

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The March installment was for 198 individuals, an increase of 7 from February. The monthly installment was \$4,241 (\$162 increase) processed through credit cards and \$193 (no change) through ACH transactions. There were 6 households whose credit cards did not process (\$164) 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: Customer Service emails
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Submitted monthly state unemployment report.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Performed criminal background checks on new hires and volunteers.
- Reviewed visa receipts and posting to general ledger.
- Performed Bank reconciliations and posted related entries.
- Prepared additional documentation for auditors.
- Assisted with filing claim on flooding at clubhouse and Community Center panel.

- Finalized Budget & Appropriation ordinance. Published required hearing notice. File with County.
- Provided documentation to auditors for single audit for OSLAD grant.
- Order new credit card processing equipment and switch merchant provider.
- Assisted with HR matters.
- Received Unclaimed Property through ICASH.
- Facilitated PDRMA PATH Biometric Screening.
- Participated in Supt of Recreation interviews.
- Assisted in setting up GovDeals account for selling surplus equipment.
- Provided data for Gold Medal Application.
- Participated in webinars:
 - PATH Essentials
 - PATH Mindful of Mental Health Series: Stress Reduction Tool Bag
- Meet to discuss and update Strategic Plan.
- Attend Financial Sustainability Certification Program.
- Provide financial data for annual report.

Administrative Initiatives (4/1/23 – 4/30/23)

- Attend scheduled Superintendent and Board meetings.
- Prepare and file quarterly payroll taxes.
- 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.
- Submit documents for reimbursement with OSLAD grant.
- Begin reviewing projects for eligible ADA costs where funding can come from the Special Rec levy.
- Review Transparency Portal on website to see what needs to be updated.
- Set up and participate in training on Vermont Systems Intellitrac.
- Facilitate PATH incentive payout for 1st quarter 2023.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended February 28, 2023

Corporate Fund (10)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | <u>Variance</u> |
|----------------------------|----------------------------|--------------------|----------------------|----------------------------|-----------------|
| Revenues | | | | | |
| Administration | 21,184.66 | 52,397.87 | 1,768,881 | 16,512.96 | 217.3% (1) |
| Marketing | - | - | 1,000 | 500.00 | -100.0% |
| Parks | 660.00 | 3,315.00 | 24,553 | 1,720.00 | 92.7% (2) |
| Total Revenues | 21,844.66 | 55,712.87 | 1,794,434 | 18,732.96 | 197.4% |
| Expenses | | | | | |
| Administration | 45,019.65 | 72,109.31 | 1,345,798 | 67,065.75 | 7.5% (3) |
| Marketing | 2,182.96 | 6,286.43 | 65,240 | 1,599.55 | 293.0% (4) |
| Parks | 32,230.28 | 43,666.71 | 366,514 | 29,679.77 | 47.1% (5) |
| Total Expenses | 79,432.89 | 122,062.45 | 1,777,552 | 98,345.07 | 24.1% |
| Total Fund Revenues | 21,844.66 | 55,712.87 | 1,794,434 | 18,732.96 | 197.4% |
| Total Fund Expenses | 79,432.89 | 122,062.45 | 1,777,552 | 98,345.07 | 24.1% |
| Surplus (Deficit) | (57,588.23) | (66,349.58) | 16,882 | (79,612.11) | -16.7% |

(1) Replacement taxes in 2023 greater 45.2% \$7,154. Interest higher 5900.6% \$6,923. Merry Oaks property sale \$17,637

(2) Dog park revenue

(3) \$3,600 survey in 2023; timing of health insurance bills

(4) 100 year anniversary expenses

(5) Maintenance Exp greater in 2023 133.4% \$5,374

Recreation Fund (20)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|--------------------------------|----------------------------|-------------------|----------------------|----------------------------|--------------|
| Revenues | | | | | |
| Administration | 1,855.55 | 4,253.38 | 1,083,058 | 55.67 | 7540.3% (1) |
| Sports Complex | - | - | 43,365 | - | #DIV/0! |
| Sports Complex Maintenance | - | - | 36,250 | - | #DIV/0! |
| Midwest Museum of Natural Hist | - | - | - | - | #DIV/0! |
| Programs-Youth | 3,016.00 | 7,070.00 | 38,291 | 6,903.00 | 2.4% (2) |
| Programs-Tweens | (60.00) | (470.00) | 4,065 | 35.00 | -1442.9% (2) |
| Programs-Adult | 1,675.00 | 6,070.00 | 15,177 | 2,225.00 | 172.8% (2) |
| Programs-Nature | 55.00 | 740.00 | 1,221 | 464.00 | 59.5% (2) |
| Programs-Leagues | - | - | 11,162 | 320.00 | -100.0% (2) |
| Programs-Youth Athletics | 2,992.00 | 8,019.00 | 61,968 | 9,195.00 | -12.8% (2) |
| Programs-Fitness | 1,383.97 | 7,591.37 | 24,791 | 5,913.30 | 28.4% (2) |
| Programs-Early Childhood | 209.00 | 2,090.00 | 5,249 | 70.00 | 2885.7% (2) |
| Programs-Dance | 138.00 | 678.00 | 4,209 | 1,565.00 | -56.7% (2) |
| Programs-Special Events | 2,078.00 | 5,841.50 | 13,006 | 5,518.00 | 5.9% (2) |
| Programs-Community Events | - | - | 20,250 | 2,575.00 | -100.0% (2) |
| Brochure | - | - | 3,600 | - | #DIV/0! |
| Weight Room | 12,535.00 | 26,872.02 | 143,606 | 27,405.87 | -1.9% (3) |
| Community Center | 5,320.36 | 21,507.07 | 81,099 | 17,289.04 | 24.4% (3) |
| Total Revenues | 31,197.88 | 90,262.34 | 1,590,367 | 79,533.88 | 13.5% |

(1) Interest income

(2) Revenue from programs increased 8.2%, \$2,847 compared to 2022.

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

| | |
|----------------------------|------------------|
| Pathway Fitness Membership | 17.45% / 99.20% |
| Pathway Fitness Pass | 19.07% / 114.52% |
| Track Only Pass | 21.89% / 76.80% |
| Pre-pay Card | - |
| Program Fees | - |
| Daily Admission Fee | 29.40% / 94.43% |

Compared to Annual Budget/Compared to 2021 YTD:

| | |
|---------------------|------------------|
| Open Gym Daily | 20.74% / 90.28% |
| Open Gym Membership | 27.52% / 102.15% |
| Rentals | 38.68% / 153.36% |

Sycamore Park District
Summarized Revenue & Expense Report
Period ended February 28, 2023

| Expenses | | | | | | |
|--------------------------------|-------------------|-------------------|------------------|-------------------|--------------|-----|
| Administration | 57,497.67 | 117,824.83 | 607,851 | 102,148.76 | 15.3% | (2) |
| Sports Complex | - | - | - | - | #DIV/0! | |
| Sports Complex Maintenance | 45,187.80 | 70,977.91 | 487,285 | 56,806.61 | 24.9% | (3) |
| Midwest Museum of Natural Hist | - | - | - | - | #DIV/0! | |
| Programs-Youth | 903.52 | 1,631.45 | 15,737 | 1,155.46 | 41.2% | (1) |
| Programs-Tweens | - | - | 2,850 | 128.76 | -100.0% | (1) |
| Programs-Adult | 219.59 | 800.29 | 6,663 | 306.51 | 161.1% | (1) |
| Programs-Nature | 39.98 | 39.98 | 735 | - | #DIV/0! | (1) |
| Programs-Leagues | 2,667.36 | 4,282.12 | 6,594 | 1,288.74 | 232.3% | (1) |
| Programs-Youth Athletics | 2,674.35 | 2,863.27 | 43,508 | 1,790.61 | 59.9% | (1) |
| Programs-Fitness | 1,890.94 | 3,081.85 | 16,739 | 2,132.89 | 44.5% | (1) |
| Programs-Early Childhood | 262.66 | 393.99 | 3,881 | - | #DIV/0! | (1) |
| Programs-Dance | 71.60 | 206.60 | 1,803 | 244.27 | -15.4% | (1) |
| Programs-Special Events | 1,083.99 | 3,574.27 | 7,838 | 1,713.74 | 108.6% | (1) |
| Programs-Community Events | - | - | 29,531 | - | #DIV/0! | (1) |
| Brochure | - | - | 31,489 | - | #DIV/0! | |
| Weight Room | 669.12 | 1,326.37 | 10,850 | 634.67 | 109.0% | |
| Community Center | 28,880.30 | 42,151.34 | 299,419 | 32,528.22 | 29.6% | |
| Total Expenses | 142,048.88 | 249,154.27 | 1,572,773 | 200,879.24 | 24.0% | |
| Total Fund Revenues | 31,197.88 | 90,262.34 | 1,590,367 | 79,533.88 | 13.5% | |
| Total Fund Expenses | 142,048.88 | 249,154.27 | 1,572,773 | 200,879.24 | 24.0% | |
| Surplus (Deficit) | (110,851.00) | (158,891.93) | 17,594 | (121,345.36) | 30.9% | |

(1) Expenses for programs increased 92.6%, \$8,113 compared to 2022.

(2) Increase in Rectrac annual maint for increased services. Timing of health insurance.

(3) Maintenance Exp greater in 2023 131.9% \$3,916. Timing of health insurance.

Donations (21)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|---------|
| Revenues | | | | | |
| Administration | 625.66 | 1,277.28 | 500 | 8,618.95 | -85.2% |
| Total Revenues | 625.66 | 1,277.28 | 500 | 8,618.95 | -85.2% |
| Expenses | | | | | |
| Administration | - | - | 201,151 | - | #DIV/0! |
| Total Expenses | - | - | 201,151 | - | #DIV/0! |
| Total Fund Revenues | 625.66 | 1,277.28 | 500 | 8,618.95 | -85.2% |
| Total Fund Expenses | - | - | 201,151 | - | #DIV/0! |
| Surplus (Deficit) | 625.66 | 1,277.28 | (200,651) | 8,618.95 | -85.2% |

Special Recreation (22)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|----------|
| Revenues | | | | | |
| Administration | 697.89 | 1,424.73 | 236,200 | 12.69 | 11127.2% |
| Total Revenues | 697.89 | 1,424.73 | 236,200 | 12.69 | 11127.2% |
| Expenses | | | | | |
| Administration | - | - | 340,057 | - | #DIV/0! |
| Total Expenses | - | - | 340,057 | - | #DIV/0! |
| Total Fund Revenues | 697.89 | 1,424.73 | 236,200 | 12.69 | 11127.2% |
| Total Fund Expenses | - | - | 340,057 | - | #DIV/0! |
| Surplus (Deficit) | 697.89 | 1,424.73 | (103,857) | 12.69 | 11127.2% |

Sycamore Park District
Summarized Revenue & Expense Report
Period ended February 28, 2023

Insurance (23)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Administration | 174.66 | 352.60 | 63,000 | 5.76 | 6021.5% |
| Total Revenues | 174.66 | 352.60 | 63,000 | 5.76 | 6021.5% |
| Expenses | | | | | |
| Administration | - | - | 64,645 | 79.13 | -100.0% |
| Total Expenses | - | - | 64,645 | 79.13 | -100.0% |
| Total Fund Revenues | 174.66 | 352.60 | 63,000 | 5.76 | 6021.5% |
| Total Fund Expenses | - | - | 64,645 | 79.13 | -100.0% |
| Surplus (Deficit) | 174.66 | 352.60 | (1,645) | (73.37) | -580.6% |

Audit (24)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Administration | 37.82 | 77.20 | 16,050 | 1.30 | 5838.5% |
| Total Revenues | 37.82 | 77.20 | 16,050 | 1.30 | 5838.5% |
| Expenses | | | | | |
| Administration | - | - | 15,500 | - | #DIV/0! |
| Total Expenses | - | - | 15,500 | - | #DIV/0! |
| Total Fund Revenues | 37.82 | 77.20 | 16,050 | 1.30 | 5838.5% |
| Total Fund Expenses | - | - | 15,500 | - | #DIV/0! |
| Surplus (Deficit) | 37.82 | 77.20 | 550 | 1.30 | 5838.5% |

Paving & Lighting (25)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|---------|
| Revenues | | | | | |
| Administration | 146.15 | 298.37 | 25,000 | 8.04 | 3611.1% |
| Total Revenues | 146.15 | 298.37 | 25,000 | 8.04 | 3611.1% |
| Expenses | | | | | |
| Administration | - | - | 72,132 | - | #DIV/0! |
| Total Expenses | - | - | 72,132 | - | #DIV/0! |
| Total Fund Revenues | 146.15 | 298.37 | 25,000 | 8.04 | |
| Total Fund Expenses | - | - | 72,132 | - | |
| Surplus (Deficit) | 146.15 | 298.37 | (47,132) | 8.04 | |

Park Police (26)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|----------|
| Revenues | | | | | |
| Administration | 9.80 | 20.82 | 5,385 | 0.15 | 13780.0% |
| Total Revenues | 9.80 | 20.82 | 5,385 | 0.15 | 13780.0% |
| Expenses | | | | | |
| Administration | 254.33 | 799.86 | 5,417 | 583.45 | 37.1% |
| Total Expenses | 254.33 | 799.86 | 5,417 | 583.45 | 37.1% |
| Total Fund Revenues | 9.80 | 20.82 | 5,385 | 0.15 | 13780.0% |
| Total Fund Expenses | 254.33 | 799.86 | 5,417 | 583.45 | |
| Surplus (Deficit) | (244.53) | (779.04) | (32) | (583.30) | 33.6% |

IMRF (27)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|---------|
| Revenues | | | | | |
| Administration | - | - | 74,000 | - | #DIV/0! |
| Total Revenues | - | - | 74,000 | - | #DIV/0! |
| Expenses | | | | | |
| Administration | - | - | 78,654 | - | #DIV/0! |
| Total Expenses | - | - | 78,654 | - | #DIV/0! |
| Total Fund Revenues | - | - | 74,000 | - | #DIV/0! |
| Total Fund Expenses | - | - | 78,654 | - | #DIV/0! |
| Surplus (Deficit) | - | - | (4,654) | - | |

Social Security (28)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|------------------------|-------------------|----------------------|------------------------|---------|
| Revenues | | | | | |
| Administration | - | - | 115,000 | - | #DIV/0! |
| Total Revenues | - | - | 115,000 | - | #DIV/0! |
| Expenses | | | | | |
| Administration | - | - | 115,000 | - | #DIV/0! |
| Total Expenses | - | - | 115,000 | - | #DIV/0! |
| Total Fund Revenues | - | - | 115,000 | - | #DIV/0! |
| Total Fund Expenses | - | - | 115,000 | - | #DIV/0! |
| Surplus (Deficit) | - | - | - | - | |

Sycamore Park District
Summarized Revenue & Expense Report
Period ended February 28, 2023

Concessions (30)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|----------------------------|----------------------------|-------------------|----------------------|----------------------------|---------------|
| Revenues | | | | | |
| Clubhouse Concessions | 13.36 | 6.53 | 96,163 | - | #DIV/0! |
| Beverage Cart | - | - | 12,308 | - | #DIV/0! |
| Sports Complex Concessions | - | - | 61,389 | - | #DIV/0! |
| Pool Concessions | - | - | - | - | #DIV/0! |
| Catering | 1,098.50 | 2,358.00 | 20,537 | 858.50 | 174.7% (1) |
| Total Revenues | 1,111.86 | 2,364.53 | 190,397 | 858.50 | 175.4% |
| Expenses | | | | | |
| Clubhouse Concessions | 3,775.08 | 5,749.05 | 106,513 | 5,224.40 | 10.0% |
| Beverage Cart | - | - | 10,182 | - | #DIV/0! |
| Sports Complex Concessions | 3,982.79 | 3,980.84 | 52,476 | 45.50 | 8649.1% (2) |
| Pool Concessions | - | - | - | - | #DIV/0! |
| Catering | 258.49 | 435.70 | 6,606 | 43.82 | 894.3% |
| Total Expenses | 8,016.36 | 10,165.59 | 175,777 | 5,313.72 | 91.3% |
| Total Fund Revenues | 1,111.86 | 2,364.53 | 190,397 | 858.50 | 175.4% |
| Total Fund Expenses | 8,016.36 | 10,165.59 | 175,777 | 5,313.72 | 91.3% |
| Surplus (Deficit) | (6,904.50) | (7,801.06) | 14,620 | (4,455.22) | 75.1% |

(1) Increase in room rentals

(2) tablets for sports complex

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended February 28, 2023

Developer Contributions (32)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Administration | 2,839.23 | 3,005.07 | 8,100 | 2,682.27 | 12.0% |
| Total Revenues | 2,839.23 | 3,005.07 | 8,100 | 2,682.27 | 12.0% |
| Expenses | | | | | |
| Administration | - | - | 51,350 | - | #DIV/0! |
| Total Expenses | - | - | 51,350 | - | #DIV/0! |
| Total Fund Revenues | 2,839.23 | 3,005.07 | 8,100 | 2,682.27 | 12.0% |
| Total Fund Expenses | - | - | 51,350 | - | #DIV/0! |
| Surplus (Deficit) | 2,839.23 | 3,005.07 | (43,250) | 2,682.27 | 12.0% |

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended February 28, 2023

Golf Course (50)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Golf Operations | 435.00 | 435.00 | 625,481 | 164.15 | 165.0% |
| Golf Maintenance | - | - | 20,384 | - | #DIV/0! |
| Total Revenues | 435.00 | 435.00 | 645,865 | 164.15 | 165.0% |
| Expenses | | | | | |
| Golf Operations | 24,049.50 | 30,913.00 | 403,306 | 30,472.64 | 1.4% |
| Golf Maintenance | 25,294.62 | 40,551.26 | 333,683 | 32,021.63 | 26.6% |
| Total Expenses | 49,344.12 | 71,464.26 | 736,989 | 62,494.27 | 14.4% |
| Total Fund Revenues | 435.00 | 435.00 | 645,865 | 164.15 | 165.0% |
| Total Fund Expenses | 49,344.12 | 71,464.26 | 736,989 | 62,494.27 | 14.4% |
| Surplus (Deficit) | (48,909.12) | (71,029.26) | (91,124) | (62,330.12) | 14.0% |

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended February 28, 2023

Aquatics (51)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|----------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Pool | - | - | 64,170 | 825.00 | -100.0% |
| Swim Lessons | - | - | 19,567 | - | |
| Splashpad | - | - | 13,732 | - | #DIV/0! |
| | | | | | |
| Total Revenues | - | - | 97,469 | 825.00 | -100.0% |
| Expenses | | | | | |
| Pool | - | - | 72,978 | 191.56 | -100.0% |
| Aquatics Maintenance | 606.39 | 606.39 | 34,900 | 2,094.79 | -71.1% |
| Swim Lessons | - | - | 10,427 | - | |
| Splashpad | - | - | 1,122 | - | #DIV/0! |
| | | | | | |
| Total Expenses | 606.39 | 606.39 | 119,427 | 2,286.35 | -73.5% |
| Total Fund Revenues | - | - | 97,469 | 825.00 | -100.0% |
| Total Fund Expenses | 606.39 | 606.39 | 119,427 | 2,286.35 | -73.5% |
| Surplus (Deficit) | (606.39) | (606.39) | (21,958) | (1,461.35) | -58.5% |

Debt Service (60)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Administration | 315.49 | 644.07 | 691,000 | 10.06 | 6302.3% |
| Total Revenues | 315.49 | 644.07 | 691,000 | 10.06 | 6302.3% |
| Expenses | | | | | |
| Administration | - | - | 783,337 | - | #DIV/0! |
| Total Expenses | - | - | 783,337 | - | #DIV/0! |
| Total Fund Revenues | 315.49 | 644.07 | 691,000 | 10.06 | 6302.3% |
| Total Fund Expenses | - | - | 783,337 | - | #DIV/0! |
| Surplus (Deficit) | 315.49 | 644.07 | (92,337) | 10.06 | 6302.3% |

Capital Projects (70)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------------|
| Revenues | | | | | |
| Administration | 121,993.18 | 123,797.62 | 953,800 | 53.59 | 230908.8% (1) |
| Total Revenues | 121,993.18 | 123,797.62 | 953,800 | 53.59 | 230908.8% |
| Expenses | | | | | |
| Administration | 83,664.30 | 269,487.30 | 1,454,113 | 11,812.10 | 2181.5% |
| Total Expenses | 83,664.30 | 269,487.30 | 1,454,113 | 11,812.10 | 2181.5% |
| Total Fund Revenues | 121,993.18 | 123,797.62 | 953,800 | 53.59 | 230908.8% |
| Total Fund Expenses | 83,664.30 | 269,487.30 | 1,454,113 | 11,812.10 | 2181.5% |
| Surplus (Deficit) | 38,328.88 | (145,689.68) | (500,313) | (11,758.51) | 1139.0% |

(1) Received 50% OSLAD Grant income

Sycamore Park District
Summarized Revenue & Expense Report
Period ended February 28, 2023

Action 2020 (71)

| <u>Department</u> | <u>February Actual</u> | <u>YTD Actual</u> | <u>Annual Budget</u> | <u>2022 YTD Actual</u> | |
|---------------------|----------------------------|-------------------|----------------------|----------------------------|---------|
| Revenues | | | | | |
| Administration | 542.56 | 1,117.48 | 299,740 | 111.41 | 903.0% |
| Total Revenues | 542.56 | 1,117.48 | 299,740 | 111.41 | 903.0% |
| Expenses | | | | | |
| Administration | - | - | 480,000 | 3,698.93 | -100.0% |
| Total Expenses | - | - | 480,000 | 3,698.93 | -100.0% |
| Total Fund Revenues | 542.56 | 1,117.48 | 299,740 | 111.41 | 903.0% |
| Total Fund Expenses | - | - | 480,000 | 3,698.93 | -100.0% |
| Surplus (Deficit) | 542.56 | 1,117.48 | (180,260) | (3,587.52) | -131.1% |
| | | | | | |
| Total Fund Revenues | 181,971.84 | 280,789.98 | 6,806,307 | 111,618.71 | |
| Total Fund Expenses | 363,367.27 | 723,740.12 | 8,043,874 | 385,492.26 | |
| Surplus (Deficit) | (181,395.43) | (442,950.14) | (1,237,567) | (273,873.55) | |

Sycamore Park District
Fund Balances

| | unaudited 1/1/2023 | Revenues | Expenses | unaudited 2/28/2023 | 2/28/2023 Cash balance |
|----------------------------|-----------------------|------------|------------|------------------------|---------------------------|
| 10 Corporate | 1,012,782.64 | 55,712.87 | 122,062.45 | 946,433.06 | 934,929.66 |
| 20 Recreation | 715,713.49 | 90,262.34 | 249,154.27 | 556,821.56 | 577,027.24 |
| 21 Donations | 220,925.16 | 1,277.28 | - | 222,202.44 | 222,202.44 |
| 22 Special Recreation | 225,056.60 | 1,424.73 | - | 226,481.33 | 226,481.33 |
| 23 Insurance | 55,097.38 | 352.60 | - | 55,449.98 | 56,679.98 |
| 24 Audit | 12,194.56 | 77.20 | - | 12,271.76 | 12,271.76 |
| 25 Paving & Lighting | 47,132.33 | 298.37 | - | 47,430.70 | 47,430.70 |
| 26 Park Police | 3,876.16 | 20.82 | 254.33 | 3,642.65 | 3,180.16 |
| 27 IMRF | 4,654.08 | - | - | 4,654.08 | 4,654.08 |
| 28 Social Security | - | - | - | - | - |
| 30 Concessions | 67,178.86 | 2,364.53 | 8,016.36 | 61,527.03 | 55,338.46 |
| 32 Developer Contributions | 51,349.38 | 3,005.07 | - | 54,354.45 | 54,354.45 |
| 50 Golf | 175,204.32 | 435.00 | 71,464.26 | 104,175.06 | 118,989.89 |
| 51 Aquatics | (72,435.71) | - | 606.39 | (73,042.10) | (73,042.10) |
| 60 Debt Service | 101,740.74 | 644.07 | - | 102,384.81 | 102,384.81 |
| 70 Capital Projects | 723,199.61 | 123,797.62 | 83,664.30 | 763,332.93 | 598,156.93 |
| 71 Action 2020 | 203,993.82 | 1,117.48 | - | 205,111.30 | 176,074.74 |
| | 3,547,663.42 | 280,789.98 | 535,222.36 | 3,293,231.04 | 3,117,114.53 |

Summary of depository accounts as of

3/14/2023

| <u>Location</u> | <u>Balance</u> | <u>Interest</u> |
|---------------------------------|---------------------|-----------------|
| Old National Bank | 336,088.60 | 1.25 |
| Resource Bank | 200,847.50 | 1.33 |
| IPDLAF | 2,616,620.56 | 4.47 |
| DCCF - Action 2020 | 71,567.95 | |
| Dekalb Co. Community Foundation | 19,865.00 | |
| | <u>3,244,989.61</u> | |

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Recreation Team Report

Date: March 16, 2023

Administrative Initiatives (3/1/23-3/31/23)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Attended all staff and Board meetings as scheduled.
- 2023 Dog Park Memberships sold to date:157.
- Community Center vending sales for February: \$451.50 in product.
- As of March 13, 2023, we have 319 Active Pathway Fitness 24/7 Memberships, 295 Active Pathway Fitness Passes, 53 Active Track 24/7 Memberships, 221 Active Track Passes and 325 Active Open Gym Passes.
- Staff finalized content for the Summer 2023 Brochure.
- Recreation staff attended the PATH Biometric Screening March 8.
- Safety Committee attended the PDRMA Safety Kick-of meeting by zoom on March 13.
- Recreation Specialist Hoblit continues to add to his sport affiliate duties and will work with Jeff to get to know the sport field system.
- Conducted interviews for Recreation Assistant. Welcome Natalie Bullen, past summer intern 2023 and Homeschool instructor to the part-time role. She is currently a graduate student at NIU studying Public Health.
- Will post upcoming Recreation Supervisor II position.
- Will begin zoom interviews for Summer Intern late March.
- Will assist staff with the Tea For Three event on March 25.
- Will prepare and assist the Sycamore Chamber Expo on April 1st. The Park District will also have a table to promote current seasonal jobs.
- Will conduct the Dog Egg hunt at the Brain Bemis Family Dog Park on April 1st.
- Recreation Specialist Dobberstein, Director Baily and Superintended Tevsh zoomed with Beer Nation rep, Jovon to discuss partnership for Sip & Savor event in July.
- Recreation Specialist Dobberstein will begin training meetings with seasonal Concession staff.
- Facility Supervisor Metcalf and Recreation Supervisor Rex will attend the Promotional Professional Association of Chicago's Annual Showcase March 29.
- Facility Supervisor Metcalf, Rec specialist Dobberstein and SOR Tevsh met with representatives from Sycamore Police Department to discuss community partnerships for this summer. We'll bring back the "pops with Cops" plus attendance at other scheduled events.
- Recreation Specialist Dobberstein had 7 Birthday Party packages for March.
- Recreation Specialist Dobberstein continues to work with the flood damage at the clubhouse from the pipe that bust late December. Working with painters.
- Recreation staff Attended the Promotional Professionals Association of Chicago Expo. on March 16
- Recreation & Marketing Supervisor Rex:
 - Attended the Sycamore Parks Foundation meeting.

- Worked with the Joiner History Room to find and scan dozens of photos and several newspaper articles from the Park District's history.
- Reviewed drafts of OC Creative 100th Anniversary videos.
- Submitted the District's application for the NRPA Gold Medal Award.
- Submitted the Summer brochure to the printer.
- Sponsorships Secured Jan-Mar 2023 = \$12,350
 - Northwestern Medicine Community Funding Grant.....\$2,500
 - Gym Banners.....\$1,600
 - Summer Brochure Ads.....\$1,000
 - Summer Concert Series.....\$6,500
 - Doty & Sons Game Night (Aug 3).....\$750
- Will zoom with Transdev reps to discuss how to add the community center on a regular route.
- Recreation staff are getting ready for Spring Break programmed activities the week off March 24-March 31. We are anticipating heavy attendance during open gym and will have gym monitors schedule daily on two shifts per day.
- Welcome new Dog Park Patrol staff member Ethan Fischer. He will also assist as Gym Monitor duties.
- Adult Volleyball leagues ended the season March 15th.
- Preschool programming is gaining momentum with new teacher, Julie Sgarlata. An additional session will be added for April-May. The new Recreation Assistant position will be classroom aid.
- Facility Supervisor Metcalf will attend the Financial Sustainability 3-day training March 28-30 in Wheeling.

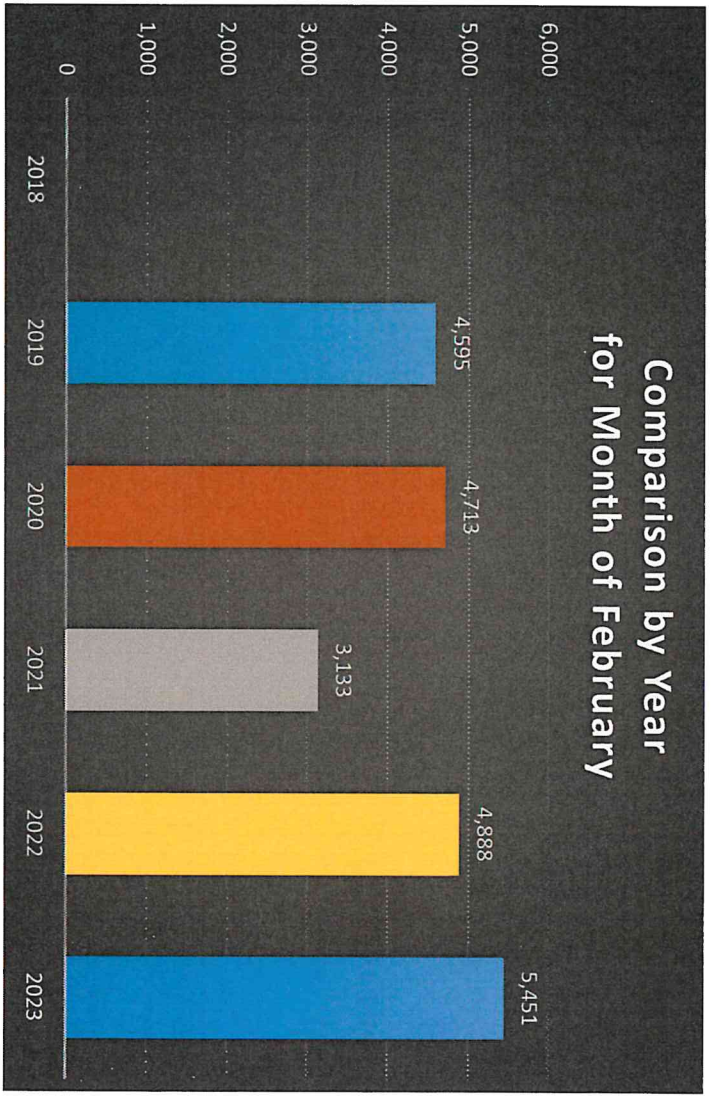
**See attached daily, monthly, and annual facility usage comparison charts.
Usage continues to increase post pandemic.**

Administrative Initiatives (4/1/23-4/30/23)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Will attend all staff and board meetings
- Will attend Sycamore Pickleball group meeting on April 6th.
- Recreation team will all pitch in for annual Breakfast with the Bunny event on April 8th.
- Will attend KSRA Board and Foundation meeting on April 11.
- Recreation Team will attend the Supervisors Symposium in Schaumburg April 14th.
- Recreation staff will be rearranging the offices to make room for incoming Recreation Assistant, Summer intern and Recreation II new members.
- KSRA Sensory Room will start transformations as more equipment arrives for installation
- Will conduct Recreation Supervisor interviews.
- Will work with new SOR, Lisa Metcalf to hand over duties and onboarding.
- Recreation Supervisor Rex will
 - Will attend the Sycamore Community Expo
 - Will attend the Sycamore Chambers' Job Fair at the High School
- Facility Supervisor Metcalf will prepare for annual Tai Chi workshop, with help of Recreation Assistant.

| Day | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
|------------|-------------------|-------|-------|-------|-------|-------|
| February 1 | | 129 | 122 | 152 | 223 | 239 |
| February 2 | | 145 | 107 | 148 | 140 | 216 |
| 3 | | 110 | 213 | 144 | 195 | 230 |
| 4 | | 200 | 209 | 100 | 191 | 146 |
| 5 | | 173 | 190 | 98 | 104 | 120 |
| 6 | | 160 | 168 | 88 | 125 | 266 |
| 7 | | 167 | 147 | 63 | 226 | 229 |
| 8 | | 136 | 124 | 109 | 195 | 223 |
| 9 | | 162 | 84 | 141 | 211 | 214 |
| 10 | | 133 | 242 | 154 | 196 | 235 |
| 11 | | 194 | 196 | 143 | 215 | 156 |
| 12 | | 118 | 169 | 114 | 108 | 90 |
| 13 | | 148 | 132 | 81 | 110 | 218 |
| 14 | | 167 | 122 | 60 | 208 | 186 |
| 15 | BUILDING NOT OPEN | 112 | 107 | 120 | 232 | 215 |
| 16 | | 143 | 118 | 113 | 174 | 182 |
| 17 | | 138 | 211 | 139 | 152 | 244 |
| 18 | | 204 | 218 | 126 | 241 | 132 |
| 19 | | 237 | 197 | 106 | 84 | 106 |
| 20 | | 152 | 184 | 95 | 103 | 286 |
| 21 | | 187 | 170 | 84 | 266 | 239 |
| 22 | | 179 | 125 | 142 | 204 | 143 |
| 23 | | 129 | 92 | 134 | 204 | 185 |
| 24 | | 94 | 229 | 133 | 196 | 241 |
| 25 | | 226 | 190 | 119 | 164 | 137 |
| 26 | | 225 | 179 | 106 | 119 | 126 |
| 27 | | 204 | 177 | 65 | 111 | 250 |
| 28 | | 223 | 154 | 56 | 191 | 197 |
| 29 | | | 137 | | | |
| TOTALS | | 4,595 | 4,713 | 3,133 | 4,888 | 5,451 |



| Feb. 2023 | Building Hours | After Hours | Splashpad Daily Fee | Splashpad Pass | Open Gym | Total Users | Other Comments |
|-----------|----------------|-------------|---------------------|----------------|----------|-------------|----------------|
| 1 | 184 | 17 | | | 38 | 239 | |
| 2 | 174 | 18 | | | 24 | 216 | |
| 3 | 155 | 13 | | | 62 | 230 | |
| 4 | 94 | 26 | | | 26 | 146 | |
| 5 | 55 | 31 | | | 34 | 120 | |
| 6 | 196 | 19 | | | 51 | 266 | |
| 7 | 168 | 20 | | | 41 | 229 | |
| 8 | 171 | 19 | | | 33 | 223 | |
| 9 | 153 | 21 | | | 40 | 214 | |
| 10 | 159 | 18 | | | 58 | 235 | |
| 11 | 94 | 23 | | | 39 | 156 | |
| 12 | 43 | 25 | | | 22 | 90 | |
| 13 | 154 | 14 | | | 50 | 218 | |
| 14 | 143 | 15 | | | 28 | 186 | |
| 15 | 154 | 23 | | | 38 | 215 | |
| 16 | 120 | 15 | | | 47 | 182 | |
| 17 | 139 | 9 | | | 96 | 244 | No School |
| 18 | 81 | 17 | | | 34 | 132 | |
| 19 | 54 | 23 | | | 29 | 106 | |
| 20 | 169 | 15 | | | 102 | 286 | No School |
| 21 | 180 | 15 | | | 44 | 239 | |
| 22 | 92 | 18 | | | 33 | 143 | |
| 23 | 142 | 14 | | | 29 | 185 | |
| 24 | 143 | 17 | | | 81 | 241 | |
| 25 | 97 | 10 | | | 30 | 137 | |
| 26 | 51 | 32 | | | 43 | 126 | |
| 27 | 166 | 16 | | | 68 | 250 | |
| 28 | 142 | 17 | | | 38 | 197 | |
| | 3673 | 520 | | | 1258 | 5451 | |

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: February 21, 2023

Administrative Initiatives (3/1/23 – 3/31/23)

- Attended all administrative team meetings as scheduled.
- Continued bi-monthly marketing calls with Teesnap marketing. Continued planning next season's schedule of eblasts.
- Continued distributing and receiving signed 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.
- Held Swing into Spring Sale March 3rd through March 5th.

Total Revenue - \$115,414.30, 2022 – Totals - \$94,782.92

Total Season passes sold – 264. A total \$110,904.00

Total New Season Passes sold – 55.

Total Out of District Season Passes Sold – 30 (up from 21 last year total)

Permanent tee times paid – 19 for a total of \$2000.00.

Total League Fees paid 29 for a total of \$1,420.00 (Though, not all confirmed we already have 5 teams on the waiting list for Wednesday Men's League league) Maximum accepted 32 teams, we have 37 after this weekend.

Pro Shop Merchandise sales - \$770.30

Remaining revenue came from Lockers, CDGA Handicap Fees

- Moved pro shop displays and merchandise into the clubhouse for carpet cleaning.
- Finalized pro shop and clubhouse repairs from flood damage. Touch up pro shop paint and ceiling.

- Mounted to TV monitor behind pro shop and work with Sarah Rex to develop monitor displays and information.
- Continued accepting applications for part-time staff for the 2023 season and began interviewing possible part-time staff.
- Continued to offer winter lessons at Mason Golf Simulator in DeKalb.
- Finalized in house league roster once sign up is complete.
- Began training part-time staff.
- Sat on interview committee for Superintendent of recreation Position
- Restaged golf carts into the cart barn once returned from winter maintenance.
- Worked with Jeff, Steve and the bridge #1 contractor on coordination of bridge site preparation and new bridge opening.
- Finalized opening of the 2023 golf season with Teesnap. Prepare opening day eblasts, Facebook postings and signage.

Administrative Initiatives (4/1/23 – 4/30/23)

- Attending all administrative team meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.
- Continue distributing and receiving signed 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.
- Open the golf course for the 2023 season.

- Restage and finish cleaning preparation for the cart barn.
- Continue interviewing prospective part-time staff.
- Continue teaching at Mason Indoor Golf until the golf course opens.
- Finalize all in house league rosters and schedules and email rosters and schedules to all participants.
- Send out eblasts for SAY- Golf Junior lessons and the Adult Lesson Academy. Finalize signup sheets for both programs.
- Continue to receive pre-booked merchandise. Contact the administration office upon arrival to be inventoried, priced and put into the POS system.
- Finalize early season staff and develop a consistent schedule for those employees.
- Order staff apparel for part-time staff once staffing is complete.
- Prepare the 100 Holes of Golf Challenge flyer and eblasts with Sarah Rex. The promotion is scheduled to begin on May 1st.
- Prepare a slide show for pro shop monitor to contain pictures and descriptions of how to fix divots, repair ball marks and instruct our customers on how they can help keep our golf course in good condition.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: March 21st, 2023

Administrative Initiatives (3/1/23-3/31/23)

Golf

- Up and down temperatures continue this month with snow and rain keeping the soil wet. At this point we are hoping for a dry stretch of weather so we can access the golf course with vehicles to clean up and prep for opening.
- Still hoping for the last week of March or early April to open the course at this time. We will see when the turf is firm enough to drive maintenance equipment and more green up of the turf to take the traffic. We then need a few days to prep for golfers. The opening decision will be made a few days prior to opening. Golf carts might have to wait a bit to use if turf not firm enough for traffic.
- The clubhouse concessions area construction continues. All has been demolished at this time along with floor tiles. The new bar construction has begun and the pieces of drywall have been replaced in the pro shop.
- Plowing continues as needed with attention on the community center during their regular hours. Staff continues to work on all mowers, carts, mowing reels, string trimmers, saws, etc. Golf carts are now being worked on and will be thru the end of the month.
- I completed turf application schedules and continue product ordering for the season.

- Work on the bridge should begin again late during the week of March 13th. The irrigation pipe and wire will be moved to the new bridge, then the approaches to each side will be built and paved once the asphalt plants open for the season. Finally, landscaping and seeding of the area will take place. As soon as the new bridge is complete and inspected, it can be opened for use and the old bridge will be removed.
- I am working on staffing for the season. We have several staff that are returning from last year but still have a few to hire and train.
- Cleanup from the ice storm has begun when weather allows and turf is firm enough to access. The large limb by 1 green has been cut up and will be chipped when accessible. The cleaning will continue well into April but will not impede play.

Sports

- Practices for all spring sports will begin at the end of March and beginning of April weather permitting. The wet end of winter might delay some use until we get a dry spell and the fields firm. I have been discussing tournaments with the user groups and getting Chris from the rec. staff more involved in the planning of field use events.
- Staff is getting the new ball fields ready for use as well as typical after winter repairs prior to spring use. Three of the new ball fields will be used this spring as the two south fields will still be maturing their outfield turf for planned fall use.
- Gathering product needs and ordering supplies for the sport fields.
- Will start receiving field use schedules soon and filling out our field prep planning schedules for staff. Main events at the moment include: Titans baseball tourney – April 29th; Mom's Rock Syco softball tourney May 13th;

Dingers for Dad Gladiators baseball tourney June 17th; Storm Dayz Softball June 23-25th.

Parks

- I attended staff, Board, budget, and park planning meetings.
- Completed PDRMA planning meeting with key staff and Kyle our PDRMA rep. Sets training goals/topics for the year and target dates for completion.
- The ice storm left many sticks and limbs at several parks and on the trails. Accessible areas have been cleaned and others will be as areas dry out.
- Completed online training for GovDeals.com auction web site for surplus equipment. Have already posted a few items to try the site including the old irrigation heads.
- Staff working on equipment inside, starting to put out tables and garbage cans, and resurfacing the band stage panels.
- Jonelle has signed the two different ComEd lighting projects' paperwork. The changing of building lights and the sports field lights to all LED will begin at some point this spring and continue thru the year.

Administrative Initiatives (4/1/23-4/30/23)

- Attend all staff, Board, planning meetings.
- Work with contractors on clubhouse and old shop education room projects.
- Work with contractors and irrigation company on 10 tee bridge completion.
- Work on Capital budget projects and equipment repairs/acquisitions.

- Sports field prep and practice field coordination for baseball and softball. Soccer field prep as season opens mid-April with practices beginning of April.
- Work on all equipment and golf carts as winter work concludes. Staff and I will be outside as weather allows. Start to get ball fields ready, golf course ready, parks cleaned and play areas inspected towards the end of the month. Soccer/ball fields will be lined and nets put up for batting cages.
- Plan for PDRMA safety trainings for the season for staff.
- Continue to add auction items to the online site for surplus equipment.
- Meet with Director and engineers on pending park projects. Including all new parks, lighting, solar, and building repairs.
- Continue list of sports, park, golf, splash pad supplies ordering.
- Will open golf course near end of month or early April depending on weather and turf conditions. Park tables and cans put out, shelters cleaned, tree debris cleaned, playground equipment inspected during the month.
- Gather info on returning staff and hire seasonal staff where needed.
- Personally, I will be traveling out of the country March 26th thru April 4th. Prior to leaving, I will have contact lists set up so user groups and other staff departments can get ahold of our staff for needs and scheduling.

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

Administrative Initiatives (3/1 – 3/31/2023)

- Attend all Staff, Board and Planning meetings.
- Attend all Administrative staff meetings as scheduled.
- Attend Park Foundation meetings as scheduled.
- Attend All Rotary and Chamber Meetings
- Bi-weekly meetings with the Superintendent
- Attend IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Continue to get to know the community members.
- Review Marketing needs and timelines with M&OM
- Finalize SPO's and SOR transfer/retirement.
- Hired new Superintendent of Recreation
- Signed agreements for the ComEd replacement of lights for Golf, Maintenance buildings and sports fields.
- Submitted with M&OM the National Gold Medal Award application.
- Started working on the Strategic plan update with the leadership team

Administrative Initiatives (4/1 – 4/30 2023)

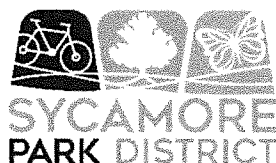
- Attend all Staff, Board and Planning meetings.
- Attend all Administrative staff meetings as scheduled.
- Attend Park Foundation meetings as scheduled.
- Attend All Rotary and Chamber Meetings
- Bi-weekly meetings with the Superintendent
- Attend IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Continue to get to know the community members.
- Review Marketing needs and timelines with M&OM
- Finalized SOPS's and plans for SOR retirement,
- Interviews for the Recreation Supervisor II
- Will be contacting AYSO for schedule update
- Started working on the Strategic plan update with the staff
- Review all construction projects and next steps:
 - Reston Ponds – sending final plans to the city for final comment prior to bid process.
 - Bridge #1 – bridge has been installed and we are waiting for spring for the approaches to be installed.
 - North Grove –in person survey will be the first week of April, sent out information to the HOA and posting on social media those dates



DAILY CHRONICLE
DEKALB COUNTY
TOP WORKPLACES
READERS' CHOICE AWARDS 2022

VOTED 2022 ONE OF THE TOP
MUNICIPALITIES
TO WORK FOR IN DEKALB COUNTY

Sycamore Park District



Board of Commissioners
Date of Board Meeting: March 21, 2023

AGENDA ITEM:

Solar Energy options

BACKGROUND INFORMATION:

At the last board meeting the board requested additional information regarding the rate of return for the Solar Developer General Energy as well as references, which we are in the process of contacting. In addition to gathering this information we posted a question on the IPRA connect regarding any solar projects that were completed and how they proceeded. We only had two responses, one group had three projects two they did on their own and the third they did with a broker. The other group I am waiting to hear from.

On page two are Progressives calculations on the rate of return for General Energy (Solar Developer). Our calculations show General Energy has worked in a 10% rate of return on Sycamore project.

FISCAL IMPACT: To be determined.

STAFF RECOMMENDATION: That we move forward with the solar options to assist in cutting down expenses and promoting alternative energy.

PREPARED BY: Jonelle Bailey, Executive Director

JB (gjb)

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

Solar Developer Cash Flow Assuming 10% internal rate of return for Developer

| | Community Center | Maintenance Facility | Total |
|--|---------------------|-------------------------|---------------|
| Cost of System | \$ (459,788) | \$ (243,360) | \$ (703,148) |
| Federal Tax Credit | \$ 137,936 | \$ 73,008 | \$ 210,944 |
| Illinois Power Authority REC's (present value paid over 15 years) | \$ 147,291 | \$ 73,379 | \$ 220,670 |
| Electric Revenue from Park District (present value paid over 25 years) | \$ 180,622 | \$ 77,866 | \$ 258,488 |
| Depreciation Expense Tax Benefit (present value paid over 25 years) | \$ 99,326 | \$ 53,514 | \$ 152,840 |
| Operation, Maintenance, Depreciation, Insurance, Invoicing, Project Management etc. (present value over 25 years) | \$ (70,388) | \$ (19,407) | \$ (89,795) |
| Removal Costs of System | \$ (35,000) | \$ (15,000) | \$ (50,000) |
| Excess cash flow over 10% hurdle rate | <u>\$ (0)</u> | <u>\$ (0)</u> | <u>\$ (0)</u> |

Solar Developer is making around 10% on their investment.

Also here are the solar referrals for the projects that have been energized:

| Person Name | Organization | Phone Number | Email |
|----------------|-----------------------------|--------------|--|
| Karen Clementi | Fox Metro Sanitary District | 630-800-9990 | kclementi@foxmetro.org |
| Darrin Boyer | Plano Sanitary District | 630-552-8007 | dboyer@cityofplanoil.org |
| John Kramer | Fox Valley Park District | 630-966-4526 | jkramer@fvpd.net |
| John Lochbaum | Moose Child City and School | 630-723-2080 | jlochbaum@mooseheart.org |



Board of Commissioners
Date of Board Meeting: March 21, 2023

STAFF RECOMMENDATION AND INFORMATION

AGENDA ITEM:

Park and Construction updates

BACKGROUND INFORMATION:

Clubhouse:

- Construction has started on the repairs for the Caddy Shack Grill. Looking to get this project completed in the next 3 – 4 weeks.
- Painting of the Clubhouse will be completed in the next couple of weeks as well.

Great Western Trail:

- Counter offer from FS&G for purchase of the property from \$147,795.00 to \$180,000.

Memorial Park:

- Still waiting on final permitting information and will move the trees when spring arrives.
- 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.
 - A sign for the new Shelter to acknowledge the funding The Rotary Club of Sycamore Donated

North Grove:

- Working with Upland Designs.
- Survey is complete was posted on social media.
- Onsite community survey will be scheduled for April.

Reston Ponds:

- Waiting on schedule to post to bid in the Spring.

Bridge #1: The bridge is installed and waiting on the approaches to be completed in the Spring. The irrigation company has been out, and Martin is preparing the approaches.

Lighting:

- All lighting projects have been approved and we are waiting for scheduling.

FISCAL IMPACT: The board needs to decide to approve or deny the increased offer of \$180,000 which is \$32,205 increase.

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

JB (9/15)



SYCAMORE PARK DISTRICT

Annual Report 2022



**A YEAR OF
SUSTAINABILITY • CONNECTIONS • PARTNERSHIPS**



SYCAMORE PARK DISTRICT

MISSION

Connecting Sycamore to wellness, nature, and each other.

VISION

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

CORE VALUES

We value...

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

Transparency through fiscal responsibility, equitable policies, and pro-active communication.

Sustainability and are committed to the conservation of Sycamore's greenspace for recreation and the well-being of the community today and for future generations.

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

ABOUT THIS REPORT

This report provides highlights of the Sycamore Park District's finances, significant projects and initiatives, facility usage, and community relationships in 2022. It is also a chance to reflect on goals and values as we look towards the coming year.

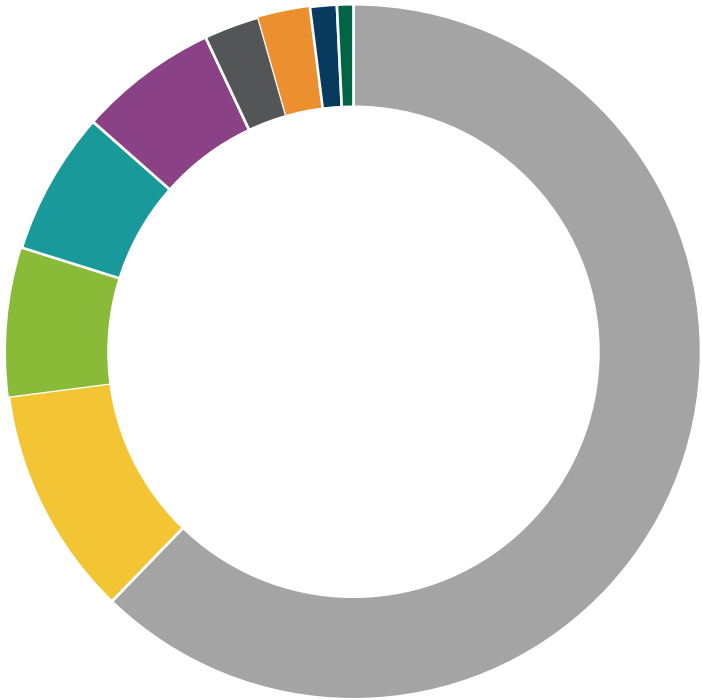
Complete budget reports and other District information can be found on the Transparency Portal at sycparks.org. Questions and feedback regarding the information in this document can be sent to Jonelle Bailey, Executive Director, at jonelleb@sycparks.org or 815-895-3365. You may obtain a paper copy at the Sycamore Park District Community Center, 480 Airport Road, Sycamore.

ABOUT THE DISTRICT

The Park District, established in 1923, is in the process of acquiring and developing park sites and open spaces to serve a growing community. Park sites, totaling 509 acres, include neighborhood parks, community parks, athletic fields, and natural areas. The Park District also maintains a Community Center, 18-hole golf course, dog park, community pool, and splashpad. In addition, staff provides recreational and wellness programming throughout the parks and facilities.

Through the support of tax dollars, the Sycamore Parks Foundation, and partners, which include community groups and local bodies of government, the Sycamore Park District keeps Sycamore connected to wellness, nature, and each other.

YOUR TAX DOLLARS



The graph on the left shows how your 2021 tax bill (paid in 2022) is allocated among the various taxing districts in Sycamore.

- School District 427 62.18%
- DeKalb County 10.69%
- Sycamore Park District 6.89%
- CC 523 Kishwaukee 6.67%
- City of Sycamore 6.48%
- Sycamore Road & Bridge 2.58%
- Sycamore Library 2.41%
- Sycamore Township 1.24%
- DeKalb Count Forest Preserve 0.76%

CAPITAL BUDGET & ALLOCATING RESOURCES

The District has \$350,000 available annually for the maintenance and upkeep of parks and facilities. The Board focuses funds on the highest priorities and most impactful ways to achieve sustainability. Areas where these funds were divided in 2022 include:

- NEIGHBORHOOD PARKS
- GOLF COURSE AND CLUBHOUSE
- TRAILS
- SPLASHPAD
- COMMUNITY CENTER
- SPORTS COMPLEXES
- COMMUNITY POOL
- EQUIPMENT
- UPKEEP OF EQUIPMENT

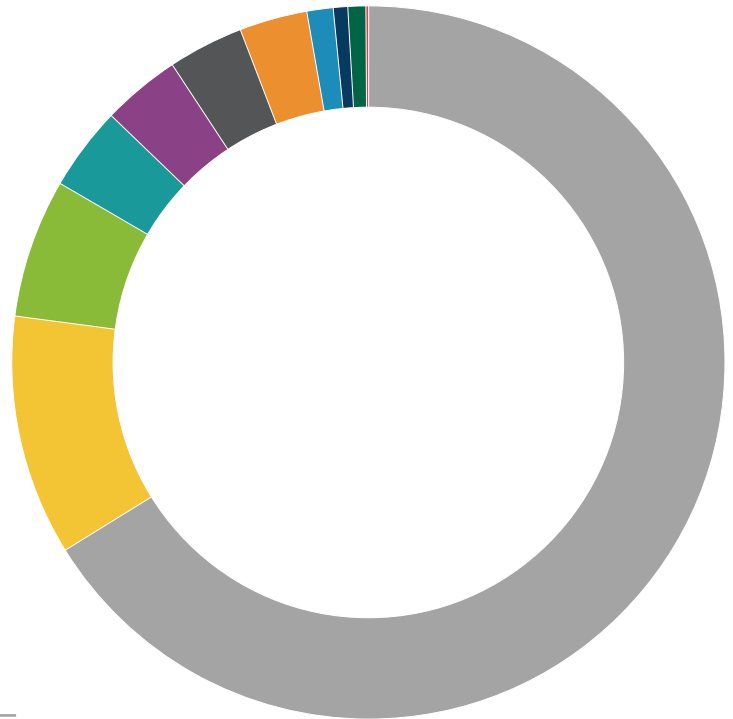


OPERATING BUDGET

Revenue FISCAL YEAR 2022

| | | | | |
|-------------------------|-------|----------------|-------|--------|
| ● Property Tax Receipts | ... | \$3,659,820.99 | ... | 66.19% |
| ● Golf | | \$603,189.61 | ... | 10.91% |
| ● Grants & Donations | | \$347,893.21 | | 6.29% |
| ● Miscellaneous* | | \$210,227.18 | | 3.8% |
| ● Pathway Fitness/Gym | | \$196,554.53 | | 3.55% |
| ● Program Fee | | \$189,305.51 | | 3.42% |
| ● Concessions | | \$170,180.65 | | 3.08% |
| ● Aquatics | | \$65,866.00 | | 1.19% |
| ● Rentals | | \$36,232.88 | | 0.66% |
| ● Interest | | \$44,842.50 | | 0.81% |
| ● Dog Park | | \$5,270.00 | | 0.10% |

\$5,529,383.06



*Replacement taxes, impact fees, farm income, bond proceeds, sports complex fees, misc.

Expense FISCAL YEAR 2022

| | | | | |
|------------------------|-------|----------------|-------|--------|
| ● Debt Service | | \$1,631,864.88 | ... | 32.72% |
| ● Salaries & Wages | | \$1,551,387.58 | ... | 31.10% |
| ● Materials & Supplies | | \$519,490.58 | ... | 10.41% |
| ● Employment Expenses | ... | \$510,289.92 | ... | 10.23% |
| ● Contractual | | \$328,134.33 | | 6.58% |
| ● Utilities | | \$144,319.03 | | 2.89% |
| ● Misc | | \$134,946.90 | | 2.71% |
| ● Special Recreation | | \$108,561.34 | | 2.18% |
| ● Insurance | | \$58,064.58 | | 1.18% |

\$4,988,050.14



FACILITY OVERVIEWS

SYCAMORE GOLF CLUB

- Adult Lesson Academy brought adult interest back to golf.
- New bridge installation began at hole 10 tee.
- New Senior Men’s League drew senior men from all over the area.
- Three additional fundraising outings were added to the calendar
- The 6X6X6 Ryder Cup, Pumpkin Scramble and Frozen Fingers Open produced full fields

| Sycamore Golf Club | 2020 | 2021 | 2022 |
|--------------------|-----------|-----------|-----------|
| Pass Holders | 303 | 368 | 374 |
| Rounds Sold | 32,593 | 28,352 | 28,952 |
| Outings | 26 | 41 | 43 |
| Total Revenue | \$450,285 | \$607,255 | \$597,047 |



PATHWAY FITNESS

- Pathway Fitness Members and Pass Holders got free lap swim at the Community Pool.
- Memberships are steadily rising following the COVID-19 Pandemic. At the end of 2022 there was a 75% comeback from 2019.

| Pathway Fitness Members | 2020 | 2021 | 2022 |
|-----------------------------|------|------|------|
| 24/7 Members | 320 | 244 | 279 |
| Building Hours Pass Holders | 333 | 258 | 263 |
| Track Only Passes | 263 | 197 | 234 |
| Open Gym Passes | 237 | 251 | 304 |



AQUATICS

COMMUNITY POOL & SPLASH FOUNTAIN

- A new VIP Night was held for all pass holders.
- Through a partnership with NIU Outdoor Adventures S.U.P. Yoga Workshops were offered.

| Aquatics | 2020 | 2021 | 2022 |
|------------------------|-------|-------|-------|
| Community Pool Visits | 0 | 4,773 | 6,332 |
| Splash Fountain Visits | 2,395 | 2,437 | 3,903 |
| Aquatic Pass Holders | 0 | 88 | 354 |

Learn more about the Community Pool on page 9.



Sustaining the Legacy: 2025

2021-2025 STRATEGIC PLAN

The goal of this 5-year plan is to support maintaining what is currently part of the park system at a high level of care, improving program offerings, and increasing engagement and awareness with the diverse backgrounds in our community.

HERE ARE THE OBJECTIVES ACHIEVED IN 2022.

GOAL 1 FUNDING

Identified and prioritized new positions

Hired a part-time accountant

Made the decision to close the Community Pool based on fiscal responsibility and sustainability of tax dollars. Learn more on page 9.

Increased the usage of the Community Center by 15%

Built in the cost of a new Park District website

Technology: Developed an app to enhance Park District engagement

Budgeting: Helped create the Sycamore Parks Foundation to assist with legacy and sustainability

GOAL 2 GROWTH

Added new partner areas: DeKalb County History Center

Identified opportunities to program with other agencies including the DeKalb County Forest Preserve District

Continually assessing program and facility use satisfaction with seasonal surveys

Producing printed seasonal program guide which the 2019/2020 survey indicated is an important communication tool for residents

Rebranded the Park District and Sycamore Golf Club

Introduced a new community event: Sip 'n' Savor Taste Event and Chili Cook-off

GOAL 3 SUSTAINABILITY

Began discussions with staff about career paths and succession planning

Updated the staff benefits package to include enjoyable, non-monetary benefits

Worked with the DeKalb County History Center as staff prepared for the 100th anniversary in 2023

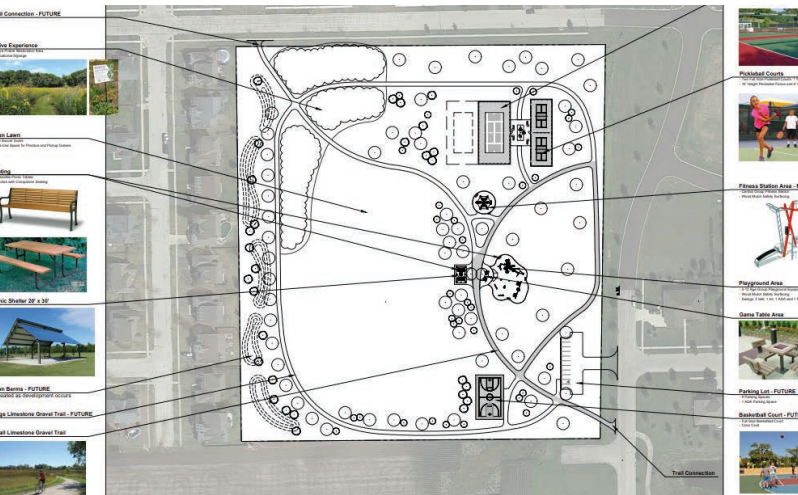
Core Values

EQUITY

Through a partnership with the school district, the tow agencies worked together to create public outdoor pickleball courts at West Elementary School.

Neighborhood park projects in 2022 have increased access to parks and green space in our community. New parks initiated in 2022 include

- Reston Ponds Subdivision received an Open Space Land Acquisition and Development grant for phase I of its development plan.
- Initiated a new park plan with North Grove Crossing HOA.



SUSTAINABILITY

The application of chemicals as a means for natural area management was reduced by nearly 50% from 2021 to 2022. This is tracked by hours spent on natural area chemical application, parks/ playground chemical application, and mechanical management. This method which has a negative impact on overall ecosystem health is being replaced with mechanical and other control methods.

CONNECTIONS

Introduced two new events. The Chili Cook-off, sanctioned by the Chili Appreciation Society International, brings chefs from throughout the Midwest to compete while offering a fun experience for the community. Sip 'n' Savor Taste Event connects residents to local breweries, wineries, distilleries, restaurants, and crafters from throughout Northern Illinois.



TRANSPARENCY

Initiated an annual District-wide reporting process that effectively communicates the District's finances, projects, and goals to the public.

Parks in Progress



ACTION 2020 PROJECTS

Riverside Soccer Complex opened in the spring of 2022. The site includes soccer fields, a shelter, natural area, and walking path.

The development project at **Citizens Memorial Sports Complex** was completed in the summer of 2022. The project includes five new ball diamonds, a disk golf course, playground, shelter, bocce ball court, and a native prairie with interpretive signs. The ball diamonds were dedicated to Ron Johnson's legacy as a teacher, coach, and mentor in Sycamore. Play will begin on the fields in 2023. This project is funded by a \$400,000 Open Space Land Acquisition and Development Grant.

NEIGHBORHOOD PARKS

In July the Park District was awarded \$240,300 in grant funds for the **Reston Ponds Park Development Project**. This opportunity was made possible through the Illinois Department of Natural Resources' Open Space Land Acquisition and Development program.

The grant will fund development of Phase I Projects: Playground, Small loop trail, Picnic shelter, Soccer field, Pickleball court, Native landscaping buffer and educational sign. Additional amenities including a second pickleball court, large loop trail, tennis court, basketball court, and a parking lot will be phased in over the coming years.

The Founders Park renovation includes replacing existing equipment and swings with new structures for ages 5-12 and 2-5 play areas and new swings. New playground safety surfacing of engineered wood fiber will be laid. The curb will be adjusted and expanded, the lawn will be restored, and benches added.

NEW PARK DISTRICT WEBSITE

As a part of the District's goal of rebranding and to better connect with the community, the website was redesigned and modernized. The last time the website was updated was 2015.

OUTDOOR PICKLEBALL COURTS

The Sycamore Park District and School District partnered to transition the old tennis courts at West Elementary School into outdoor pickleball courts. Used for staff parking during the school year, this cooperative effort ensures the space can be repurposed and utilized year-round. The School District resurfaced the lot and painted pickleball court lines. The Sycamore Park District with support from the Sycamore Parks Foundation purchased removable nets and posts.

NEW BRIDGE AT SYCAMORE GOLF CLUB

During a review of bridge integrity at the Sycamore Golf Club it was indicated that bridge number 1 which crosses the Kishwaukee River between holes nine and 10, needed to be replaced. The project went to bid and in November Martin and Company carried out the project.



AWARDS

Great Western Trail Extension Project received American Public Works Association's Public Works Projects of the Year, Transportation, for less than \$5 million.

Executive Director Jonelle Bailey for receiving the IL Park and Recreation Association's 2021 Chairman's Award for her hard work on the IPRA Executive Director Hiring Committee.

Natural Areas Specialist, Nicholas McCarney won first place in the Wildlife category and second place in the landscapes category of the Illinois Association of Park District's Give Us Your Best Shot photo contest.

Natural Areas

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.

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.

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.

RESEARCH

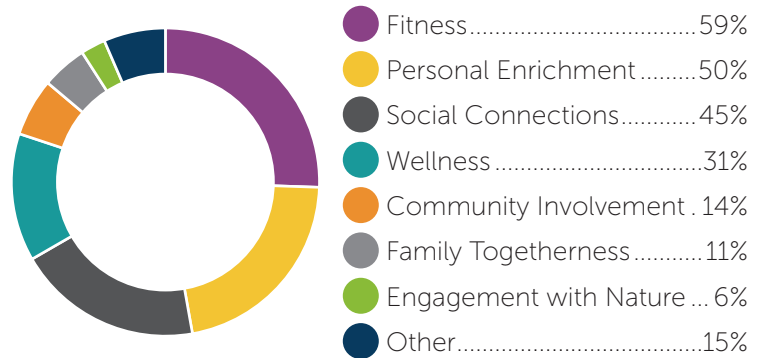
2022 was the 3rd year for research into the health of the aquatic ecosystems around Sycamore. From data collected, we could see habitat preferences and health of aquatic Ecosystems. We observed trends that indicate that chemical application to ponds is heavily detrimental to the health of those ecosystems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



Recreation



Why did people choose Sycamore Park District for recreation programming in 2022?



| Legacy Campus Usage | 2020 | 2021 | 2022 |
|--|--------|--------|--------|
| Daily visits to Community Center Facilities: Pathway, Track, Open Gym, Splash Fountain | 24,642 | 38,531 | 52,080 |
| Dog Park Members | 447 | 468 | 381 |

When asked to rank how well these benefits were achieved, on average participants gave their experience 9 out of 10.

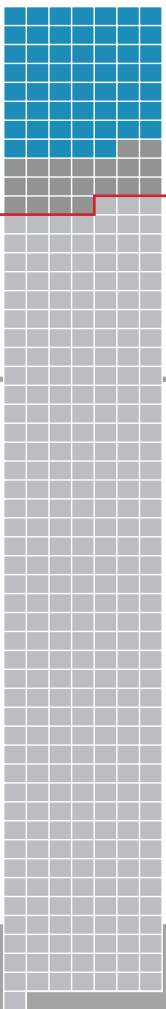
They ranked their likelihood of referring a friend or colleague to the Sycamore Park District at an average of 9 out of 10.

In 2022 1,067 households registered for at least one program.

Closing the Community Pool

In November the Board of Commissioners voted to officially close the Sycamore Park District Community Pool. Recognizing the many memories created at this beloved facility and after many years of research, data tracking, and conversations with the public and surrounding community it was a difficult decision for all involved.

The Park District is committed to managing the tax dollars it receives in a sustainable way. With this facility's 40-year-old infrastructure, outdated and failing mechanical systems, the rising cost of daily operations, decrease in attendance, and nationwide challenges with rising product costs and staffing, it was decided that continuing to operate it would not be a responsible decision. Due to the facility's location in the flood plain, renovations are also very costly and, in some scenarios, prohibited. Once decommissioned, the Park District looks forward to using this space to bring a new amenity to the park which meets IDNR's floodplain guidelines and continues to serve the community.



AVERAGE OPERATING SEASON

74-DAY SEASON IN 2022

54 DAYS OPEN

20 DAYS CLOSED

Due to weather, repairs, or closed early because of low attendance.

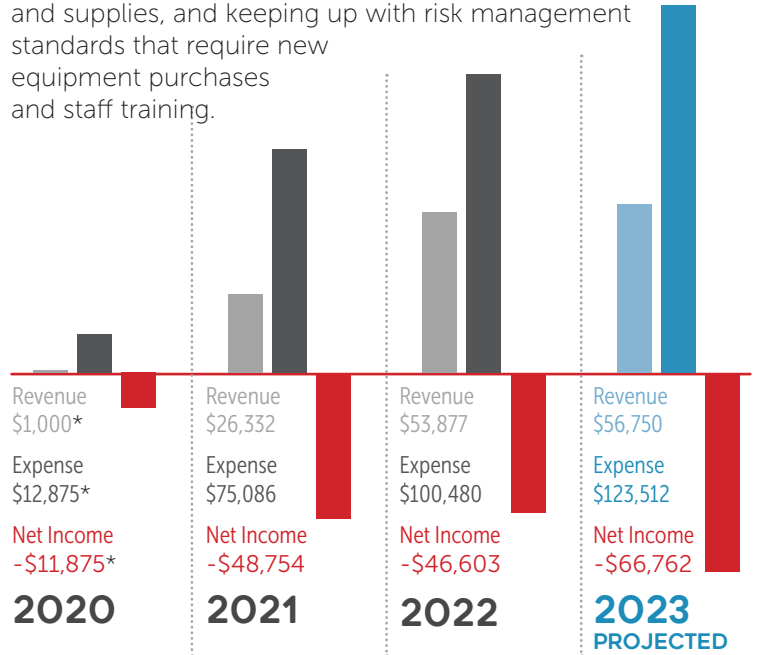
PUBLIC INPUT & COMMUNICATION

- 2011..... Community-wide Survey
- 2013 Community-wide Survey
- 2019/2020..... Community-wide Survey
- 2021 Mailer sent to all Sycamore households
- 2021 Program Catalog sent to all Sycamore households
- 2021. Community Pool Focus Group
- 2021. Public Aquatics Survey

To learn more about the pool's condition and view additional years of data visit sycparks.org.

COMMUNITY POOL OPERATIONS NET INCOME

Operating a safe and clean facility incurs several expenses regardless of attendance numbers. While admission and pass sales do supplement expenses, low attendance and rising costs continue to widen this gap. Examples of operating expenses include increase in staff costs based on rising minimum wage, rising costs of utilities, chemicals, and supplies, and keeping up with risk management standards that require new equipment purchases and staff training.



*The pool did not open in 2020 due to the COVID-19 Pandemic. The revenue shown is from a grant and the expense is from utilities and supplies purchased prior to the pandemic.

CAPITAL FUNDS

Capital funds earmarked for other things have covered costly repairs and general operations have been subsidized by other recreational programming and facilities.

ANNUAL MEDIAN CAPITAL FUNDS USED FOR POOL OPERATIONS: 2012-2023

\$18,000

2023 PROJECTED CAPITAL FUNDS TO BE USED FOR POOL OPERATIONS

\$22,000

Community Connections

INTERGOVERNMENTAL AGREEMENTS

City of Sycamore

Sycamore CUSD 427

Kishwaukee Special Recreation Association

FRIENDS, SPONSORS, & DONORS

Aggression Volleyball

Banner Up

Bowman-Maness Tree Service

CMJ Technologies

DeKalb County History Center

DeKalb County Police Dept

DeKalb Park District

Doty and Sons Concrete Products, Inc.

Edward Jones, Brittany Starkey

Edward Jones, Eric Anstedt

Engineering Resource Associates

Genoa Park District

Hauser-Ross Eye Institute

Heritage Woods of DeKalb

Jaybird Dog Training

Keep Rentals

Kiwanis Club of Sycamore

Midwest Irrigation

OC Creative

Old National Bank

Pest Control Consultants

Resource Bank

ServiceMaster Restoration and
Cleaning Services by Skip

Suter Company

Sycamore Lions Club

Sycamore Parks Foundation

Sycamore State Theatre

Upstaging



AFFILIATES

AYSO Soccer

Kishwaukee Valley Storm

Sycamore Youth Baseball

Sycamore Girls Softball

PARTNERS

DeKalb County Forest Preserve District

Family Service Agency of DeKalb County

Kish Kids Outside

Northwestern Medicine

NIU Department of Kinesiology &
Physical Education

NIU Outdoor Adventures

Sycamore Public Library



BOARD OF COMMISSIONERS



Bill Kroeger
President



Ben Doty
Vice President



Ted Strack
Commissioner



Daryl Graves
Commissioner



Denise Ackmann
Commissioner

PARK BOARD MEETINGS

The Board of Commissioners meets on the 4th Tuesday of each month at 6pm in the Sycamore Golf Club Clubhouse, 940 E. State Street, unless otherwise noted at sycparks.org. The public is invited to attend.

January 24
February 28
March 28
April 25

May 23
June 27
July 25
August 22

September 26
October 24
November 28
December 19

LEADERSHIP TEAM

- Jonelle Bailey..... Executive Director, CPRP
- Jackie HienbuecherSuperintendent of Finance & Business Services, CPA & CPRP
- Kirk LundbeckSuperintendent of Golf Operations Class A, PGA Professional
- Theresa TevshSuperintendent of Recreation Services, CPRP
- Jeff Donahoe.....Superintendent of Parks & Facilities, GCSAA, CPO, CPSI

ESTABLISHED
1923

20
PARKS

9.8
MILES
TRAILS

509
ACRES

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 21, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BUDGET AND APPROPRIATION ORDINANCE 04-2023: Recommended Approval

BACKGROUND INFORMATION: The combined annual budget and appropriation ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the district may incur in its next budget year. The ordinance must be passed and approved within or before the first quarter of each fiscal year and filed with the county. The ordinance is first prepared in tentative form and was made available for public inspection at least 30 days prior to final action. Additionally, a required public hearing is held by the Board, which was published, in advance, in an ad in the local paper.

The appropriation ordinance serves as an upper limit on what may be spent during the current fiscal year. It is, in effect, a statement of the maximum amount that could conceivably be spent if sufficient funds are available. It is allowable and recommended that the appropriation should exceed the working budget, which the board has already adopted, to allow for some leeway in spending. The ordinance reflects approximately a 15% increase over the working budget. This process and the 15% “buffer” is part of a larger process, as mandated by law. The ordinance has been available, now, for 30 days, and we are able to act upon it at this meeting.

FISCAL IMPACT: Documents upper limits of what may be spent. These figures are based upon the Operating and Capital Budgets already approved by the board.

STAFF RECOMMENDATION: Recommend approval of Ordinance 04-2023.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:BOARD ACTION:

JB (8/1)

**ORDINANCE NO. 04-2023
BUDGET AND APPROPRIATION ORDINANCE**

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE FIRST (1st) DAY OF JANUARY, 2023, AND ENDING ON THE THIRTY-FIRST (31st) DAY OF DECEMBER, 2023.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS (the Board) of the SYCAMORE PARK DISTRICT (the “District”), DEKALB COUNTY, ILLINOIS:

Section I. It is hereby found and determined:

(a) This Board has heretofore caused to be prepared a combined annual budget and appropriation in tentative form, which ordinance has been conveniently available for public inspection for at least 30 days prior to final action thereon:

(b) A public hearing was held at the Sycamore Park District, DeKalb County, Illinois on the 28th day of March, 2023 on said ordinance, notice of said hearing having been given by publication in the Daily Chronicle, being a newspaper published within this District, at least one week prior to such hearing; and,

(c) That all other legal requirements for the adoption of the annual budget and appropriation ordinance of this District for the fiscal year beginning January 1, 2023 and ending December 31, 2023 have heretofore been performed.

Section II. The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2023 and ending on the thirty-first (31st) day of December, 2023.

I. CORPORATE FUND

| | |
|--------------------------------------|-------------------|
| Salaries, Wages and Taxes | \$ 562,288 |
| Professional and Contracted Services | \$ 135,355 |
| Administrative Supplies and Expenses | \$ 142,360 |
| Repairs and Maintenance | \$ 118,105 |
| Utilities | \$ 49,580 |
| Insurance | \$ 102,768 |
| Debt Service | \$ 933,729 |
| Transfer of funds | <u>\$ 200,000</u> |
| Total Estimated Expenditures | \$ 2,244,185 |

CORPORATE FUND SUMMARY

| | |
|---|---------------------|
| Fund Balance January 1, 2023 | \$ 1,012,650 |
| Estimated 2022 Property Taxes & Interest | \$ 1,805,500 |
| Estimated transfer of IMRF/SS tax levy | \$ 61,803 |
| Estimated 2023 Corporate Replacement | \$ 161,000 |
| Estimated transfer from other funds | \$ - |
| Miscellaneous revenue | <u>\$ 35,296</u> |
| Total Estimated Available Revenues | \$ 3,076,249 |
| Total Estimated Expenditures | <u>\$ 2,244,185</u> |
| Estimated Fund Balance December 31, 2023 | \$ 832,064 |

II. RECREATION FUND

| | |
|--------------------------------------|-------------------|
| Salaries, Wages and Taxes | \$ 1,030,175 |
| Professional and Contracted Services | \$ 147,879 |
| Supplies | \$ 182,515 |
| Repairs and Maintenance | \$ 101,430 |
| Utilities | \$ 153,587 |
| Insurance | <u>\$ 193,103</u> |
| Total Estimated Expenditures | \$ 1,808,689 |

RECREATION FUND SUMMARY

| | |
|---|---------------------|
| Fund Balance January 1, 2023 | \$ 639,521 |
| Estimated 2022 Property Taxes & Interest | \$ 1,185,650 |
| Estimated transfer of IMRF/SS tax levy | \$ 109,950 |
| League & Sports Fees | \$ 49,870 |
| Programs/Events | \$ 208,602 |
| Fitness | \$ 165,025 |
| Community Center Services | \$ 75,900 |
| Miscellaneous revenue | <u>\$ 33,925</u> |
| Total Estimated Available Revenues | \$ 2,468,443 |
| Total Estimated Expenditures | <u>\$ 1,808,689</u> |
| Estimated Fund Balance December 31, 2023 | \$ 659,754 |

III. RESTRICTED CONTRIBUTIONS

| | |
|-----------------|-------------------|
| Expenses | \$ 231,000 |
|-----------------|-------------------|

RESTRICTED CONTRIBUTIONS SUMMARY

| | |
|---|-------------------|
| Fund Balance January 1, 2023 | \$ 220,925 |
| Donations | <u>\$ 50,000</u> |
| Total Estimated Available Revenues | \$ 270,925 |
| Total Estimated Expenditures | <u>\$ 231,000</u> |
| Estimated Fund Balance December 31, 2023 | \$ 39,925 |

IV. SPECIAL RECREATION FUND

| | |
|-----------------|-------------------|
| Expenses | \$ 391,066 |
|-----------------|-------------------|

SPECIAL RECREATION FUND SUMMARY

| | |
|---|-------------------|
| Fund Balance January 1, 2023 | \$ 225,057 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 271,630</u> |
| Total Estimated Available Revenues | \$ 496,687 |
| Total Estimated Expenditures | <u>\$ 391,066</u> |
| Estimated Fund Balance December 31, 2023 | \$ 105,621 |

V. IMRF FUND

| | |
|-----------------|------------------|
| Expenses | \$ 90,452 |
|-----------------|------------------|

IMRF FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 4,654 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 85,798</u> |
| Total Estimated Available Revenues | \$ 90,452 |
| Total Estimated Expenditures | <u>\$ 90,452</u> |
| Estimated Fund Balance December 31, 2023 | \$ 0 |

VI. SOCIAL SECURITY FUND

| | |
|-----------------|-------------------|
| Expenses | \$ 132,250 |
|-----------------|-------------------|

SOCIAL SECURITY FUND SUMMARY

| | |
|---|-------------------|
| Fund Balance January 1, 2023 | \$ 0 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 132,250</u> |
| Total Estimated Available Revenues | \$ 132,250 |
| Total Estimated Expenditures | <u>\$ 132,250</u> |
| Estimated Fund Balance December 31, 2023 | \$ 0 |

VII. LIABILITY TORT FUND

| | |
|-----------------|------------------|
| Expenses | \$ 74,342 |
|-----------------|------------------|

LIABILITY TORT FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 56,327 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 72,795</u> |
| Total Estimated Available Revenues | \$ 129,122 |
| Total Estimated Expenditures | <u>\$ 74,342</u> |
| Estimated Fund Balance December 31, 2023 | \$ 54,780 |

VIII. AUDIT FUND

| | |
|-----------------|------------------|
| Expenses | \$ 17,825 |
|-----------------|------------------|

AUDIT FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 12,195 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 18,458</u> |
| Total Estimated Available Revenues | \$ 30,653 |
| Total Estimated Expenditures | <u>\$ 17,825</u> |
| Estimated Fund Balance December 31, 2023 | \$ 12,828 |

IX. PAVING & LIGHTING FUND

| | |
|-----------------|------------------|
| Expenses | \$ 75,882 |
|-----------------|------------------|

PAVING & LIGHTING FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 47,132 |
| Estimated 2022 Property Taxes & Interest | <u>\$ 28,750</u> |
| Total Estimated Available Revenues | \$ 75,882 |
| Total Estimated Expenditures | <u>\$ 75,882</u> |
| Estimated Fund Balance December 31, 2023 | \$ 0 |

X. POLICE FUND

| | |
|-----------------|-----------------|
| Expenses | \$ 6,230 |
|-----------------|-----------------|

POLICE FUND SUMMARY

| | |
|---|-----------------|
| Fund Balance January 1, 2023 | \$ 3,876 |
| Estimated 2022 Property Taxes & Interest | \$ 5,750 |
| Estimated transfer of IMRF/SS tax levy | <u>\$ 443</u> |
| Total Estimated Available Revenues | \$ 10,069 |
| Total Estimated Expenditures | <u>\$ 6,230</u> |
| Estimated Fund Balance December 31, 2023 | \$ 3,839 |

XI. DEVELOPMENT CONTRIBUTION FUND

| | |
|-----------------|------------------|
| Expenses | \$ 60,664 |
|-----------------|------------------|

DEVELOPMENT CONTRIBUTION FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 51,349 |
| Development Contributions | \$ 9,200 |
| Miscellaneous revenue | <u>\$ 115</u> |
| Total Estimated Available Revenues | \$ 60,664 |
| Total Estimated Expenditures | <u>\$ 60,664</u> |
| Estimated Fund Balance December 31, 2023 | \$ 0 |

XII. GOLF COURSE FUND

| | |
|--------------------------------------|-------------------|
| Salaries, Wages and Taxes | \$ 425,670 |
| Professional and Contracted Services | \$ 32,545 |
| Supplies | \$ 53,239 |
| Repairs and Maintenance | \$ 116,351 |
| Utilities | \$ 39,035 |
| Insurance | \$ 62,362 |
| Misc. | \$ <u>118,335</u> |
| Total Estimated Expenditures | \$ 847,537 |

GOLF FUND SUMMARY

| | |
|--|-------------------|
| Fund Balance, January 1, 2023 | \$ 174,469 |
| Estimated transfer of IMRF/SS tax levy | \$ 4,909 |
| Daily Fees | \$ 268,582 |
| Season Passes | \$ 147,667 |
| Carts | \$ 212,964 |
| Golf Events & Programs | \$ 22,943 |
| Miscellaneous | \$ 37,950 |
| Pro Shop Sales | \$ <u>47,730</u> |
| Total Estimated Available Revenues | \$ 917,214 |
| Total Estimated Expenditures | \$ <u>847,537</u> |
| Estimated Fund Balance, December 31, 2023 | \$ 69,677 |

XIII. AQUATICS FUND

| | |
|------------------------------|-----------------|
| Salaries, Wages and Taxes | \$ 573 |
| Supplies | \$ 2,070 |
| Utilities | \$ <u>6,900</u> |
| Total Estimated Expenditures | \$ 9,543 |

AQUATICS FUND SUMMARY

| | |
|--|-----------------|
| Fund Balance, January 1, 2023 | \$ 0 |
| Estimated transfer of IMRF/SS tax levy | \$ 38 |
| Daily Fees | \$ 12,650 |
| Rentals | \$ <u>1,495</u> |
| Total Estimated Available Revenues | \$ 14,183 |
| Total Estimated Expenditures | \$ <u>9,543</u> |
| Estimated Fund Balance, December 31, 2023 | \$ 4,640 |

XIV. CONCESSIONS

| | |
|------------------------------|------------------|
| Salaries, Wages and Taxes | \$ 74,827 |
| Supplies | \$ 86,813 |
| Repairs and Maintenance | \$ 6,785 |
| Utilities | \$ 8,701 |
| Insurance | \$ 7,480 |
| Misc. | \$ <u>17,538</u> |
| Total Estimated Expenditures | \$ 202,144 |

CONCESSIONS FUND SUMMARY

| | |
|---|-------------------|
| Fund Balance January 1, 2023 | \$ 66,481 |
| Estimated transfer of IMRF/SS tax levy | \$ 7,645 |
| Sports Complex | \$ 68,867 |
| Clubhouse | \$ 102,561 |
| Beverage Cart | \$ 13,555 |
| Catering | \$ 23,454 |
| Marketing Fund | \$ <u>2,875</u> |
| Total Estimated Available Revenues | \$ 285,438 |
| Total Estimated Expenditures | \$ <u>202,144</u> |
| Estimated Fund Balance December 31, 2023 | \$ 83,294 |

XV. BOND AND INTEREST FUND

| | |
|--------------------------|-------------------|
| Interest | \$ 23,698 |
| Principal | \$ 760,139 |
| Transfers to other funds | \$ 101,741 |
| Total Expenses | \$ 885,578 |

BOND AND INTEREST FUND SUMMARY

| | |
|---|------------------|
| Fund Balance January 1, 2023 | \$ 101,741 |
| Estimated 2022 Property Taxes & Interest | \$ 794,650 |
| Total Estimated Available Revenues | \$ 896,391 |
| Total Estimated Expenditures | \$ 885,578 |
| Estimated Fund Balance December 31, 2023 | \$ 10,813 |

XVI. CAPITAL FUND

| | |
|------------------------------|--------------|
| Buildings & Structures | \$ 5,750 |
| Maintenance Equipment | \$ 13,800 |
| Equipment/Furnishings | \$ 12,075 |
| Golf Course | \$ 487,945 |
| Action 20/20 | \$ 552,000 |
| Community Center | \$ 17,250 |
| Parks & Grounds | \$ 911,547 |
| Miscellaneous | \$ 16,675 |
| Total Estimated Expenditures | \$ 2,017,042 |

CAPITAL FUND SUMMARY

| | |
|---|-------------------|
| Fund Balance January 1, 2023 | \$ 1,007,849 |
| Grant Income | \$ 444,245 |
| Bond Proceeds | \$ 678,500 |
| Miscellaneous revenue | \$ 318,826 |
| Total Estimated Available Revenues | \$ 2,449,420 |
| Total Estimated Expenditures | \$ 2,017,042 |
| Estimated Fund Balance December 31, 2023 | \$ 432,378 |

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2023 and ending December 31, 2023 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended December 31, 2022 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

Section III. The following determinations have been made and are hereby made a part of the aforesaid budget:

| | | |
|-----|--|--------------|
| (a) | An estimate of the cash on hand at the beginning of the fiscal year is expected to be | \$ 3,571,178 |
| (b) | An estimate of the cash expected to be received during the fiscal year from all sources is | \$ 7,378,287 |
| (c) | An estimate of the expenditures contemplated for the fiscal year is | \$ 8,454,986 |
| (d) | An estimate of the cash expected to be on hand at the end of the fiscal year is | \$ 2,494,479 |
| (e) | An estimate of the amount of taxes to be received during the fiscal year is | \$ 3,822,000 |

Section IV. The receipts and revenues of the Sycamore Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the General Fund and shall first be placed to the credit of such fund.

Section V. All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance be and the same are hereby repealed to the extent of such conflict. If any item or portion thereof of this budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

This ordinance shall be in full force and effect immediately upon its passage.

Passed by the Board of Commissioners of the Sycamore Park District this _____ day of _____, 2023.

President

ATTEST:

Secretary

State of Illinois)
) SS
County of DeKalb)

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

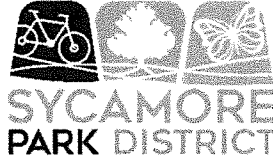
I further certify that the foregoing is a full, true and complete copy of Ordinance No. 04-2023 entitled “An Ordinance adopting the combined Annual Budget and Appropriation of funds for the Sycamore Park District, DeKalb County, Illinois, for the fiscal year beginning on the first day (1st) of January, 2023 and ending on the thirty-first (31st) day of December, 2023” enacted by the Board at a March 21, 2023, regular meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code with all of the procedural rules of the board in enacting this ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District, this 21st day of March, 2023.

Secretary, Board of Park Commissioners
Jonelle Bailey

(SEAL)



Board of Commissioners
Date of Board Meeting: March 21, 2023

INFORMATION ONLY

AGENDA ITEM:

Superintendent of Recreation

BACKGROUND INFORMATION:

In the fall our current Superintendent of Recreation indicated that she would retire in Spring of 2023.

At that time we initiated the planning and estimated timeline for interviewing, hiring and training for that position. The position was posted in January and we had a total of 13 applicants. Of those only five applicants met the qualifications. The top five candidates information was sent to the leadership team and they were asked to rank them. Of those we interviewed three candidates, and we chose Lisa Metcalf for the Superintendent of Recreation position.

Ms. Metcalf will start on April 17th. Please welcome Lisa, we are very excited to have her on board.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION: