

Sycamore Park District  
 Regular Board Meeting  
 June 27, 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)**

#### **Introduction of William Turner**

#### **APPROVAL OF MINUTES: (Voice Vote)**

3. Regular Minutes: May 23, 2023 (Voice Vote)  
 Executive Sessions Minutes: May 23, 2023 (Voice Vote) (To Remain Confidential)

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

11. Claims Paid Since Board Meeting (Roll Call Vote)
37. Claims Presented (Roll Call Vote)

#### **CONSENT AGENDA:**

44. Superintendent of Finance Monthly Report
46. Budget
61. Superintendent of Recreation Monthly Report
64. Superintendent of Golf Operations Monthly Report
67. Superintendent of Parks and Facilities Monthly Report
70. Marketing & Community Outreach Manager
71. Executive Director Monthly Report

#### **CORRESPONDENCE:**

73. CASA Thank You

#### **PUBLIC INPUT:**

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

#### **PLANNING COMMISSION REPORT: Ted**

## AGENDA

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### OLD BUSINESS:

74. Solar Energy Update: Jeff/Jonelle
75. Park/Construction Updates: Jonelle/Jeff
  - Bridge 1
  - Clubhouse
  - Great Western Trail
  - Lighting
  - North Grove Park
  - Riverside
76. RecStar Sound Check Report: Winter/Spring Results

### NEW BUSINESS:

78. Lightshow option
86. Board By-Laws Annual Review
96. Quarterly Capital Funds Update
98. Reston Ponds Bid Review
102. Hartmann Lease revised

### Special Announcements

Potential Study Session July 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, May 23, 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, May 23, 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, 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: **Commissioner Strack was absent.**

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

**Guests at the Board meeting were:**

Don Shaw – Lauterbach and Amen  
Tony Rowan – Boys Baseball  
Craig Brannstrom – Boys Baseball

**Regular and Consent Agenda Approval –  
Motion**

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

**Voice Vote**

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

**Acceptance of Election Canvas Results:**

**Roll Call Vote**

Director Bailey asked for a roll call vote for the Acceptance of the Election Results. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

Commissioners Kroeger, Doty and Ackmann were then sworn in and read the oath.

**Annual Meeting:**

**Sycamore Park District Annual Board Meeting and Election of Officers for 2023 -** President Kroeger called the Annual meeting to order. He then turned the meeting over to Director Bailey.

**Voice Vote**

Director Bailey called for a voice vote for the authorization for her to act as Chair for the purpose of the election of the President. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

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Director Bailey noted it is now her duty for the election of the President to open the floor for nominations for the election of the President of the Board of Commissioners, so the floor is now open for nominations.

Director Bailey opened the floor for nominations for President.

<b><u>Office:</u></b>	<b><u>Nominee:</u></b>	<b><u>Nominated by:</u></b>	<b><u>Seconded by:</u></b>	<b><u>Vote:</u></b>
<b>President</b>	<b>Bill Kroeger</b>	<b>Ben Doty</b>	<b>Daryl Graves</b>	<b>(4) Ayes</b> <b>(0) Nays</b>

Director Bailey asked if there were any other nominations for President and hearing none, she then closed the nominations for President of the Sycamore Park District and asked for a motion.

**Motion**

Commissioner Doty moved to close the nominations for President. Commissioner Ackmann seconded the Motion.

**Voice Vote**

Director Bailey called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

**Roll Call**

Director Bailey called for a roll call to vote on the nomination of Bill Kroeger for President. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

Director Bailey then turned the balance of the nomination process over to President Bill Kroeger.

President Kroeger opened the floor for nominations for Vice President.

<b><u>Office:</u></b>	<b><u>Nominee:</u></b>	<b><u>Nominated by:</u></b>	<b><u>Seconded by:</u></b>	<b><u>Vote:</u></b>
<b>Vice President</b>	<b>Ben Doty</b>	<b>Bill Kroeger</b>	<b>Daryl Graves</b>	<b>(4) Ayes</b> <b>(0) Nays</b>

President Kroeger closed the floor for nominations for Vice President for the coming year.

**Motion**

Commissioner Graves moved to close the nominations for Vice President. 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 4-0. Commissioner Strack was absent.

**Roll Call**

President Kroeger called for a roll call to vote on the nomination of Ben Doty for Vice President. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

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**Sycamore Park District Annual Board Meeting and Election of Officers for 2023 – cont'd:**

President Kroeger asked for appointments for the following:

**Treasurer:** Jackie Hienbuecher was nominated.

**Secretary:** Jonelle Bailey was nominated.

**Recording Secretary:** Jeanette Freeman was nominated.

President Kroeger closed the floor for nominations for the coming year 2023.

**Motion**

Commissioner Doty moved to close the nominations for Treasurer, Secretary, and Recording Secretary. Commissioner Graves seconded the Motion.

**Voice Vote**

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

**Roll Call**

President Kroeger called for a roll call to vote on the nominations of Jackie Hienbuecher for Treasurer, Jonelle Bailey for Secretary and Jeanette Freeman for Recording Secretary. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

President Kroeger asked for appointments for the following:

**Legal Services:** Ancel Glink was nominated.

**Audit Services:** Lauterbach & Amen was nominated.

**IAPD Legislative Contact:** Commissioner Ackmann was nominated.

**FOIA Officers:** Jonelle Bailey and Kirk Lundbeck were nominated.

**Open Meetings Act Official:** Board President and Vice President were nominated.

**ADA Coordinators:** Jonelle Bailey and Lisa Metcalf were nominated.

**Plan Commission Representative:** Ted Strack was nominated.

**Motion**

Commissioner Doty moved to close the nominations for all the above. Commissioner Graves seconded the Motion.

**Voice Vote**

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

**Roll Call**

President Kroeger called for a roll call to vote on the nomination of all stated. All commissioners present voted Aye. Motion carried 4-0. Commissioner Strack was absent.

President Kroeger asked for a motion to close the Annual Meeting for 2022.

**Motion**

Commissioner Ackmann moved to close the Annual Meeting. 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 4-0. Commissioner Strack was absent.

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**Approval of Minutes –**

**Motion**

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

**Voice Vote**

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

**Motion**

Commissioner Doty moved to approve the April 25, 2023, Executive Session Meeting Minutes to remain confidential. 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 4-0. Commissioner Strack was absent.

**Claims and Accounts Approval**

**Motion**

Commissioner Doty moved to approve and pay the bills in the amount of \$179,766.44.  
 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 4-0. Commissioner Strack was absent.

**Correspondence – None**

**Public Input –**

- Tony Rowan, Sycamore Youth Baseball President. He came to talk about Field 17 usage. He noted he talked to their past president, and he remembered being told they would get the pony field. Now that the field is in place, we are not getting it each night. He came to ask if this could happen. Supt. Donahoe noted when this started it was going to be 6 fields at 200 feet. Then the budget would only allow for 5 fields. He stated it was never said it would be exclusive to baseball. It was meant to be a multi-purpose field with a portable pitching mound. He found emails he had from the original conversations and minutes from the meetings on June 26, 2019, where baseball, softball, the park, and engineers were there. We were able within the budget we had to make the field big enough, but we could not afford the permanent fence. He is finding that everyone has been agreeable and when the other fields open it will be better. Tony noted their organization doesn't have notes from them, so he would appreciate it if Jeff could send him the notes he has. Supt. Donahoe noted the High school is intending to build the field out there so that will also be available if that happens. Director Bailey noted the high field will be in phases if it happens.

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**Positive Feedback –**

- Jeanette Freeman – She noted she was out there at games on Saturday and wanted to thank concessions along with Jeff and his staff for everything they do. Concessions was crazy busy and kept up. Jeff and his staff were out there after the morning games to get the fields ready again for the afternoon games. Unless you are out there, you don't see the behind-the-scenes things that go on to make the games happen.
- Commissioner Ackmann noted she is hearing a lot of positive feedback on the popcorn buckets. It was a great idea and well received.
- Commissioner Graves noted he read the report on the success the golf course is having and noted this is awesome.
- Supt. Lundbeck noted we are \$77,000 ahead of last year at this time.
  
- President Kroeger noted he and Director Bailey have been talking about the pickleball courts at West school. He had asked Director Bailey to get a price to resurface the courts. Supt. Donahoe noted he talked to Mark Ekstrom on this. They did a lot of work on this and then heard it wasn't smooth enough. They do still need some of the space for storage and parking during the school year. Mark was agreeable to mark off when they need the courts and sent off to US Tennis Courts to get a cost to resurface it. President Kroeger noted we need to keep the conversations going on this.

**Plan Commission:** Commissioner Strack was absent so no report.

**Presentation of Audit:** Supt. Hienbuecher turned over the meeting to Don Shaw from Lauterbach & Amen. He then went over the audit.

**Motion**

Commissioner Doty moved to accept and approve the Audit as presented. Commissioner Ackmann seconded the Motion.

**Roll Call**

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

**Old Business:**

**Solar Energy Update:** Director Bailey noted there are some areas that need to be repaired on the roof. Supt. Donahoe noted the company checked the roof and lining. Director Bailey noted that once repairs are complete, we can add solar panels if we choose to move forward. It is around an 18-month turnaround time.

**Motion**

Commissioner Graves moved to approve the repairs and moving forward with the Solar panel. 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 4-0. Commissioner Strack was absent.

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### **Construction Updates:**

- **Bridge 1:** Supt. Donahoe noted Martin come back to do the earth work. Next week Winters Landscaping come back to finish the landscaping.
- **Clubhouse:** Director Bailey noted the health department said we need a dump sink, so we have to open up the wall to connect plumbing. The beer cooler went out, so getting a new one. The health department said we can now serve food using the grill and fryer. Director Bailey asked Melissa to get it in writing from them since they just verbally told her. Pepsi should be here this week to install the fountain pop. We are still waiting on the front panel installments.
- **Education Room Bathroom:** Director Bailey noted this is completed.
- **Lighting:** Supt. Donahoe noted there are two groups, one is changing the lighting to LED in our buildings. The other is ball diamond lights being changed to LED fixtures. Com Ed was doing the program to replace at almost no cost to us. Now Com Ed has changed their mind on this and is not doing this program. Our contactor is waiting on another avenue with Com Ed to get a grant to do this. Director Bailey noted in the current plan we would be 4G component with remote control. With the new grant it wouldn't be 4G, but we would still get all new fixtures. Supt. Donahoe noted hopefully this will come through.
- **North Grove:** Director Bailey noted they had a community meeting last week on the different options. It went well overall, but not a great turn out. She went over the different options with the board. Upland Design will now give us the plan with all the suggestions. Director Bailey noted if we get the OSLAD grant, construction would be in 2025.
- **Reston Ponds:** Director Bailey noted once the bid happens, we will be looking at late summer or early fall.
- **Softball Field:** Director Bailey noted we don't have any updates with where the school is at this point. The school wants to put it out to bid in June, but they are still trying to see what they can afford. The school is trying to pick out the key parts and what will be in phase 1 and phase 2.
- **Strikeguard:** Supt. Donahoe noted we replaced the Thorguard system with the Strikeguard system. We have five units now: one on the roof of the clubhouse, at the shelter at 18 tee, at the community center, at soccer, and at baseball in the new parking lot. Strikeguard reads actual lighting waves.
- **GWT:** Director Bailey noted we are in the process of getting the second appraisal for FS Grain. Ibarra is still in mediation. We need to let it this fall, so trying to get everyone moving. We have received the papers for Marsden, so just waiting for Ancel, Glink to review.



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### **New Business**

#### **Efficiency Committee: Res. 01-2023 A Resolution Forming a Committee on Local**

**Government Efficiency:** Supt. Hienbuecher noted this is just a one-time report that needs to be done and then turned into the County.

#### **Motion**

Commissioner Doty moved to approve Res. 01-2023 - A Resolution Forming a Committee on Local Government Efficiency with two residents to be named. Commissioner Ackmann seconded the Motion.

#### **Roll Call**

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

#### **Special Announcements –**

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

**Public Input –** None

#### **Motion**

The Board adjourned the Regular Session to go into Executive Session at 7:15 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 4-0. Commissioner Strack was absent.

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.

The Board convened to Executive Session at 7:15 pm. The roll was called with Commissioners Ackmann, Doty, Graves, and Kroeger present along with Director Bailey, Recording Secretary Jeanette Freeman, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck and Lisa Metcalf.

#### **Motion**

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

#### **Voice Vote**

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

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The Board reconvened to Regular Session at 7:30 pm. The roll was called with Commissioners Ackmann, Doty, Graves, and Kroeger present. Commissioner Strack was absent.

**Motion**

The Board adjourned the Regular Session at 7:30 p.m. on a motion made by Commissioner Graves. 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 4-0. Commissioner Strack was absent.

Respectfully Submitted,

Jeanette Freeman  
Recording Secretary  
Sycamore Park District

DATE: 06/19/2023  
 TIME: 12:55:43  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

PAGE: 1

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FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AALCO	54125	01 VOLLEYBALL WINCH W/ STRAP, HAN	2075000046216	06/12/23	00006279	66094	06/12/23	350.00	350.00
									350.00
									VENDOR TOTAL: 350.00
ACUSHNET	915848925	01 PRO-V1x DOZEN	501000001300	06/01/23	00006077	66019	06/06/23	1,604.09	1,604.09
		02 TOUR SOFT DOZEN	501000001300		00006077				996.00
		03 VELOCITY DOZEN	501000001300		00006077				330.00
		04 SHIPPING INV 915848925	501000001300		00006077				270.00
		05 DISC INV 915848925	501000001300		00006077				40.01
									-31.92
									VENDOR TOTAL: 1,733.27
									1,733.27
									996.00
									279.00
									456.00
									27.77
									-25.50
									VENDOR TOTAL: 1,096.49
									466.67
									456.00
									-9.12
									19.79
									VENDOR TOTAL: 4,433.85
									629.82
									576.00
									53.82
AFLAC	805792	01 AFLAC - PRE TAX	101000002006	05/12/23		65995	05/24/23	502.82	502.82
		02 AFLAC - AFTER TAX	101000002007						474.02
									28.80
									VENDOR TOTAL: 502.82
AIRGAS	9997216822	01 SHOP WELDING TANK RENTAL	1015000066401	05/31/23		66020	06/06/23	39.74	39.74
									39.74
									VENDOR TOTAL: 39.74

FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ALARMDET		ALARM DETECTION SYSTEMS, INC							
SI-593006		01 WORK ON CLUBHOUSE ALARM	101000056300	05/16/23		65996	05/24/23	413.77	413.77
		02 WORK ON CLUBHOUSE ALARM	201000056300						206.88
									206.89
BANK		THE BANK OF NEW YORK MELLON							413.77
									VENDOR TOTAL:
SYCAMORE15A-0623		01 2015A BOND INTEREST	101000156900	04/18/23		65986	05/19/23	209,175.00	8,662.50
									8,662.50
SYCAMORE17A-0623		01 2017A BOND INT	101000156900	04/18/23		65986	05/19/23	209,175.00	141,037.50
									141,037.50
SYCAMORE19-0623		01 2019A ALT BOND INT	101000156900	04/18/23		65986	05/19/23	209,175.00	59,475.00
									59,475.00
BANN		BANNER UP SIGNS							209,175.00
									VENDOR TOTAL:
80223		01 CLUBHOUSE DECALS 1/2	101000076500	05/17/23		65997	05/24/23	498.00	498.00
		02 CLUBHOUSE DECALS 1/2	201000076500						96.50
		03 ROTARY AND RON JOHNSON SIGNS	101200046214						96.50
									305.00
80331		01 EMB PANEL	101500066405	05/30/23		66021	06/06/23	686.50	550.00
									550.00
80343		01 OSLAD SIGN	101200046203	05/31/23		66021	06/06/23	686.50	36.50
									36.50
80360		01 CONCERT SPONSORS BANNER	101200046203	06/06/23		66021	06/06/23	686.50	100.00
									100.00
BATTERIE		BATTERIES PLUS BULBS							1,184.50
									VENDOR TOTAL:
P62580568		01 BATTERIES	101000046200	05/22/23		65998	05/24/23	18.60	18.60
		02 BATTERIES	201000046200						9.30
									9.30
BIELAWA		BIELAWA, MATTHEW							18.60
									VENDOR TOTAL:
7-6-23 CONCERT		01 7-6-23 BAND FEE	206194006128	06/06/23		66022	06/06/23	1,200.00	1,200.00
									1,200.00

FROM 05/19/2023 TO 06/19/2023

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

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VENDOR TOTAL: 1,200.00

BJS BJ'S DECORATING

0000240-REPL 01 FLOOD-KIT FLOOR-TILE & BASE 101000076500 05/01/23 66095 06/12/23 3,990.60 3,405.75

0000241-REPL 01 FLOOD-BASEPS-CH-KIT-REPL CK 101000076500 05/01/23 66095 06/12/23 3,990.60 584.85

VENDOR TOTAL: 3,990.60

BREAK BREAKTHRU BEVERAGE ILLINOIS LL

110499546 01 PROMO VODKA 303000086636 05/26/23 66075 06/08/23 1,633.64 1,633.64

02 FIREBALL 303000086636 00006309 2.04

03 TEQUILA 303000086636 00006309 228.00

04 TITOS VODKA 303000086636 00006309 318.60

05 DELIVERY 303000086636 00006309 1,080.00

VENDOR TOTAL: 5.00

BSN BSN SPORTS

921621995 01 NET 202100076537 05/10/23 66076 06/08/23 417.84 93.55

921640348 01 DRAG MAT 202100076519 05/12/23 66076 06/08/23 417.84 93.55

VENDOR TOTAL: 417.84

BURRI BURRI EQUIPMENT CO.

PS3013556-02 01 ROUGH MOWER SWITCH 101500066403 05/22/23 66023 06/06/23 32.64 32.64

PS3013556-1 01 MOWER TIRE AND RIM 101500066403 05/17/23 65999 05/24/23 243.98 243.98

VENDOR TOTAL: 276.62

CALI CALIPARI, ROCCO

7-13-13 CONCERT 01 7-13-23 BAND FEE 206194006128 06/06/23 66024 06/06/23 1,200.00 1,200.00

VENDOR TOTAL: 1,200.00

DATE: 06/19/2023  
 TIME: 12:55:43  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CAPITALO	CAPITAL ONE								
1648768948		01 HOT DOG BUNS	303000086615	05/19/23	00006234	66004	05/24/23	3,192.58	3,192.58
		02 DRINKS/PLATES	101000046212		00006234				19.32
		03 DRINKS/PLATES	201000046212		00006234				3.40
		04 DANISHES	303000086611		00006249				135.88
		05 COOKIES	303000086618		00006249				104.24
		06 STRING CHEESE	303300086623		00006249				9.98
		07 DILL PICKLES	303300086623		00006249				76.08
		08 TAKIS	303000086618		00006249				18.38
		09 CHEX MIX	303000086618		00006249				16.24
		10 TRAIL MIX	303000086618		00006249				32.56
		11 PEANUTS	303000086618		00006249				10.88
		12 GOLDFISH	303000086618		00006249				13.14
		13 CHEEZITS	303000086618		00006249				15.62
		14 CRACKERS	303000086618		00006249				18.72
		15 SLIM JIMS	303000086623		00006249				25.48
		16 GATORADE	303000086631		00006249				71.52
		17 CANDY	303000086624		00006249				333.52
		18 SPICES-WALKING TACOS	303300086613		00006249				47.32
		19 TOWELS/CLEANER	303000076551		00006249				27.45
		20 TOWELS	303300076551		00006249				15.72
		21 POP	303300086631		00006249				14.98
		22 GATORADE	303000086631		00006251				229.26
		23 LETTUCE-WALKING TACOS	303300086613		00006252				31.68
		24 HAMBURGER BUNS	303000086613		00006252				27.60
		25 HOT DOG BUNS	303000086615		00006252				69.00
		26 CREAMER	303300086632		00006252				5.47
		27 HOT CHOCOLATE	303300086632		00006252				42.40
		28 JUICE	303000086636		00006252				14.96
		29 BOTTLE POP	303000086630		00006252				24.62
		30 DR PEPPER CANS	303000086631		00006277				29.96
		31 GATORADE	303000086631		00006277				71.52
		32 DRUMSTICKS	303300086626		00006277				56.90
		33 FLOVOR ICE-MR FREEZE	303300086626		00006277				19.96
		34 CHIPS	303000086622		00006277				51.64
		35 GUSHERS	303300086624		00006277				13.98
		36 CHEEZITS	303000086618		00006277				14.78
		37 PIRATE BOOTY	303000086618		00006277				26.76
		38 GOLDFISH	303000086618		00006277				13.14
		39 CHEX MIX	303000086618		00006277				16.24
		40 TAKIS	303000086618		00006277				18.38
		41 TRAIL MIX	303000086618		00006277				17.28
		42 PEANUTS	303000086618		00006277				21.76
		43 CRACKERS	303000086618		00006277				9.36
		44 COOKIES	303000086618		00006277				73.22
		45 BREAKFAST SANDWICHES	303000086610		00006277				43.44

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SYCAMORE PARK DISTRICT  
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1648768948		46 AIRHEADS	303300086624	05/19/23	00006277	66004	05/24/23	3,192.58	3,192.58
		47 CANDY	303000086624		00006277				26.96
		48 PROTEIN BARS	303000086624		00006277				401.92
		49 FOIL SHEETS	303300076550		00006277				23.98
		50 SAMS CASH	303000086624		00006277				21.96
		51 GATORADE	303000086631		00006270				-33.92
		52 LEMONS	303000086636		00006269				194.40
		53 HOT DOG BUNS	303000086615		00006269				1.74
		54 HAMBURGER BUNS	303000086613		00006269				49.68
		55 GRENADINE	303000086636		00006272				27.60
		56 GRENADINE	303300086631		00006272				3.98
		57 GATORADE	303000086631		00006272				3.98
		58 CALENDAR	303300076500		00006272				330.48
		59 COFFEE	303000086632		00006278				4.14
		60 CRANBERRY JUICE	303000086636		00006278				19.84
		61 HOT DOG BUNS	303000086615		00006278				29.92
		62 HOT DOG BUNS	303000086615		00006280				41.40
		63 TOMATO JUICE	303000086636		00006280				41.40
		64 CREAMER	303000086632		00006280				13.12
		65 DISH SOAP	303300076551		00006280				7.36
		66 DISH SOAP/SINK CADDY/DISH WAND	303000076551		00006280				3.44
									22.06

CEDAR CEDAR RAPIDS TIRE VENDOR TOTAL: 3,192.58

914579 01 TRACTOR TIRE 05/25/23 66025 06/06/23 363.84 124.95

915059 01 GOLF CART TIRES 05/31/23 66025 06/06/23 363.84 124.95

CHICA CHICAGO DISTRICT GOLF ASSOC. VENDOR TOTAL: 363.84

2116-235 01 HANDICAP SERVICES 06/08/23 66077 06/08/23 1,080.00 1,080.00

CINTA2 CINTAS CORP VENDOR TOTAL: 1,080.00

8406249357 01 1ST AIR REFILL - MAINT 05/09/23 66005 05/24/23 59.68 59.68

02 1ST AIR REFILL - MAINT 101500076511 29.84

VENDOR TOTAL: 59.68

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CITY	CITY OF SYCAMORE							
	APRIL 23	CITY SALES TAX		05/19/23	65987	05/19/23	65.00	65.00
		01 CITY SALES TAX - CLUBHOUSE	303000116852					8.00
		02 CITY SALES TAX - BEV CART	303100116852					4.00
		03 CITY SALES TAX -VENDING	207500086650					15.00
		04 CITY SALES TAX -BB CONC	303300116852					21.00
		05 CITY SALES TAX -CATERING	303500116852					17.00
							VENDOR TOTAL:	65.00
CITY2	CITY OF SYCAMORE							
	1420560000-0523	01 WATER/SEWER	518100096704	05/31/23	66026	06/06/23	317.52	209.26
	14205656000-0523	01 WATER/SEWER	518100096704	05/31/23	66026	06/06/23	317.52	209.26
								108.26
								108.26
							VENDOR TOTAL:	317.52
COMCA	COMCAST							
	0468024-0523	01 INTERNET	101000096706	05/10/23	65988	05/19/23	777.16	777.16
		02 INTERNET	201000096706					184.98
		03 CABLE	207500096705					184.98
								407.20
	0468768-0623	01 CABLE	303000096705	05/25/23	66027	06/06/23	187.02	187.02
		02 CABLE	504000096705					93.51
								93.51
							VENDOR TOTAL:	964.18
COMMO	COMMONWEALTH EDISON							
	053123	01 FOUNDERS PARK	101500096702	05/31/23	66100	06/14/23	8,563.10	1,602.96
		02 OLD MILL	101500096702					20.07
		03 BOYNTON PARK	101500096702					23.50
		04 KIWANIS PARK	101500096702					14.25
		05 EMIL CASSIER PARK	101500096702					42.77
		06 SYCAMORE LAKE	101500096702					19.48
		07 GOOD TYMES SHELTER	101500096702					24.35
		08 WETZEL PARK	101500096702					31.77
		09 ENTRY PARK	101500096702					81.97
		10 MAINT BLDG	101500096702					23.48
		11 MAINT BLDG	101500096702					355.97
		12 SPORTS COMPLEX	504100096702					355.97
		13 SOCCER COMPLEX	202100096702					561.98
			202100096702					47.40



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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
0558722008	0523	01 BASEBALL CONCESSIONS	303300096702	06/06/23		66100	06/14/23	8,563.10	6,960.14
		02 POOL	518100096702						285.64
		03 MAINTENANCE	101500096702						195.01
		04 MAINTENANCE	504100096702						157.08
		05 CART BLDG	504000096702						128.24
		06 CLUBHOUSE	303000096702						148.35
		07 PROSHOP	504000096702						148.35
		08 ADMIN	101000096702						346.15
		09 ADMIN	201000096702						346.15
		10 ELECTRONIC SIGN	101000096702						19.59
		11 ELECTRONIC SIGN	201000096702						19.59
		12 COMM CENTER	207500096702						5,008.91
								VENDOR TOTAL:	8,563.10
COMMRECR		COMMERCIAL RECREATION							
22520		01 LIGHTENING DETECTION	701000207008	05/18/23		66006	05/24/23	9,330.00	9,330.00
CONS		CONSERV FS							9,330.00
121020773		01 GAS-OLD SHOP TANK 3	504000076515	05/25/23		66029	06/06/23	4,630.97	1,358.80
121020774		01 DIESEL - OLD SHOP - TANK 3	504100076515	05/25/23		66029	06/06/23	4,630.97	942.41
121020775		01 DIESEL - GOLF	504100076515	05/25/23		66029	06/06/23	4,630.97	913.21
		02 DIESEL - PARKS	101500076515						262.21
		03 DIESEL - SC	202100076515						292.96
121020776		01 GASOLINE - GOLF	504100076515	05/25/23		66029	06/06/23	4,630.97	849.25
		02 GASOLINE - PARKS	101500076515						375.92
		03 GASOLINE - SC	202100076515						71.37
		04 GASOLINE - TRUCKS	101500076515						104.85
400190396		01 CREDIT ON ACCOUNT	202100076533	06/06/23		66029	06/06/23	4,630.97	-200.85
40019339		01 FUEL TANKS-FILTERS-HOSES	101500076515	05/23/23		66029	06/06/23	4,630.97	180.30

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
40019446	01	CALC CHLORIDE-FIELDS	202100076508	05/02/23		66029	06/06/23	4,630.97	200.85
40019478	01	CHALK - LINE BALL FIELDS	202100076523	06/05/23		66029	06/06/23	4,630.97	200.85
						VENDOR TOTAL: 4,630.97			
DEKALB LAWN & EQUIPMENT CO.									
90584	01	WEEDEATER LOCK-LEVER	202100066402	05/16/23		66030	06/06/23	12.91	5.31
90848	01	CARB PARTS WEEDEATER	101500066402	05/25/23	00006283	66030	06/06/23	12.91	5.31
						VENDOR TOTAL: 12.91			
DEKAM									
85051	01	CC ROOF-SPRING MAINT	207500066401	05/09/23		66031	06/06/23	640.00	640.00
						VENDOR TOTAL: 640.00			
DEKGARD									
1870	01	FLOWERS - PARKS - GC	101500076502	05/27/23		66032	06/06/23	375.25	375.25
						VENDOR TOTAL: 375.25			
ECO									
130856-0523		ECOWATER SYSTEMS, INC.							
	01	SALT	101000056300	05/11/23		65991	05/22/23	14.30	14.30
	02	SALT	201000056300						7.15
						VENDOR TOTAL: 14.30			
ENGIN									
		ENGINEERING RESOURCE ASSOC							
D-93-032-22-07			711000207039	04/14/23		65989	05/19/23	13,719.75	13,719.75
	01	GWT - SEG 2				VENDOR TOTAL: 13,719.75			
EUCL									
		EUCLID BEVERAGE LTD.							
W-3102563				05/12/23		65992	05/22/23	1,136.45	1,136.45
	01	BLUE MOON	303000086634		00006267				98.70
	02	COORS LIGHT	303000086634		00006267				192.00
	03	MILLER LITE	303000086634		00006267				192.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
W-3102563		04 MIKES HARD LEMONADE	303000086635	05/12/23	00006267	65992	05/22/23	1,136.45	1,136.45
		05 WHITE CLAW	303000086635		00006267				343.80
		06 DELIVERY	303000086634		00006267				301.95
									8.00
W-3110806		01 HEINEKEN	303000086634	05/26/23	00006290	66016	06/01/23	686.80	686.80
		02 HAZY LITTLE THING	303000086634		00006290				131.20
		03 KEG BEER	303000086634		00006290				131.60
		04 WHITE CLAW	303000086635		00006290				145.00
		05 DELIVERY	303000086634		00006290				131.60
		06 WHITE CLAW	303000086635		00006290				8.00
									139.40
W-3113204		01 COORS LIGHT	303000086634	06/05/23	00006311	66078	06/08/23	744.90	744.90
		02 MILLER LITE	303000086634		00006311				307.20
		03 MGD	303000086634		00006311				307.20
		04 MILLER HIGH LIFE	303000086634		00006311				19.20
		05 MILLER 64	303000086634		00006311				16.20
		06 ANTI HERO	303000086634		00006311				19.20
		07 DELIVERY	303000086634		00006311				67.90
									8.00
W-3118178		01 COORS LIGHT	303000086634	06/09/23	00006327	66112	06/15/23	1,156.00	1,156.00
		02 MILLER LITE	303000086634		00006327				192.00
		03 MGD	303000086634		00006327				192.00
		04 MILLER HIGH LIFE	303000086634		00006327				57.60
		05 HAZY LITTLE THING	303000086634		00006327				81.00
		06 WHITE CLAW	303000086635		00006327				98.70
		07 WHITE CLAW	303000086635		00006327				131.60
		08 KEG-HAZY	303000086634		00006327				209.10
		09 KEG RETURN	303000086634		00006327				216.00
		10 DELIVERY CHARGE	303000086634		00006327				-30.00
									8.00
FETTANGE FETT, ANGELA								VENDOR TOTAL:	3,724.15
6-15-23 CONCERT				06/06/23		66033	06/06/23	1,200.00	1,200.00
		01 6-15-23 BAND FEE	206194006128						1,200.00
FINN								VENDOR TOTAL:	1,200.00
24919				06/05/23		66034	06/06/23	1,775.00	1,775.00
		01 LIGHT-POWER-OLD MILL PARK	101500056300						1,775.00

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
FOX1	FOX VALLEY FIRE & SAFETY							VENDOR TOTAL:	1,775.00
	IN00607572	01 RECHARGE EXTINGUISHERS-CH	101000056300	06/13/23		66101	06/14/23	723.65	723.65
								VENDOR TOTAL:	723.65
FRONTIER	FRONTIER								
	4818-052223	01 MAINT	101500096700	05/22/23		66035	06/06/23	201.20	201.20
		02 MAINT	202100096700						100.60
								VENDOR TOTAL:	100.60
GRAI	GRAINGER							VENDOR TOTAL:	201.20
	9653704826	01 BATTERY CORROSION COVRS	202100066402	03/27/23	00006203	66090	06/08/23	46.78	46.78
	9724305132	01 CH CONC SINK SPOUT	303000066401	05/31/23		66036	06/06/23	61.79	34.68
	9727425366	01 PTO SWITCH - CART	202100066402	06/02/23		66036	06/06/23	61.79	34.68
								VENDOR TOTAL:	27.11
HARRG	HARRIS GOLF CARS SALES & SERVI							VENDOR TOTAL:	27.11
	01-341085	01 GOLF CART INFO HOLDERS	504000066409	05/19/23		66037	06/06/23	179.22	108.57
								VENDOR TOTAL:	179.22
HELMSEV	HELM SERVICE								
	FRE141830	01 REPAIR-BEER COOLER	303000056307	05/21/23		66038	06/06/23	1,487.46	179.22
								VENDOR TOTAL:	1,487.46
HERSHEY	HERSHEY CREAMERY COMPANY								
	INVE0019175035	01 FUDGE BARS	303300086626	05/26/23		66079	06/08/23	1,196.16	1,196.16
		02 STRAWBERRY SHORTCAKE	303300086626						72.00
		03 MANGO FRUIT BARS	303300086626						214.56
		04 STRAWBERRY FRUIT BARS	303300086626						124.80
		05 LEMON ITALIAN ICE	303300086626						124.80
		06 RASPBERRY ITALIAN ICE	303300086626						92.16
								VENDOR TOTAL:	46.08

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	INVE0019175035			05/26/23		66079	06/08/23	1,196.16	1,196.16
	07	CH CHIP ICE CREAM SANDWICH	303300086626		00006310				196.80
	08	COOK/CREAM ICE CREAM SANDWICH	303300086626		00006310				196.80
	09	VANILLA ICE CREAM SANDWICH	303300086626		00006310				128.16
HORN		HORNUNG'S PRO GOLF SALES INC.						VENDOR TOTAL:	1,196.16
	530637			05/31/23		66039	06/06/23	319.32	319.32
	01	GOLF PRIDE TOUR WRAP 2G	501000001303		00006281				146.88
	02	WINN VSN MEDALIST PUTTER	501000001303		00006281				32.60
	03	WINN VSN MIDSIZE PUTTER	501000001303		00006281				34.00
	04	WINN VSN JUMBO PISTOL PUTTER	501000001303		00006281				47.20
	05	SHIPPING	501000001303		00006281				14.31
	06	DISCOUNT	501000001303		00006281				-6.22
	07	GRIP TAPE	504000086603						50.55
								VENDOR TOTAL:	319.32
HRSOURCE		HR SOURCE						VENDOR TOTAL:	319.32
	FY24-97203			05/03/23		66102	06/14/23	1,480.00	1,480.00
	01	ANJUAL DUES	101000046204						740.00
	02	ANJUAL DUES	201000046204						740.00
								VENDOR TOTAL:	1,480.00
ILLAG		ILLINOIS DEPT OF AGRICULTURE						VENDOR TOTAL:	1,480.00
	PEST LISC 2023-AS			05/23/23		66007	05/24/23	45.00	45.00
	01	APPL FEE - 2023 - AS	101000046207						45.00
								VENDOR TOTAL:	45.00
ILLDNR		IDNR/OFFICE OF WATER RESOURCES						VENDOR TOTAL:	45.00
	S20230121			05/08/23		66103	06/14/23	3,130.00	3,130.00
	01	BRIDGE REVIEW GWT	711000207039						3,130.00
								VENDOR TOTAL:	3,130.00
ILLENVWA		ILLINOIS EPA-WATER POLLUTION						VENDOR TOTAL:	3,130.00
	ILR10ZDOM-PERMIT			06/12/23		66096	06/12/23	750.00	750.00
	01	PERMIT-RESTON PONDS	701000207042						750.00
								VENDOR TOTAL:	750.00
INTERS		INTERSTATE BATTERIES ROCKFORD						VENDOR TOTAL:	750.00
	300398623			05/15/23		66040	06/06/23	85.95	85.95
	01	MOWER BATTERY	202100066402						85.95

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
KISH		KISHWAUKEE SPECIAL RECREATION							85.95
	2023-1	01 2023 CONTRIBUTION	221000116855	05/25/23		66041	06/06/23	5,355.18	5,355.18
	2023-1-2ND CHECK	01 2023 CONTRIBUTION-2ND CHECK	221000116855	05/25/23		66042	06/06/23	5,355.18	5,355.18
									VENDOR TOTAL: 10,710.36
KUHNEMIL		KUHN, EMILY							
	6-8-23 CONCERT	01 1/2 BAND FEE- 6-8-23 -LIBRARY	206194006128	06/06/23		66043	06/06/23	500.00	500.00
									VENDOR TOTAL: 500.00
LAUTER		LAUTERBACH & AMEN LLP							
	78548	01 OSLAD AUDIT	711000207035	05/30/23		66044	06/06/23	1,500.00	1,500.00
									VENDOR TOTAL: 1,500.00
LIZBERG		LIZ BERG MUSIC LLC							
	6-29-23 CONCERT	01 6-29-23 BAND FEE	206194006128	06/06/23		66045	06/06/23	1,200.00	1,200.00
									VENDOR TOTAL: 1,200.00
LOWE		LOWE'S							
	903204-KXLOOK	01 SEED-PARKS	101500076502	05/02/23		66046	06/06/23	565.97	254.03
		02 VAR SPEED ORBITAL SAW	101500076512						30.28
		03 EX REACH TOOL	101500066404						161.00
		04 PVC FOR SHIOP-GLUE	101500066401						22.00
									40.75
	903478-LAUBBI	01 FLOWERS-PARKS-REACH TOOL-	101500076502	05/23/23		66046	06/06/23	565.97	272.24
									272.24
	981378-KXRABB	01 POTTING SOIL/NATURAL AREA SEED	101500076508	05/03/23	00006236	66046	06/06/23	565.97	39.70
									39.70
									VENDOR TOTAL: 565.97
MARS		M.A.R.S., INC.							
	5804556	01 REBUILD ROUGH MOWER ALTERNATOR	101500066403	05/22/23		66047	06/06/23	418.00	198.00
									198.00

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580578		01 REBUILD 2 STARTER GENER-CARTS	202100066402	06/06/23		66047	06/06/23	418.00	220.00
		02 REBUILD 2 STARTER GENER-CARTS	101500066402						110.00
									110.00
MARSDEN		MARSDEN, PATRICK R.							418.00
		TRAIL PROPERTY-2ND CK							
		01 TRAIL PROPERTY-MARSDEN-2ND CHK	711000207039	06/12/23		66097	06/12/23	8,644.50	8,644.50
		TRAIL PROPERTY 2023							
		01 TRAIL PROPERTY - MARSDEN	711000207039	06/12/23		66098	06/12/23	8,644.50	8,644.50
MATHEJA		JAMES MATHESON							17,289.00
		CONCERT 6-1-23							
		01 6-1-23 CONCERT	206194006128	06/01/23		66017	06/01/23	1,200.00	1,200.00
									1,200.00
MENA		MENARDS - SYCAMORE							1,200.00
		90910 01 SAW 9" BLADES-SHOP	101500076500	05/17/23		66049	06/06/23	339.54	24.98
		90937 01 CH-ROOF SEALANT	101000066401	05/17/23		66049	06/06/23	339.54	24.98
		90977 01 WASHER SET - PARKS	101500066404	05/18/23		66049	06/06/23	339.54	8.99
		90988 01 WASHERS-BOLTS-PARKS	101500066401	05/18/23		66049	06/06/23	339.54	8.99
		91315 01 GOLF FAIRWAY-PAINT - TIMBERS	504100076500	05/23/23		66049	06/06/23	339.54	1.75
		91443 01 SAW BLADES-HOSE - PARKS	101500066404	05/25/23		66049	06/06/23	339.54	1.75
		91453 01 PATIO BLOCKS-BENCH PAD REPAIR	504100076500	05/25/23		66049	06/06/23	339.54	5.39
		91461 01 JANITORIAL	101500076510	05/25/23		66049	06/06/23	339.54	5.39
									77.50
									77.50
									53.99
									53.99
									64.08
									64.08
									20.86
									20.86

FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
91511	01	WATER CAN FOR FLOWERS	101500066404	05/26/23	00006282	66049	06/06/23	339.54	10.99
91527	01	OIL DRYERS SHOP	101500066401	05/26/23	00006285	66049	06/06/23	339.54	10.99
91531	01	MULCH, US FLAG	101500066404	05/26/23	00006286	66049	06/06/23	339.54	30.07
91735	01	DRILL BITS	101500076512	05/30/23	00006287	66091	06/09/23	274.74	30.07
91748	01	CONC FUEL TANKS,	303300056307	05/30/23	00006297	66091	06/09/23	274.74	40.94
	02	SHOP CLEANING SUPPLY, WRENCH	101500076500		00006297				40.94
91764	01	CONCESS COOLER WHEELS	303000066401	05/30/23	00006296	66091	06/09/23	274.74	27.99
91908	01	ANNUAL FLOWERS FOR POTS	101500076502	06/01/23	00006294	66091	06/09/23	274.74	27.99
91997-NEW	01	CABLE TIES, DUCT TAPE SHOP	101500066401	06/02/23	00006293	66091	06/09/23	274.74	92.52
VENDOR TOTAL: 614.28									
MID-WEST	MID-WEST FAMILY BROADCASTING								
IN-123051073	01	MAY RADIO ADS	101200046209	05/31/23	00006298	66050	06/06/23	82.50	82.50
VENDOR TOTAL: 82.50									
NICOR	NICOR GAS								
053123	01	MAINT BLDG	101500096703						858.21
	02	MAINT BLDG	504100096703						141.52
	03	POOL	518100096703						141.51
	04	UPSTAIRS OFFICE	101000096703						168.91
	05	ADMIN	101000096703						51.86
	06	ADMIN	201000096703						34.21
	07	PRO SHOP	504000096703						34.22
	08	CH	303000096703						14.66
	09	PUMP HOUSE	504100096703						14.66
	10	AIRPORT RD PROPERTY	207500096703						51.86
									204.80



FROM 05/19/2023 TO 06/19/2023

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

OCCREATI OC CREATIVE, INC. VENDOR TOTAL: 858.21

2514 01 GOLD MEDAL VIDEO PAYMENT 2/2 101200046214 05/31/23 00006289 66051 06/06/23 2,325.00 2,325.00  
 2,325.00

OLDNAT OLD NATIONAL BANK VENDOR TOTAL: 2,325.00

2023 01 SAFE DEPOSIT BOX 101000046204 05/30/23 66105 06/14/23 110.00 110.00  
 02 SAFE DEPOSIT BOX 201000046204 55.00  
 55.00

PAIGEDA PAIGE, DAVID VENDOR TOTAL: 110.00

7-20-23 CONCERT 206194006128 06/06/23 66052 06/06/23 1,200.00 1,200.00  
 01 7-20-23 BAND FEE 1,200.00

PDRMA PDRMA VENDOR TOTAL: 1,200.00

APRIL 2023 101000106801 05/19/23 65990 05/19/23 26,227.16 26,227.16  
 01 HEALTH INS PREM 5,420.64  
 02 HEALTH INS PREM 2,330.08  
 03 HEALTH INS PREM 2,741.22  
 04 HEALTH INS PREM 1,376.94  
 05 HEALTH INS PREM 7,079.56  
 06 HEALTH INS PREM 5,932.71  
 07 HEALTH INS PREM 841.03  
 08 HEALTH INS PREM 504.98

PENDL PENDELTON TURF SUPPLY VENDOR TOTAL: 26,227.16

6600 01 WET AGENT-FUNG-GOLF GREENS 504100076507 06/01/23 66053 06/06/23 1,059.28 1,059.28  
 02 SC/GOLF WATER HOSE 202100076536 612.60  
 03 SC/GOLF WATER HOSE 504100076517 200.00  
 04 MARK PAINT-CHEM MEAS CUPS 504100066401 145.00  
 101.68

PEPSI PEPSI COLA GEN. BOT. VENDOR TOTAL: 1,059.28

47733906 01 20 OZ BTL POP 303000086631 05/24/23 66080 06/08/23 2,008.40 920.48  
 02 BIB 3GAL 303000086630 673.44  
 117.36





FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PROVIDEN		PROVIDENT DIRECT						VENDOR TOTAL:	1,556.49
25061	01	TRIFOLD BROCHURES	101200046203	05/10/23	00006266	66010	05/24/23	733.00	733.00
R&R		R & R PRODUCTS INC.						VENDOR TOTAL:	733.00
CD2790161	01	ABRATOR TIRES-TIRE HOLDERS	504100076517	05/18/23		66056	06/06/23	411.97	305.55
CD2791453	01	BALL WASHER TABLETS - GOLF	504100076517	05/22/23		66056	06/06/23	411.97	305.55
REIN		REINDERS, INC.						VENDOR TOTAL:	411.97
6032227-00	01	MOWER DIPSTICKS	202100066402	05/17/23		66011	05/24/23	233.69	99.59
6032449-00	01	MOWER FUEL CAPS	101500066403	05/18/23		66011	05/24/23	233.69	99.59
6032646-00	01	ROUGH MOWER PARTS-PARK	101500066403	05/22/23		66057	06/06/23	654.60	134.10
6032979-00	01	MOWER REPL OIL LINE	504100066403	05/25/23		66057	06/06/23	654.60	134.10
6033748-00	01	MOWER BEARINGS	202100066403	06/05/23		66057	06/06/23	654.60	323.46
6034181-00	01	MOWER PIPE	101500066403	06/13/23		66108	06/14/23	19.42	323.46
RESOUR		RESOURCE BANK						VENDOR TOTAL:	907.71
2017B-0623	01	20178B BOND INT	601000156900	05/02/23		65993	05/22/23	2,490.00	2,490.00
REYNOLDS		REYNOLDS, BILL						VENDOR TOTAL:	2,490.00
052423-1	01	FIRST AID/CPR TRAINING	201000046207	05/24/23		66018	06/01/23	360.00	360.00

DATE: 06/19/2023  
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SYCAMORE PARK DISTRICT  
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
RINGCEN		RINGCENTRAL INC.						VENDOR TOTAL:	360.00
	CD_000592048			05/21/23		66058	06/06/23	971.73	971.73
	01 TELEPHONE		101000096700						485.86
	02 TELEPHONE		201000096700						485.87
ROCHNEW		THE ROCHELLE NEWS-LEADER						VENDOR TOTAL:	971.73
	INV239953			05/28/23	00006301	66059	06/06/23	375.00	325.00
	01 FAIRS AND FESTS		101200046208						325.00
	INV239954			05/28/23	00006302	66059	06/06/23	375.00	50.00
	01 FAIRS AND FESTS COLOR CHARGE		101200046208						50.00
RONDO		RONDO ENTERPRISES, INC.						VENDOR TOTAL:	375.00
	174134			05/30/23		66060	06/06/23	10.71	10.71
	01 TRAILER HITCH-CONC CART		303000056307						10.71
SAF		SAFETY-KLEEN CORP.						VENDOR TOTAL:	10.71
	91732436			05/22/23		66061	06/06/23	306.27	306.27
	01 SHOP PARTS-WASH SERV-SOLVENT		101500056307						102.09
	02 SHOP PARTS-WASH SERV-SOLVENT		202100066401						102.09
	03 SHOP PARTS-WASH SERV-SOLVENT		504100056300						102.09
SITE ONE		SITE ONE						VENDOR TOTAL:	306.27
	127134774-001			06/02/23		66062	06/06/23	118.00	118.00
	01 HOLE CUTTER BLADE - GOLF		504100076517						118.00
SOLI		SOLITUDE LAKE MANAGEMENT INC						VENDOR TOTAL:	118.00
	PSI-82903			06/01/23		66063	06/06/23	1,620.00	690.00
	01 POND MGMT-KRPAN		101500076504						690.00
	PSI85527			06/01/23		66063	06/06/23	1,620.00	930.00
	01 POND MGMT-OLD MILL		101500076504						930.00



FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SUP		SUPERIOR BEVERAGE							
552598	01	BUDWEISER	303000086634	05/10/23	00006271	66013	05/24/23	919.60	715.40
	02	BUSCH LIGHT	303000086634		00006271				36.90
	03	NATURDAYS	303000086634		00006271				205.40
	04	MICHELOB ULTRA	303000086634		00006271				76.50
	05	312 LEMON SHANDY	303000086634		00006271				88.40
	06	312	303000086634		00006271				108.20
	07	ARNIE PALMER	303000086631		00006271				108.20
553790	01	KEG BEER	303000086634	05/10/23	00006273	66013	05/24/23	919.60	206.00
	02	DELIVERY	303000086634		00006273				198.00
									8.00
554348	01	ARNOLD PALMER	303000086631	05/11/23	00006274	66013	05/24/23	919.60	-1.80
	02	ARNOLD PALMER	303000086631		00006274				-91.80
									90.00
559644	01	BUDWEISER	303000086634	05/31/23	00006308	66084	06/08/23	176.10	176.10
	02	BUD LIGHT	303000086634		00006308				36.90
	03	MICH ULTRA	303000086634		00006308				36.90
	04	ARNIE PALMER	303000086631		00006308				66.30
									36.00
561001	01	BUDWEISER	303000086634	06/07/23	00006328	66115	06/15/23	932.30	932.30
	02	BUD LIGHT	303000086634		00006328				73.80
	03	BUSCH LIGHT	303000086634		00006328				73.80
	04	NATURDAYS	303000086634		00006328				205.40
	05	MICH ULTRA	303000086634		00006328				61.20
	06	GOOSE 312	303000086634		00006328				132.60
	07	ARNIE PALMER	303000086631		00006328				54.10
	08	NUTRL	303000086635		00006328				144.00
	09	KEG RETURN	303000086634		00006328				239.40
	10	DELIVERY	303000086634		00006328				-60.00
									8.00
SYCROT		SYCAMORE ROTARY CLUB						VENDOR TOTAL:	2,028.00
1199	01	COOKOUT 9-22	101000046204	09/19/22		66085	06/08/23	575.00	25.00
	02	COOKOUT 9-22	201000046204						12.50
									12.50
1286	01	DUES 2ND QTR	101000046204	11/08/22		66085	06/08/23	575.00	190.00
	02	DUES 2ND QTR	201000046204						95.00
									95.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1334	01 PARTY 2022		101000046204	12/21/22		66085	06/08/23	575.00	20.00
	02 PARTY 2022		201000046204						10.00
1346	01 GREEN RAFFLE		101000046204	12/21/22		66085	06/08/23	575.00	50.00
	02 GREEN RAFFLE		201000046204						25.00
1465	01 DUES - 4TH QTR		101000046204	05/08/23		66085	06/08/23	575.00	290.00
	02 DUES - 4TH QTR		201000046204						145.00
T0000230	FREEMAN, JEANETTE						VENDOR TOTAL:		575.00
	MILEAGE 5-24-23								
	01 MILEAGE REIMB		101000046211	05/24/23		66014	05/24/23	13.76	13.76
	02 MILEAGE REIMB		201000046211						6.88
T0001643	FAIVRE, FLORENCE						VENDOR TOTAL:		13.76
	REIMB -WALMART								
	01 REIMB- WALMART GATORADE		303000086631	06/07/23		66073	06/07/23	466.56	466.56
T0001768	ABURTO, JOSE								
	REFUND		201000002150	06/06/23		66065	06/06/23	79.00	79.00
T0001769	REBHOLZ, TORI								
	REFUND		201000002150	06/06/23		66066	06/06/23	79.00	79.00
T0001770	ANDERSON, AMBER								
	REFUND		201000002150	06/08/23		66086	06/08/23	86.00	86.00
	01 CLASS REFUND						VENDOR TOTAL:		86.00



SYCAMORE PARK DISTRICT  
PAID INVOICE LISTING

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FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001771	BERRES, OLIVIA								
	REFUND	01 CLASS REFUND	201000002150	06/08/23		66087	06/08/23	79.00	79.00
									79.00
									VENDOR TOTAL: 79.00
T0001772	ELLESON, SARA								
	REFUND	01 CLASS REFUND	201000002150	06/08/23		66088	06/08/23	79.00	79.00
									79.00
									VENDOR TOTAL: 79.00
T0001773	WILLIAMS, RON-MICHAEL								
	REFUND	01 CLASS REFUND	201000002150	06/08/23		66089	06/08/23	79.00	79.00
									79.00
									VENDOR TOTAL: 79.00
T0001774	LARIVE, CAITLYNN								
	REFUND	01 CLASS REFUND	201000002150	06/09/23		66092	06/09/23	85.00	85.00
									85.00
									VENDOR TOTAL: 85.00
T0001775	FINUCANE, SEAN								
	REFUND	01 CLASS REFUND	201000002150	06/15/23		66116	06/15/23	55.00	55.00
									55.00
									VENDOR TOTAL: 55.00
T0001776	MCALLISTER, SARA								
	REFUND	01 CLASS REFUND	201000002150	06/15/23		66117	06/15/23	79.00	79.00
									79.00
									VENDOR TOTAL: 79.00
T0001777	KEHL, ALYSSA								
	REFUND	01 CLASS REFUND	201000002150	06/15/23		66118	06/15/23	89.00	89.00
									89.00
									VENDOR TOTAL: 89.00
T0001778	FENCL, COURTNEY								
	REFUND	01 CLASS REFUND	201000002150	06/14/23		66119	06/15/23	89.00	89.00
									89.00
									VENDOR TOTAL: 89.00

FROM 05/19/2023 TO 06/19/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
TRUGR	TRUGREEN								89.00
	176404920	01 KIWANIS PRAIRIE-WEED N FEED	101500076507	05/26/23		66067	06/06/23	2,669.99	729.16
	176405134	01 KIWANIS EAST - WEED-N-FEED	101500076507	05/26/23		66067	06/06/23	2,669.99	729.16
	176415346	01 EMIL CASSIER WEED-N-FEED	101500076507	05/26/23		66067	06/06/23	2,669.99	531.10
	176423757	01 BOYNTON PARK WEED-N-FEED	101500076507	05/26/23		66067	06/06/23	2,669.99	531.10
	176434785	01 OVITZ PARK-WEED-N-FEED	101500076507	05/26/23		66067	06/06/23	2,669.99	293.65
									293.65
									355.13
									355.13
TYLER	TYLER ENTERPRISES								2,669.99
	65076	01 GOLF FUNGICIDE/PARK ROUNDUP	101500076507	05/31/23		66068	06/06/23	518.00	518.00
		02 GOLF FUNGICIDE	504100076507						225.00
									293.00
	65205	01 ROUNDUP-SPORTS BEDS	202100076530	06/09/23		66093	06/09/23	225.00	225.00
UNUM	UNUM LIFE INSURANCE								743.00
	MAY 2023								
		01 STD INS PREM	101000106801						340.84
		02 STD INS PREM	101500106801						54.58
		03 STD INS PREM	504100106801						41.52
		04 STD INS PREM	504000106801						38.00
		05 STD INS PREM	201000106801						14.80
		06 STD INS PREM	202100106801						85.61
		07 STD INS PREM	207500106801						81.59
		08 STD INS PREM	303000106801						14.28
									10.46
USFOODS	US FOODS INC								340.84
	2843662	01 CHICKEN BREAST	303000086616	06/09/23		66120	06/15/23	438.46	438.46
		02 HAMBURGER BUNS	303000086613						114.00
									25.70

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	2843662	03 LIDS	303000076550	06/09/23	00006329	66120	06/15/23	438.46	438.46
		04 LARGE CUPS	303000076550		00006329				36.44
		05 LARGE CUPS	303300076550		00006329				196.74
									65.58
VERIZON	VERIZON							VENDOR TOTAL:	438.46
	9934988486	01 DATA PLAN TABLETS	504100096700	05/15/23		66015	05/24/23	108.03	108.03
		02 DATA PLAN TABLETS	303000096700						36.01
									72.02
WAGN	WAGNER AGGREGATE, INC.							VENDOR TOTAL:	108.03
	39053	01 BALLFIELD AGLIME	202100076533	05/20/23		66069	06/06/23	241.23	241.23
WARE	WAREHOUSE DIRECT BUSINESS							VENDOR TOTAL:	241.23
	5505118-0	01 CAN LINERS	207500076510	05/31/23		66070	06/06/23	122.76	122.76
		02 MULTIFOLD TOWELS	207500076510						43.26
									79.50
WASTE	WASTE MANAGEMENT							VENDOR TOTAL:	122.76
	3706993-2011-2	01 REFUSE - ADMIN	101000056302	06/05/23		66110	06/14/23	807.34	807.34
		02 REFUSE - CH	303000056302						87.73
		03 REFUSE - ADMIN	101000056302						87.73
		04 REFUSE - OLD SHOP	504100056302						8.50
		05 REFUSE - SC	202100056302						71.37
		06 REFUSE - PARKS	101500056302						113.00
		07 REFUSE - POOL	518100056302						113.00
		08 REFUSE - PICNIC	101500056302						56.13
		09 REFUSE - COMM CTR	207500056302						70.35
									199.53
WILDCONS	WILD CONSULTING COMPANY							VENDOR TOTAL:	807.34
	7-27-23 CONCERT			06/06/23		66071	06/06/23	1,200.00	1,200.00
	01 7-27-23 BAND FEE		206194006128						1,200.00
								VENDOR TOTAL:	1,200.00



DATE: 06/21/2023  
 TIME: 14:04:20  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

*New*

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET	915945402	01 PERM-A-SOFT GOLF GLOVES	501000001301	06/14/23	00006335	66122	06/21/23	397.05	397.05
		02 DISC INV 915945402	501000001301		00006335				396.00
		03 SHIPPING INV 915945402	501000001301		00006335				-7.92
									8.97
ANCEL	ANCEL GLINK, P.C.							VENDOR TOTAL:	397.05
	97118	01 CORPORATE MATTERS	101000036120	06/08/23		66123	06/21/23	301.00	301.00
		02 TAX EXEMPTIONS	101000036120						136.00
CINTA	CINTAS CORPORATION #355							VENDOR TOTAL:	165.00
	4156044739	01 RAG & RUG SERVICE	207500056301	05/19/23		66127	06/21/23	468.45	43.41
	4156044842	01 RAG & RUG SERVICE	101500056301	05/19/23		66127	06/21/23	468.45	43.41
		02 RAG & RUG SERVICE	504100056301						31.58
		03 RAG & RUG SERVICE	201000056301						11.70
		04 RAG & RUG SERVICE	101000056301						11.69
	4156044903	01 RAG & RUG SERVICE	201000056301	05/19/23		66127	06/21/23	468.45	4.09
	4156805547	01 RAG & RUG SERVICE	101500056301	05/26/23		66127	06/21/23	468.45	4.10
		02 RAG & RUG SERVICE	504100056301						18.70
		03 RAG & RUG SERVICE	201000056301						18.70
		04 RAG & RUG SERVICE	101000056301						31.58
	4156805550	01 RAG & RUG SERVICE	207500056301	05/26/23		66127	06/21/23	468.45	11.70
	4156805683	01 RAG & RUG SERVICE	201000056301	05/26/23		66127	06/21/23	468.45	11.69
	4157450388	01 RAG & RUG SERVICE	207500056301	06/02/23		66127	06/21/23	468.45	4.09
	4157450398	01 RAG & RUG SERVICE	201000056301	06/02/23		66127	06/21/23	468.45	4.10
		02 RAG & RUG SERVICE	101500056301						43.41
		03 RAG & RUG SERVICE	504100056301						43.41
		03 RAG & RUG SERVICE	201000056301						18.70
									18.70
									43.41
									43.41
									31.58
									11.70
									11.69
									4.09
									4.10

DATE: 06/21/2023  
 TIME: 14:04:20  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 06/21/2023 TO 06/21/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	4157450398	04 RAG & RUG SERVICE	101000056301	06/02/23		66127	06/21/23	468.45	31.58 4.10
	4157450467	01 RAG & RUG SERVICE	201000056301	06/02/23		66127	06/21/23	468.45	18.70 18.70
	4158160898	01 RAG & RUG SERVICE	101500056301	06/09/23		66127	06/21/23	468.45	31.58 11.70 11.69 4.09 4.10
	4158160948	01 RAG & RUG SERVICE	201000056301	06/09/23		66127	06/21/23	468.45	18.70 18.70
	4158161014	01 RAG & RUG SERVICE	207500056301	06/09/23		66127	06/21/23	468.45	43.41 43.41
	4158859531	01 RAG & RUG SERVICE	201000056301	06/16/23		66127	06/21/23	468.45	18.70 18.70
	4158859546	01 RAG & RUG SERVICE	101500056301	06/16/23		66127	06/21/23	468.45	31.58 11.70 11.69 4.09 4.10
	4158859605	01 RAG & RUG SERVICE	207500056301	06/16/23		66127	06/21/23	468.45	43.41 43.41
CMJ	CMJ TECHNOLOGIES, INC.							VENDOR TOTAL:	468.45
	17553	01 OFFICE 365	101000046206	06/01/23		66128	06/21/23	3,411.25	1,524.25
		02 OFFICE 365	201000046206						263.12
		03 MONTHLY MAINT	101000056304						263.13
		04 MONTHLY MAINT	201000056304						499.00 499.00
	17578	01 NEW LAPTOP	7010000207004	06/16/23		66128	06/21/23	3,411.25	1,887.00 1,887.00
COMCA	COMCAST							VENDOR TOTAL:	3,411.25
	0468024-0623	01 INTERNET	101000096706	06/10/23		66129	06/21/23	777.16	777.16
		02 INTERNET	201000096706						184.98 184.98

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SYCAMORE PARK DISTRICT  
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FROM 06/21/2023 TO 06/21/2023

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	0468024-0623	03 CABLE	207500096705	06/10/23		66129	06/21/23	777.16	777.16
									407.20
CONS								VENDOR TOTAL:	777.16
	121020901	01 GASOLINE - OLD SHOP TANK 4	504000076515	06/14/23		66130	06/21/23	2,011.22	1,339.46
									1,339.46
	121020902	01 DIESEL - OLD SHOP TANK 3	504100076515	06/14/23		66130	06/21/23	2,011.22	671.76
									671.76
ECO								VENDOR TOTAL:	2,011.22
	130856-0623	01 SALT-HYDROGEN PER	101000056300	06/08/23		66131	06/21/23	45.35	45.35
		02 SALT-HYDROGEN PER	201000056300						22.67
ENGIN								VENDOR TOTAL:	45.35
	160910.P1.39	01 GWT PHASE 1 ENG	711000207039	05/31/23		66132	06/21/23	1,254.61	1,254.61
									1,254.61
FAULK								VENDOR TOTAL:	1,254.61
	387496	01 GOLF-BUNKER SAND	504100076509	06/08/23		66133	06/21/23	840.78	840.78
									840.78
FOX1								VENDOR TOTAL:	840.78
	IN00607293	01 ANNUAL SHOP FIRE EXT INSP	101500056300	06/12/23		66134	06/21/23	237.15	55.20
									55.20
	IN00607294	01 ANNUAL OLD SHOP FIRE EXT INSP	101500056300	06/12/23		66134	06/21/23	237.15	50.00
									50.00
	IN00607295	01 ANNUAL MAINT SHOP FIRE EXT INS	101500056300	06/12/23		66134	06/21/23	237.15	131.95
									131.95
FRONTIER								VENDOR TOTAL:	237.15
	0670-060723	01 ADMIN	101000096700	06/07/23		66135	06/21/23	595.45	595.45
									297.72

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SYCAMORE PARK DISTRICT  
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	0670-060723	02 ADMIN	201000096700	06/07/23		66135	06/21/23	595.45	595.45
								595.45	297.73
								VENDOR TOTAL:	595.45
GROUPPL	3374	GROUP PLAN SOLUTIONS							
		01 FSA - JUNE	1010000106801	06/01/23		66136	06/21/23	66.00	66.00
		02 FSA - JUNE	2010000106801						33.00
									33.00
								VENDOR TOTAL:	66.00
HICKSGAS	HICKSGAS								
	HG028006	01 CONC GRILL FILL TANKS	3033000056307	05/30/23		66137	06/21/23	80.72	80.72
									80.72
								VENDOR TOTAL:	80.72
INTEG	INTEGRA BUSINESS SYSTEMS, INC.								
	INV108678	01 PRINTER/COPIER - PRO SHOP	1010000056304	06/02/23		66138	06/21/23	190.68	29.07
		02 PRINTER/COPIER - PRO SHOP	2010000056304						14.54
									14.53
								VENDOR TOTAL:	52.45
	INV108679	01 PRINTER/COPIER-MAINT	1010000056304	06/02/23		66138	06/21/23	190.68	26.22
		02 PRINTER/COPIER-MAINT	2010000056304						26.23
								VENDOR TOTAL:	63.70
	INV108680	01 PRINTER/COPIER - CC	1010000056304	06/02/23		66138	06/21/23	190.68	31.85
		02 PRINTER/COPIER - CC	2010000056304						31.85
								VENDOR TOTAL:	45.46
	INV108681	01 PRINTER/COPIER - ADMIN	1010000056304	06/02/23		66138	06/21/23	190.68	22.73
		02 PRINTER/COPIER - ADMIN	2010000056304						22.73
								VENDOR TOTAL:	190.68
LAUTER	LAUTERBACH & AMEN LLP								
	78549	01 2022 AUDIT	2410000036122	05/30/23		66139	06/21/23	2,000.00	2,000.00
									2,000.00
								VENDOR TOTAL:	2,000.00
LE PRINT	LE PRINT EXPRESS								
	40587	01 BRASS LEAVES	101200046214	06/14/23		66140	06/21/23	42.00	42.00
									42.00
								VENDOR TOTAL:	42.00



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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 06/21/2023 TO 06/21/2023

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MENA	MENARDS - SYCAMORE							VENDOR TOTAL:	42.00
91828	01	PAINT-BRUSHES-ROLLERS-ETC-PARK	101500066404	05/31/23		66141	06/21/23	377.16	112.08
92172	01	LIGHT BULBS - GOOD TYMES	101500066404	06/05/23		66141	06/21/23	377.16	58.43
92174	01	MOLE PELLETS - CC	207500066401	06/05/23		66141	06/21/23	377.16	18.44
92237	01	LANDSCAPE TIMBERS - CH	101000066401	06/06/23		66141	06/21/23	377.16	112.42
	02	LANDSCAPE TIMBERS - CH	202100066401						65.78
92315	01	GRANULES CHLORINE-ROW MACHINE	207000056307	06/07/23		66141	06/21/23	377.16	46.64
92319	01	PATIO BLOCKS GOLF TEE BENCHES	504100076500	06/07/23	00006322	66141	06/21/23	377.16	11.99
								VENDOR TOTAL:	63.80
MID-WEST	MID-WEST FAMILY BROADCASTING								63.80
IN-123051074	01	MAY ADS 2	101200046209	06/21/23	00006334	66142	06/21/23	123.75	377.16
								VENDOR TOTAL:	123.75
PDRMA	PDRMA								123.75
MAY 2023	01	HEALTH INS PREM	101000106801	06/21/23		66143	06/21/23	25,381.63	25,381.63
	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						6,234.03
	07	HEALTH INS PREM	207500106801						5,932.71
	08	HEALTH INS PREM	303000106801						841.03
								VENDOR TOTAL:	504.98
REIN	REINDERS, INC.								25,381.63
6034459-00	01	MOWER LATCHES	101500066403	06/14/23		66144	06/21/23	312.14	202.62
									202.62

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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 06/21/2023 TO 06/21/2023

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6034627-00	01	TOWO CART THERMO-PARTS	202100066402	06/19/23		66144	06/21/23	312.14	109.52 109.52
							VENDOR TOTAL:		312.14
RONDO		RONDO ENTERPRISES, INC.							
174644	01	TRAILER HITCH PARTS	101500066402	06/14/23		66145	06/21/23	39.76	39.76 39.76
							VENDOR TOTAL:		39.76
SELDAL		SELDAL PLUMBING							
5642	01	PARTS-REPAIR WATER HEATER-BB	303300056300	06/12/23		66146	06/21/23	290.00	290.00 290.00
							VENDOR TOTAL:		290.00
SOFT		SOFT WATER CITY							
2652-0523	01	WATER-CUPS-RENT	101500076500	05/31/23		66147	06/21/23	228.14	228.14 186.46 41.68
	02	SALT	207500076500						
							VENDOR TOTAL:		228.14
T0001643		FAIVRE, FLORENCE							
		REIMB WALMART							
	01	WALMART REIMBURSEMENT	303000086613	06/21/23		66148	06/21/23	182.41	182.41 45.54 14.68 7.96 3.36 15.39 9.92 49.60 35.96
	02	WALMART REIMBURSEMENT	303000086636						
	03	WALMART REIMBURSEMENT	303300086630						
	04	WALMART REIMBURSEMENT	303300086613						
	05	WALMART REIMBURSEMENT	303300086632						
	06	WALMART REIMBURSEMENT	303000086632						
	07	WALMART REIMBURSEMENT	303000086636						
	08	WALMART REIMBURSEMENT	303000086631						
							VENDOR TOTAL:		182.41
T0001779		BORYIA, LISA							
		CLASS REFUND							
	01	CLASS REFUND	201000002150	06/21/23		66149	06/21/23	173.00	173.00 173.00
							VENDOR TOTAL:		173.00
T0001780		REYMAN, JESSICA							
		CLASS REFUND							
	01	CLASS REFUND	201000002150	06/21/23		66150	06/21/23	173.00	173.00 173.00
							VENDOR TOTAL:		173.00

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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 06/21/2023 TO 06/21/2023

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

TRUGR TRUGREEN 176605112 01 NEW BALLFIELDS-WEED N FEED 202100076527 05/31/23 06/21/23 66151 825.00 825.00

VENDOR TOTAL: 173.00

UNUM UNUM LIFE INSURANCE 0439956-001 0623 101000106801 06/21/23 66152 340.84 340.84

01 STD INS PREM 54.58  
 02 STD INS PREM 41.52  
 03 STD INS PREM 38.00  
 04 STD INS PREM 14.80  
 05 STD INS PREM 85.61  
 06 STD INS PREM 81.59  
 07 STD INS PREM 14.28  
 08 STD INS PREM 10.46

VENDOR TOTAL: 340.84

USFOODS US FOODS INC 2884491 01 CONE CUPS - GOLF 504000076500 06/10/23 66153 157.25 157.25

VENDOR TOTAL: 157.25

VERMONT VERMONT SYSTEMS INC VS008638 01 PAYTRAC SETUP/TRAIN 101000046207 06/08/23 66154 458.90 458.90

02 PAYTRAC SETUP/TRAIN 201000046207 229.45 229.45

VENDOR TOTAL: 458.90

WARE WAREHOUSE DIRECT BUSINESS 5514387-0 01 MULTIFOLD TOWELS 303000076510 06/14/23 66155 106.00 106.00

02 MULTIFOLD TOWELS 207500076510 53.00 53.00

VENDOR TOTAL: 106.00

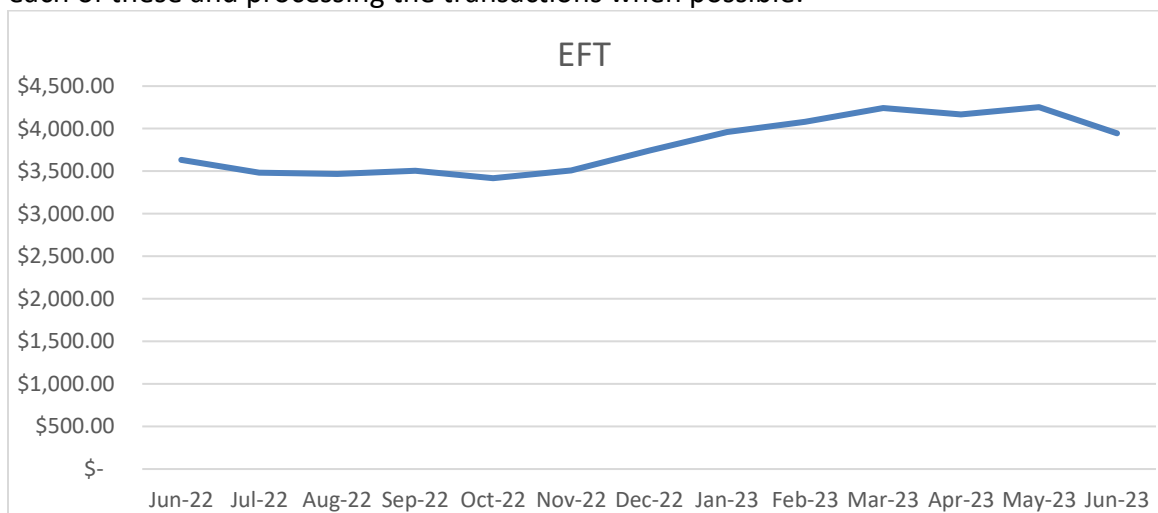
TOTAL --- ALL INVOICES: 41,887.85

*Interim \$ 386,999.76*  
*new \$ 41,887.85*  
*Total \$ 428,887.61*

To: Board of Commissioners  
 From: Jackie Hienbuecher  
 Subject: Monthly Report  
 Date: May 23, 2023

**Administrative Initiatives** (6/1/23 – 6/30/23)

- Attended scheduled Board and leadership/staff meetings.
- Installment billing for Pathway Fitness memberships and passes. The June installment was for 178 individuals, a decrease of 16 from May. The monthly installment was \$3,777.28 (\$278.72 decrease) processed through credit cards and \$168 (\$29 decrease) through ACH transactions. There were 11 households whose credit cards did not process (\$412) 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.
- Assisted staff with technology problems/concerns/needs with assistance from CMJ when necessary. Topics: email changes; phone setups; TeeSnap tablet troubleshooting and repair; update workstation for new Rec staff; order new hardware
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Submitted monthly 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.
- Assisted with HR matters: assist with onboarding of new employee
- Review scholarship request.

- Worked with Vermont Systems to complete conversion of merchant services to PayTrac. Installed new pinpads.
- Worked with staff to obtain updated credit card information from Pathway Fitness members that utilize installment billing with a credit card. This is due to the change over to PayTrac.
- Submitted audit to required agencies.
- Updated Comptroller Report information.
- Updated annual salary information with PDRMA (life insurance) and
- Participated in webinars:
  - PATH Essentials
  - IAPD Efficiency Webinar

#### **Administrative Initiatives** (7/1/23 – 7/31/23)

- 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.
- Complete documentation needed to add acquired property to insurance.
- Follow up to ensure all expenses have been submitted for reimbursement on Clubhouse Flood damage. Need final bills.

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

**Corporate Fund (10)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	<u>Variance</u>
<b>Revenues</b>					
Administration	184,151.95	298,073.00	1,768,881	306,829.09	-2.9% (1)
Marketing	-	800.00	1,000	500.00	60.0%
Parks	2,450.05	7,050.05	24,553	5,799.02	21.6% (2)
<b>Total Revenues</b>	<b>186,602.00</b>	<b>305,923.05</b>	<b>1,794,434</b>	<b>313,128.11</b>	<b>-2.3%</b>
<b>Expenses</b>					
Administration	247,061.89	408,885.50	1,345,798	424,025.15	-3.6% (3)
Marketing	6,061.37	24,221.97	65,240	28,977.81	-16.4% (4)
Parks	27,144.63	111,039.55	366,514	97,384.64	14.0% (5)
<b>Total Expenses</b>	<b>280,267.89</b>	<b>544,147.02</b>	<b>1,777,552</b>	<b>550,387.60</b>	<b>-1.1%</b>
<b>Total Fund Revenues</b>	<b>186,602.00</b>	<b>305,923.05</b>	<b>1,794,434</b>	<b>313,128.11</b>	<b>-2.3%</b>
<b>Total Fund Expenses</b>	<b>280,267.89</b>	<b>544,147.02</b>	<b>1,777,552</b>	<b>550,387.60</b>	<b>-1.1%</b>
<b>Surplus (Deficit)</b>	<b>(93,665.89)</b>	<b>(238,223.97)</b>	<b>16,882</b>	<b>(237,259.49)</b>	<b>0.4%</b>

- (1) Property taxes received ytd 2023 9.04%, 2022 13.23% so currently less 27.7% \$55,049. However, interest higher 2387.0% \$21,015. Merry Oaks property sale \$17,637. Insurance proceeds (so far) for clubhouse \$8,054. Sale of surplus equipment.
- (2) Dog park revenue greater in 2023 50.7% \$1,770
- (3) Clean-up in clubhouse from flood, deposit on construction, painting \$27,400  
Misc consultants less in 23 76.79% \$11,910 (bridge). Money for foundation in 22 \$37,753
- (4) 2022 included deposit for new website.
- (5) Greater in 2023: Maintenance-Mowers 136.0% \$3,837; Gas/Oil 120.0% \$3,495

**Recreation Fund (20)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
<b>Revenues</b>					
Administration	100,899.33	110,394.89	1,083,058	142,536.30	-22.5% (1)
Sports Complex	-	400.00	43,365	450.00	-11.1%
Sports Complex Maintenance	4,368.20	4,368.20	36,250	5,889.48	-25.8%
Midwest Museum of Natural Hist	-	-	-	-	#DIV/0!
Programs-Youth	6,264.62	23,571.62	38,291	19,806.67	19.0% (2)
Programs-Tweens	10.00	(450.00)	4,065	2,566.55	-117.5% (2)
Programs-Adult	2,106.28	14,686.28	15,177	8,470.37	73.4% (2)
Programs-Nature	55.00	810.00	1,221	676.00	19.8% (2)
Programs-Leagues	105.50	105.50	11,162	385.51	-72.6% (2)
Programs-Youth Athletics	8,562.58	31,437.58	61,968	27,288.05	15.2% (2)
Programs-Fitness	2,329.04	14,640.21	24,791	11,834.85	23.7% (2)
Programs-Early Childhood	142.42	3,510.42	5,249	1,106.11	217.4% (2)
Programs-Dance	348.81	1,450.81	4,209	2,818.39	-48.5% (2)
Programs-Special Events	85.47	7,205.97	13,006	6,942.00	3.8% (2)
Programs-Community Events	-	4,750.00	20,250	5,625.00	-15.6% (2)
Brochure	-	-	3,600	-	#DIV/0!
Weight Room	7,534.69	55,559.57	143,606	57,608.63	-3.6% (3)
Community Center	8,143.53	47,232.78	81,099	39,267.62	20.3% (3)
<b>Total Revenues</b>	<b>140,955.47</b>	<b>319,673.83</b>	<b>1,590,367</b>	<b>333,271.53</b>	<b>-4.1%</b>

(1) Property taxes received ytd 2023 9.04%, 2022 13.23% so currently less 29.2% \$38,533. However, Interest income up 2139.0% \$8,671

(2) Revenue from programs increased 16.2%, \$14,199 compared to 2022.

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

Pathway Fitness Membership	39.96% / 98.24%
Pathway Fitness Pass	38.32% / 101.19%
Track Only Pass	35.47% / 83.39%
Pre-pay Card	-
Program Fees	-
Daily Admission Fee	58.70% / 99.72%

Compared to Annual Budget/Compared to 2022 YTD:

Open Gym Daily	42.74% / 82.59%
Open Gym Membership	62.42% / 111.23%
Rentals	84.16% / 159.64%

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

5,661.32



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

Expenses		22,467.03		16,805.71	33.7%
Administration	44,768.45	245,469.93	607,851	231,364.53	6.1% (2)
Sports Complex	-	-	-	-	#DIV/0!
Sports Complex Maintenance	39,694.45	179,259.06	487,285	171,344.18	4.6% (3)
Midwest Museum of Natural Hist	-	-	-	-	#DIV/0!
Programs-Youth	850.61	4,933.01	15,737	2,813.73	75.3% (1)
Programs-Tweens	-	-	2,850	284.58	-100.0% (1)
Programs-Adult	400.46	2,766.73	6,663	1,325.32	108.8% (1)
Programs-Nature	-	499.98	735	187.50	166.7% (1)
Programs-Leagues	516.73	7,103.06	6,594	2,968.28	139.3% (1)
Programs-Youth Athletics	6,372.89	11,842.92	43,508	4,256.35	178.2% (1)
Programs-Fitness	906.55	7,376.84	16,739	5,584.62	32.1% (1)
Programs-Early Childhood	785.80	2,168.67	3,881	670.37	223.5% (1)
Programs-Dance	60.28	266.88	1,803	484.88	-45.0% (1)
Programs-Special Events	350.02	4,491.12	7,838	2,242.84	100.2% (1)
Programs-Community Events	-	630.20	29,531	253.00	149.1% (1)
Brochure	-	9,220.48	31,489	8,115.53	13.6% (5)
Weight Room	292.50	3,024.67	10,850	2,836.34	6.6% (4)
Community Center	19,313.33	102,368.21	299,419	87,165.88	17.4% (6)
Total Expenses	114,312.07	581,421.76	1,572,773	521,897.93	11.4%
Total Fund Revenues	140,955.47	319,673.83	1,590,367	333,271.53	-4.1%
Total Fund Expenses	114,312.07	581,421.76	1,572,773	521,897.93	11.4%
Surplus (Deficit)	26,643.40	(261,747.93)	17,594	(188,626.40)	38.8%

- (1) Expenses for programs increased 99.7%, \$21,008 compared to 2022.  
(2) Wages/taxes and related benefits are higher 5.1% \$9,523 due to Rec position vacancy in 2022. Increase in Rectrac annual maint for increased services 19.7% \$4,106.  
(3) Maintenance and Materials/Supplies Exp greater in 2023 20.4% \$2,414. PT wages/taxes increased 78.7% \$2,033  
(4) Equipment repair and restocking of wipes early 2023.  
(5) Printing increased 15.5% \$1,000  
(6) 2023 higher: Wages/taxes 20.6% \$7,415; Credit card exp 31.5% \$1,449; Electricity 33.7% 5,661

**Donations (21)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	722.24	3,449.84	500	9,023.23	-61.8%
Total Revenues	722.24	3,449.84	500	9,023.23	-61.8%
Expenses					
Administration	-	-	201,151	-	#DIV/0!
Total Expenses	-	-	201,151	-	#DIV/0!
Total Fund Revenues	722.24	3,449.84	500	9,023.23	-61.8%
Total Fund Expenses	-	-	201,151	-	#DIV/0!
Surplus (Deficit)	722.24	3,449.84	(200,651)	9,023.23	-61.8%

**Special Recreation (22)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	22,300.39	25,340.88	236,200	28,925.95	-12.4%
Total Revenues	22,300.39	25,340.88	236,200	28,925.95	-12.4%
Expenses					
Administration	-	450.15	340,057	700.00	-35.7%
Total Expenses	-	450.15	340,057	700.00	-35.7%
Total Fund Revenues	22,300.39	25,340.88	236,200	28,925.95	-12.4%
Total Fund Expenses	-	450.15	340,057	700.00	-35.7%
Surplus (Deficit)	22,300.39	24,890.73	(103,857)	28,225.95	-11.8%

Sycamore Park District  
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**Insurance (23)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	5,919.75	6,677.22	63,000	8,046.97	-17.0%
Total Revenues	5,919.75	6,677.22	63,000	8,046.97	-17.0%
Expenses					
Administration	-	-	64,645	79.13	-100.0%
Total Expenses	-	-	64,645	79.13	-100.0%
Total Fund Revenues	5,919.75	6,677.22	63,000	8,046.97	-17.0%
Total Fund Expenses	-	-	64,645	79.13	-100.0%
Surplus (Deficit)	5,919.75	6,677.22	(1,645)	7,967.84	-16.2%

**Audit (24)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	1,451.28	1,528.48	16,050	1,988.65	-23.1%
Total Revenues	1,451.28	1,528.48	16,050	1,988.65	-23.1%
Expenses					
Administration	-	15,080.00	15,500	14,800.00	1.9% (1)
Total Expenses	-	15,080.00	15,500	14,800.00	1.9%
Total Fund Revenues	1,451.28	1,528.48	16,050	1,988.65	-23.1%
Total Fund Expenses	-	15,080.00	15,500	14,800.00	1.9%
Surplus (Deficit)	1,451.28	(13,551.52)	550	(12,811.35)	5.8%

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

**Paving & Lighting (25)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	2,442.09	3,079.25	25,000	71.52	4205.4% (1)
Total Revenues	2,442.09	3,079.25	25,000	71.52	4205.4%
Expenses					
Administration	-	-	72,132	-	#DIV/0!
Total Expenses	-	-	72,132	-	#DIV/0!
Total Fund Revenues	2,442.09	3,079.25	25,000	71.52	
Total Fund Expenses	-	-	72,132	-	
Surplus (Deficit)	2,442.09	3,079.25	(47,132)	71.52	

(1) Did not levy in 2022

**Park Police (26)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	495.81	535.22	5,385	703.89	-24.0%
Total Revenues	495.81	535.22	5,385	703.89	-24.0%
Expenses					
Administration	193.77	1,809.62	5,417	1,464.90	23.5%
Total Expenses	193.77	1,809.62	5,417	1,464.90	23.5%
Total Fund Revenues	495.81	535.22	5,385	703.89	-24.0%
Total Fund Expenses	193.77	1,809.62	5,417	1,464.90	
Surplus (Deficit)	302.04	(1,274.40)	(32)	(761.01)	67.5%

**IMRF (27)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	7,058.19	7,058.19	74,000	13,888.65	-49.2%
Total Revenues	7,058.19	7,058.19	74,000	13,888.65	-49.2%
Expenses					
Administration	11,712.27	11,712.27	78,654	13,888.65	-15.7%
Total Expenses	11,712.27	11,712.27	78,654	13,888.65	-15.7%
Total Fund Revenues	7,058.19	7,058.19	74,000	13,888.65	-49.2%
Total Fund Expenses	11,712.27	11,712.27	78,654	13,888.65	-15.7%
Surplus (Deficit)	(4,654.08)	(4,654.08)	(4,654)	-	

**Social Security (28)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Total Revenues	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Expenses					
Administration	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Total Expenses	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Total Fund Revenues	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Total Fund Expenses	10,399.76	10,399.76	115,000	14,817.58	-29.8%
Surplus (Deficit)	-	-	-	-	

Sycamore Park District  
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**Concessions (30)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues		3,196.71		1,085.08	
Clubhouse Concessions	13,249.06	13,729.73	96,163	14,204.31	51.4%
Beverage Cart	704.60	915.10	12,308	991.16	-3.3% (1)
Sports Complex Concessions	17,186.34	18,436.34	61,389	18,583.78	-7.7%
Pool Concessions	-	-	-	-	-0.8%
Catering	1,206.85	8,887.35	20,537	6,697.92	#DIV/0!
					32.7% (2)
<b>Total Revenues</b>	<b>32,346.85</b>	<b>41,968.52</b>	<b>190,397</b>	<b>40,477.17</b>	<b>3.7%</b>
Expenses					
Clubhouse Concessions	13,790.33	27,685.51	106,513	27,987.88	-1.1%
Beverage Cart	275.88	519.60	10,182	437.71	18.7%
Sports Complex Concessions	9,848.02	14,411.81	52,476	10,224.90	40.9% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	409.64	1,686.92	6,606	968.23	74.2% (2)
<b>Total Expenses</b>	<b>24,323.87</b>	<b>44,303.84</b>	<b>175,777</b>	<b>39,618.72</b>	<b>11.8%</b>
Total Fund Revenues	32,346.85	41,968.52	190,397	40,477.17	3.7%
Total Fund Expenses	24,323.87	44,303.84	175,777	39,618.72	11.8%
Surplus (Deficit)	8,022.98	(2,335.32)	14,620	858.45	-372.0%

(1) Late open in 2023 due to construction from flood.

(2) Increase in room rentals 24.1% \$1,102. Related food/beverage sales up 51.4% \$1,085.

(3) tablets for sports complex

Sycamore Park District  
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**Developer Contributions (32)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	193.34	3,586.66	8,100	7,547.02	-52.5%
Total Revenues	193.34	3,586.66	8,100	7,547.02	-52.5%
Expenses					
Administration	-	-	51,350	-	#DIV/0!
Total Expenses	-	-	51,350	-	#DIV/0!
Total Fund Revenues	193.34	3,586.66	8,100	7,547.02	-52.5%
Total Fund Expenses	-	-	51,350	-	#DIV/0!
Surplus (Deficit)	193.34	3,586.66	(43,250)	7,547.02	-52.5%

Sycamore Park District  
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**Golf Course (50)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
<b>Revenues</b>					
Golf Operations	108,398.74	275,478.64	625,481	205,654.10	34.0% (1)
Golf Maintenance	2,386.90	2,386.90	20,384	3,033.45	-21.3%
<b>Total Revenues</b>	<b>110,785.64</b>	<b>277,865.54</b>	<b>645,865</b>	<b>208,687.55</b>	<b>33.1%</b>
<b>Expenses</b>					
		11,854.83		3,778.93	
Golf Operations	26,941.55	89,219.20	403,306	78,487.28	46.8%
Golf Maintenance	38,699.77	128,519.75	333,683	111,607.27	13.7% (2)
<b>Total Expenses</b>	<b>65,641.32</b>	<b>217,738.95</b>	<b>736,989</b>	<b>190,094.55</b>	<b>15.2% (3)</b>
<b>Total Fund Revenues</b>	<b>110,785.64</b>	<b>277,865.54</b>	<b>645,865</b>	<b>208,687.55</b>	<b>33.1%</b>
<b>Total Fund Expenses</b>	<b>65,641.32</b>	<b>217,738.95</b>	<b>736,989</b>	<b>190,094.55</b>	<b>14.5%</b>
<b>Surplus (Deficit)</b>	<b>45,144.32</b>	<b>60,126.59</b>	<b>(91,124)</b>	<b>18,593.00</b>	<b>223.4%</b>

(1) 2023 vs. 2022

Daily Greens Fees +55.98% \$21,259

Golf Events & Misc +12.44% \$688

Lessons -8.97% -\$990

Carts +89.24% \$22,425

Season passes +22.42% +\$25,778

Pro shop sales +11.63% +\$1,063

(2) Wages/taxes higher 2023 21.8% \$8,509 (earlier start for assistant manager). Credit card fees up 37.9% \$1,776

(3) Wages/taxes higher 2023 11.0% \$6,579; Health Ins up 46.8% \$3,779 due to employee waived coverage in 2022.



Sycamore Park District  
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**Aquatics (51)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Pool	-	-	64,170	9,448.14	-100.0%
Swim Lessons	-	-	19,567	8,484.00	
Splashpad	1,080.00	1,230.00	13,732	520.00	136.5%
	<u>1,080.00</u>	<u>1,230.00</u>	<u>97,469</u>	<u>18,452.14</u>	<u>-93.3%</u>
Total Revenues	1,080.00	1,230.00	97,469	18,452.14	-93.3%
Expenses					
Pool	-	-	72,978	3,300.25	-100.0%
Aquatics Maintenance	854.80	2,963.50	34,900	7,769.85	-61.9%
Swim Lessons	-	-	10,427	-	
Splashpad	300.00	300.00	1,122	575.14	-47.8%
	<u>1,154.80</u>	<u>3,263.50</u>	<u>119,427</u>	<u>11,645.24</u>	<u>-72.0%</u>
Total Expenses	1,154.80	3,263.50	119,427	11,645.24	-72.0%
Total Fund Revenues	1,080.00	1,230.00	97,469	18,452.14	-93.3%
Total Fund Expenses	1,154.80	3,263.50	119,427	11,645.24	-72.0%
Surplus (Deficit)	(74.80)	(2,033.50)	(21,958)	6,806.90	-129.9%

Pool closed 2023

**Debt Service (60)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	62,828.88	64,204.28	691,000	86,866.14	-26.1%
Total Revenues	62,828.88	64,204.28	691,000	86,866.14	-26.1%
Expenses					
Administration	2,490.00	2,490.00	783,337	3,690.00	-32.5%
Total Expenses	2,490.00	2,490.00	783,337	3,690.00	-32.5%
Total Fund Revenues	62,828.88	64,204.28	691,000	86,866.14	-26.1%
Total Fund Expenses	2,490.00	2,490.00	783,337	3,690.00	-32.5%
Surplus (Deficit)	60,338.88	61,714.28	(92,337)	83,176.14	-25.8%

**Capital Projects (70)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	1,659.50	129,314.70	953,800	446.51	28861.2% (1)
Total Revenues	1,659.50	129,314.70	953,800	446.51	28861.2%
Expenses					
Administration	33,536.48	195,160.84	1,454,113	61,085.84	219.5%
Total Expenses	33,536.48	195,160.84	1,454,113	61,085.84	219.5%
Total Fund Revenues	1,659.50	129,314.70	953,800	446.51	28861.2%
Total Fund Expenses	33,536.48	195,160.84	1,454,113	61,085.84	219.5%
Surplus (Deficit)	(31,876.98)	(65,846.14)	(500,313)	(60,639.33)	8.6%

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

Sycamore Park District  
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**Action 2020 (71)**

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2022 YTD Actual</u>	
Revenues					
Administration	304.65	2,155.95	299,740	13,952.82	-84.5%
Total Revenues	304.65	2,155.95	299,740	13,952.82	-84.5%
Expenses					
Administration	13,719.75	149,034.80	480,000	44,354.53	236.0%
Total Expenses	13,719.75	149,034.80	480,000	44,354.53	236.0%
Total Fund Revenues	304.65	2,155.95	299,740	13,952.82	-84.5%
Total Fund Expenses	13,719.75	149,034.80	480,000	44,354.53	236.0%
Surplus (Deficit)	(13,415.10)	(146,878.85)	(180,260)	(30,401.71)	383.1%
Total Fund Revenues	587,545.84	1,203,991.37	6,806,307	1,100,295.43	
Total Fund Expenses	557,751.98	1,777,012.51	8,043,874	1,468,524.67	
Surplus (Deficit)	29,793.86	(573,021.14)	(1,237,567)	(368,229.24)	

Sycamore Park District  
Fund Balances

	audited 1/1/2023	Revenues	Expenses	5/31/2023	5/31/2023 Cash balance
10 Corporate	1,012,650.36	305,923.05	544,147.02	774,426.39	778,938.06
20 Recreation	712,119.06	319,673.83	581,421.76	450,371.13	469,815.24
21 Donations	220,925.16	3,449.84	-	224,375.00	224,375.00
22 Special Recreation	225,056.60	25,340.88	450.15	249,947.33	249,947.33
23 Insurance	56,327.38	6,677.22	-	63,004.60	63,004.60
24 Audit	12,194.56	1,528.48	15,080.00	(1,356.96)	(1,356.96)
25 Paving & Lighting	47,132.33	3,079.25	-	50,211.58	50,211.58
26 Park Police	3,876.16	535.22	1,809.62	2,601.76	2,684.80
27 IMRF	4,654.08	7,058.19	11,712.27	-	-
28 Social Security	-	10,399.76	10,399.76	-	-
30 Concessions	66,481.01	41,968.52	44,303.84	64,145.69	60,106.35
32 Developer Contributions	51,349.38	3,586.66	-	54,936.04	54,936.04
50 Golf	174,469.08	277,865.54	217,738.95	234,595.67	249,900.37
51 Aquatics	(72,597.99)	1,230.00	3,263.50	(74,631.49)	(74,631.49)
60 Debt Service	101,740.74	64,204.28	2,490.00	163,455.02	163,455.02
70 Capital Projects	537,376.61	129,314.70	195,160.84	471,530.47	471,527.47
71 Action 2020	470,472.73	2,155.95	149,034.80	323,593.88	86,563.99
	3,624,227.25	1,203,991.37	1,777,012.51	3,051,206.11	2,849,477.40

Summary of depository accounts as of

6/16/2023

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	525,904.88	1.25
Resource Bank	201,522.07	1.41
IPDLAF	2,004,947.55	4.93
DCCF - Action 2020	71,173.63	
Dekalb Co. Community Foundation	19,897.97	
	<u>2,823,446.10</u>	

To: Board of Commissioners  
 From: Lisa Metcalf, Superintendent of Recreation Services and Recreation Staff  
 Subject: Monthly Report  
 Date: June 27, 2023

### **Administrative Initiatives (6/1/23-6/30/23)**

#### **Superintendent Metcalf**

- Attended scheduled leadership, staff and Board meetings.
- Current active memberships/passes: 310 Pathway Fitness 24/7 Memberships, 264 Pathway Fitness Passes, 51 Track 24/7 Memberships, 213 Track Passes, and 336 Open Gym Passes.
- 2023 Dog Park Memberships sold to date: 276.
- Concert Series has started. First concert got canceled, but since then attendance has been great, with around 300 each night.
- Continued planning for fall programs, putting programs in RecTrac, and finalizing the brochure.
- Attended Chamber Fun Day golf outing.
- New Recreation Supervisor, Will Turner, has started.
- Service Desk Staff started using our new credit card system, PayTrac.
- Had a meeting to start a new Art in the Park event in September.
- Hired a new Part-Time Custodian to work nights and weekends.
- Splash Fountain is doing great. Visits in the first 22 days = 989, making, \$3,192. Compared to 2022: visits = 1,278, making \$2,318.
- Continue to work in RecTrac to update things as new things get added and changed.

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

- Did vending for May selling \$183 in product.
- Had a total of 9 Birthday Packages at the community center.
- Had 4 Multi-Purpose Room rentals for June, one using both rooms.
- Had 2 gym rentals for June, in addition to the large wrestling rental.
- Had 3 private splash pad rentals with 2 renting the MPR in addition.
- Had 1 clubhouse rental and 4 Riverview Room rentals for June.
- All kitchen equipment is up and running.
- Met with Pay it Forward again for their upcoming fundraiser.
- Hosted another successful Wrestling show. Doing almost \$300 in concessions.
- Attended the June Pumpkin Festival meeting.
- KSRA began using the Riverview Room, it's working out but makes more work for custodial staff and kitchen staff.
- Started Concert in the Park, first one canceled. Still sold over \$300 in food and beverage.
- Concerts so far have sold over \$2500 in food and beverage.
- Re-organized upstairs closet in clubhouse.
- Hosted Chamber outing and Spartan outing.
- Hired new cart personnel and one more inside person for kitchen.
- Running beverage cart on Tuesday, Thursday, and Friday from 11-3.
- Hosted Gladiator tournament with almost \$4000 in sales.
- Hosted Storm Dayz Tournament.
- Getting vendors for the Sip N Savor event.

### **Recreation Supervisor Hoblit**

- Most Summer programs have begun and are running on average at 75% capacity. Summer Camp programs are running between 85-100% capacity.
- Half Day summer camp programs (Little Campers & Art) are seeing the highest registration numbers.
- Dog Obedience classes have begun and are receiving good feedback. We are increasing the registration numbers with direct advertising and word of mouth.

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

### **Administrative Initiatives (7/1/23-7/31/23)**

#### **Superintendent Metcalf**

- Aggression Volleyball will host their tryouts at the Community Center.
- Recreation staff will meet with Marketing Manager to go over expectations and policies for promoting programs.
- Will have a planning meeting for our Doty & Sons Outdoor Community Game Night.
- The Library will host their Summer Extravaganza, at the Community Center, to celebrate the conclusion of the summer reading program.
- Will participate in the Sycamore Parks Foundation Golf Outing.

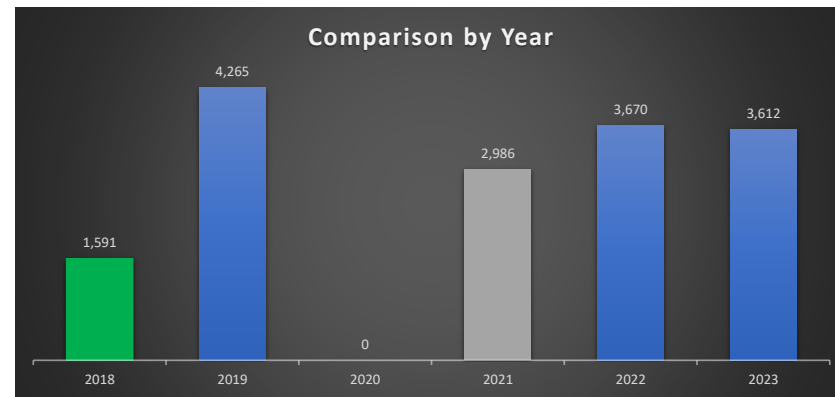
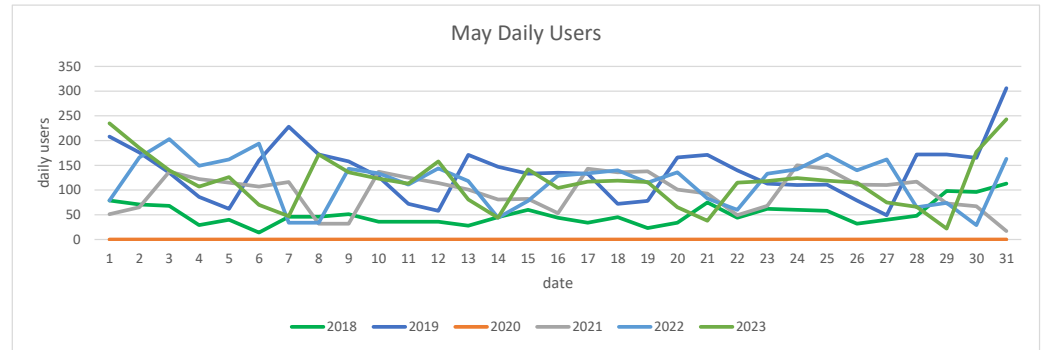
#### **Food and Beverage Manager Dobberstein**

- Working with health department to ok the kitchen after remodel.
- Will help with close-up of sports complex until the fall.
- Continue working with Kiwanis for the Pumkin Rol' down.
- Will help with hosting the Sip n Savor event.
- Working on getting vendors for Junk in your Trunk.
- Continue to do bookings.

#### **Recreation Supervisor Hoblit**

- Cup in Hand tournament is being advertised far and wide and all the groundwork has been done to foster a good tournament.
- National hotdog day dog park event is going to see an increase in entertainment events this year.

		2018	2019	2020	2021	2022	2023
May	1	79	208	0	51	79	235
	2	71	176	0	65	166	185
	3	68	135	0	137	203	140
	4	29	86	0	122	149	107
	5	40	62	0	115	162	126
	6	14	160	0	107	194	70
	7	46	228	0	116	34	47
	8	46	172	0	32	34	172
	9	51	158	0	32	143	136
	10	36	127	0	137	134	123
	11	36	72	0	125	111	113
	12	36	58	0	114	144	158
	13	28	171	0	101	118	81
	14	45	147	0	81	44	44
	15	60	133	0	82	78	142
	16	44	135	0	53	129	104
	17	34	133	0	143	134	117
	18	45	72	0	136	140	119
	19	23	78	0	138	115	116
	20	34	166	0	101	136	65
	21	75	171	0	93	83	38
	22	44	140	0	49	60	115
	23	62	113	0	68	133	118
	24	60	110	0	150	142	124
	25	58	111	0	143	172	119
	26	32	79	0	111	140	115
	27	40	49	0	110	162	75
	28	48	172	0	117	65	66
	29	98	172	0	73	74	22
	30	96	165	0	67	29	177
	31	113	306	0	17	163	243
<b>TOTALS</b>		1,591	4,265	0	2,986	3,670	3,612



From: Kirk T. Lundbeck

Subject: Monthly Report

Date: June 27, 2023

**Administrative Initiatives (6/1/23 – 6/30/23)**

- 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.
- League play continued as well as outing season. Extra rental carts have been ordered on outing dates requiring additional carts from Players Golf Cars in Rockford. Big events scheduled for July are:
- Part-time staffing hours increased once the high-school-age staff are out of school for the summer. The hours for cart staff will be as follows:

*Cart Attendant Staff – two shifts per day, 8:00am – 1:00pm and 1:00pm to close.*

*Player Assistant Staff – Weekdays Mornings from 8:00am – 1:00pm and afternoon shifts from 3:00pm to 7:00pm to cover league play.*

*Pro Shop Cashier Staff – 8:00am – 1:00pm and 1:00pm to close 7 days a week.*

In addition to the above we have lost a pro shop cashier as of June 19 so we will be training Tyler Oprins, a school teacher, to help out in the shop and also in search of another staff member to fill in when needed.

- The last Wednesday of the month will feature burgers on the grill for the Wednesday Men's league. These will be cooked to order for each foursome as they finish their round. The two Thursday night leagues, the Genoa League and the Bogeys and Beer league have shown interest in us doing the same thing for them.



- Still in the planning stages for a Ladies 18 Hole Guest Day for the Chicks with Sticks league and an 18 Hole Guest Day for the Men's Senior Freedom League. One will be in July and the other in August. The purpose for these events is to ask the players of each league to invite participants who are not frequent players of our facility to experience what we have to offer.
- Sycamore Golf Club is buzzing with players every day. We have hit records highs in rounds and revenue for single days this month on a regular basis. As of this writing we are already over \$351,522.00 for the month, almost \$80,000.00 ahead of last year to date. June 2023 is currently \$13,000.00 ahead of June 2022 to date and we didn't have the Shriners' Scramble this year.
- 64 Juniors graduated from the SAY-Golf Program this month. Everyone is having a great time and enjoying learning the game. In addition, the Say-Golf Junior League begin June 19<sup>th</sup> with 16 players ranging in ages from 10 through 15.

### **Administrative Initiatives (7/1/23 – 7/31/23)**

- Attending all administrative team meetings as scheduled.
- Continue bi-monthly marketing calls with Teesnap marketing. Continue planning next season's schedule of eblasts.
- 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.
- In the planning stages with the management team to interview prospective candidates for the Superintendent of Golf Operations position.
- Another month of leagues and outings. Big events scheduled for July are:

*Illinois Junior Golf Association Players Challenge – July 5 and 6  
The 100 Holes of Golf Challenge – July 10 - 23*

*Alvin Wildenradt Junior Championship – July 11 and 12*  
*Genoa Area Chamber of Commerce – July 14*  
*Sycamore Parks Foundation – July 21*

- The second series of SAY-Golf Junior Lessons and the Adult Lesson Academy are this month with SAY-Golf classes full and the Adult Lesson Academy filling up.
- Conner Leach has been extremely helpful and quick on our cart repairs. He has been very proactive and has dropped what he was doing to get us back up and running when needed.
- Cart staff and player assistant staff have been going above and beyond with the increased level of play. We are constantly going through our 60 cart fleet at least 1 and ½ times daily well over two on weekends.
- I will be meeting with Dan Wheeler, the Sycamore High School Golf Coach this month to lock in the golf meet and practice schedule for the Spartan Golf Team.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: June 27th, 2023

**Administrative Initiatives** (6/1/23-6/30/23)

**Golf**

- The unusual drought for this time of year has produced amazingly sparse numbers in our rain gauge. From the time of May 1 through June 21<sup>st</sup>, we have only received 1.1". Of that total, .95" was in May with only three rain events the entire month. Only .15" has fallen in June here to date. The average for this duration is 5-6". Only small amounts are predicted in the ten-day forecast.
- Because of the drought we continue to irrigate the course every night. We are also hand watering any hot spots on greens as needed. The river level is still ok for now to draw from, but of course is lower than typical for this time of year.
- Mowing and trimming continues as needed mostly in the irrigated areas. Staff has also been adding sand to bunkers, trimming landscaping and creek areas, new trees were planted along 9 fairway, new landscaping timbers placed around flower beds, flowers planted and watered regularly, all irrigation heads and distance markers trimmed around, and distances repainted.
- We have fertilized and sprayed for diseases on primary areas and sprayed a couple times for weeds.
- The new tees areas on 8 and 13 will be open soon for play as they are slowly mowed lower to not scalp the new turf.
- Com Ed has completed replacing the main underground power line from the pole at rt. 64 by ten tee to the pool. This was completed because of the age of the line. I had to collaborate closely with them as we have many private lines and irrigation pipes through that area, glad to say nothing was disturbed during the project.
- The 10-tee bridge landscaping has been completed and turned out well.

**Sports**

- All sports are playing now with busy fields everywhere. The Gladiators baseball tournament took place on the 17<sup>th</sup> of June with 32 teams playing in the event. We will host the Storm Dazy tournament from the 23<sup>rd</sup> through the 25<sup>th</sup> with 72 teams playing over 200 games. Two of the new fields will be used for part of the weekend in addition to the ten fields typically used.
- Soccer has completed their spring season. The fall practices will start August 7<sup>th</sup> with games the weekend of the 19<sup>th</sup>.

- We have been in touch daily with user groups on schedule adjustments and field uses for our staff to prep.
- The splash pad has been operating well. We check the filters and chemical test daily.
- The High School and Sports Boosters completed installation of the new score board on field 1. The Spartans were able to use the board for their last home game prior to their successful playoff run.
- The ballfield light replacement project is on hold now as Com Ed stopped the program for ball field light replacement. Our contractor is now going to get us costs for changing the fixtures based on the standard incentive, which is much less than the cancelled plan, so we are aware going forward how to plan. They will not know until the end of the year if Com Ed will bring back any of the incentives that change the lights with very little cost to us.

### **Parks**

- I attended staff, Board, budget, and park planning meetings.
- Lead electric company that is changing the building and outdoor building lights to LED has completed their work. We now have all LED fixtures in our buildings and outdoor lights around the buildings. The lighting is much better in all areas and will reduce our light energy consumption by a significant percentage. The total cost of the project that we did not have to pay for is \$73,279!
- McDermott roofing came back to fix any current cracks and holes in the roof at the Community Center.
- Park staff are mowing and trimming all parks consistently as needed. We are spot mowing now where needed and skipping areas that are completely dormant. Staff are setting up and removing the stage weekly for concerts, cleaning shelters for rentals, fixing playground equipment, trimming/removing trees, and starting to mulch landscape beds at parks.
- Eight memorial trees were planted the first week of June- two at the golf course, three at Kiwanis East Park, and three in the Good Tymes shelter area.
- Staff set up and showed the movie in the park on June 1<sup>st</sup>.
- Continue spraying and weeding natural areas.
- PDRMA sent a company out to perform an infrared temperature check on all our building's electrical panel breakers. The purpose is to make sure none of the breakers are overheating while in use to reduce the possibility of fire and overloaded breakers. Glad to report we had zero issues at all of our facilities.

### **Administrative Initiatives** (7/1/23-7/31/23)

- Attending staff, Board, planning meetings for park projects.
- Work on auction site sale of surplus items as we have a few more pieces of equipment to add.
- Continue weekly stage set-up for concerts and shelter rentals.

- Work on park/trail tree pruning, mowing/trimming when needed, park repairs and equipment replacement when delivered, keeping flowers/trees watered.
- Getting quotes for sealcoating of Comm Center lot later this summer.
- Continue to keep checking irrigation heads and hand watering hot spots as we deal with the drought on the golf course. Daily monitoring of the river level to adjust gallons per minute system uses. Keep up with watering of new trees and flower beds during the drought as well.
- Work with sports user groups and Chris on summer tryout schedules, all-star team practices, and begin fall field use planning.

To: Board of Commissioners  
From: Sarah Rex  
Subject: Monthly Report  
Date: June 27th, 2023

**Administrative Initiatives (6/1/23-6/30/23)**

- **Marketing and Community Outreach Manager Rex**
  - Arranged promotion of summer facilities, events, and camps
  - Finalized and planned a campaign to introduce the Park District's new app
  - Developed 2023 NRPA Park and Rec Month promotion
  - Worked with the Recreation Assistant to create July's panels along Literacy Lane. The theme revolves around the Women's World Cup and girls in sports.
  - Coordinated the promotion of summer programs, events, and seasonal facilities
  - Developed fall 2023 brochure
  - Coordinated sponsorships and promotion for the Sycamore Parks Foundation Golf Outing
  - Coordinated sponsorships for the Sycamore Park District's 100<sup>th</sup> Anniversary fireworks Display

**Administrative Initiatives (7/1/23-7/31/23)**

- **Marketing and Community Outreach Manager Rex**
  - Will meet with Recreation staff to talk about marketing philosophies and processes moving forward.
  - Will submit the Fall 2023 brochure to the printer
  - Will work with local artist to develop an art in the park event for September
  - Will assist at the Sip 'n' Savor Taste event and Sycamore Parks Foundation Golf Outing

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

### **Administrative Initiatives (6/1 – 6/30 2023)**

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended All Rotary and Chamber Meetings
- Bi-weekly meetings with the Superintendent
- Attended IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Attended all Dekalb History Center Board Meetings
- Continue to get to know the community members.
  - Met with Kiwanis to discuss donation.
  - Participated in the Chamber Golf Outing
- Review Marketing needs and timelines with M&OM
- Work with SOR with onboarding and support
- Interviews for the Recreation Supervisor II
- Started working on the Strategic plan update with the staff.
- New Recreation Supervisor Started
- Working with F&B staff on summer training and planning
  - Review all construction projects and next steps:
    - Reston Ponds – sending final plans to the city for final comment prior to bid process.
    - North Grove – will have the community choices listed by the end of the month.
    - Clubhouse renovations: grill is open, waiting on final walk throughs.
    - GWT – waiting on FS grain and Ibarra to get back to us on our offers as well as updated assessment on FS Grain.

### **Administrative Initiatives (7/1 – 7/31 2023)**

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended All Rotary and Chamber Meetings
- Bi-weekly meetings with the Superintendent
- Attended IPRA meetings: Diversity Section, Membership Council, Diversity Leadership Taskforce, and Illinois Parks Foundation
- Attended all Dekalb History Center Board Meetings
- Continue to get to know the community members.
- Review Marketing needs and timelines with M&OM
- Work with SOR with onboarding and support
- Interviews for the Recreation Supervisor II
- Started working on the Strategic plan update with the staff
- Interviews for the Superintendent of Golf
- Working with F&B staff on summer training and planning
  - Review all construction projects and next steps:

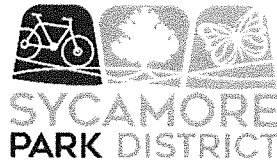
- Reston Ponds – sending final plans to the city for final comment prior to bid process.
- North Grove – will have plan design
- Clubhouse renovations: hope to have those completed and the Grill open.
- GWT – waiting on FS grain and Ibarra to get back to us on our offers as well as updated assessment on FS Grain.



Dear Jonelle, Sarah + Jeff, June 2023  
↘

Thank you so much for your support of CASA through our Color Run fundraiser. Your help makes this event possible, and successful! The money raised through the event supports our advocacy for children in DeKalb County who have experienced abuse or neglect.

Thank you!  
Jessica Sandlund +  
Color Run committee



Board of Commissioners  
Date of Board Meeting: June 27, 2023

**Information Only**

**AGENDA ITEM:**

Solar Energy options

**BACKGROUND INFORMATION:**

June 22 we had a meeting covering the following:

- **Team Introductions** (DSD Renewables and General Energy)
- **Document Review** (Background on DSD Renewables)
- **Specific Questions** (Contract entity confirmation and review process)
- **Next Steps** (Timeline to complete all remaining documentation if required)
- **Questions**

We will have more and detail for the next meeting.

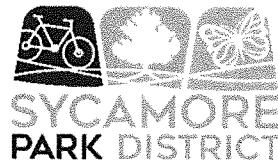
**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

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

A handwritten signature in black ink, appearing to read "JEB", is positioned to the right of the "PREPARED BY" line.

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



Board of Commissioners  
Date of Board Meeting: June 27, 2023

**STAFF RECOMMENDATION AND INFORMATION**

**AGENDA ITEM:**

Park and Construction updates

**BACKGROUND INFORMATION:**

**Clubhouse:**

- All the internal construction is completed. We will be having the health department come to do a final walk through.
- The outside of the bar will be temporarily finished by J&W construction – at no additional cost until the official panels can be completed.

**Great Western Trail:**

- We have rescinded the previous offer to F & G grain and resubmitted an offer for \$158K which is what the updated appraisal came back as, since we do not have to move the guy wire.
- Ibarra is still in mediation with American Survey and has not accepted the \$.85 increase.

**Memorial Park:**

- Signs are being designed for:
  - An 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
  - Trees have been planted on the disc golf course as well.

**North Grove:**

- Working with Upland Designs.
- We will be posting the additional concepts in July and requesting the community feedback for the adjusted designs based upon the community meeting.

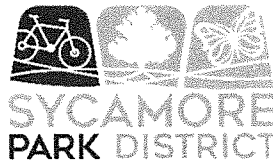
**Bridge #1:** The landscaping is in and the bridge looks lovely.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

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

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



**Board of Commissioners  
Date of Board Meeting: June 27, 2023**

**STAFF RECOMMENDATION**

**AGENDA ITEM:**

Sound Check – Winter/Spring Staff Survey

**BACKGROUND INFORMATION:**

The Sycamore Park District witnessed notable highlights throughout the winter and spring season, including the chili contest, the incoming of a key piece of equipment, a well-attended special class, and increased enthusiasm for golf season. Employees partook in holiday events, panel participation in the hiring of a new Superintendent of Recreation, and enjoyed the growth of successful programming prior to the season's end. In order to improve work-life balance, cross training opportunities and a more reliable schedule are recommended. This work environment creates the motivation and boosts morale with the positive atmosphere created by acknowledging staff appreciation, job responsibility, task accomplishment, job satisfaction, as well assists one with personal work ethic and self pride. Benefits have pleased individuals and they are satisfied with health, dental, vision, and bonus if offered. The staff enjoys and respects the leadership, some being flexible, reachable and all just excited to get along well with each other as they transition through leadership changes. Additionally, Sycamore Park District staff highlighted the positive rapport with each other, the great leadership team, and a welcomed transition throughout the season.

**STRENGTHS**

Positive atmosphere and acknowledgment  
Time off, vacation  
Great communication with staff  
Engaged volunteers and part-time staff  
Reliable schedule  
Cross-training

**OPPORTUNITIES**

Implementing more flexible hours for members  
Expand classes and create more consistent sessions  
Introduce additional pieces of high-quality equipment.  
Bring in more volunteers from Sycamore Park District  
Create a facilitative environment for staff to succeed

**WEAKNESSES**

Lack of drop-in and open hours for members  
Lack of consistency when offering classes  
Lack of additional help for servicing equipment  
Inadequate staffing for evening custodial work  
Need for a better training manual

**THREATS**

Attrition among existing volunteer staff  
Cost of new equipment and services  
Competition of neighboring facilities  
Financial restrictions limiting improvements

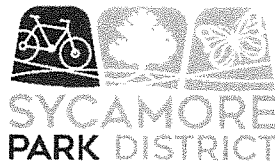
**FISCAL IMPACT:**

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

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



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



**Board of Commissioners**  
**Date of Board Meeting: June 27, 2023**

**Information Only**

**AGENDA ITEM:**

Holiday Light Show

**BACKGROUND INFORMATION:**

We were contacted by a company who hosts light shows. BOLD Media offers the ability to rotate show displays each holiday season. It includes all equipment, marketing and sponsorship assistance.

There are several choices for this program. If we did them by ourselves the recommended choice would be the Snowball which is \$35,000/year + 20% revenue share after the first \$35,000 is earned by the venue each year. Each option is for 3yrs and the funding has to be paid upfront.

**FISCAL IMPACT:** \$105,000

**STAFF RECOMMENDATION:** review and look at recommendations

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

A handwritten signature in black ink, appearing to read "J. Bailey", is positioned to the right of the "PREPARED BY" line.

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



# HOLIDAY LIGHT SHOW™ PACKAGES

Looking for a fun way to generate revenue throughout the holiday season? A BOLD Media Holiday Light Show is a unique opportunity to showcase your property to potential customers year-round while creating new revenue streams for your business during its slower time of year! A LOT more than simply "hanging lights" goes into making a light show successful, that's why we've created several options to help make your light show a tradition families will come to love!

## **SNOWGLOBE - \$75,000/YEAR + APPLICABLE REV. SHARE AFTER THE FIRST \$75,000 EARNED ANNUALLY**

This is the ultimate, 1-mile drive-thru Holiday Light Show experience! The Snowglobe package crams in over 200 display pieces, 3 gigantic light tunnels, 2 miles worth of road lighting, 6 scenes that are specially synchronized to the music broadcast over your show's FM transmitter, and a dazzling array of colors that will make your show the "go to" activity for holiday-lovers in your area!

## **SNOWMAN - \$60,000/YEAR + APPLICABLE REV. SHARE AFTER THE FIRST \$60,000 EARNED ANNUALLY**

The Snowman is a winter tradition, just like the 1-mile long light show that you'll be debuting with the Snowman Package! Treat your guests to a mile of dazzling lights featuring 2 tunnels, 150-175 display pieces, 4 music synchronized scenes, 2 miles worth of road lighting, and a whole lot of holiday joy!

## **SNOWBALL - \$35,000/YEAR + 20% REVENUE SHARE AFTER FIRST \$35,000 EARNED BY VENUE EACH YEAR**

Designed for a property with a half-mile ready to be decked out for the holidays, the Snowball package is the perfect fit for a fun-filled family trip this holiday season! This level includes 2 light tunnels, 3 music synchronized scenes, 1 mile worth of road lighting, and 100-125 display pieces ready to light the night all season long!

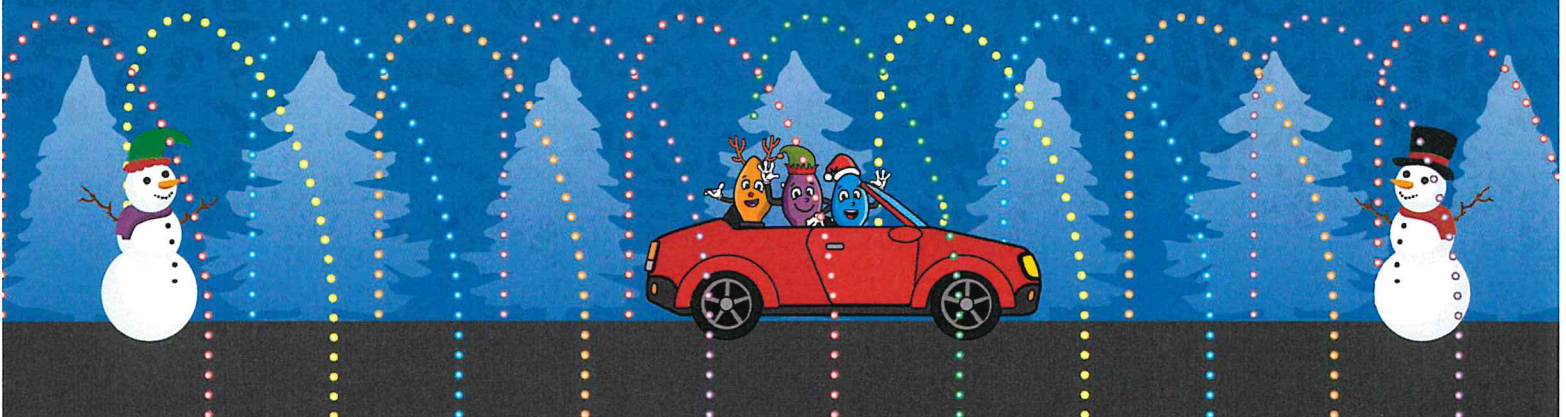
## **SNOWFLAKE - \$30,000/YEAR + 20% REVENUE SHARE AFTER FIRST \$30,000 EARNED BY VENUE EACH YEAR**

Snowflakes may be small, but each is beautiful and unique; just like your half-mile show! This package is perfectly suited for either a small property looking for a fun holiday treat, or as a fun upsell to an already existing holiday event. This level features a light tunnel, 2 music synchronized scenes, 75-100 displays, and a mile worth of road lighting to make your season bright!

*Ready to get started planning your Holiday Light Show?*

**Contact your venue coordinator today: Danny Dwyer**  
(508) 538-4234 [Danny.dwyer@boldbroadcasting.com](mailto:Danny.dwyer@boldbroadcasting.com)

AMOUNT SHOWN FOR PACKAGES REFLECTS THE DIVIDED COST OF A STANDARD 3 YEAR LEASE. ALL SHOW LEASES ARE FOR 3 YEAR AGREEMENTS, WITH PAYMENT FOR THE ENTIRE AGREEMENT DUE UPON SIGNING. PRICING SHOWN IS VALID THROUGH 9/01/22.



This agreement made and entered into on **DATE** by and between Show Producers, **SHOW PRODUCER** located at **ADDRESS** and BOLD Broadcasting, LLC d/b/a BOLD Media, do hereby enter into an agreement to supply industrial holiday light displays for use at a light show in **City, State, Country**. This agreement is for a three year period incorporating the November/December holidays for 2023, 2024, and 2025. The parties agree as follows:

**BOLD Media will provide:**

1. The holiday light displays in the quantities and varieties described in the package of your choosing will be delivered to your show area on or before October 15th, 2023. A sample list is included as an attachment herein for example purposes only, the final list of displays may vary and will be provided no less than 30 days prior to the ship date of your show.
2. All guy wires, controllers, stakes, animation boxes, and miscellaneous other gear as required to support the setup of BOLD Media's displays, all of which is listed herein. BOLD Media will not provide the power source or the equipment needed to run from displays to the power source. Zip cord will be provided but should only be used for connecting displays together and not from the display to the power source. Some displays that have animation or synchronization to music functionality may not be sent with the controller for that functionality due to limitation of the package selected
3. A small reserve of spare light bulbs, wire, and other consumable materials. If the producer's show utilizes other displays not belonging to BOLD Media, the Producer agrees that the spare consumable materials shall not be used for servicing such other displays.
4. Trailer(s) or approved storage facility for the storage of all show equipment shall be provided by Show Producer. BOLD Media will ship all displays and equipment that will need to be unloaded by Show Producer in the secured in the storage area. Any damage to a display that can be reasonably attributed to negligence, theft, mishandling, misuse, vandalism, intentional destruction or other similar occurrence will be the sole financial responsibility of the Show Producer.

Upon discovering the loss or damage of property belonging to BOLD Media, the local police will be notified and a report will be issued.

5. To support a quality experience for the Show Producers guests, BOLD Media offers the ability to rotate show displays each holiday season. Should the show producer elect to have a new collection of displays provided in substitution of those displayed the previous year, Show Producer shall pay to BOLD Media a transportation fee for each year in which this option is utilized. The transportation fee will be quoted each year at the time of request. This transportation fee shall be paid within ten days of the Show Producer requesting the rotation of displays and quote of transportation provided to the Show Produce. A request to have a new collection of displays substituted for the upcoming holiday season must be made prior to May 1st of each year. If a request for rotating the displays is made, the Show Producer hereby explicitly consents to having the displays in its possession be removed from its property and consents to their use at another BOLD Media location or partner location for a different holiday show. At the conclusion of this agreement, if a subsequent contract is not signed the show producer agrees to provide safe and dry storage for any leased show equipment for a period of 90 days following the teardown of the light show in its final year.

6. To support the Show Producer's ability to obtain sponsorship of its show, BOLD Media can produce custom sponsor displays which shall be separately quoted. The cost of sample art, production, delivery, and fulfillment is not included in this agreement and shall be subject to a separate agreement if requested by the Show Producer.

**Show Producer agree to provide:**

1. A competent maintenance person who can complete repairs as needed remotely. Any major repairs (greater than simple splicing of a wire to repair a display which has suffered a short) require consent and approval from BOLD Media's technical support team. BOLD Media will be available for technical support based on availability. Support is available during normal business hours, and on a limited basis during event operations. If any technology is broken and in need of replacement, we require at least 7 days notice to insure time to secure equipment and get it shipped. Any requests within 7 days are not



guaranteed, and the Show Producer should assume they will not be instantaneously granted or fulfilled. If a replacement is available, but requires rush shipping, the Show Producer will be responsible for reimbursement for rush shipping costs.

2. Repairs on normal wear and tear of the show. The Show Producer agrees to making repairs including: fixing light bulbs, damaged wires, etc..
3. A safe and secure environment for BOLD Media's equipment both while deployed for use in the event and subsequently while stored in their respective trailer(s) or approved storage area.
4. Permit the complimentary and safe storage for the length of this agreement of all show equipment at the facility where the event will take place. The Show Producer understands that once the equipment is delivered, it cannot be moved by a third party without proper notice and the express written consent of BOLD Media. Moreover, should the equipment be delivered to a location that later requires relocation, the movement of that equipment to a second location will be paid for at the expense of the Show Producer and BOLD Media will be notified of the new location.
5. Personnel to receive the trailer when delivered to the show location. All power distribution equipment to support the displays once deployed.
7. Any heavy equipment required for setting up / breaking down the displays.
8. Marketing and advertising is the responsibility of the Show Producer, they may not use the BOLD Media brand, intellectual property in any advertising or publication without the express written permission of BOLD Media. To ensure attendance at the light show, a minimum marketing budget of \$2,000 will need to be met. BOLD Media will be available to assist with these marketing effort for an additional fee, results of marketing campaigns are never guaranteed.
9. All permits required for hosting the event shall be properly obtained by the Show Producer. At no time will the Show Producer allow BOLD Media's equipment to become encumbered, mortgaged, used as collateral or otherwise detained due to Show Producer's acts or omissions.
10. All crew required for setting up, breaking down, maintaining the displays throughout the course of their use.
11. Have the show fully standing and powered no later than 7 days prior to opening. This will allow enough time for testing and troubleshooting prior to opening night.
12. Event staff for the event.
13. Pay all applicable sales tax.
14. To be open a minimum of 20 nights each season. BOLD Media recommends opening Thursday through Sunday from the Friday before Thanksgiving through New Year's Eve depending on how the holiday falls. Show Producer also agrees to submit final schedule to BOLD Media for website no later than Sept 30th each year of the contract
15. Approved use of road lighting provided by BOLD Media. Show Producer will receive either 1 mile of road lighting (for a half mile show) or 2 miles of road lighting (for a full mile show), varying based on the package selected, to run the length of the show on both sides of the road. Additional road lighting may be available for purchase with 7 days notice, subject to availability.

**It is mutually agreed between the parties that:**

1. The Show Producer will furnish a certificate of insurance that evidences BOLD Broadcasting LLC dba BOLD Media as an additional insured with a waiver of subrogation with minimum coverage limits of One Million Dollars (\$1,000,000.00) per occurrence covering bodily injury and property damage commencing with the occupation of the grounds in preparation for the event through the final removal of property and equipment from the show grounds following the conclusion of the agreement.
2. The show producer accepts the use of BOLD Media's equipment "as is" and hereby expressly agrees that at no time will it allow guests or untrained crew to come into physical contact with our equipment and holds harmless BOLD Media in the

event of any injury or death arising from the failure, use, and/or misuse of BOLD Media's fixtures or in any other association with its event. Furthermore, the Show Producer agrees to fully indemnify and hold BOLD Media, its affiliates, employees, and/or assigns, harmless from any civil action arising from the event, Show Producer's other ventures, misuse of equipment, etc.

3. The displays loaned to the Show Producer may only be used for the months of November, December, and January; with limited use permitted in the month of October should setup be conducted early in the season. Additional use or removal from their storage location at other times of the year is strictly prohibited.

4. All online ticketing shall be conducted through TicketSpice or another approved partner of BOLD Media. Credit card transactions shall be processed through Square payments, no Cash shall be accepted at the event for the safety of employees and funds in their custody.

5. BOLD Media shall make a seasonal selection of upsell items available to the show producer for which they may in turn sell to their customers through their ticket booth window. Should the Show Producer wish to offer customers access to upsell items, they must place an order for any needed merchandise no later than September 1st in order to allow BOLD Media ample time to secure and ship the requested merchandise. Payment for any merchandise requested is due upon order. If the show producer wishes to offer upsell items (including hot chocolate) to guests, they will only procure upsell items from BOLD Media directly and can only sell other items if expressly approved by BOLD Media.

#### **Compensation for use of BOLD Media's light displays:**

Due upon signing, the Show Producer will pay \$180,000 for the right to possess BOLD Media's light show equipment for a 3 year period. As mentioned above, the display outline attached herein is subject to change based on the final displays shipped. An updated replacement value appendix will be sent along with the final display outline. The 3 year cost associated with the use of BOLD Media's equipment is \$180,000.

The 3 year cost associated with the use of BOLD Media's equipment is \$180,000, or about \$60,000 per year. BOLD Media shall be entitled to 20% of the gross amount of ticket sales (whether sold online, at the gate, through partners or sponsorships or directly) for all tickets sold regardless of whether or not they are actually redeemed by the ticket purchaser for every ticket sale in excess of \$60,000.00 annually.

The Show Producer will provide nightly reports of ticket revenues by email to BOLD Media. The Producers will pay BOLD Media its percentage of the ticket sales in bi-weekly payments commencing 2 weeks after the total ticket sales have reached \$60,000.00. Payments shall continue bi-weekly until all payments have been tendered. Any final settlement must be made by January 15th of each year. No fees shall be due to BOLD Media for tickets distributed by Show Producer "for free" whether through sponsorship allowances, gifts, press passes, contests or charitable contribution or through any other means however the value of such tickets shall be counted as part of the first \$60,000.00 for which no additional royalty is due.

Show Producer agrees that any display or associated show equipment leased to the Show Producer by BOLD Media may at no time be encumbered, sold, pledged or otherwise transferred to any entities or individuals. At the conclusion of the three 3 year term of this agreement, Show Producer shall be obligated to return the trailer along with all displays and provided equipment to the Show Producer for removal from site, unless otherwise agreed to in an extension of this agreement.

**Force Majeure.** Neither BOLD Media nor the Show Producer shall be held liable or responsible if the failure to perform under this Agreement for causes beyond the control and without the fault or negligence of the above named parties. Such causes may include, but are not restricted to, acts of God or public enemies, unlawful acts, acts of city in either sovereign or contractual capacity, acts of any governmental entity, snows, fires, floods, pandemics, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but, in every case, the failure to perform must be beyond the control and without the fault or negligence of the above named parties. Force majeure specifically excludes both financial inability to perform and economic conditions.

#### **Disputes:**

Any dispute arising out of or relating to this Agreement, including the alleged breach, termination, Validity, interpretation and performance thereof ("Dispute") shall be resolved with the following procedure:

A. **Negotiation.** Upon written notice of any Dispute, the parties shall attempt to resolve it promptly by negotiation between executives or delegates who have the authority to settle the Dispute and this process should be completed within 30 days (the "Negotiation").

B. **Mediation.** If the dispute has not been resolved by negotiation in accordance with paragraph A, then the parties shall proceed to mediation unless the parties at the time of the dispute agree to a different time frame. A "Notice of Mediation" shall be served, signifying that the Negotiation was not successful and to commence the mediation process. The parties shall agree on a mediator; however, if they cannot agree within 14 days the {then a local mediation service provider} shall appoint a mediator in Suffolk County, NY. The mediation session shall be held within 45 days of the retention of the mediator, and last for at least one full mediation day, before any party has the option to withdraw from the process. The parties may agree to continue the mediation process beyond one day, until there is a settlement agreement, or one party {or the mediator} state there is no reason to continue because of an impasse that cannot be overcome and sends a "notice of termination of mediation." All reasonable efforts will be made to complete the mediation within 30 days of the first mediation session.

During the course of the mediation, no party can assert the failure to fully comply with paragraph A, as a reason not to proceed or to delay the mediation. The service of the Notice of Mediation shall stay the running of any applicable statute of limitations regarding the Dispute until 30 days after the parties agree the mediation is concluded or the mediator issues a Notice of Impasse. Each side shall bear their own mediation costs associated with their needs.

C. **Litigation.** If negotiation and/or mediation does not resolve the conflict, either party may thereafter initiate litigation. Any litigation arising out of this contract must be commenced within one year from the date of the last mediation session and must be brought in Suffolk County, New York; both parties irrevocably agree that no action may be brought in any other jurisdiction, regardless of the location of either party or the event itself. The prevailing party shall be entitled to reasonable attorney fees, plus the cost of collections.

Should any part of this agreement be deemed unenforceable or unconstitutional, the remainder of this agreement shall remain in full force and effect.

NOW THEREFORE, in complete understanding and according to the terms and conditions of this Agreement, the Parties undersigned set their hands and this date.

**[Signature page to follow]**

_____	_____	_____	_____
Signature of Show Producer	Date Signed	Signature for BOLD Media	Date Signed
_____	_____	_____	_____
Printed Name	Title	Printed Name	Title

## Addendum B:

This section is **voluntary** and only applies if the Show Producer wishes to make use of BOLD Media's 'Holiday Light Show' brand. If the Show Producer wishes to manage their own branding, websites, social media, etc, they should not complete this section. Moreover, if this section is signed by both parties, it shall override any conflicting language contained in the original contract between the parties dated: \_\_\_\_\_.

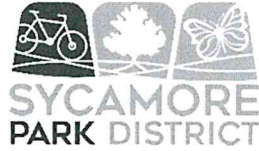
### Rules regarding use of BOLD Media's 'Holiday Light Show' Brand (if applicable):

1. All website & social media accounts for Show Producers website shall be managed and owned wholly by BOLD Media its affiliates and/or assigns.
2. All show logos, creation and management of all regularly scheduled digital ads, maintenance of social media accounts, creation of official show soundtrack (music royalties are expressly the responsibility of Show Producer), graphic design of all signage, approval and creation of any needed radio scripts / billboard graphic ads shall be produced by BOLD Media's marketing department.
  - a. The cost of radio ads, paid social media ads, billboards, newsprint, television or other media shall be at the cost of the Show Producer. At no time will BOLD Media will itself allocate budget to pay for marketing on behalf of the Show Producer.
3. Any use of BOLD Media's 'Holiday Light Show' brand, name, intellectual property, graphics, photography (still and motion), or other trademarks belonging to BOLD Media, shall require the prior written approval of BOLD Media's marketing department.
  - a. BOLD Media occasionally offer sales, promotions, or other marketing incentives to encourage guests to attend the light show, should BOLD Media plan to offer a sale or promotion that would impact the Show Producer's location, BOLD Media will provide no less than 5 day notice of such intention to allow the Show Producer to decide if they wish to participate in the promotion or not. If the show producer does not wish to participate in a given sale/promotion/incentive, they shall have the right to request that they be exempted provided they give BOLD Media no less than 72 hour notice that they will not be participating in the promotion. If notice is not given to BOLD Media of the Show Producer's intention to not have their location included in the promotion, the Show Producer hereby agrees to honor the terms of the promotion for the duration of the promotional period.
4. All signage required for the specific venue shall be approved & designed by BOLD Media, printing costs associated with signage are the responsibility of the Show Producer and due no later than 2 weeks prior to the show opening.
5. At all times the show producer will maintain a safe and enjoyable environment, free of any dangerous road conditions, improperly exposed wires, damaged or blacked out displays, if a situation arises that creates an unsafe condition, the Show Producer will immediately remedy the situation and notify BOLD Media of the occurrence.
6. Normal pricing for show tickets may not be less than \$20 per carload for a full mile,/ \$12 for a half mile without the express written permission of BOLD Media. At times of promotions or other sales incentives, tickets may be reduced below \$20 per carload for a full mile,/ \$12 for a half mile. If the Show Producer wishes to not participate in a given promotion or sale incentive, they shall act in accordance with section 3a of this addendum.
7. No creative content, graphics, advertisements, websites, or social media accounts for the show (or posing as an official outlet for the show) shall be created, maintained, and/or distributed by the Show Producer or their affiliates as that would create brand confusion. BOLD Media at its sole discretion and in observance of its standards will be solely responsible for managing any paid media the Show Producer may elect to purchase. BOLD Media shall act as the agency of record for the Show Producer in the procurement of any media purchased that is directly related to the 'Holiday Light Show'.
8. BOLD Media shall include the Show Producer's location on holidaylightshow.com as an official 'Holiday Light Show' location for the duration of this agreement. In the event of non-renewal of this agreement or cancellation due to material breach, BOLD Media will remove the location from the website and the Show Producer will immediately cease use of BOLD Media's equipment, brand names, imagery, intellectual property, trademarks (including, but not limited to 'Holiday Light Show') and/or anything else associated with a BOLD Media light show.
9. Show Producer agrees to abide by all published policies of BOLD Media's 'Holiday Light Show' brand including, but not limited to, their No Refund policy.
10. The Show Producer will at no time discriminate against potential employees, active employees, or patrons on basis of gender, age, sexual orientation, perceived or actual economic class, ethnicity, religion, creed or any other federal or state protected class of person.

- 11. All transactions for tickets and merchandise (if applicable) like shall be conducted through a credit card terminal if not purchased online through Holidaylightshow.com. No cash may be accepted at the event.
- 12. BOLD Media has the right to sell national / local sponsorships into the event, the Show Producer has the right to do the same provided the perks offered to both parties are similar in nature and pricing is mutually agreed upon prior to the sale in order to prevent unfair pricing for customers. Should BOLD Media sell a sponsorship into the event, BOLD Media shall have the financial responsibility for any materials or media spend required to satisfy the terms of the sponsorship.

The undersigned hereby requests use of BOLD Media's 'Holiday Light Show' brand and understands that BOLD Media has the unrestricted right to terminate use of their brand at any time, for any reason, should they elect to do so.

Signature of Show Producer	Date Signed	Signature for BOLD Media	Date Signed
Printed Name	Title	Printed Name	Title



**Board of Commissioners**

**Date of Board Meeting: June 27, 2023**

**STAFF RECOMMENDATION**

**AGENDA ITEM:**

Sycamore Park District Board of Commissioner By-Laws and expectations document

**BACKGROUND INFORMATION:** The By-Laws for the Sycamore Park District Board of commissioner is to be reviewed annually for content and accuracy. There were no changes made.

In addition, the expectation of board responsibility was updated to reflect the Illinois Association of Park Districts recommended wording.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:** It is the staff recommendation that the board review and approve the documents as they relate to board business and behavior.

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

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**



## **Board of Commissioners By-Laws**

### **I. ORGANIZATION**

The Sycamore Park District was organized in 1923 and governed by a board of five elected commissioners according to Illinois Laws and Compiled Statutes, Chapter 70, also known as the Park District Code.

### **II. STATUTORY AUTHORITY**

A Park District is a municipal corporation created to acquire and maintain parks and other property under its jurisdiction and to operate and regulate activities held therein according to Chapter 70 of the Illinois Laws and Compiled Statutes, Sec. 1205 et seq.

### **III. DEFINITIONS**

Sycamore Park District will from now on be referred to as "the District."

From now on, the Sycamore Park District Board of Commissioners will be referred to as "the Board."

Executive Director will from now on be referred to as "the Director."

### **IV. APPLICATION OF THE PARK DISTRICT CODE**

Subjects not contained herein but included in the Illinois Park District Code shall apply to the District. If there should be any future conflict between the same, the Park District Code shall prevail.

### **V. PROVISIONS FOR CHANGE OF POLICY**

Any of the policies/by-laws contained herein may be revised, deleted, or added thereto by a majority vote of the Board at a regular or special meeting, provided, and only if the same shall have been introduced at a regular or special board meeting a minimum of two weeks prior to the Board taking any action thereon.

### **VI. FISCAL YEAR AND ANNUAL MEETING**

The District's fiscal year shall commence on January 1 and end on December 31 of the same year. The Board's Annual Meeting shall take place at its regular meeting in May of each year.

## **Board of Commissioners**

### **By-Laws P. 2**

#### **VII. PREPARATION OF MANUALS AND HANDBOOKS**

Manuals and handbooks may be written to define in greater detail procedures to be followed regarding specific activities. Such manuals and guides shall follow the policies contained herein. It shall be the duty of the Executive Director to ensure that all such manuals and handbooks are in concert with these by-laws and other policies of the Board.

#### **VIII. NAMING OF PARKS, RECREATION AREAS, AND FACILITIES**

- A. The Park District Board of Commissioners will be responsible for accepting, reviewing, and acting upon all nominations for the public dedication of park district property.
- B. The decision to name a specific property (whether land or structure) in honor or memory of a deserving person or group will be made at a regularly scheduled meeting.
- C. The public will be informed that written nominations will be accepted by the Board.
- D. The requirement that nominations be submitted may be waived if the District has received property as a donation or a cash endowment that is earmarked for a specific facility or structure, and the Board has voted to accept that donation/cash endowment.

#### **IX. BOARD OF COMMISSIONERS**

##### **A. ELECTIONS**

Park Board elections shall be held in odd-numbered years for terms of four years.

##### **B. POWERS AND DUTIES OF THE BOARD**

It shall be the duty of the Board to formulate and adopt policies for the current operation, control, and improvements, and future park and recreation facilities, programs, and activities of the District. In the performance of its duties, the Board shall:

Adopt policies, regulations, ordinances, resolutions, and procedures to govern and ensure the orderly operation of the District.

Such policies, regulations, ordinances, resolutions, and procedures shall be reviewed from time to time as appropriate and may be amended as prescribed herein. The District shall maintain an up-to-date master copy of this manual at its administrative office, which shall serve as the official transcript of District policy.

The District shall also, for the convenience of the public, Board, and staff, make and distribute additional copies of this manual in whole or in part any periodic revisions and/or updates as the Board deems appropriate.



## **Board of Commissioners**

### **By-Laws P. 3**

Additionally, the Board shall:

- 1) Select a Director as its chief executive officer and delegate to them the commensurate authority to effectively execute responsibilities, enforce the policies of the Board, the rules, and regulations of the District, and otherwise ensure the effective administration and operation of all District assets, programs, and services. It shall otherwise seek ways to manage the "succession" of the Executive Director, should the position be vacated.
- 2) Provide for the levy of taxes and, when appropriate, the issuance of bonds so that sufficient funds may be available to pay the obligations the District incurs for the acquisition, maintenance, development, and beautification of all district property and the operation of its recreational facilities, programs, and services.
- 3) Adopt a budget to ensure the best possible facilities, programs, and services may be provided.
- 4) Develop parks, facilities, programs, and services responsive to the needs and desires of the residents of the District and approve ways and means whereby the same may be achieved and efficiently administered.
- 5) Appraise the effects of District programs, their execution, and the delivery efficiency in terms of value rendered to the community.
- 6) Keep the residents of the District informed concerning the park district's purposes, accomplishments, requirements, and financial condition.
- 7) The study improved park and recreational facilities and practices to assist in presenting pertinent and up-to-date information about the residents of the District.

#### **C. STANDARDS OF CONDUCT FOR BOARD MEMBERS**

In conducting the business of the District, members of the Board shall continuously observe the following standards:

1. In discharging their duties, Board members act as a Board, not as individuals. The individual Commissioner has no more authority over park and recreation policies, facilities, or any other aspect of the District's operation than any other citizen. The Board member should not speak or act for the Board unless specifically authorized to do so by the action of the Board. The role of the Board Spokesperson to the public/media is defined in IX. D. (A)
2. Board members represent all the residents of the District and, therefore, should avoid partisanship based upon special or personal self-interest.
3. Board members should base decisions upon objective study, evidence, and verifiable information, rather than feelings, personal opinions, or other subjective factors.

## **Board of Commissioners**

### **By-Laws P. 4**

4. Board members should be cognizant of and respect the separation of their responsibilities from those of the Director and staff.

Members should respect the Board's commitment to work through its chief executive officer by requesting desired information directly from them, by referring to the executive officer's suggestions for new policies for their professional consideration and opinion, by refraining from acting on any complaint until after the Director has had an opportunity to investigate fully and report, and publicly supporting approved actions of the administration.

#### **D. OFFICERS OF THE BOARD**

The officers of the Board are President, Vice President, Secretary, and Treasurer.

- 1) Duties of the President – The President shall preside at all meetings of the Board and shall call special meetings thereof of their motion or on request of two or more members, and in case of a special meeting, shall cause notice to be given to all members as provided by said rule of Board.
- 2) The President shall have the right to vote on all questions coming before the Board and shall be a member thereof, perform such other duties as customarily pertain to this office and are required and prescribed by law. The responsibility of the Board spokesperson shall fall solely to the Board President, unless they are unreachable, at which time the Executive Director may contact the Board Vice President.
- 3) Duties of the Vice President – If the President is absent, the Vice President shall preside and perform such duties as usually pertaining to the President as prescribed by law.
- 4) Duties of the Secretary – It shall be the duty of the Secretary to be present at all meetings of the Board; to make and preserve an accurate record of the proceedings of the Board; to present at each regular meeting written minutes of the preceding meeting; to prepare and publish such reports as are required by law; to maintain a current compilation of this document and any other policy as directed by the Board. The Secretary shall have the right to administer oaths and affirmations. The Secretary of the Board shall be the Executive Director unless otherwise designated by the Board.
- 5) Duties of the Treasurer – The Treasurer shall keep true and accurate records of all receipts and disbursements of District funds.
- 6) The Treasurer shall make no disbursement of District funds except upon order of the Board and shall cause to keep proper vouchers at the Districts administration office on file for same.
- 7) In addition, the Treasurer shall perform other duties as the Board may prescribe by rule or regulation. The Treasurer of the Board shall be the Superintendent of Finance unless otherwise designated by the Board.

#### **E. ELECTION AND APPOINTMENT OF OFFICERS AND COUNSEL**

The Board shall commence its annual meeting by electing a President and Vice President and appointing a Secretary, Treasurer, and Park District Attorney. The term of office for each shall

## **Board of Commissioners**

### **By-Laws P. 5**

begin upon their election or appointment and shall continue until the following year's annual meeting.

#### **F. VACANCIES OF THE BOARD**

Whenever any member of the Board shall (1) die, (2) resign, (3) become under legal disability, (4) cease to become a legal voter, (5) be convicted of any infamous crime, (6) refuse or neglect to take the oath of office, (7) not reside in, or moves from the District, or (8) fail to attend to the duties of the office or neglect to attend regular and special meetings for a period of three consecutive calendar months, or neglect to attend a minimum of six regular or special meetings in twelve months, said office shall be declared vacant by the Board unless the Board by a 4/5 vote rule that the absence is excusable. If the Board finds the position to be vacant, the vacancy may be filled by appointment by a majority vote of the Board per the Park District Code.

#### **G. RECOGNITION OF SERVICE**

Recognizing that service as a Commissioner is voluntary, the Sycamore Park District will allow Commissioners to receive the same "Miscellaneous Benefits" (see Personnel Policy 4-15) as a full-time employee.

## **X. MEETINGS**

### **A. DAY AND LOCATION OF REGULAR MEETING**

The Board's regular meeting shall be held at 6:00 p.m. on the fourth Tuesday of each month in the District's Administration Office unless the Board, in compliance with the Illinois Open Meetings Act, shall designate otherwise.

### **B. SPECIAL MEETINGS**

Special meetings may be called by the President or any two members of the Board. Notice of such meetings stating the time, place, and purpose for which the meeting has been called shall be served to the members through the Secretary of the Board and by the current obligations of the Open Meetings Act.

### **C. QUORUM**

A majority of the Commissioners shall constitute a quorum for the transaction of all business.

### **D. AGENDA**

The Agenda shall follow the following form substantially:

#### **CALL TO ORDER**

#### **APPROVAL OF REGULAR AND CONSENT AGENDA**

#### **APPROVAL OF MINUTES**

## **Board of Commissioners**

### **By-Laws P. 6**

#### **PUBLIC INPUT**

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

#### **CONSENT AGENDA:**

**Superintendent of Finance**

**Budget Report/Monthly Cash Flow**

**Superintendent of Golf Operations**

**Superintendent of Parks and Facilities**

**Superintendent of Recreation**

**Executive Director**

#### **CORRESPONDENCE**

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

#### **DEPARTMENT PRESENTATIONS**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### **PUBLIC INPUT**

#### **EXECUTIVE**

### **E. ROBERT'S RULES OF ORDER**

Unless provided for otherwise herein, Robert's Rules of Order--most recent edition at the time of action--shall govern all deliberations of this Board.

### **F. PUBLIC INPUT**

Public Input is crucial to the quality of the parks, programs, and services provided by the Sycamore Park District. To that end, the Board's goal is to allow for Public Input on two points within its Agenda for Regular Meetings. Unless otherwise permitted by the Board of Commissioners taking a motion, second, and roll call vote to allow otherwise, both public input points on the Agenda will be limited to 30 minutes each. Additionally, any individual will have just three minutes to speak at any regular meeting.

When an individual wish to speak during Public Input, they must clearly state their name, address, and purpose for speaking.

### **G. VOTING**

A roll call vote shall be taken for the passage of any ordinance, for all propositions to create any liability for the District, the expenditure or appropriation of money, and the result of same shall be entered into the record of the proceedings. The Act of a majority of the Board shall be an act of the Board.

### **H. PUBLIC MEETING LAW**

All meetings of the Board or any committee shall be public except when those meetings involve any of the following matters:

**Board of Commissioners**  
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- a) 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 legal counsel for the public body to determine its validity.
- b) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- c) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given the power to appoint under law or ordinance, or the discipline, performance, or removal of the occupant of a public office when the public body is given the power to remove the occupant under law or ordinance.
- d) Evidence or testimony presented in an open hearing, or in a closed hearing where expressly authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.
- e) The purchase or lease of real property for the public body's use, including meetings held to discuss whether a particular parcel should be acquired.
- f) The setting of a price for the sale or lease of property owned by the public.
- g) The sale or purchase of securities, investments, or contracts.
- h) Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.
- i) Student disciplinary cases.
- j) The placement of individual students in special education programs and other matters relating to individual students.
- k) Litigation, when an action against, affecting, or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
- l) The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or concerning any insurer of the public body or any intergovernmental risk management association or self-insurance pool of which the public body is a member.
- m) Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency for their enforcement.
- n) Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior, or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.
- o) Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.

## **Board of Commissioners**

### **By-Laws P. 8**

- p) Self-evaluation, practices, and procedures or professional ethics when meeting with a representative of a statewide association of which the public body is a member.
- q) The recruitment, credentialing, discipline, or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body.
- r) Deliberations for decisions of the Prisoner Review Board.
- s) Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.
- t) The classification and discussion of matters classified as confidential or continued confidential by the State Employees Suggestion Award Board.
- u) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
- v) Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.
- w) The operation by a municipality of a municipal utility or the function of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.

#### **I. NOTICE OF MEETINGS**

- a) The press and public shall be notified as to the date, time, and location of all regular meetings at the beginning of each calendar year.
- b) All meetings shall be held in a place convenient to the public.
- c) No meeting shall be held on a legal holiday.
- d) An agenda must be included in the notice for any special, rescheduled, or reconvened meeting.
- e) Notice of a meeting held in the event of an emergency need not be given 24 hours before such meeting. Notice shall, however, be given as soon as practical and in any event to any news media that has filed an annual request for information according to the Illinois Open Meetings Act.
- f) If a change is made in the regular meeting dates, a notice of the change must be given no less than ten days in advance in the same manner specified for announcing the original schedule: by posting a notice of meeting and sending a notice of the change to any news media which has filed a request to receive such notice. Additionally, a notice of the change must be published in a newspaper of general circulation that services the residents of the District.

#### **J. PUBLIC MEETING LAW - Notice of Meetings**

Public notice of any special meeting must be made at least 48 hours before the meeting, excluding weekends or park district holidays. Rescheduled or reconvened meetings must be given no less than 48 hours' notice in advance of such meetings.

**Board of Commissioners**  
**By-Laws P. 9**

**K. RECORD RETENTION POLICY**

It is the policy of the Sycamore Park District to retain and dispose of public records following the Illinois Local Records Act, 50 ILCS 205/1 et seq. and the regulations prescribed in the Illinois Administrative Code at 44 Ill. Admin. Code C/I-4000.

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

The District will maintain procedures that comply with the Illinois Local Records Act and the Illinois Administrative Code regarding the retention and destruction of records.

Revised 9/2013

Reviewed 6/2014

Reviewed 6/2015

Revised 8/25/2015

Revised 10/27/2015

Reviewed 6/28/2016

Reviewed June 2018

Revised May 2019

Reviewed & Revised June 2021

Reviewed June 2022

# SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 27, 2023

## STAFF RECOMMENDATION

**AGENDA ITEM: QUARTERLY CAPITAL FUNDS UPDATE: Information Only**

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

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

Attached is that report.

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

**STAFF RECOMMENDATION:** Information only.

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



**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**



PROJECT	2023	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
PC Replacement/Upgrades	\$10,500	\$5,175		\$5,325		December
Beverage Cart	\$10,500		\$11,459		-\$959	Got workman - insert 2024
Ice Machine	\$4,000					Not scheduled. Waiting
Ford 2005 Flat Bed	\$6,000		\$6,023		-\$23	March
Large dump 2007 bed replacement	\$6,000					defer due to changes in project
Clubhouse Ceiling Repairs/paint	\$5,000		\$5,000		\$0	April
Golf Carts	\$30,000					Unable to get at this time
Bridge on 10	\$337,300	\$49,049				April
Greensmower	\$46,000		\$40,899		\$5,101	Feb
Shelter 8th tee	\$11,000					Fall
CC Parking Lot sealcoating/lines	\$15,000					August
third shed old maint	\$35,000					Fall
Reston Ponds	\$540,000	\$19,055				2024
Reston Ponds addl parking	\$80,000					2024
Partial Roof WPA Main	\$5,000					Fall - reaccess
North Grove Assessment	\$19,250					Spring
Signage	\$2,400		\$2,269		\$131	April
Brothers Park - Playground - Surfacing	\$9,000					Fall
Lightening Detection System	\$45,000		\$48,210		-\$3,210	May
Nature Education Area	\$12,000	\$5,750		\$6,250		May
Parking blocks/baseball	\$3,000		\$2,343		\$658	April
Bleachers (new baseball)	\$5,000		\$5,682		-\$682	March
Stage Good Tymes Shelter	\$42,000					Did not get grant.
	\$1,308,950	\$73,279	\$63,382	\$5,325	\$4,118	



## Board of Commissioners

Date of Board Meeting: June 27, 2023

### STAFF RECOMMENDATION

#### AGENDA ITEM:

Reston Ponds Award Bid information

#### BACKGROUND INFORMATION:

As part of an ongoing plan, we applied for an OSLAD grant for the Reston Ponds community development of 12 acres. We held a community survey and focus groups to confirm the design for the park. We were awarded the grant. The Bid was sent out in May and we hope to award it at the June Board meeting.

#### FISCAL IMPACT:

STAFF RECOMMENDATION: Staff recommend that the company that meets all or the majority of needs for the project; while remaining fiscally responsible to the district be chosen.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



June 14, 2023

Project #1093

Jonelle Bailey  
 Executive Director  
 Sycamore Park District  
 480 Airport Rd.,  
 Sycamore, IL 60178

RE: Bid Summary Letter, Reston Ponds OSLAD Development

Dear Jonelle,

On June 2, 2023, four bid proposals were opened for Reston Ponds OSLAD Development. A chart of bid prices is included below. There were no math errors on the submitted bids. The lowest bidder is Elliot & Wood Inc. with a base bid of \$460,035.00, plus alternate 1 for a grand total of \$507,340.00.

	<b>Elliot &amp; Wood, Inc.</b>	<b>Innovation Landscape Inc.</b>	<b>Hacienda Landscaping Inc.</b>	<b>O'Brien Civil Works Inc.</b>
Base Bid Total	\$ 460,035.00	\$ 481,365.40	\$ 489,383.00	\$ 630,003.00
Alt #1 Parking Lot	\$ 47,305.00	\$ 71,619.20	\$ 67,828.00	\$ 96,089.00
<b>Project Total</b>	<b>\$ 507,340.00</b>	<b>\$ 552,984.60</b>	<b>\$ 557,211.00</b>	<b>\$ 726,092.00</b>

Both the Park District and Upland Design have worked with Elliot & Wood on past projects and they have experience working on this type of work.

Sincerely,

Maria Blood-PLA, CPSI  
 Principal Landscape Architect

**Upland Design Ltd**

Chicago 312.350.4088 uplandDesign.com 815.254.0091 Plainfield

Reston Ponds OSLAD Development

UPLAND DESIGN LTD

Sycamore Park District

uplandDesign.com

May 23, 2023 11:00am

Math Error  
that has been

Project #1093

**BID TABULATION**

NUMBER	ITEM	QTY	UNIT	1		2		3		4			
				Elliot & Wood, Inc.		Innovation Landscape Inc.		Hacienda Landscaping Inc.		O'Brien Civil Works Inc.			
1	Site Preparation, Removals & Earthwork, Complete	1	LS	\$ 125,000.00	\$ 125,000.00	\$ 75,000.00	\$ 75,000.00	\$ 80,000.00	\$ 80,000.00	\$ 130,000.00	\$ 130,000.00		
2	Undercut, Removals and Placement of PGE at Parking Lot and Trail (to be used only with approval of Owner's Representative)	100	CY	\$ 60.00	\$ 6,000.00	\$ 50.00	\$ 5,000.00	\$ 80.00	\$ 8,000.00	\$ 80.00	\$ 8,000.00		
3	Stormwater Pollution Prevention and Erosion Control Measures	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00	\$ 4,500.00	\$ 8,000.00	\$ 8,000.00	\$ 17,000.00	\$ 17,000.00		
4	Asphalt Paving - Court	308	SY	\$ 47.00	\$ 14,476.00	\$ 79.20	\$ 24,393.60	\$ 75.00	\$ 23,100.00	\$ 53.00	\$ 16,324.00		
5	Color Coat - Court	308	SY	\$ 25.00	\$ 7,700.00	\$ 55.20	\$ 17,001.60	\$ 53.00	\$ 16,324.00	\$ 35.00	\$ 10,780.00		
6	Concrete Paving	3493	SF	\$ 11.00	\$ 38,423.00	\$ 12.00	\$ 41,916.00	\$ 12.00	\$ 41,916.00	\$ 19.00	\$ 66,367.00		
7	Crushed Limestone Trail	1057	SY	\$ 20.00	\$ 21,140.00	\$ 32.00	\$ 33,824.00	\$ 36.00	\$ 38,052.00	\$ 26.00	\$ 27,482.00		
8	Concrete to Stone Transition	352	SF	\$ 15.00	\$ 5,280.00	\$ 12.00	\$ 4,224.00	\$ 12.00	\$ 4,224.00	\$ 22.00	\$ 7,744.00		
9	Sawcut and Smooth Existing Concrete Curb	86	LF	\$ 22.00	\$ 1,892.00	\$ 40.00	\$ 3,440.00	\$ 2.00	\$ 172.00	\$ 50.00	\$ 4,300.00		
10	Curb at Playground	221	LF	\$ 56.00	\$ 12,376.00	\$ 38.00	\$ 8,398.00	\$ 45.00	\$ 9,945.00	\$ 50.00	\$ 11,050.00		
11	Integral Curb at Walk	82	LF	\$ 31.00	\$ 2,542.00	\$ 38.00	\$ 3,116.00	\$ 35.00	\$ 2,870.00	\$ 50.00	\$ 4,100.00		
12	Sloped Concrete Entry	148	SF	\$ 26.00	\$ 3,848.00	\$ 15.00	\$ 2,220.00	\$ 14.00	\$ 2,072.00	\$ 22.00	\$ 3,256.00		
13	Replaceable Detectable Warning Strip	35	SF	\$ 25.00	\$ 875.00	\$ 45.00	\$ 1,575.00	\$ 45.00	\$ 1,575.00	\$ 50.00	\$ 1,750.00		
14	Engineered Wood Fiber Surfacing	5155	SF	\$ 4.00	\$ 20,620.00	\$ 2.00	\$ 10,310.00	\$ 3.00	\$ 15,465.00	\$ 4.00	\$ 20,620.00		
15	4" Perf SDR26 Underdrainage	320	LF	\$ 25.50	\$ 8,160.00	\$ 35.00	\$ 11,200.00	\$ 25.00	\$ 8,000.00	\$ 35.00	\$ 11,200.00		
16	4" Solid SDR26 Underdrainage	30	LF	\$ 25.00	\$ 750.00	\$ 35.00	\$ 1,050.00	\$ 25.00	\$ 750.00	\$ 35.00	\$ 1,050.00		
17	Solid 15" HDPE	170	LF	\$ 50.00	\$ 8,500.00	\$ 140.00	\$ 23,800.00	\$ 40.00	\$ 6,800.00	\$ 80.00	\$ 13,600.00		
18	Solid 18" HDPE	177	LF	\$ 55.00	\$ 9,735.00	\$ 160.00	\$ 28,320.00	\$ 50.00	\$ 8,850.00	\$ 85.00	\$ 15,045.00		
19	Flared End Section 15" Pipe	2	EA	\$ 700.00	\$ 1,400.00	\$ 1,400.00	\$ 2,800.00	\$ 1,200.00	\$ 2,400.00	\$ 400.00	\$ 800.00		
20	Flared End Section 18" Pipe	8	EA	\$ 750.00	\$ 6,000.00	\$ 1,600.00	\$ 12,800.00	\$ 1,400.00	\$ 11,200.00	\$ 440.00	\$ 3,520.00		
21	Drain Cleanout - EWF	1	EA	\$ 385.00	\$ 385.00	\$ 450.00	\$ 450.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00		
22	Mitered Drain	1	EA	\$ 429.00	\$ 429.00	\$ 650.00	\$ 650.00	\$ 400.00	\$ 400.00	\$ 150.00	\$ 150.00		
23	48" Storm Manhole with Restrictor Plate	3	EA	\$ 4,000.00	\$ 12,000.00	\$ 4,800.00	\$ 14,400.00	\$ 5,500.00	\$ 16,500.00	\$ 5,800.00	\$ 17,400.00		
<b>Play Equipment shall be purchased by Owner, Contractor shall take delivery and fully install.</b>													
24	5-12 Play Structure	1	LS	\$ 18,000.00	\$ 18,000.00	\$ 22,204.40	\$ 22,204.40	\$ 24,000.00	\$ 24,000.00	\$ 10,000.00	\$ 10,000.00		
25	Swings	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 3,518.40	\$ 3,518.40	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00		
26	See-Saw	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,632.40	\$ 1,632.40	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00		
27	Double Bobble Rider	1	EA	\$ 450.00	\$ 450.00	\$ 1,270.40	\$ 1,270.40	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00		
28	Wee Planet Climber	1	EA	\$ 1,800.00	\$ 1,800.00	\$ 1,460.40	\$ 1,460.40	\$ 1,200.00	\$ 1,200.00	\$ 2,000.00	\$ 2,000.00		
29	JigJag Climber	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 1,286.40	\$ 1,286.40	\$ 1,200.00	\$ 1,200.00	\$ 2,000.00	\$ 2,000.00		
30	Saddle Spinner	1	EA	\$ 450.00	\$ 450.00	\$ 760.40	\$ 760.40	\$ 800.00	\$ 800.00	\$ 1,500.00	\$ 1,500.00		
<b>Site Furniture shall be purchased by Owner, Contractor shall take delivery and fully install.</b>													
31	Picnic Table	4	EA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
32	ADA Picnic Table	1	EA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
33	Game Table	2	EA	\$ 2,000.00	\$ 4,000.00	\$ 1,680.00	\$ 3,360.00	\$ 1,600.00	\$ 3,200.00	\$ 26,550.00	\$ 5,300.00		
34	Bench	5	EA	\$ 1,500.00	\$ 7,500.00	\$ 1,400.00	\$ 7,000.00	\$ 1,300.00	\$ 6,500.00	\$ 1,800.00	\$ 9,000.00		
35	Litter Receptacle	2	EA	\$ 1,200.00	\$ 2,400.00	\$ 1,015.00	\$ 2,030.00	\$ 900.00	\$ 1,800.00	\$ 1,300.00	\$ 2,600.00		
36	Shelter and Footings	1	LS	\$ 32,000.00	\$ 32,000.00	\$ 41,925.00	\$ 41,925.00	\$ 49,000.00	\$ 49,000.00	\$ 65,000.00	\$ 65,000.00		
37	Soccer Goals	1	SET	\$ 10,000.00	\$ 10,000.00	\$ 13,133.40	\$ 13,133.40	\$ 13,600.00	\$ 13,600.00	\$ 14,125.00	\$ 14,125.00		
38	Pickleball Posts, Net, Center Straps and Ground Sleeves	1	SET	\$ 4,000.00	\$ 4,000.00	\$ 3,540.00	\$ 3,540.00	\$ 2,500.00	\$ 2,500.00	\$ 7,400.00	\$ 7,400.00		
39	10' Chainlink Galvanized Fence	208	LF	\$ 113.00	\$ 23,504.00	\$ 120.75	\$ 25,116.00	\$ 121.00	\$ 25,168.00	\$ 130.00	\$ 27,040.00		
40	Pedestrian Swing Gate	1	EA	\$ 1,400.00	\$ 1,400.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,200.00	\$ 2,200.00		
41	Double Swing Gate	1	EA	\$ 3,300.00	\$ 3,300.00	\$ 2,340.00	\$ 2,340.00	\$ 2,300.00	\$ 2,300.00	\$ 2,500.00	\$ 2,500.00		
42	Interpretive Sign	1	EA	\$ 3,200.00	\$ 3,200.00	\$ 2,800.00	\$ 2,800.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00		
43	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 15,500.00	\$ 15,500.00	\$ 42,000.00	\$ 42,000.00	\$ 80,000.00	\$ 80,000.00		
				<b>Base Bid Total</b>		<b>\$460,035.00</b>		<b>\$481,365.40</b>		<b>\$489,383.00</b>		<b>\$ 630,003.00</b>	

Reston Ponds OSLAD Development

UPLAND DESIGN LTD

Sycamore Park District

uplandDesign.com

May 23, 2023 11:00am

Math Error  
that has been

Project #1093

**ALTERNATE #1: Parking Lot**

NUMBER	ITEM	QTY	UNIT	1		2		3		4	
				Elliot & Wood, Inc.		Innovation Landscape Inc.		Hacienda Landscaping Inc.		O'Brien Civil Works Inc.	
Add A1-1	Site Preparation, Removals & Earthwork, Complete	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 19.50	\$ 19,500.00	\$ 14,000.00	\$ 14,000.00	\$ 40,000.00	\$ 40,000.00
Add A1-2	Asphalt Paving - Parking	812	SY	\$ 40.00	\$ 32,480.00	\$ 51.60	\$ 41,899.20	\$ 49.00	\$ 39,788.00	\$ 57.00	\$ 46,284.00
Add A1-3	Parking Lot Striping	1	LS	\$ 900.00	\$ 900.00	\$ 1,800.00	\$ 1,800.00	\$ 3,000.00	\$ 3,000.00	\$ 1,125.00	\$ 1,125.00
Add A1-4	ADA Parking Sign	2	EA	\$ 450.00	\$ 900.00	\$ 950.00	\$ 1,900.00	\$ 900.00	\$ 1,800.00	\$ 565.00	\$ 1,130.00
Add A1-5	Stop Sign	1	EA	\$ 485.00	\$ 485.00	\$ 1,100.00	\$ 1,100.00	\$ 900.00	\$ 900.00	\$ 610.00	\$ 610.00
Add A1-6	Wheelstop	12	EA	\$ 195.00	\$ 2,340.00	\$ 160.00	\$ 1,920.00	\$ 320.00	\$ 3,840.00	\$ 245.00	\$ 2,940.00
Add A1-7	Lawn restoration	1	EA	\$ 1,200.00	\$ 1,200.00	\$ 3,500.00	\$ 3,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,000.00	\$ 4,000.00
<b>Alternate #1 Bid Total</b>				<b>\$47,305.00</b>		<b>\$ 71,619.20</b>		<b>\$67,828.00</b>		<b>\$ 96,089.00</b>	

**ALTERNATE #2: Trail Connection to Sidewalk**

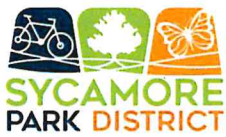
NUMBER	ITEM	QTY	UNIT	1		2		3		4	
				Elliot & Wood, Inc.		Innovation Landscape Inc.		Hacienda Landscaping Inc.		O'Brien Civil Works Inc.	
Add A2-1	Site Preparation, Removals & Earthwork, Complete	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 18,500.00	\$ 18,500.00	\$ 12,500.00	\$ 12,500.00	\$ 11,000.00	\$ 11,000.00
Add A2-2	Crushed Limestone Paving - Trail	577	SY	\$ 20.00	\$ 11,540.00	\$ 32.00	\$ 18,464.00	\$ 45.00	\$ 25,965.00	\$ 26.00	\$ 15,002.00
Add A2-3	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 8,200.00	\$ 8,200.00	\$ 7,200.00	\$ 7,200.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
<b>Alternate #2 Bid Total</b>				<b>\$26,740.00</b>		<b>\$44,164.00</b>		<b>\$46,465.00</b>		<b>\$ 36,002.00</b>	

**ALTERNATE #3: Tongue and Groove at Shelter**

NUMBER	ITEM	QTY	UNIT	1		2		3		4	
				Elliot & Wood, Inc.		Innovation Landscape Inc.		Hacienda Landscaping Inc.		O'Brien Civil Works Inc.	
Add A3-1	Install Shelter with Tongue and Groove Roof Decking	1	LS	\$ 13,000.00	\$ 13,000.00	\$ 13,738.90	\$ 13,738.90	\$ 12,000.00	\$ 12,000.00	\$ 20,000.00	\$ 20,000.00
<b>Alternate #3 Bid Total</b>				<b>\$13,000.00</b>		<b>\$13,738.90</b>		<b>\$12,000.00</b>		<b>\$ 20,000.00</b>	

**ALTERNATE #4: Crushed Limestone Trail at Riverside Parking Lot**

NUMBER	ITEM	QTY	UNIT	1		2		3		4	
				Elliot & Wood, Inc.		Innovation Landscape Inc.		Hacienda Landscaping Inc.		O'Brien Civil Works Inc.	
Add A4-1	Site Preparation, Removals & Earthwork, Complete - Including Excavated Soils Brought to Reston for Berm Earthwork	1	LS	\$ 5,500.00	\$ 5,500.00	\$ 4,600.00	\$ 4,600.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Add A4-2	PGE Allowance	25	CY	\$ 90.00	\$ 2,250.00	\$ 85.00	\$ 2,125.00	\$ 80.00	\$ 2,000.00	\$ 80.00	\$ 2,000.00
Add A4-3	Crushed Limestone Trail	376	SY	\$ 25.00	\$ 9,400.00	\$ 32.00	\$ 12,032.00	\$ 45.00	\$ 16,920.00	\$ 26.00	\$ 9,776.00
Add A4-4	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 1,900.00	\$ 1,900.00	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00
<b>Alternate #4 Bid Total</b>				<b>\$19,050.00</b>		<b>\$22,257.00</b>		<b>\$33,920.00</b>		<b>\$ 24,776.00</b>	



DATE AND PARTIES

This lease between the Landlord: Sycamore Park District at 480 Airport Road, Sycamore IL 60178, and Tenant: Hartmann Enterprises, 21105 Hartmann Road, Maple Park, IL 60151 entered on June 22, 2023.

DESCRIPTION OF PROPERTY

The Landlord will rent to the tenant, to occupy and use for agricultural use the following real estate located in the County of DEKALB and the State of ILLINOIS, described as the following: Part of Section 4, Township 40N, Range 5E, consisting of approximately 107.75 acres, together with improvements on the property.

LENGTH OF TENURE

The term of this lease shall be from March 1, 2023, to March 1, 2024, and the tenant shall surrender possession at the end of this term or at the end of any extension thereof. Extensions on this lease are automatic unless a termination notice is given by either party at least 30 days prior to the expiration date. Both parties agree that conditions and terms expressed in this lease will stay in effect. Hartmann Enterprises will continue to carry insurance on the entire property being leased and provide a certificate of insurance for District records.

AMOUNT OF RENT AND TIME OF PAYMENT

09-04-400-009 location east of the river property being farmed: **39.6 acres**  
09-04-176-001 location middle of west section property being farmed: **20.5 acres**

*Spring of 2023 the Park District asked Hanna Surveyors to assess the Riverside property to determine the exact acreage being used for farming vs programming. The above acres were determined, and pricing is adjusted to reflect that. As the rent is changing and was not determined prior to May 1, that rate will remain unchanged. The future rent will be \$7,512.50 per payment.*

**The cash rent shall be \$250.00 per tillable acre for 60.1 acres for a total of \$15,025.00. The remaining 47.65 acres will not be leased but used by the Sycamore Park District for programming purposes.**

The rent will be due:	<u>May 1, 2023,</u>	<u>\$2,396.25</u>
	<u>December 1, 2023,</u>	<u>\$7,512.50</u>
	36-6006122	6.22.2023
<hr/>	<hr/>	<hr/>
Sycamore Park District Representative	Tax ID#	Date
 <hr/>		 <hr/>
Hartmann Enterprises, Tenant		Date

# PLAT OF PROPERTY

LOT ONE IN AIRPORT ROAD SOUTH SUBDIVISION, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 23, 2010 IN PLAT CABINET 10, SLICE 195-A AS DOCUMENT 2010087577, IN DEKALB COUNTY, ILLINOIS

CONTAINS 92.24 ACRES  
P.L.N. 09-04-400-009

**LAND USE EAST OF RIVER**

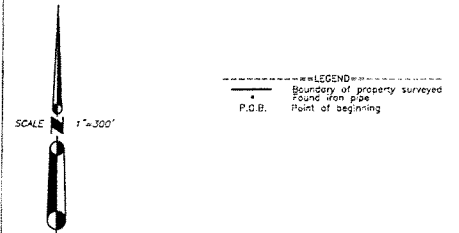
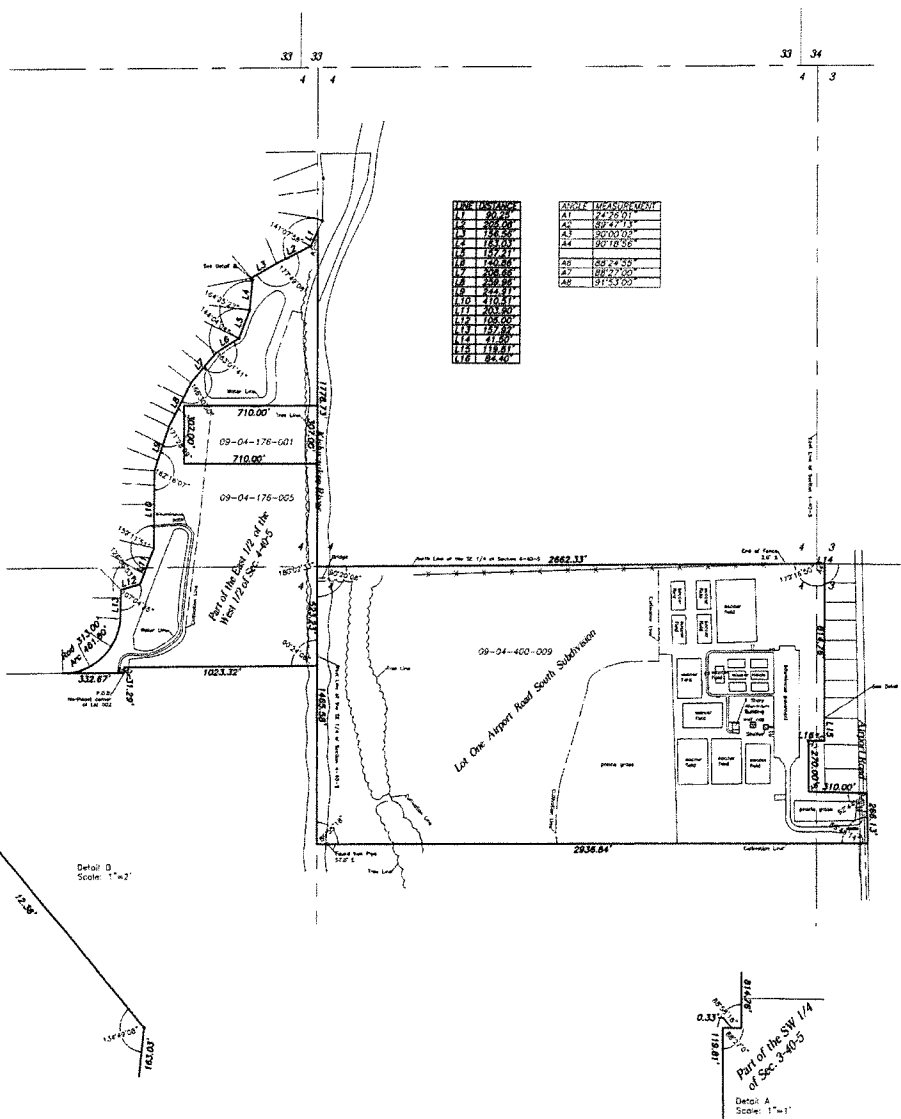
FARMED: 39.60 ACRES  
SOCCER FIELDS: 6.91 ACRES  
BITUMINOUS PAVEMENT: 2.76 ACRES  
PRAIRIE GRASS: 12.97 ACRES  
CONCRETE: 0.08 ACRES  
BUILDINGS: 0.04 ACRES  
TREES: 4.84 ACRES  
OTHER: 25.04 ACRES

THAT PART OF SECTION 4, TOWNSHIP 40 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE MOST EASTERLY NORTHEAST CORNER OF LOT 503 OF KRPAK'S PARKSIDE ESTATES UNIT TWO, THENCE WESTERLY, ALONG THE NORTH LINE OF SAID LOT 503, A DISTANCE OF 351.67 FEET TO THE SOUTHWEST CORNER OF LOT 48 OF SAID UNIT TWO; THENCE NORTHEASTERLY, ALONG THE EAST LINE OF SAID UNIT TWO, 481.80 FEET ON THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 59.313.0 FEET; SAID ARC FORMING A CHORD THAT MEASURES 4276.03' COUNTERCLOCKWISE FROM SAID NORTH LINE; THENCE NORTHEASTERLY, ALONG SAID EAST LINE, AT AN ANGLE OF 137°40'53", MEASURED CLOCKWISE FROM SAID CHORD, 197.94 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 107°04'35", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 109.9 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 130°56'33", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 203.90 FEET; THENCE NORTHERLY, AT AN ANGLE OF 152°11'51", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE AND ALONG THE EAST LINE OF KRPAK'S PARKSIDE ESTATES UNIT THREE, 410.51 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 162°16'07", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 244.91 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 171°28'09", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 259.98 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 180°30'50", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 208.56 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 183°01'41", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 140.89 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 144°04'05", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 157.21 FEET; THENCE NORTHERLY, AT AN ANGLE OF 164°25'27", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 143.03 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 144°49'08", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EAST LINE, 12.38 FEET TO THE MOST SOUTHERLY CORNER OF LOT 9 IN KRPAK'S PARKSIDE ESTATES UNIT ONE, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 1ST, 2000 AS DOCUMENT NO. 2000047771; THENCE NORTHEASTERLY, AT AN ANGLE OF 79°03'30", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG A SOUTHWESTERLY LINE OF SAID UNIT ONE, 156.56 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 127°49'08", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG A SOUTHWESTERLY LINE OF SAID UNIT ONE, 200.08 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 141°07'58", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG AN EAST LINE OF SAID UNIT ONE, 90.45 FEET TO THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 4; THENCE SOUTHERLY, AT AN ANGLE OF 24°29'04", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE AND ALONG SAID EAST LINE, 1170.73 FEET; THENCE CONTINUING SOUTHERLY, AT AN ANGLE OF 187°02'33", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE AND ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 4, A DISTANCE OF 533.23 FEET; THENCE WESTERLY, AT AN ANGLE OF 90°44'08", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 1023.32 FEET; THENCE SOUTHERLY, AT RIGHT ANGLE FROM THE LAST DESCRIBED COURSE, 31.29 FEET TO THE POINT OF BEGINNING, IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.

CONTAINS 57.94 ACRES  
P.L.N.s 09-04-178-001 & 09-04-178-005

**LAND USE WEST OF RIVER**

FARMED: 20.51 ACRES  
PRAIRIE: 4.95 ACRES  
BITUMINOUS PAVEMENT: 0.27 ACRES  
TREES: 2.86 ACRES  
OTHER: 9.33 ACRES



PREPARED JUNE 7TH, 2023



LESLIE AARON DOOKS  
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 18413  
 LICENSE EXPIRATION DATE: NOVEMBER 30TH, 2024

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