



Sycamore Park District
Regular Board Meeting

May 28, 2024

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)

Annual Meeting

- Nominations for President
- Elect President
- Nominations for Vice President
- Elect Vice President
- Appoint
 - Secretary
 - Treasurer
 - Legal Services
 - Audit Services
 - IAPD Legislative contact.
 - Freedom of Information officers
 - Open Meeting Act official.
 - ADA Coordinator
 - Plan Commission Representative

APPROVAL OF MINUTES: (Voice Vote)

3. Regular Minutes: April 23, 2024 (Voice Vote)
Executive Session Minutes: April 23, 2024 (Voice Vote)

APPROVAL OF MONTHLY CLAIMS:

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

AGENDA**May 28, 2024, 6:00 PM****Page 2****CONSENT AGENDA:**

40. Superintendent of Finance Monthly Report
42. Budget
56. Superintendent of Recreation Monthly Report
60. Superintendent of Golf Operations Monthly Report
61. Superintendent of Parks and Facilities Monthly Report
63. Marketing & Community Outreach Manager
64. Executive Director Monthly Report

CORRESPONDENCE:

66. Baseball - Concessions staff
69. Volunteer
71. Corr – Life School Thank You

PUBLIC INPUT:**POSITIVE FEEDBACK/REPORTS:****PLANNING COMMISSION REPORT: Ted Strack**

72. Presentation of Audit: Jackie

OLD BUSINESS:

82. Community Survey Presentation Jonelle
 141. Park/Construction Updates: Jonelle/Jeff
 - a. Great Western Trail seg. 2
 - b. Reston Ponds
 - c. Solar Panels
 - d. Ball Field Lights
 - e. North Grove
 - f. Memorial Park fields
 - g. Community Garden
 - h. ADA audit Status
 142. North Grove Park Proposal: Jonelle
 151. Staff survey: Jonelle
- Strategic planning date: June 4

NEW BUSINESS:

172. PDRMA Annual Report: Jonelle

Potential Study Session June 11, 2024, at 6:00 PM—940 E. State St.**PUBLIC INPUT****EXECUTIVE SESSION (Roll Call Vote): In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene in Executive Session to discuss:**

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

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, April 23, 2024**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at the Sycamore Golf Club, A Facility of the Sycamore Park District in the Riverview Room located at 940 E. State St, Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, April 23, 2024.

Will the recording secretary please call the roll.

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

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

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

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

Regular and Consent Agenda Approval –

Motion

Commissioner Strack moved to approve the Regular Agenda and the Consent Agenda with pulling Supt. Metcalf's report and moving Introduction of New Staff to before Positive Feedback. Commissioner Doty seconded the Motion.

Voice Vote

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

Approval of Minutes –

Motion

Commissioner Doty moved to approve the March 19, 2024, Regular Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

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 Sycamore Park District
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Claims and Accounts Approval

Motion

Commissioner Doty moved to approve and pay the bills in the amount of \$191,942.30.
 Commissioner Ackmann seconded the Motion.

Roll Call

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

Commissioner asked about the percentages on the classes in Supervisor Hoblits report. Supt. Metcalf noted these percentages are on the classes that ran.

Director Bailey made a comment on Sarah's report. These are the foundation posters, and they will be put on cups, mugs, and bags, etc.

Commissioner Graves asked how the new pickleball building has affected us. Supt. Metcalf noted that the advanced players went there, but we still have other players and sometimes the advanced players. We also now have about twenty players that came here from the YMCA when they dropped silver sneakers.

Public Input –

- Paul Fix: Paul noted the idea came from the Northern Exposure show. The idea captured him about launching something. He works in the physics department at NIU and other science departments. Focus has been education and having fun. He thought about this for Pumpkin Fest being fun and family. He would like to build, with collaborative efforts of people that he has access to, a 13th century medieval trebuchet. He gave more information on the idea and showed his example of a trebuchet. There was more discussion on it. President Kroeger noted that we could talk more later about Paul being able to raise money to recoup his investment, but the park district would probably not be able to help with it. He also noted he had concerns about the safety aspect of the ladder and making sure there are no pinch points.

Director Bailey noted that Jeff, Kiara, herself, and Paul can meet to check out locations.

Introduction of New Staff: Supt. Donahoe introduced Kiara Rodriguez as our new Naturalist. Kiara then introduced herself and gave some information about her background and education.

Correspondence –

- NIU

Positive Feedback:

- Supt. Price noted the course is in immaculate conduction. He has been told by numerous people Jeff's staff is crushing it.
- Commissioner Strack told Supt. Price he appreciated his positive attitude.

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Positive Feedback:

- President Kroeger noted the garbage is really bad on RT 64. He saw the Lyons Club doing cleanup out in the area. He sent a big thank you to the president of the Lyons Club. He knows that Jeff Keicher is trying to get a bill passed in the state making the garbage haulers responsible for their cleanup.
- President Kroeger noted his company was involved with the new rec center in Oak Park. The building is the first one in the state with net zero. It is being shared how they financed the building and the grants they received because of the clout Oak Park has. We need to try and look into grants and the money available in our state more.

Plan Commission: Commissioner Strack noted there were changes to the UDO proposed. It defines establishments that sell tobacco. They are proposing new stores that sell tobacco be at least 250 feet from residences.

Old Business:

Construction Updates:

- **GWT:** Director Bailey noted we received the signed documents from FS Grain. It has been sent off to Ancel Glink. We also sent in all the papers for the change, and we are waiting for IDOT to officially approve the change.
- **Reston Ponds:** Supt. Donahoe noted the playground is being installed this week. Upland Design is meeting with them this week out on location also.
- **Solar Panels:** Supt. Donahoe noted they are done installing the panels. We are now waiting for the electrician to do their part.
- **Ball Field Lights:** Supt. Donahoe noted we are still waiting to get on the schedule with Duralex.
- **Pool Building:** Director Bailey noted she has reached out to some companies regarding this. We have a meeting this week to discuss the process and recommendations.
- **North Grove:** Director Bailey noted they had a meeting today with Upland and we now have a schedule.
- **Memorial Park Fields:** Director Bailey noted there is nothing on this.
- **Community Garden:** Director Bailey noted she has not received any response from the property owners, so she is asking the board for help on this.

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ADA Audit/Transition plan status: Director Bailey noted this has started. We had an initial meeting on this and now have a schedule. We will not get the final assessment until approximately the end of September. They will note what are the first projects we will need to address so we can start planning.

Strategic planning Date: Director Bailey noted the date is June 4th. Staff will start at 8:30 and she noted the board can come when they are available.

New Business

Plan Park Tour – Director Bailey noted this has not been done in a long time, so she is asking the board if they want to plan a tour. They are planning one for the Foundation board. The board noted they will try to join the Foundation board tour if possible.

Capital Funds Quarterly Update: Supt. Hienbuecher noted this is just updating where we are with the capital projects in the budget process.

Special Announcements – None

May Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:16 pm on a motion made by Commissioner Doty for the reasons listed below. The motion was seconded by Commissioner Graves.

Roll Call

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

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

The Board convened to Executive Session at 7:20 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present along with Director Jonelle Bailey, Supt. Hienbuecher, Supt. Donahoe, Supt. Metcalf, Supt. Price, and Recording Secretary Freeman.

Motion

The Board adjourned the Executive Session at 7:35 p.m. on a motion made by Commissioner Doty. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
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The Board reconvened to Regular Session at 7:35 pm. The roll was called with Commissioners Ackmann, Doty, Graves, Strack and Kroeger present.

Motion

The Board adjourned the Regular Session at 7:35 p.m. on a motion made by Commissioner Graves. The motion was seconded by Commissioner Strack.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

Interim

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ITEM AMT
ACUSHNET	ACUSHNET COMPANY								
	917891951	01 TITLEIST TOUR ELTE WT/BL L/XL	501000001301	04/25/24	00006609	67274	04/26/24	60.81	60.81
		02 SHIPPING INV 917891951	501000001301		00006609				55.50
		03 DISC INV 917891951	501000001301		00006609				6.42
									-1.11
	917944439	01 TITLEIST PLYER PERF. BM BLK/WT	501000001301	05/01/24	00006609	67318	05/07/24	187.12	65.36
		02 SHIPPING INV 917944439	501000001301		00006609				60.00
		03 DISC INV 917944439	501000001301		00006609				6.56
									-1.20
	917956219	01 TITLEIST TR ELTE NAVY/WHT L/XL	501000001301	05/02/24	00006609	67318	05/07/24	187.12	121.76
		02 TITLEIST TR ELTE NAVY/WHT M/L	501000001301		00006609				55.50
		03 SHIPPING INV 917956219	501000001301		00006609				55.50
		04 DISC INV 917956219	501000001301		00006609				12.98
									-2.22
	918023709	01 TITLEIST TRU FEEL MATTE RED	501000001300	05/10/24	00006596	67356	05/15/24	111.99	111.99
		02 SHIPPING INV 918023709	501000001300		00006596				105.00
		03 DISC INV 918023709	501000001300		00006596				9.09
									-2.10
ADVANCE	ADVANCE AUTO PARTS							VENDOR TOTAL:	359.92
	244-501179	01 MOWER-COUPPLING-FITTINGS	504100066403	04/23/24		67321	05/07/24	485.90	22.62
									22.62
	2454-500118	01 CARTS-SM ENGINES SPARK PLUGS	101500066402	04/01/24		67321	05/07/24	485.90	89.80
		02 CARTS-SM ENGINES SPARK PLUGS	202100066402						29.94
		03 CARTS-SM ENGINES SPARK PLUGS	504100066402						29.94
									29.92
	2454-500216	01 SPARK PLUGS-EQUIP CLIPS	202100076500	04/03/24		67321	05/07/24	485.90	21.80
									21.80
	2454-500250	01 OIL-OIL FILTERS SM ENGINES	101500076515	04/03/24		67321	05/07/24	485.90	50.15
									50.15
	2454-500421	01 SYNTH OIL-CARTS-EQUIPMENT	101500076515	04/08/24		67321	05/07/24	485.90	42.29
									42.29
	2454-500497	01 SPARK PLUGS-RELAYS - SM ENGINE	101500066402	04/09/24		67321	05/07/24	485.90	76.88
		02 SPARK PLUGS-RELAYS - SM ENGINE	202100066402						25.63
		03 SPARK PLUGS-RELAYS - SM ENGINE	504100066402						25.63
									25.62

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	2454-500498			04/09/24		67321	05/07/24	485.90	49.67
		01 TRUCK-HOSES-VENT CLIP`	101500066402						25.00
		02 TRUCK-HOSES-VENT CLIP`	202100066402						24.67
	2454-500893			04/17/24		67321	05/07/24	485.90	91.93
		01 SYNTHETIC OIL - TRUCKS	101500076515						91.93
	2454-500918			04/17/24		67321	05/07/24	485.90	12.59
		01 AIR FILTER-TRUCK	202100066402						12.59
	2454-501015			04/19/24		67321	05/07/24	485.90	46.76
		01 SPARK PLUGS	101500066402						20.00
		02 SPARK PLUGS	504100066402						26.76
	2454-501016			04/19/24		67321	05/07/24	485.90	-35.07
		01 CREDIT-RETURN-SPARK PLUG	504100066402						-35.07
	2454-501034			04/19/24		67321	05/07/24	485.90	40.00
		01 LIFT SUPPORT	101500066403						40.00
	2454-501036			04/19/24		67321	05/07/24	485.90	-40.00
		01 CREDIT - RETURN - LIFT SUPPORT	101500066403						-40.00
	2454-501120			04/22/24		67321	05/07/24	485.90	16.48
		01 MOWER BELTS	202100066403						16.48
AFLAC	AFLAC						VENDOR TOTAL:		485.90
	681545			04/12/24		67275	04/26/24	524.38	524.38
		01 AFLAC - PRE TAX	10100002006						453.62
		02 AFLAC - AFTER TAX	10100002007						70.76
AIRGAS	AIRGAS USA LLC						VENDOR TOTAL:		524.38
	5507374475			04/30/24		67334	05/09/24	40.88	40.88
		01 GAS CYLINDER - RENTAL	101500066401						40.88
ALL	ALL STAR SPORTS INSTRUCTION						VENDOR TOTAL:		40.88
	243002			04/25/24		67284	04/29/24	2,907.00	2,907.00
		01 SPRING SESSION 3	205550024100						2,907.00

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
3SN	BSN SPORTS							VENDOR TOTAL:	2,907.00
	925334803	01 TAMPER - BALLFIELDS	202100076536	04/02/24		67295	05/02/24	129.99	129.99
								VENDOR TOTAL:	129.99
BUCKEYE	BUCKEYE POWER SALES								
	PSV368899	01 SERV - CC GENERATOR	207500066401	04/17/24		67296	05/02/24	770.00	770.00
								VENDOR TOTAL:	770.00
CAPITALO	CAPITAL ONE								
	1655142998	01 CHERRIES	30300086636	04/19/24		67288	04/29/24	2,612.06	2,612.06
		02 TAKIS	30300086618						10.98
		03 CHIPS	30300086622						33.96
		04 CHICKN BRST	30350086640						36.96
		05 PANCK MIX/OJ/SYRUP	206095026216						27.96
		06 HOT DOG BUNS	30300086615						68.98
		07 BUTTER	206095026216						14.60
		08 DESERT	30300086640						7.96
		09 EGGS	30300086610						2.43
		10 ENGLISH MUFFINS	30300086610						3.40
		11 HOT DOG BUNS	30300086615						2.48
		12 HORSERADISH	30300086636						29.20
		13 LETTUCE/TOMATOES	30300086629						2.27
		14 CHIPS	30300086622						6.57
		15 GATORADE	30300086631						87.90
		16 CRACKERS	30300086618						53.64
		17 GRANOLA BARS	30300086618						37.44
		18 SWEET N SALTY	30300086618						15.94
		19 PIRATE BOOTY	30300086618						16.28
		20 CHZIT/RITZBIT/GOLDFISH	30300086618						26.76
		21 TAKIS	30300086618						41.60
		22 MFFN/HNYBNS/CINROLL	30300086611						50.94
		23 CANNED POP	30300086631						46.40
		24 GINGER ALE	30300086636						114.36
		25 COOKIES	30300086618						10.58
		26 SLIM JIM	30300086623						167.60
		27 PEANUTS	30300086623						49.96
		28 CANDY	30300086624						21.76
		29 FREEZIE POPS	303300086626						1,335.81
		30 GUM	303300086624						19.96
		31 STORAGE CONTAINERS	303300076550						31.96
									8.98

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1655142998				04/19/24	67288	04/29/24	2,612.06	2,612.06
		32 CHEX MIX	303000086618	00006627				16.24
		33 COUPON/PEANUTS	303000086623	00006627				-2.00
		34 COUPON/SWEET N SALTY	303000086618	00006627				-1.00
		35 SAMS CASH CREDIT	303000086624	00006627				-115.11
		36 FOIL SHEETS	303000076550	00006626				41.92
		37 GRANOLA BARS	303000086618	00006626				15.94
		38 BREAKFAST SANDWICHES	303000086610	00006626				27.96
		39 DIAPERS	205121006216	00006625				19.97
		40 TAMPONS	207500076500	00006625				5.98
		41 HOT DOG BUNS	303000086615	00006625				14.60
		42 BREAD	303000086612	00006625				5.26
		43 BAGELS	303000086610	00006625				3.88
		44 CREAM CHEESE	303000086610	00006625				3.68
		45 CREAMER	303000086632	00006625				7.36
		46 PLATES-BDY PARTY	205011956216	00006625				8.31
		47 SWIM DIAPERS	207500076500	00006625				9.97
		48 COFFEE	303000086632	00006624				20.48
		49 COFFEE	303000086632	00006624				10.24
		50 PROGRAM SUPPLIES	205011506216	00006624				23.84
		51 PROGRAM SUPPLIES	205011506216	00006624				24.64
		52 CUPS-PLATES-FORKS-NAPKINS	206095026216	00006624				35.56
		53 MOP PADS	303000076510	00006624				19.98
		54 BIRTHDAY CAKE	205011956216	00006624				28.74

VENDOR TOTAL: 2,612.06

CHICA	CHICAGO DISTRICT GOLF ASSOC.			05/03/24	67322	05/07/24	200.00	200.00
	2116-245	01 HANDICAP SERVICES	504000036127					200.00

VENDOR TOTAL: 200.00

CINTA2	CINTAS CORP			04/12/24	67276	04/26/24	174.93	174.93
	8406773366	01 1ST AID STOCK - CH	101500076513					21.89
		02 1ST AID STOCK - CH	202100076513					21.90
		03 1ST AID STOCK - MAINT	101500076513					11.62
		04 1ST AID STOCK - MAINT	202100076513					11.62
		05 DEFIB REPL - BB	101500076513					26.97
		06 DEFIB REPL - BB	202100076513					26.98
		07 DEFIB REPL -MAINT	101500076513					26.97
		08 DEFIB REPL -MAINT	202100076513					26.98

VENDOR TOTAL: 174.93

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ITEM AMT
6571075000-0424		01 BASEBALL CONC	303300096702	05/07/24	05/17/24	67363	8,837.50	8,837.50
		02 POOL	518100096702					166.49
		03 MAINT	101500096702					174.93
		04 MAINT	504100096702					33.60
		05 PUMP HOUSE	504100096702					33.60
		06 CART BLDG	504000096702					3.00
		07 CLUBHOUSE	303000096702					238.44
		08 PROSHOP	504000096702					97.70
		09 ADMIN	101000096702					97.70
		10 ADMIN	201000096702					227.97
		11 ELECTRONIC SIGN	101000096702					227.97
		12 ELECTRONIC SIGN	201000096702					20.58
		13 COMM CTR	207500096702					20.59
								7,494.93
							VENDOR TOTAL:	9,890.72
CONS	CONSERV FS							
121022943		01 GAS - NEW SHOP - TANK 2	101500076515	04/23/24	05/07/24	67324	2,566.08	941.59
		02 GAS - NEW SHOP - TANK 2	202100076515					706.19
								235.40
121022944		01 DIESEL - NEW SHOP - TANK 1	101500076515	04/23/24	05/07/24	67324	2,566.08	540.02
		02 DIESEL - NEW SHOP - TANK 1	202100076515					405.01
								135.01
121022945		01 DIESEL - OLD SHOP - TANK 3	504100076515	04/23/24	05/07/24	67324	2,566.08	397.53
								397.53
121022946		01 GAS - OLD SHOP - TANK 4	504000076515	04/23/24	05/07/24	67324	2,566.08	686.94
								686.94
DEK3	DEKALB COUNTY COLLECTOR						VENDOR TOTAL:	2,566.08
1ST 2024	01 PROPERTY TAXES		101500116850	05/01/24	05/17/24	67364	3,218.20	3,218.20
								3,218.20
DOGWASTE	DOG WASTE DEPOT						VENDOR TOTAL:	3,218.20
707399	01 DOG PARK BAGS		101500076540	05/08/24	05/09/24	67335	149.99	149.99
								149.99
							VENDOR TOTAL:	149.99

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 05/21/2024
TIME: 16:13:28
D: AP45000.WOW

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
DOTY	DOTY & SON CONCRETE PRODUCTS								
	71056	01 1 TEE PICNIC TABLE-PETIT DONAT	1015000056308	04/10/24		67297	05/02/24	2,430.00	2,430.00
							VENDOR TOTAL:		2,430.00
ECO	ECOWATER SYSTEMS, INC.								
	130856-041324	01 SALT-HYDROGEN PEROXIDE	101000056300	04/13/24		67365	05/17/24	165.00	165.00
		02 SALT-HYDROGEN PEROXIDE	201000056300						82.50
									82.50
							VENDOR TOTAL:		165.00
EUCLID	EUCLID BEVERAGE LTD.								
	W-3929853	01 BLUE MOON	303000086634	04/26/24		67336	05/09/24	842.10	842.10
		02 COORS LIGHT	303000086634						67.40
		03 HEINEKEN	303000086634						198.00
		04 HEINEKEN SILVER	303000086634						131.40
		05 MILLER LITE	303000086634						60.00
		06 MGD	303000086634						198.00
		07 MILLER HIGH LIFE	303000086634						39.60
		08 ANTI HERO	303000086634						36.80
		09 KEG-COORS	303000086634						67.90
		10 KEG RETURN	303000086634						95.00
		11 DELIVERY	303000086634						-60.00
									8.00
							VENDOR TOTAL:		618.00
FINN	FINN								
	W-3943042	01 BLUE MOON	303000086634	05/10/24		67367	05/21/24	618.00	618.00
		02 COORS LIGHT	303000086634						67.40
		03 MILLER LITE	303000086634						198.00
		04 MILLER 64	303000086634						198.00
		05 WHITE CLAW	303000086635						79.20
		06 DELIVERY	303000086634						67.40
									8.00
							VENDOR TOTAL:		1,460.10
FRONTIER	FRONTIER								
	25485	01 REPAIRS-PARK LIGHTS-EYES	1015000056307	05/06/24		67337	05/09/24	517.07	517.07
		02 REPAIRS-PARK LIGHTS-EYES	1015000056300						258.53
									258.54
							VENDOR TOTAL:		517.07
FRONTIER	FRONTIER								
	0670-050724	01 ADMIN	101000096700	05/07/24		67366	05/17/24	733.26	733.26
									366.63

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	0670-050724	02 ADMIN	201000096700	05/07/24		67366	05/17/24	733.26	733.26 366.63
	4818-042224	01 MAINT	101500096700	04/22/24		67298	05/02/24	215.73	215.73 107.87 107.86
		02 MAINT	202100096700						
GENOAPK		GENOA TOWNSHIP PARK DISTRICT						VENDOR TOTAL:	948.99
	678-2024	01 MLB GAMES REIMB 6-29 & 8-7	205231606216	03/21/24		67338	05/09/24	2,146.40	2,146.40 2,146.40
BORDH		GORDON HARDWARE						VENDOR TOTAL:	2,146.40
	938649	01 METAL CUTTING SAW	101500076512	04/22/24		67277	04/26/24	42.99	42.99 42.99
	938678	01 SCREWS, FASTENERS	101500076511	04/23/24		67325	05/07/24	10.05	2.89 2.89
	939012	01 FASTENERS	101500076511	05/04/24		67325	05/07/24	10.05	7.16 7.16
HARRG		HARRIS GOLF CARS SALES & SERVI						VENDOR TOTAL:	53.04
	02-369466	01 GOLF CARTS (14)	701000207005	05/13/24		67355	05/13/24	34,882.00	34,882.00 34,882.00
HAWK		HAWKINS INC						VENDOR TOTAL:	34,882.00
	6751198	01 SPLASH PAD CHEMICALS	518100076550	05/07/24		67339	05/09/24	422.10	422.10 422.10
HISTO		H.I. STONE & SONS INC.						VENDOR TOTAL:	422.10
	32832	01 WPA SHELTER WELL SERVICE	101500056300	04/26/24		67340	05/09/24	299.60	299.60 299.60
HORN		HORNUNG'S PRO GOLF SALES INC.						VENDOR TOTAL:	299.60
	701836	01 MCC ALIGN GOLF PRIDE GRIP	501000001303	05/13/24		67360	05/15/24	893.66	893.66 127.32

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
701836				05/13/24		67360	05/15/24	893.66	893.66
	02	MCC ALIGN GOLF PRIDE GRIP MID	501000001303		00006637				127.32
	03	WINN DRI-TAC WRAP GRIPS STD	501000001303		00006637				70.80
	04	WINN DRI-TAC WRAP GRIPS MID	501000001303		00006637				74.40
	05	GOLF PRIDE CP2 WRAP STANDARD	501000001303		00006637				97.92
	06	GOLF PRIDE TOUR WRAP 2G JUMBO	501000001303		00006637				39.18
	07	GOLF PRIDE TOUR WRAP 2G MID	501000001303		00006637				78.36
	08	GOLF PRIDE TOUR WRAP 2G STNDRD	501000001303		00006637				156.72
	09	SUPERSTROKE TRAXION CLAW 2.0 R	501000001303		00006637				19.65
	10	SUPERSTROKE TRAXION CLAW 2.0 B	501000001303		00006637				19.65
	11	SUPERSTROKE ZENERGY TOUR 5.0	501000001303		00006637				19.65
	12	SUPERSTROKE ZENERGY TOUR 3.0	501000001303		00006637				19.65
	13	SUPERSTROKE ZENERGY TOUR 2.0	501000001303		00006637				19.65
	14	SUPERSTROKE ZENERGY TOUR 1.0	501000001303		00006637				19.65
	15	SHIPPING INV 701836	501000001303		00006637				21.53
	16	DISC INV 701836	501000001303		00006637				-17.79
								VENDOR TOTAL:	893.66

ILLAG ILLINOIS DEPT OF AGRICULTURE

PEST LIISC - KR				04/23/24		67266	04/23/24	180.00	180.00
	01	3YR PEST OPER LIISC-2024 - KR	101500046210						180.00

INDUSTRI INDUSTRIAL DOOR COMPANY

122805				04/30/24		67326	05/07/24	750.00	750.00
	01	CC SECURITY GATE REPAIRS	207500056300					VENDOR TOTAL:	180.00

JOEBERO JOE BERO PLUMBING INC

WO-1622				05/01/24		67327	05/07/24	135.00	135.00
	01	OLD MILL PARK - DRINKING FTN	101500056300					VENDOR TOTAL:	135.00

LAUTER LAUTERBACH & AMEN LLP

87784				02/23/24		67290	04/29/24	6,360.00	6,360.00
	01	2023 AUDIT	241000036122					VENDOR TOTAL:	135.00

87784-2ND CHECK
01 2023 AUDIT

				04/29/24		67291	04/29/24	6,360.00	6,360.00
								VENDOR TOTAL:	12,720.00

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
LOWE		LOWE'S							
	903461-MTSZRC	01 GRAFFITI REMOVER - CLEANER	101500066404	04/02/24		67328	05/07/24	102.03	44.50 44.50
	903768-MSTNOL	01 DRILL BITS-BOLTS - SOCCER GOAL	202100066404	03/26/24		67328	05/07/24	102.03	44.56 44.56
	985571-MWDLLL	01 WASH SPONGES	101500076500	04/18/24		67328	05/07/24	102.03	12.97 12.97
MEL		MELIN'S LOCK & KEY						VENDOR TOTAL:	102.03
	26990	01 BB - CONC - KEYS COPY	303000066401	04/18/24		67278	04/26/24	39.60	32.20 32.20
	26994	01 KEYS COPY - ADMIN	101000066401	04/18/24		67278	04/26/24	39.60	7.40 7.40
	27010	01 CC - KEY COPIES	207500066401	04/26/24		67299	05/02/24	28.50	28.50 28.50
MENA		MENARDS - SYCAMORE						VENDOR TOTAL:	68.10
	12521	01 WOOD BOARD - PARKS	101500076500	04/17/24		67279	04/26/24	75.61	4.82 4.82
	12581	01 WOOD BOARD - SHOP	101500066401	04/18/24		67279	04/26/24	75.61	6.10 6.10
	12669	01 TOP SOIL - POTS 02 TOILET PAPER - SHOP 03 SPRINKLER	101500066407 202100066401 101500066404	04/19/24		67279	04/26/24	75.61	64.69 8.91 25.79 29.99
	12804	01 CLOCKS - CLUBHOUSE	303000066400	04/21/24		67329	05/07/24	56.51	48.97 48.97
	12886	01 BIRD REPEL SPIKES	101500066404	04/23/24		67301	05/02/24	461.31	142.29 142.29
	12887	01 DECK SCREWS	101500076511	04/23/24		67301	05/02/24	461.31	12.97 12.97

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
12902	01	PIPE COUPLINGS - TUBING	101500066404	04/23/24	05/02/24	67301	461.31	7.97
12904	01	NUT DRIVER-IMPACT WRENCH	202100076512	04/23/24	05/02/24	67301	461.31	22.25
12963	01	BIRD SPIKES-SHELTERS	101500066404	04/24/24	05/02/24	67301	461.31	180.55
	02	SEEDING STRAW	101500076502					147.10
12965	01	TOOLS - SHOP	101500076512	04/24/24	05/02/24	67301	461.31	30.97
13019	01	BISCUITS-DOG PARK	101500076540	04/24/24	05/02/24	67301	461.31	14.98
13066	01	MOWER - WIRE SPLICE SLEEVE	101500076500	04/25/24	05/07/24	67329	56.51	7.54
13110	01	SHOP WOOD	101500076500	04/26/24	05/02/24	67301	461.31	7.54
13127	01	PROPANE TANKS-CONC GRILL	303300066401	04/26/24	05/02/24	67301	461.31	9.49
13286	01	LAWN & LEAF BAGS	101500066404	04/29/24	05/09/24	67341	13.20	9.49
							VENDOR TOTAL:	606.63
MID-WEST	MID-WEST FAMILY BROADCASTING							
IN-124048050	01	RADIO ADS	101200046209	04/30/24	05/02/24	67302	206.25	206.25
							VENDOR TOTAL:	206.25
MIDWE	MCF HOLDINGS, LLC							
2023430	01	CLEANZ WIPES	207000076510	04/30/24	05/02/24	67303	912.00	912.00
							VENDOR TOTAL:	912.00
MRROUT	MR outhouse, inc							
8106	01	PORT-O-POTS	504100056309	04/19/24	05/02/24	67304	2,265.00	2,265.00
	02	PORT-O-POTS	202100056309					360.00
	03	PORT-O-POTS	101500056309					960.00
								945.00

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

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

NEWTONS NEWTON'S REFRIGERATION
 001496 01 SC CONC FREEZER REPAIR 303300056300 04/19/24 67342 05/09/24 582.50 582.50
 VENDOR TOTAL: 2,265.00

NEWV NEW VALUES MAGAZINE
 5415 01 AD 101200046208 04/25/24 67305 05/02/24 450.00 450.00
 VENDOR TOTAL: 582.50

PPSI PEPSI COLA GEN. BOT.
 27565402 01 20 OZ POP 303000086631 04/24/24 67343 05/09/24 1,903.67 1,903.67
 02 BTL WATER 303000086631 456.75
 03 5 GAL BIB 303000086630 336.40
 04 3 GAL BIB 303000086630 195.00
 05 5 GAL BIB 303000086630 244.08
 06 3 GAL BIB 303000086630 292.50
 07 CO2 TANK 303300086630 305.10
 VENDOR TOTAL: 450.00

PERFOR PERFORMANCE FOODSERVICE
 7562529 01 KETCHUP 303300086629 04/24/24 67346 05/09/24 4,751.13 2,955.09
 02 POPCORN SEED 303300086621 43.81
 03 JALEPENOS 303300086620 33.57
 04 NACHO CHEESE 303300086620 35.72
 05 POPCORN BAGS 303300086621 176.12
 06 TUBE HAMBURGER 303300086613 14.78
 07 SOUR CREAM 303300086613 251.18
 08 ICE CREAM 303300086619 41.01
 09 SOFT PRETZELS 303300086619 165.43
 10 DELI PAPER 303300076550 188.95
 11 NAPKINS 303300076550 84.03
 12 CHIPS 303300086622 79.88
 13 SLICED PICKLES 303000086629 302.89
 14 SLICED CHEESE 303000086613 43.54
 15 HOT DOGS 303000086615 56.48
 16 BRATS 303000086615 590.76
 17 HAMBURGERS 303000086613 315.00
 18 DELIVERY 303300086619 524.94
 VENDOR TOTAL: 7.00

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
7564536	01	CREDIT - PAPER BAGS - CREDIT	303300086621	04/25/24		67369	05/21/24	2,252.50	-14.78
7568324	01	CANNED POP	30300086631	05/01/24	00006630	67346	05/09/24	4,751.13	1,796.04
	02	CHIPS	30300086622		00006630				71.92
	03	SOUR CREAM	303300086613		00006630				172.45
	04	SLICED CHEESE	30300086613		00006630				41.01
	05	ICE CREAM	303300086626		00006630				50.49
	06	HOT DOGS	30300086615		00006630				358.51
	07	BRATS	30300086615		00006630				393.84
	08	HAMBURGERS	30300086613		00006630				315.00
	09	SOFT PRETZELS	303300086619		00006630				174.98
	10	POPSICLES	303300086626		00006630				188.95
	11	DELIVERY	303300086626		00006630				21.89
7574455	01	POPCORN SEED	303300086621	05/08/24	00006643	67369	05/21/24	2,252.50	2,267.28
	02	POPCORN OIL	303300086621		00006643				33.57
	03	MUSTARD	303300086629		00006643				70.02
	04	JALEPENOS	303300086620		00006643				28.81
	05	NACHO CHEESE	303300086620		00006643				35.72
	06	TORTILLA CHIPS	303300086620		00006643				341.12
	07	ICE CREAM	303300086626		00006643				147.95
	08	PAPER TOWELS	30300076551		00006643				189.32
	09	CHIPS	30300086622		00006643				47.14
	10	HOT DOGS	30300086615		00006643				649.28
	11	HAMBURGERS	30300086613		00006643				286.98
	12	SHREDDED LETTUCE	303300086613		00006643				349.96
	13	FOAM CONTAINERS	303300086620		00006643				33.12
	14	URINAL SCREENS	30300076510		00006643				25.07
	15	DELIVERY	30300086613		00006643				22.22
									7.00

VENDOR TOTAL: 7,003.63

PROS PRO-SAFETY, INC.

2/903380 01 SAFETY EQUIP FOR STAFF - SHIOP 101500076514

04/30/24

67347 05/09/24 64.25

64.25

64.25

R&R R & R PRODUCTS INC.

VENDOR TOTAL: 64.25

CD2888948 01 HOSE - BEING RETURNED

03/27/24

67306 05/02/24 458.20

200.40

200.40

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CD2890721		01 WATER HOSES-GOLF/SPORTS	504100076517	04/02/24		67306	05/02/24	458.20	358.85
		02 WATER HOSES-GOLF/SPORTS	202100076500						280.00
									78.85
CD2896830		01 GOLF TEE TOWELS	504100076517	04/17/24		67348	05/09/24	240.25	145.45
CD2896895		01 BALLWASHER TABLETS- GOLF	504100076517	04/17/24		67348	05/09/24	240.25	145.45
CD2897667		01 GREENS AERATE TINES	504100076500	04/19/24		67306	05/02/24	458.20	94.80
CR117024		01 RETURN-WATER HOSE	504100076517	04/16/24		67306	05/02/24	458.20	94.80
REIN		REINDERS, INC.						VENDOR TOTAL:	698.45
6050398-00		01 DECK PARTS - MOWER	101500066403	04/24/24		67307	05/02/24	528.35	198.46
6050725-00		01 HYD HOSES-FITTINGS FOR MOWERS	101500066403	04/25/24		67307	05/02/24	528.35	198.46
								VENDOR TOTAL:	329.89
RICHM		RICHMOND FISHERIES						VENDOR TOTAL:	329.89
5/3/24		01 LAKE SYC - FISH STOCK	101500076503	05/03/24		67330	05/07/24	800.00	528.35
								VENDOR TOTAL:	800.00
RINGCN		RINGCENTRAL INC.						VENDOR TOTAL:	800.00
CD_00080391		01 TELEPHONE	101000096700	04/22/24		67280	04/26/24	977.49	800.00
		02 TELEPHONE	201000096700						800.00
ROCHNEW		ROCHELLE NEWS-LEADER						VENDOR TOTAL:	977.49
INV296244		01 DEKALB - AD	101200046208	04/17/24		67308	05/02/24	149.00	977.49
								VENDOR TOTAL:	488.74
								VENDOR TOTAL:	488.75
								VENDOR TOTAL:	977.49
								VENDOR TOTAL:	149.00
								VENDOR TOTAL:	149.00
								VENDOR TOTAL:	149.00

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
RONDO		RONDO ENTERPRISES, INC.							
	184046	01 TUBING-GUSSET FOR TRAILER	101500066402	04/17/24		67309	05/02/24	32.88	32.88
	184523	01 TRAILER PARTS	101500066402	05/01/24		67331	05/07/24	520.00	520.00
							VENDOR TOTAL:		552.88
SELDAL		SELDAL PLUMBING							
	5869	01 CH-REPAIR TOILETS-NEW FLUSH SY	101000056300	04/29/24		67349	05/09/24	633.00	633.00
							VENDOR TOTAL:		633.00
SERVICE		SERVICEMASTER RESTORATION							
	13271	01 CARPETS - CC	207500056300	03/05/24		67310	05/02/24	400.00	400.00
							VENDOR TOTAL:		400.00
SHAW		SHAW SUBURBAN MEDIA							
	042410027030	01 DIGI DISPLAY	101200046209	04/30/24		67311	05/02/24	1,200.00	1,200.00
		02 GUIDES	101200046208						300.00
							VENDOR TOTAL:		900.00
SITE ONE		SITE ONE							
	136038616-001	01 GC FUNGICIDE	504100076507	10/31/23		67312	05/02/24	6,678.32	6,678.32
	138115565-001	01 GOLF IRRIG HEAD TOOL-CLEAR	504100076500	05/03/24		67350	05/09/24	352.75	352.75
		02 GOLF IRRIG HEAD TOOL-CLEAR	504100076517						120.00
		03 GOLF IRRIG HEAD TOOL-CLEAR	504100076512						120.00
							VENDOR TOTAL:		112.75
STAPLES		STAPLES BUSINESS ADVANTAGE							
	6002130772	01 PAPER - SHEET PROTECTORS	101000046200	05/04/24		67332	05/07/24	51.64	51.64
		02 PAPER - SHEET PROTECTORS	201000046200						25.82
	60022817144	01 TOILET PAPER - CC	207500076510	05/11/24		67361	05/15/24	77.44	77.44
							VENDOR TOTAL:		77.44

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SUP		SUPERIOR BEVERAGE						VENDOR TOTAL:	129.08
	637579	01 KOUNTRY VODKA	303000086636	04/03/24	00006622	67281	04/26/24	634.00	634.00
		02 ARNOLD PALMER	303000086631		00006622				249.00
		03 NUTRL	303000086635		00006622				66.00
		04 NUTRL	303000086635		00006622				222.60
		05 KEG RETURN	303000086634		00006622				148.40
		06 DELIVERY	303000086636		00006622				-60.00
									8.00
	643574	01 CUTWATER	303000086635	04/24/24	00006634	67351	05/09/24	894.95	894.95
		02 BUD LIGHT	303000086634		00006634				105.20
		03 BUSCH LIGHT	303000086634		00006634				95.25
		04 MICHELOB ULTRA	303000086634		00006634				213.20
		05 KOANA BIG WAVE	303000086634		00006634				90.80
		06 312	303000086634		00006634				108.80
		07 KEG KOANA	303000086634		00006634				55.70
		08 KEG 312	303000086634		00006634				189.00
		09 ARNOLD PALMER	303000086631		00006634				95.00
		10 DELIVERY	303000086634		00006634				-66.00
									8.00
								VENDOR TOTAL:	1,528.95
3YCPK3		SYCAMORE PARK DISTRICT							
		BANK BB - 2024							
		01 EXTRA BB BANK	301000001010	04/22/24		67262	04/22/24	500.00	500.00
								VENDOR TOTAL:	500.00
0000024		DOBBERSTEIN, MELISSA							
		REIMB-HYVEE							
		01 REIMB HYVEE 4-26 - BUNS	303000086615	04/26/24		67352	05/09/24	108.02	78.02
		02 REIMB HYVEE 4-26 - LETTUCE	303000086613						26.10
		03 REIMB HYVEE - 4-26 - CAKES	205011956216						11.94
									39.98
		REIMBURSEMENT-CHAIR							
		01 REIMB - CHAIR-BREAKFAST BUNNY	206095026216	05/01/24		67352	05/09/24	108.02	30.00
									30.00
								VENDOR TOTAL:	108.02
00001576		SNOW, JEREMY							
		BOOT REIMB							
		01 BOOT REIMBURSEMENT	101500046215	05/21/24		67370	05/21/24	50.00	50.00
									50.00
								VENDOR TOTAL:	108.02

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 05/21/2024
TIME: 16:13:28
ID: AP450000.WOW

FROM 04/19/2024 TO 05/21/2024

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
00001652	BAILEY, JONELLE							VENDOR TOTAL:	50.00
	MILEAGE 4-19-24			04/29/24		67292	04/29/24	371.29	129.98
	01 MILEAGE-WESTERN IL & BACK		101000046211						129.98
	REIMB-DIRECTOR SCHOOL			04/29/24		67292	04/29/24	371.29	241.31
	01 3-3-24 LYFT - DIRECTORS SCHOOL		101000046207						40.46
	02 3-3-24 LYFT - DIRECTORS SCHOOL		101000046207						24.78
	03 3-3-24 LYFT - DIRECTORS SCHOOL		101000046207						28.33
	04 3-5-24 LYFT - DIRECTORS SCHOOL		101000046207						19.95
	05 3-6-24 LYFT - DIRECTORS SCHOOL		101000046207						29.57
	06 3-7-24 LYFT - DIRECTORS SCHOOL		101000046207						38.15
	07 3-8-24 LYFT - DIRECTORS SCHOOL		101000046207						60.07
								VENDOR TOTAL:	371.29
00001711	GILBERT, LAURA								
	REPL CHECK			04/22/24		67263	04/22/24	54.62	54.62
	01 REPL PAYROLL CK 43586		101000001001						54.62
								VENDOR TOTAL:	54.62
00001829	HAYS, JEREMY								
	REPL CHECK			04/22/24		67264	04/22/24	31.47	31.47
	01 REPL PAYROLL CK 43657		101000001001						31.47
								VENDOR TOTAL:	31.47
00001831	BENNETT, MEGAN								
	REFUND			04/23/24		67267	04/23/24	24.00	24.00
	01 REFUND - LITTLE TUMBLERS		201000002150						24.00
								VENDOR TOTAL:	24.00
00001832	CAMPBELL, ALISSA								
	REFUND			04/23/24		67268	04/23/24	29.00	29.00
	01 REFUND-CHEER POMS		201000002150						29.00
								VENDOR TOTAL:	29.00
00001833	DUFFY, BRIAN								
	REFUND			04/23/24		67269	04/23/24	24.00	24.00
	01 REFUND-INTRO TO DANCE		201000002150						24.00
								VENDOR TOTAL:	24.00

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'0001834	FILLIPP, KATHRYN							VENDOR TOTAL:	24.00
	REFUND	01 REFUND- INTRO TO DANCE	201000002150	04/23/24		67270	04/23/24	24.00	24.00
								VENDOR TOTAL:	24.00
'0001835	HOURLAN, NICOLE							VENDOR TOTAL:	24.00
	REFUND	01 REFUND-FITNESS PASS	201000002150	04/23/24		67271	04/23/24	218.74	218.74
								VENDOR TOTAL:	218.74
'0001836	OCHOA, JUDITH							VENDOR TOTAL:	24.00
	REFUND	01 REFUND-24 HR PASS	201000002150	04/23/24		67272	04/23/24	62.40	62.40
								VENDOR TOTAL:	62.40
'0001837	PEKAREK, KRISTIN							VENDOR TOTAL:	24.00
	REFUND	01 REFUND-LITTLE TUMBLERS	201000002150	04/23/24		67273	04/23/24	24.00	24.00
								VENDOR TOTAL:	24.00
'0001838	NATIONS, JACOB							VENDOR TOTAL:	24.00
	REPL PAYROLL CHECK	01 REPL PAYROLL CK #43483 -	101000001001	04/26/24		67282	04/26/24	42.61	42.61
								VENDOR TOTAL:	42.61
'0001839	MCINERNEY, HOLLY							VENDOR TOTAL:	33.00
	REPL REFUND	01 REPL 2023 REFUND CHECK	201000002150	05/02/24		67313	05/02/24	33.00	33.00
								VENDOR TOTAL:	33.00
'0001840	SHORT, JAROD							VENDOR TOTAL:	24.00
	REFUND	01 DANCE CLASS REFUND	201000002150	05/02/24		67314	05/02/24	24.00	24.00
								VENDOR TOTAL:	24.00
'0001842	SCHMITT, KAREN							VENDOR TOTAL:	24.00
	REIMBURSEMENT	01 REIMBURSEMENT-PLANTS - GOLF	101500076502	05/21/24		67371	05/21/24	169.97	169.97
								VENDOR TOTAL:	169.97

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
							VENDOR TOTAL:	169.97
00001843	PIERCE, MICHAEL							
	CAMP REFUND							
	01 VOLLEYBALL CAMP REFUND	201000002150	05/21/24	05/21/24	67372	80.00	80.00	80.00
							VENDOR TOTAL:	80.00
00001844	FREY, SARA							
	REFUND							
	01 VOLLEYBALL CAMP REFUND	201000002150	05/21/24	05/21/24	67373	80.00	80.00	80.00
							VENDOR TOTAL:	80.00
00001845	ENENBACH, DAWN							
	REFUND							
	01 LITTLE TUMBLERS REFUND	201000002150	05/21/24	05/21/24	67374	58.00	58.00	58.00
							VENDOR TOTAL:	58.00
THIELSEN	THIELSEN, CHRIS							
	522024							
	01 SHOP-LIFT ADAPTOR ARMS-KIT	101500066400	05/02/24	05/09/24	67353	356.00	356.00	356.00
TRUGR	TRUGREEN							
	190510489							
	01 BALLFIELDS-WEED FEED TREATMENT	202100076527	04/16/24	05/02/24	67315	2,249.77	1,880.44	1,880.44
	190519586							
	01 BOYNTON PARK WEED CONTROL	101500076507	04/16/24	05/02/24	67315	2,249.77	369.33	369.33
	190644417							
	01 FOUNDERS PARK-WEEDN-N-FEED	101500076507	04/18/24	05/09/24	67354	2,667.45	377.67	377.67
	191379412							
	01 WETZEL PARK - WEED CONTROL	101500076507	04/30/24	05/09/24	67354	2,667.45	215.05	215.05
	191391026							
	01 EMIL CASSIER PARK-WEED-N-FEED	101500076507	04/30/24	05/09/24	67354	2,667.45	305.39	305.39
	191415502							
	01 OLD MILL PARK-WEED-N-FEED	101500076507	04/30/24	05/09/24	67354	2,667.45	458.68	458.68

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	191435145	01 KIWANIS PRAIRIE PARK-WEED-N-FE	101500076507	04/30/24	05/09/24	67354	2,667.45	758.32 758.32
	191435453	01 KIWANIS EAST - WEED CONTROL	101500076507	04/30/24	05/09/24	67354	2,667.45	552.34 552.34
TYLER		TYLER ENTERPRISES					VENDOR TOTAL:	4,917.22
	67388	01 GOLF GREEN-TEE FUNGICIDE	504100076507	04/16/24	05/02/24	67316	1,600.00	1,600.00 1,600.00
	68964	01 HERBICIDE - GOLF 02 HERBICIDE - SPORTS	504100076507 202100076530	04/17/24	04/26/24	67283	135.00	135.00 70.00 65.00
UNUM		UNUM LIFE INSURANCE					VENDOR TOTAL:	1,735.00
	0439956-001_0424	01 STD INS PREM 02 STD INS PREM 03 STD INS PREM 04 STD INS PREM 05 STD INS PREM 06 STD INS PREM 07 STD INS PREM 08 STD INS PREM	101000106801 101500106801 504100106801 504000106801 201000106801 202100106801 207500106801 303000106801	04/29/24	04/29/24	67293	408.72	408.72 55.00 50.24 46.36 20.00 113.64 88.20 22.32 12.96
VULC		VULCAN MATERIALS CO.					VENDOR TOTAL:	408.72
	1184716	01 ROAD ROCK-PARKS & SPORTS LOTS 02 ROAD ROCK-PARKS & SPORTS LOTS	101500076509 202100076509	04/16/24	05/02/24	67317	522.62	284.55 142.28 142.27
	1199572	01 SCREEN ROCK-SPORTS & PARKS 02 SCREEN ROCK-SPORTS & PARKS	101500076509 202100076509	04/23/24	05/02/24	67317	522.62	238.07 115.00 123.07
WAGN		WAGNER AGGREGATE, INC.					VENDOR TOTAL:	522.62
	43673	01 SPORTS FIELDS - AGLIME	202100076533	05/04/24	05/07/24	67333	277.56	277.56 277.56

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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WARE	WAREHOUSE DIRECT BUSINESS							VENDOR TOTAL:	277.56
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5720682-0	01	MULTI FOLDER TOWELS - CC	207500076500	05/13/24		67362	05/15/24	207.31	106.00 106.00
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5721861-0	01	CAN LINERS - CC	207500076510	05/14/24		67362	05/15/24	207.31	101.31
	02	MULTI FOLD TOWELS - CH	303000076510						45.06
	03	INDEX FLAGS	101000046200						53.00
	04	INDEX FLAGS	201000046200						1.62 1.63

VINDYCIT	WINDY CITY CLEANING EQUIPMENT							VENDOR TOTAL:	207.31
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006050-REPL	01	REPL A/P CK 66917	101500076500	04/22/24		67265	04/22/24	34.55	34.55 34.55
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		TOTAL --- ALL INVOICES:						VENDOR TOTAL:	34.55
									122,920.35

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/23/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ACUSHNET ACUSHNET COMPANY								
918099514	05/20/24	01	TITLEIST FAM 12DZN REFILL	501000001300	00006644		05/23/24	498.00
		02	SHIPPING INV 918099514	501000001300	00006644			12.91
		03	DISC INV 918099514	501000001300	00006644			-9.96
							INVOICE TOTAL:	500.95
918123788	05/22/24	01	TITLEIST PLYER PERF. BM CHR/BL	501000001301	00006609		05/23/24	60.00
		02	SHIPPING INV. #918123788	501000001301	00006609			6.44
		03	DISC INV 918123788	501000001301	00006609			-1.20
							INVOICE TOTAL:	65.24
							VENDOR TOTAL:	566.19
AFLAC			AFLAC					
018187	05/12/24	01	AFLAC - PRE TAX	101000002006			05/23/24	666.21
		02	AFLAC - AFTER TAX	101000002007				120.36
							INVOICE TOTAL:	786.57
							VENDOR TOTAL:	786.57
ALARMDET ALARM DETECTION SYSTEMS, INC								
219339-1018	05/05/24	01	QUARTERLY ALARM - CC	2075000056300			05/23/24	494.79
							INVOICE TOTAL:	494.79
							VENDOR TOTAL:	494.79
ANTIGUA THE ANTIGUA GROUP, INC								
AIN-4891837	05/11/24	01	ANTIGUA MENS STAFF SHIRTS	504000046215	00006636		05/23/24	397.50
		02	SHIPPING	504000046215	00006636			22.00
							INVOICE TOTAL:	419.50
							VENDOR TOTAL:	419.50
BANK THE BANK OF NEW YORK MELLON								
SYCAMORE15A-0624	04/17/24	01	2015A BOND INTEREST	101000156900			05/23/24	5,862.50
							INVOICE TOTAL:	5,862.50

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
BANK THE BANK OF NEW YORK MELLON								
SYCAMORE17A-0624	04/17/24	01	2017A BOND INT	101000156900			05/23/24	141,037.50
							INVOICE TOTAL:	141,037.50
SYCAMORE19-0624	04/17/24	01	2019A BOND INT	101000156900			05/23/24	53,475.00
							INVOICE TOTAL:	53,475.00
							VENDOR TOTAL:	200,375.00
BANN BANNER UP SIGNS								
82752	05/10/24	01	POSTERS - CAMP/CONCERTS	101200046203			05/23/24	92.00
							INVOICE TOTAL:	92.00
							VENDOR TOTAL:	92.00
CINTA CINTAS CORPORATION #355								
4190174578	04/19/24	01	RAG & RUG SERVICE	201000056301			05/23/24	19.31
							INVOICE TOTAL:	19.31
4190174585	04/19/24	01	RAG & RUG SERVICE	101500056301			05/23/24	11.22
		02	RAG & RUG SERVICE	504100056301				11.22
		03	RAG & RUG SERVICE	201000056301				4.22
		04	RAG & RUG SERVICE	101000056301				4.23
							INVOICE TOTAL:	30.89
4190174604	04/19/24	01	RAG & RUG SERVICE	207500056301			05/23/24	44.16
							INVOICE TOTAL:	44.16
4190891869	04/26/24	01	RAG & RUG SERVICE	101500056301			05/23/24	11.22
		02	RAG & RUG SERVICE	504100056301				11.22
		03	RAG & RUG SERVICE	201000056301				4.22
		04	RAG & RUG SERVICE	101000056301				4.23
							INVOICE TOTAL:	30.89
4190891947	04/26/24	01	RAG & RUG SERVICE	207500056301			05/23/24	44.16
							INVOICE TOTAL:	44.16

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA	CINTAS CORPORATION #355							
4190891974	04/26/24	01	RAG & RUG SERVICE	201000056301			05/23/24	19.31
							INVOICE TOTAL:	19.31
4191606808	05/03/24	01	RAG & RUG SERVICE	101500056301			05/23/24	11.22
		02	RAG & RUG SERVICE	504100056301				11.22
		03	RAG & RUG SERVICE	201000056301				4.22
		04	RAG & RUG SERVICE	101000056301				4.23
							INVOICE TOTAL:	30.89
4191606821	05/03/24	01	RAG & RUG SERVICE	207500056301			05/23/24	44.16
							INVOICE TOTAL:	44.16
4191606893	05/03/24	01	RAG & RUG SERVICE	201000056301			05/23/24	19.31
							INVOICE TOTAL:	19.31
4192331021	05/10/24	01	RAG & RUG SERVICE	207500056301			05/23/24	44.16
							INVOICE TOTAL:	44.16
4192331053	05/10/24	01	RAG & RUG SERVICE	101500056301			05/23/24	11.22
		02	RAG & RUG SERVICE	504100056301				11.22
		03	RAG & RUG SERVICE	201000056301				4.22
		04	RAG & RUG SERVICE	101000056301				4.23
							INVOICE TOTAL:	30.89
4192331058	05/10/24	01	RAG & RUG SERVICE	201000056301			05/23/24	19.31
							INVOICE TOTAL:	19.31
							VENDOR TOTAL:	377.44
CINTA2	CINTAS CORP							
5210783951	05/09/24	01	MIN & SERVICE CHARGE	207500076513			05/23/24	11.01
							INVOICE TOTAL:	11.01
8406819042	05/10/24	01	1ST AID STOCK - CH	101500076512			05/23/24	12.71

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA2	CINTAS CORP							
8406819042	05/10/24	02	1ST AID STOCK - CH	202100076512			05/23/24	12.70
		03	1ST AID STOCK - MAINT	101500076512				13.93
		04	1ST AID STOCK - MAINT	202100076512				13.93
								53.27
								64.28
								INVOICE TOTAL:
								VENDOR TOTAL:
CMJ	CMJ TECHNOLOGIES, INC.							
18929	05/01/24	01	OFFICE 365	101000046206			05/23/24	373.87
		02	OFFICE 365	201000046206				373.88
		03	MONTHLY MAINT	101000056304				852.00
		04	MONTHLY MAINT	201000056304				852.00
								2,451.75
								2,451.75
								INVOICE TOTAL:
								VENDOR TOTAL:
CONS	CONSERV FS							
11023120	05/17/24	01	OLD SHOP-DIESEL - TANK 3	504100076515			05/23/24	725.21
								725.21
								INVOICE TOTAL:
121023118	05/17/24	01	DIESEL - NEW SHOP - TANK 1	101500076515			05/23/24	1,006.70
		02	DIESEL - NEW SHOP - TANK 1	202100076515				335.57
								1,342.27
								INVOICE TOTAL:
121023119	05/17/24	01	GAS - NEW SHOP - TANK 2	101500076515			05/23/24	870.44
		02	GAS - NEW SHOP - TANK 2	202100076515				290.14
								1,160.58
								INVOICE TOTAL:
121023121	05/17/24	01	GAS - OLD SHOP - TANK 4	504000076515			05/23/24	1,574.97
								1,574.97
								INVOICE TOTAL:
40022924	05/14/24	01	BALLFIELDS CHALK	202100076523			05/23/24	413.40
								413.40
								5,216.43
								INVOICE TOTAL:
								VENDOR TOTAL:

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DEKA	DEKALB LAWN & EQUIPMENT CO.							
96171	05/08/24	01	MOWER BELT-PARTS	504100066403			05/23/24	20.78
			INVOICE TOTAL:					20.78
			VENDOR TOTAL:					20.78
DEKAM	DEKALB MECHANICAL INC							
87856	05/01/24	01	CH -AC/FURNACE REPAIR&PARTS	101000056300			05/23/24	247.50
			INVOICE TOTAL:					247.50
			VENDOR TOTAL:					247.50
DEKGARD	DEKALB COUNTY COMMUNITY GARDEN							
05-13-24	05/13/24	01	ANNUAL FLOWERS-FLOWER BEDS	101500076502			05/23/24	408.85
			INVOICE TOTAL:					408.85
			VENDOR TOTAL:					408.85
DOGWASTE	DOG WASTE DEPOI							
709416	05/20/24	01	WASTE BAGS - DOG PARK	101500076540			05/23/24	149.99
			INVOICE TOTAL:					149.99
			VENDOR TOTAL:					149.99
ELLIOTT	ELLIOTT & WOOD INC							
23110-3	03/27/24	01	RESTON PONDS	701000207042			05/23/24	59,313.60
			INVOICE TOTAL:					59,313.60
			VENDOR TOTAL:					59,313.60
FAST	FASTENAL COMPANY							
ILCOR119509	04/30/24	01	SPRING CLIPS - SPORTS NETS	202100076500			05/23/24	53.01
			INVOICE TOTAL:					53.01
			VENDOR TOTAL:					53.01
FAULK	FAULKS BROS. CONSTRUCTION							

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FAULK	FAULK BROS. CONSTRUCTION							
403431	05/09/24	01	GOLF TOP DRESS-SAND FOR GREENS	504100076509			05/23/24	1,016.84
							INVOICE TOTAL:	1,016.84
							VENDOR TOTAL:	1,016.84
GORDH	GORDON HARDWARE							
939291	05/14/24	01	NUTS-BOLTS-FASTNERS-TRAIL LOCK	101500076500			05/23/24	10.78
							INVOICE TOTAL:	10.78
							VENDOR TOTAL:	10.78
GROUPPL	GROUP PLAN SOLUTIONS							
3645	04/30/24	01	COBRA/FSA-MAY	101000106801			05/23/24	50.75
		02	COBRA/FSA-MAY	201000106801				50.75
							INVOICE TOTAL:	101.50
							VENDOR TOTAL:	101.50
HARRG	HARRIS GOLF CARS SALES & SERVI							
01-369511	05/13/24	01	GOLF CARTS - STARTER CABLES	504000066409			05/23/24	30.41
							INVOICE TOTAL:	30.41
							VENDOR TOTAL:	30.41
INTEG	INTEGRA BUSINESS SYSTEMS, INC.							
INV113184	05/02/24	01	PRINTER/COPIER - PRO SHOP	101000056304			05/23/24	10.77
		02	PRINTER/COPIER - PRO SHOP	201000056304				10.78
							INVOICE TOTAL:	21.55
INV113185	05/02/24	01	PRINTER/COPIER-MAINT	101000056304			05/23/24	35.63
		02	PRINTER/COPIER-MAINT	201000056304				35.62
							INVOICE TOTAL:	71.25
INV113186	05/02/24	01	PRINTER/COPIER - CC	101000056304			05/23/24	38.17

SYCAMORE PARK DISTRICT
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INTEG	INTEGRA BUSINESS SYSTEMS, INC.							
INV113186	05/02/24	02	PRINTER/COPIER - CC	201000056304			05/23/24	38.17
							INVOICE TOTAL:	76.34
INV113187	05/02/24	01	PRINTER/COPIER - ADMIN	101000056304			05/23/24	20.38
		02	PRINTER/COPIER - ADMIN	201000056304				20.38
							INVOICE TOTAL:	40.76
							VENDOR TOTAL:	209.90
MARTINCO	MARTINCO MARTIN & COMPANY EXCAVATING							
2022-8715-4	05/14/24	01	BRIDGE - FINAL	701000002101			05/23/24	33,186.02
							INVOICE TOTAL:	33,186.02
							VENDOR TOTAL:	33,186.02
MENA	MENARDS - SYCAMORE							
13559	05/03/24	01	GRINDING DISKS - SHOP	101500066401			05/23/24	7.99
							INVOICE TOTAL:	7.99
13735	05/06/24	01	GRAFFITI REMOVER-PAINT	101500066407			05/23/24	75.92
							INVOICE TOTAL:	75.92
13753	05/06/24	01	ANT SPRAY - PARKS	101500076500			05/23/24	3.97
							INVOICE TOTAL:	3.97
13803	05/07/24	01	SAW BLADES-SAND PAPER-DRILLBIT	101500076512			05/23/24	43.97
		02	WOOD BOARD-GOLF	504100076500				27.60
							INVOICE TOTAL:	71.57
13922	05/09/24	01	SPRING SNAPS-SORTS NETS	202100066404			05/23/24	57.75
							INVOICE TOTAL:	57.75
14132	05/13/24	01	BASKET	101200046214			05/23/24	3.36
							INVOICE TOTAL:	3.36

INVOICES DUE ON/BEFORE 05/23/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENA	MENARDS - SYCAMORE							
14229	05/14/24	01	POTHOLD PATCH	101500066406			05/23/24	29.98
		02	STEEL TAMPER TOOL	101500076512				42.98
							INVOICE TOTAL:	72.96
14236	05/14/24	01	ANT BAIT	207500076510			05/23/24	16.41
							INVOICE TOTAL:	16.41
14240	05/14/24	01	SPRAY PAINT - SHOP	101500076500			05/23/24	10.38
							INVOICE TOTAL:	10.38
14327	05/15/24	01	FASTENERS	101500076511			05/23/24	2.98
							INVOICE TOTAL:	2.98
14439	05/17/24	01	CC-LAUDRY SOAP	207500076510			05/23/24	5.99
		02	MAINT - CLEANER	101500076510				11.89
							INVOICE TOTAL:	17.88
							VENDOR TOTAL:	341.17
OLTMTG	OLT MARKETING, INC.							
24-1241	05/21/24	01	LOGO PENS	101200046214			05/23/24	698.12
							INVOICE TOTAL:	698.12
							VENDOR TOTAL:	698.12
PDRMA	PDRMA							
APR	05/23/24	01	HEALTH INS PREM	101000106801			05/23/24	5,897.30
		02	HEALTH INS PREM	101500106801				2,529.22
		03	HEALTH INS PREM	504100106801				3,036.27
		04	HEALTH INS PREM	504000106801				946.35
		05	HEALTH INS PREM	201000106801				7,687.50
		06	HEALTH INS PREM	202100106801				6,766.72
		07	HEALTH INS PREM	207500106801				1,019.44
		08	HEALTH INS PREM	303000106801				610.65
							INVOICE TOTAL:	28,493.45
							VENDOR TOTAL:	28,493.45

DATE: 05/23/24
 TIME: 15:43:10
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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/23/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PENDL	PENDELTON TURF SUPPLY							
8939	05/22/24	01	GOLF-FUNGICIDE	504100076507			05/23/24	66.45
							INVOICE TOTAL:	66.45
							VENDOR TOTAL:	66.45
R&R	R & R PRODUCTS INC.							
CD2906877	05/10/24	01	MOWER BLADES - ROUGH MOWERS	101500066403			05/23/24	81.22
		02	MOWER BLADES - ROUGH MOWERS	202100066402				81.22
		03	MOWER BLADES - ROUGH MOWERS	504100066402				81.21
							INVOICE TOTAL:	243.65
							VENDOR TOTAL:	243.65
REIN	REINDERS, INC.							
6051832-00	05/10/24	01	DRIVE SHAFT - MOWER	101500066403			05/23/24	135.49
							INVOICE TOTAL:	135.49
6052018-00	05/13/24	01	MOWER - CASTOR WHEEL FORK	202100066403			05/23/24	86.91
							INVOICE TOTAL:	86.91
							VENDOR TOTAL:	222.40
RESOUR	RESOURCE BANK							
2017B-0624	05/06/24	01	2017B BOND INT	601000156900			05/23/24	1,230.00
							INVOICE TOTAL:	1,230.00
							VENDOR TOTAL:	1,230.00
RINGCEN	RINGCENTRAL INC.							
CD_000822573	05/22/24	01	TELEPHONE	101000096700			05/23/24	488.74
		02	TELEPHONE	201000096700				488.75
							INVOICE TOTAL:	977.49
							VENDOR TOTAL:	977.49
SELDAL	SELDAL PLUMBING							

INVOICES DUE ON/BEFORE 05/23/2024

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

SELDAL	SELDAL	PLUMBING						
5874	05/06/24	01	3-PIPE REPAIR-CLEAN-CONC	303300056300			05/23/24	428.00
							INVOICE TOTAL:	428.00
							VENDOR TOTAL:	428.00
STAPLES STAPLES BUSINESS ADVANTAGE								
6002511615	05/18/24	01	TOILET PAPER - CC	207500076510			05/23/24	38.72
		02	PAPER TOWELS - CC	207500076510				27.53
		03	TOILET PAPER - CH	303000076510				38.72
							INVOICE TOTAL:	104.97
							VENDOR TOTAL:	104.97
T0001170 METCALF, LISA								
REIMB	05/23/24	01	REIMB-THANK YOU-PD VOLUNTEER	201000046213			05/23/24	28.99
							INVOICE TOTAL:	28.99
							VENDOR TOTAL:	28.99
TRUGR TRUGREEN								
191648189	05/03/24	01	OVITZ PARK- WEED-N-FEED	101500076507			05/23/24	791.38
							INVOICE TOTAL:	791.38
							VENDOR TOTAL:	791.38
TYLER TYLER ENTERPRISES								
67429	05/07/24	01	FERT/GRUB CONTROL-FAIRWAYS	504100076507			05/23/24	1,000.00
		02	FERT/GRUB CONTROL-FAIRWAYS	504100076506				2,944.00
							INVOICE TOTAL:	3,944.00
67577	05/16/24	01	GOLF FUNGICIDE	504100076507			05/23/24	710.00
		02	LIQUID FERT	504100076506				79.00
							INVOICE TOTAL:	789.00
							VENDOR TOTAL:	4,733.00

DATE: 05/23/24
 TIME: 15:43:10
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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/23/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
VISIONAR VISIONARY WEBWORKS								
VW-051624-01-SYPD	05/16/24	01	WEBSITE HOSTING	201000036130			05/23/24	1,003.00
INVOICE TOTAL:								1,003.00
VENDOR TOTAL:								1,003.00
WASTE MANAGEMENT								
3736061-2011-2	05/03/24	01	REFUSE - ADMIN	101000056302			05/23/24	78.98
		02	REFUSE -CH	303000056302				78.99
		03	REFUSE -ADMIN	101000056302				8.50
		04	REFUSE -OLD SHOP	504100056302				71.37
		05	REFUSE -SC	202100056302				85.70
		06	REFUSE -PARKS	101500056302				85.71
		07	REFUSE -PICNIC	101500056302				71.00
		08	REFUSE -CC	207500056302				205.42
INVOICE TOTAL:								685.67
3737544-2011-6	05/16/24	01	10 YARD - 5-11 Tourn	202100056302			05/23/24	558.50
INVOICE TOTAL:								558.50
VENDOR TOTAL:								1,244.17
WINTERIA WINTERS LANDSCAPE								
102482	05/09/24	01	TREES TO GOLF/PARK AREAS	504100056308			05/23/24	500.00
		02	TREES TO GOLF/PARK AREAS	101500076501				500.00
INVOICE TOTAL:								1,000.00
VENDOR TOTAL:								1,000.00
TOTAL ALL INVOICES:								347,199.37

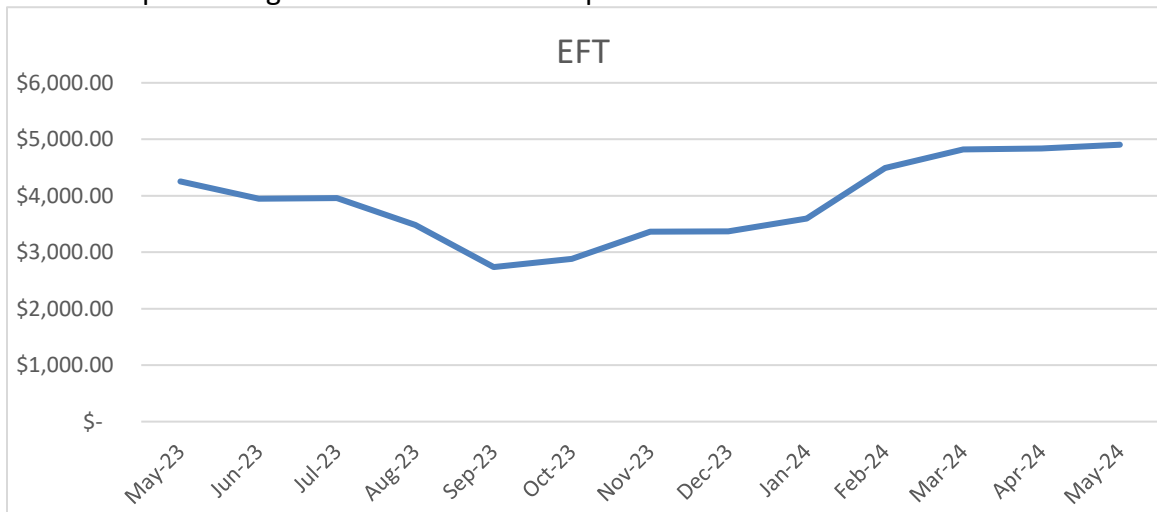
Inte Kim \$ 122,920.35
New \$ 347,199.37

Total \$ 470,119.72

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: May 28, 2024

Administrative Initiatives (5/1/24 – 5/31/24)

- Attended scheduled Board and leadership meetings.
- Installment billing for Pathway Fitness memberships and passes. The May installment was for 224 individuals, an increase of 6 from April. The monthly installment was \$4,705.20 (\$65 increase) processed through credit cards and \$199 (no change) through ACH transactions. There were 8 households whose credit cards did not process (\$217.00) due to declined credit cards. Following up on each of these and processing the transactions when possible.



- Continued to monitor new household accounts on Rectrac for residency and process refund for those that registered as non-resident when they should be resident. Updated database with new addresses that are in-district.
- Assisted staff with technology problems/concerns/needs with assistance from CMJ when necessary. Topics: Discussed Password Keeper, further information on security camera upgrades, email updates
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Submitted monthly unemployment report to the state.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Performed criminal background checks on new hires and volunteers.
- Reviewed visa receipts and posting to general ledger.
- Performed Bank reconciliations and posted related entries.
- Attend WILS LeadHERship event at Villa Olivia.
- Attended Legislative Reception & Conference in Springfield.

- Reviewed final audit documents and Comptroller draft. Submit approved audit to appropriate agencies.
- Reviewed initial property tax installment. Recorded transfer of IMRF/SS levy to appropriate funds.
- Submitted requested documentation to file for property tax exemption on Merry Oaks Property.
- Filed annual certificate of Status of Exempt Property with the county.
- Meet with staff to discuss Rain Checks and how the system is handling them. Need to follow with TeeSnap to ensure that they are being recorded properly.
- Participated in the following webinars:
 - IAPD- New Federal Overtime Rules for Executive, Administrative and Professional Employees
 - PDRMA Health Happenings Webinar
 - PDRMA Mental Health Matters
 - 2024 IMRF Employer Rate Webinars
 - MSI: Mental Wellness in the Workplace Seminar
 - 2024 IDNR Grant Outlook and Successful Grant Submission (Recorded)
 - RecChat
- HR related items:
 - Change in salary requirement for exempt status and impact on staff.
 - Missing insurance cards
- Participated in KSRF Golf Outing at River Heights Golf Course.
- Approved requisitions for golf and concessions.
- Reviewed Rectrac Refund Liability account for refunds not issued. Staff has since issued.
- Answered questions about scholarships.

Administrative Initiatives (6/1/24 – 6/30/24)

- Attend scheduled Leadership and Board meetings.
- Attend Strategic Planning Meeting.
- Submit monthly unemployment report to state.
- 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.
- Work on password keeper file.
- Provide MSI Training to staff in need.
- Complete documentation needed to add acquired property to insurance.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Corporate Fund (10)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	21,420.25	60,998.36	1,779,832	113,921.05	-46.5% (1)
Marketing	-	2,000.00	1,200	800.00	150.0%
Parks	625.00	4,470.00	24,967	4,600.00	-2.8% (2)
	<u>22,045.25</u>	<u>67,468.36</u>	<u>1,805,999</u>	<u>119,321.05</u>	<u>-43.5%</u>
Total Revenues	22,045.25	67,468.36	1,805,999	119,321.05	-43.5%
Expenses					
Administration	32,279.91	141,401.25	1,344,621	167,531.40	-15.6% (3)
Marketing	1,464.17	8,695.73	47,678	18,160.60	-52.1% (5)
Parks	26,211.73	86,064.96	386,510	82,463.92	4.4% (4)
	<u>59,955.81</u>	<u>236,161.94</u>	<u>1,778,809</u>	<u>268,155.92</u>	<u>-11.9%</u>
Total Expenses	59,955.81	236,161.94	1,778,809	268,155.92	-11.9%
Total Fund Revenues	22,045.25	67,468.36	1,805,999	119,321.05	-43.5%
Total Fund Expenses	59,955.81	236,161.94	1,778,809	268,155.92	-11.9%
Surplus (Deficit)	(37,910.56)	(168,693.58)	27,190	(148,834.87)	13.3%

(1) Replacement taxes lower in 2024 45.6% \$23,895. 2023 misc income higher 98.3% \$29,500 due to sale of surplus equip, sale of Merry Oaks property and refund. Also received in 2023 insurance proceeds \$8,054 for clubhouse.

(2) Dog park revenue

(3) 2023 expenses higher primarily due to expenses related to Clubhouse flooding (\$27,008)

(4) 2024 Wages/taxes/benefits lower 27.5% \$12,400 due to vacant Naturalist position. Pond Management higher \$8,317.

(5) 2023 expenses included 100th anniversary items.

Recreation Fund (20)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	2,193.80	10,876.07	1,128,124	9,495.56	14.5% (1)
Sports Complex	-	-	42,008	400.00	-100.0%
Sports Complex Maintenance	-	-	36,280	-	#DIV/0!
Programs-Youth	6,725.00	15,723.00	33,829	17,157.00	-8.4% (2)
Programs-Tweens	720.00	2,760.00	3,254	(460.00)	-700.0% (2)
Programs-Adult	2,780.00	6,907.70	14,453	6,750.00	2.3% (2)
Programs-Nature	-	-	720	755.00	-100.0% (2)
Programs-Leagues	1,690.00	7,670.40	33,467	5,690.00	34.8% (2)
Programs-Youth Athletics	3,400.00	10,305.00	47,616	23,025.00	-55.2% (2)
Programs-Fitness	4,552.80	14,071.05	37,755	12,311.17	14.3% (2)
Programs-Early Childhood	132.00	1,330.00	5,570	3,368.00	-60.5% (2)
Programs-Dance	120.00	1,390.00	2,775	1,102.00	26.1% (2)
Programs-Special Events	510.00	7,986.00	12,234	7,260.50	10.0% (2)
Programs-Community Events	-	5,200.00	15,193	4,750.00	9.5% (2)
Brochure	-	1,000.00	1,500	-	#DIV/0!
Weight Room	12,422.11	59,042.82	132,806	48,024.88	22.9% (3)
Community Center	10,238.60	40,988.54	88,092	39,089.25	4.9% (3)
		-			
Total Revenues	45,484.31	185,250.58	1,635,676	178,718.36	3.7%

- (1) Interest income
- (2) Revenue from programs decreased 10.2%, \$8,356 compared to 2023.
- (3) Current YTD Compared to Annual Budget/Compared to 2023 YTD
 - Pathway Fitness Membership 43.52% / 119.11%
 - Pathway Fitness Pass 45.22% / 123.73%
 - Track Only Pass 45.63% / 143.34%
 - Pre-pay Card -
 - Program Fees -
 - Daily Admission Fee 46.12% / 81.18%
- Current YTD Compared to Annual Budget/Compared to 2023 YTD
 - Open Gym Daily 46.33% / 95.00%
 - Open Gym Membership 45.58% / 104.20%
 - Rentals 63.43% / 109.32%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Expenses						
Administration	44,624.96	196,709.02	611,312	189,897.19	3.6%	
Sports Complex	-	-	-	-	#DIV/0!	
Sports Complex Maintenance	41,765.93	146,221.49	514,329	141,817.61	3.1%	
Programs-Youth	780.25	3,327.94	18,967	4,082.40	-18.5%	(1)
Programs-Tweens	263.11	708.28	1,575	-	#DIV/0!	(1)
Programs-Adult	683.90	1,206.82	7,168	2,366.27	-49.0%	(1)
Programs-Nature	-	-	600	499.98	-100.0%	(1)
Programs-Leagues	1,360.91	8,466.03	22,750	6,586.33	28.5%	(1)
Programs-Youth Athletics	90.42	458.62	29,801	5,470.03	-91.6%	(1)
Programs-Fitness	1,944.46	7,038.04	30,352	6,470.29	8.8%	(1)
Programs-Early Childhood	81.53	515.11	3,661	1,382.87	-62.8%	(1)
Programs-Dance	30.16	301.53	1,177	206.60	45.9%	(1)
Programs-Special Events	713.07	1,928.78	5,065	4,141.10	-53.4%	(1)
Programs-Community Events	-	290.00	15,120	630.20	-54.0%	(1)
Brochure	9,372.07	9,372.07	29,600	9,220.48	1.6%	
Weight Room	-	2,624.94	8,730	4,472.08	-41.3%	
Community Center	22,801.69	93,350.03	311,489	81,698.12	14.3%	(2)
Total Expenses	124,512.46	472,518.70	1,611,696	458,941.55	3.0%	
Total Fund Revenues	45,484.31	185,250.58	1,635,676	178,718.36	3.7%	
Total Fund Expenses	124,512.46	472,518.70	1,611,696	458,941.55	3.0%	
Surplus (Deficit)	(79,028.15)	(287,268.12)	23,980	(280,223.19)	2.5%	

(1) Expenses for programs decreased 23.9%, \$7,595 compared to 2023.

(2) Electricity at CC up 45.1% \$8,137. (Jan 2023 was last month before rate increase)

Donations (21)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	1,865.67	5,344.31	75,000	2,727.60	95.9%
Total Revenues	1,865.67	5,344.31	75,000	2,727.60	95.9%
Expenses					
Administration	-	-	279,300	-	#DIV/0!
Total Expenses	-	-	279,300	-	#DIV/0!
Total Fund Revenues	1,865.67	5,344.31	75,000	2,727.60	95.9%
Total Fund Expenses	-	-	279,300	-	#DIV/0!
Surplus (Deficit)	1,865.67	5,344.31	(204,300)	2,727.60	95.9%

Special Recreation (22)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	1,445.04	5,781.61	265,000	3,040.49	90.2%
Total Revenues	1,445.04	5,781.61	265,000	3,040.49	90.2%
Expenses					
Administration	-	465.64	470,000	450.15	3.4%
Total Expenses	-	465.64	470,000	450.15	3.4%
Total Fund Revenues	1,445.04	5,781.61	265,000	3,040.49	90.2%
Total Fund Expenses	-	465.64	470,000	450.15	3.4%
Surplus (Deficit)	1,445.04	5,315.97	(205,000)	2,590.34	105.2%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended April 30, 2024

Insurance (23)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	252.18	1,008.32	54,000	757.47	33.1%
Total Revenues	252.18	1,008.32	54,000	757.47	33.1%
Expenses					
Administration	-	-	73,866	-	#DIV/0!
Total Expenses	-	-	73,866	-	#DIV/0!
Total Fund Revenues	252.18	1,008.32	54,000	757.47	33.1%
Total Fund Expenses	-	-	73,866	-	#DIV/0!
Surplus (Deficit)	252.18	1,008.32	(19,866)	757.47	33.1%

Audit (24)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	-	132.05	16,050	77.20	71.0%
Total Revenues	-	132.05	16,050	77.20	71.0%
Expenses					
Administration	12,720.00	13,670.00	16,050	15,080.00	-9.4%
Total Expenses	12,720.00	13,670.00	16,050	15,080.00	-9.4%
Total Fund Revenues	-	132.05	16,050	77.20	71.0%
Total Fund Expenses	12,720.00	13,670.00	16,050	15,080.00	-9.4%
Surplus (Deficit)	(12,720.00)	(13,537.95)	-	(15,002.80)	-9.8%

Paving & Lighting (25)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	304.19	1,216.26	26,500	637.16	90.9%
Total Revenues	304.19	1,216.26	26,500	637.16	90.9%
Expenses					
Administration	-	-	100,000	-	#DIV/0!
Total Expenses	-	-	100,000	-	#DIV/0!
Total Fund Revenues	304.19	1,216.26	26,500	637.16	
Total Fund Expenses	-	-	100,000	-	
Surplus (Deficit)	304.19	1,216.26	(73,500)	637.16	

Park Police (26)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	9.88	47.27	6,509	39.41	19.9%
Total Revenues	9.88	47.27	6,509	39.41	19.9%
Expenses					
Administration	299.81	1,420.27	6,588	1,615.85	-12.1%
Total Expenses	299.81	1,420.27	6,588	1,615.85	-12.1%
Total Fund Revenues	9.88	47.27	6,509	39.41	19.9%
Total Fund Expenses	299.81	1,420.27	6,588	1,615.85	
Surplus (Deficit)	(289.93)	(1,373.00)	(79)	(1,576.44)	-12.9%

IMRF (27)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	-	-	65,000	-	#DIV/0!
	<hr/>				
Total Revenues	-	-	65,000	-	#DIV/0!
Expenses					
Administration	-	-	69,489	-	#DIV/0!
	<hr/>				
Total Expenses	-	-	69,489	-	#DIV/0!
Total Fund Revenues	-	-	65,000	-	#DIV/0!
Total Fund Expenses	-	-	69,489	-	#DIV/0!
Surplus (Deficit)	-	-	(4,489)	-	

Social Security (28)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	-	-	128,000	-	#DIV/0!
	<hr/>				
Total Revenues	-	-	128,000	-	#DIV/0!
Expenses					
Administration	-	-	128,000	-	#DIV/0!
	<hr/>				
Total Expenses	-	-	128,000	-	#DIV/0!
Total Fund Revenues	-	-	128,000	-	#DIV/0!
Total Fund Expenses	-	-	128,000	-	#DIV/0!
Surplus (Deficit)	-	-	-	-	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Concessions (30)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Clubhouse Concessions	5,920.35	7,181.66	95,478	480.67	1394.1% (2)
Beverage Cart	324.45	324.45	11,465	210.50	54.1%
Sports Complex Concessions	7,164.75	7,164.75	65,326	1,250.00	473.2% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	3,025.83	12,333.83	24,870	7,680.50	60.6% (1)
Total Revenues	16,435.38	27,004.69	197,139	9,621.67	180.7%
Expenses					
Clubhouse Concessions	8,603.36	16,646.52	119,861	13,608.53	22.3% (2)
Beverage Cart	355.86	355.86	10,780	243.72	46.0%
Sports Complex Concessions	1,957.27	6,095.03	58,565	4,563.79	33.6% (3)
Pool Concessions	-	-	-	-	#DIV/0!
Catering	1,146.59	3,340.16	8,058	1,277.28	161.5% (1)
Total Expenses	12,063.08	26,437.57	197,264	19,693.32	34.2%
Total Fund Revenues	16,435.38	27,004.69	197,139	9,621.67	180.7%
Total Fund Expenses	12,063.08	26,437.57	197,264	19,693.32	34.2%
Surplus (Deficit)	4,372.30	567.12	(125)	(10,071.65)	-105.6%

(1) Increase in room rentals and catering. (Lions and Kiwanis)

(2) Golf course/clubhouse opened earlier in 2024.

(3) Large tournament in April 2024.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Developer Contributions (32)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	385.92	20,007.40	16,500	3,393.32	489.6% (1)
Total Revenues	385.92	20,007.40	16,500	3,393.32	489.6%
Expenses					
Administration	-	-	76,000	-	#DIV/0!
Total Expenses	-	-	76,000	-	#DIV/0!
Total Fund Revenues	385.92	20,007.40	16,500	3,393.32	489.6%
Total Fund Expenses	-	-	76,000	-	#DIV/0!
Surplus (Deficit)	385.92	20,007.40	(59,500)	3,393.32	489.6%

(1) Impact Fees

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended April 30, 2024

Golf Course (50)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Golf Operations	64,479.33	220,798.90	662,066	167,079.90	32.2% (2)
Golf Maintenance	-	-	21,156	-	#DIV/0!
Total Revenues	64,479.33	220,798.90	683,222	167,079.90	32.2%
Expenses					
Golf Operations	23,392.26	86,706.99	296,261	62,277.65	39.2% (1)
Golf Maintenance	26,939.26	90,628.92	357,382	88,997.98	1.8%
Total Expenses	50,331.52	177,335.91	653,643	151,275.63	17.2%
Total Fund Revenues	64,479.33	220,798.90	683,222	167,079.90	32.2%
Total Fund Expenses	50,331.52	177,335.91	653,643	151,275.63	17.2%
Surplus (Deficit)	14,147.81	43,462.99	29,579	15,804.27	175.0%

(1) Final payout of retired Supt of Golf 4 weeks vacation. Lighting repairs in pro shop. Part time staff up 143.5% \$5,962

(2) Compare YTD Actual to Annual Budget / 2023 YTD Actual

Daily Greens Fees	10.95% / 164.19%	Course opened earlier in 2024.
Golf Events & Misc	96.85% / 126.59%	
Lessons	48.96% / no lesson revenue April 2023	
Carts	10.05% / 176.92%	
Season passes	104.90% / 117.00%	
Pro shop sales	23.89% / 197.49%	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Aquatics (51)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Pool	-	-	-	-	#DIV/0!
Swim Lessons	-	-	-	-	
Splashpad	474.00	474.00	19,725	150.00	216.0%
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Revenues	474.00	474.00	19,725	150.00	216.0%
Expenses					
Pool	-	-	-	-	#DIV/0!
Aquatics Maintenance	1,087.04	2,297.66	10,600	2,108.70	9.0%
Swim Lessons	-	-	-	-	
Splashpad	-	-	800	-	#DIV/0!
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Expenses	1,087.04	2,297.66	11,400	2,108.70	9.0%
Total Fund Revenues	474.00	474.00	19,725	150.00	216.0%
Total Fund Expenses	1,087.04	2,297.66	11,400	2,108.70	9.0%
Surplus (Deficit)	(613.04)	(1,823.66)	8,325	(1,958.70)	-6.9%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Debt Service (60)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	483.59	1,933.61	717,676	1,375.40	40.6%
Total Revenues	483.59	1,933.61	717,676	1,375.40	40.6%
Expenses					
Administration	-	-	715,680	-	#DIV/0!
Total Expenses	-	-	715,680	-	#DIV/0!
Total Fund Revenues	483.59	1,933.61	717,676	1,375.40	40.6%
Total Fund Expenses	-	-	715,680	-	#DIV/0!
Surplus (Deficit)	483.59	1,933.61	1,996	1,375.40	40.6%

Capital Projects (70)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	1,628.17	7,178.43	1,048,412	127,655.20	-94.4%
Total Revenues	1,628.17	7,178.43	1,048,412	127,655.20	-94.4%
Expenses					
Administration	40,078.98	71,601.17	1,111,230	166,624.36	-57.0%
Total Expenses	40,078.98	71,601.17	1,111,230	166,624.36	-57.0%
Total Fund Revenues	1,628.17	7,178.43	1,048,412	127,655.20	-94.4%
Total Fund Expenses	40,078.98	71,601.17	1,111,230	166,624.36	-57.0%
Surplus (Deficit)	(38,450.81)	(64,422.74)	(62,818)	(38,969.16)	65.3%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2024

Action 2020 (71)

<u>Department</u>	<u>April Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2023 YTD Actual</u>	
Revenues					
Administration	936.14	3,791.00	269,000	1,851.30	104.8%
Total Revenues	936.14	3,791.00	269,000	1,851.30	104.8%
Expenses					
Administration	-	-	300,000	135,315.05	-100.0%
Total Expenses	-	-	300,000	135,315.05	-100.0%
Total Fund Revenues	936.14	3,791.00	269,000	1,851.30	104.8%
Total Fund Expenses	-	-	300,000	135,315.05	-100.0%
Surplus (Deficit)	936.14	3,791.00	(31,000)	(133,463.75)	-102.8%
Total Fund Revenues	156,229.05	547,436.79	7,029,408	616,445.53	
Total Fund Expenses	301,048.70	1,001,908.86	7,599,015	1,219,260.53	
Surplus (Deficit)	(144,819.65)	(454,472.07)	(569,607)	(602,815.00)	

Sycamore Park District
Fund Balances

	unaudited 1/1/2024	Revenues	Expenses	unaudited 4/30/2024	4/30/2024 Cash balance
10 Corporate	1,188,719.66	67,468.36	236,161.94	1,020,026.08	1,020,782.32
20 Recreation	835,131.81	185,250.58	472,518.70	547,863.69	570,078.04
21 Donations	232,840.51	5,344.31	-	238,184.82	238,184.82
22 Special Recreation	355,731.27	5,781.61	465.64	361,047.24	361,047.24
23 Insurance	61,999.43	1,008.32	-	63,007.75	63,007.75
24 Audit	11,451.53	132.05	13,670.00	(2,086.42)	(2,086.42)
25 Paving & Lighting	74,784.84	1,216.26	-	76,001.10	76,001.10
26 Park Police	3,751.75	47.27	1,420.27	2,378.75	2,468.63
27 IMRF	4,489.09	-	-	4,489.09	4,489.09
28 Social Security	-	-	-	-	-
30 Concessions	73,078.15	27,004.69	26,437.57	73,645.27	66,897.25
32 Developer Contributions	76,414.93	20,007.40	-	96,422.33	96,422.33
50 Golf	217,911.69	220,798.90	177,335.91	261,374.68	285,158.62
51 Aquatics	(66,366.35)	474.00	2,297.66	(68,190.01)	(68,190.01)
60 Debt Service	118,893.47	1,933.61	-	120,827.08	120,827.08
70 Capital Projects	522,506.96	7,178.43	71,601.17	458,084.22	406,802.24
71 Action 2020	329,320.98	3,791.00	-	333,111.98	233,897.01
	4,040,659.72	547,436.79	1,001,908.86	3,586,187.65	3,475,787.09
		-	-		

Summary of depository accounts as of **5/21/2024**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Old National Bank	628,727.86	3.76
Resource Bank	204,157.08	1.41
IPDLAF	2,851,390.22	5.17
DCCF - Action 2020	69,656.61	
Dekalb Co. Community Foundation	<u>22,156.21</u>	
	3,776,087.98	

To: Board of Commissioners
 From: Lisa Metcalf, Superintendent of Recreation Services and Recreation Staff
 Subject: Monthly Report
 Date: May 28, 2024

Administrative Initiatives (5/1/24-5/31/24)

Superintendent Metcalf

- Attended scheduled leadership, staff, and Board meetings.
- Current active memberships/passes: 297 Pathway Fitness 24/7 Memberships, 274 Pathway Fitness Passes, 77 Track 24/7 Memberships, 221 Track Passes, and 329 Open Gym Passes.
- Had a Rec Staff meeting to go over summer programming and assigning staff to events.
- Started working on fall brochure offerings.
- Talked with the School District to be a part of their Back to School Party for the High School kids.
- Attended a RecTrac Webinar about preparing to change to OpenEdge 12.
- Attended the WILS LeadHERship Conference.
- Met with Kiara to discuss offering some nature programs in the fall.
- Attended the School District's Wellness Committee meeting.
- Played in the KSRF Golf Outing.
- Met with Melissa and Jerry to review their checklists for the Clubhouse and RiverView Room.
- Attended a Safety Coordinator Webinar through PDRMA.
- Took the CPRP exam.
- Splash Fountain opened on May 25 for the season.
- Continue to work in RecTrac to update things as new things get added and changed.

Food and Beverage Manager Dobberstein

- Did vending for April selling \$283.50 in product.
- Had total of 4 Birthday Packages at the community center.
- Had 8 Multi-Purpose Room rentals for May, two being double room rentals.
- Had 13 gym rentals for May.
- Have ongoing 4-H rental.
- Had 5 clubhouse rentals for May.
- Still hosting Lions Club at clubhouse.
- Working on getting vendors for the Sip n Savor.
- Working on getting attendees for Junk in Your Trunk.
- Still waiting to get banners for Sports Complex to install to show open.
- Hosted Titans baseball tournament total of \$6500.
- Hosted Mom Rock n Roll tournament total of \$4500.
- The opening day of softball totaled \$1100.
- Selling on average over \$400 per night at sports complex concessions.
- Soccer concessions picking up with average of \$120 on Saturdays.
- Attended Pumpkin Fest Committee meeting for May.
- Caddyshack kicked into full gear with all the leagues starting.

Recreation Supervisor Hoblit

- All Star Sports ran 5 of 12 classes averaging 90% enrollment. Soccer and basketball saw the most signups.
- Pickleball took a break in May and will be returning in June with daytime and evening classes.

- Dog Park memberships have surpassed 230.
- Worked on fall program offerings for the brochure.

Recreation Supervisor Turner

- Attended the “State of Sycamore” address offered through the Chamber of Commerce.
- The first session of summer season classes began.
- Offered and ran an additional 5 weeks of Homeschool Wednesdays during the month of May.
- Worked with the rest of the Recreation team to schedule out special event coverage, including concerts, Sip N’ Savor, and others.
- Participated in the Kishwaukee Special Recreation Foundation Golf outing.
- Attended the ILIPRA Fitness Center Roundtable event at Life Fitness World Headquarters in Rosemont, IL.
- Continued prepping for all summer camps to begin.
- Continued prepping for Strategic Planning Day coming up in early June.
- Continued with the Chamber of Commerce Leadership Academy.

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

Administrative Initiatives (6/1/24-6/30/24)

Superintendent Metcalf

- Will have our regular Rec Staff Meeting.
- Will attend our Strategic Planning Day.
- Will lead the concerts I am assigned to.
- Will attend the KSRF Board Meeting.
- Will participate in the Chamber Golf Outing.
- Will finalize the fall brochure offerings.

Food and Beverage Manager Dobberstein

- Continue to do birthday bookings.
- Continue to do bookings.
- Continue to investigate food truck/trailer for sports and concert and other events.
- Need to work towards getting permanent structure at the new ball fields.
- Preparing for large Storm Tournament.

Recreation Supervisor Hoblit

- Current Pickleball registrations are showing an interest in Beginner and Intermediate classes with no signups for Advanced classes.
- Tennis is offering a total of 24 classes this summer with new age ranges for middle school and above. Most present signups are showing an interest in classes for ages up to 15 years old.
- Studying for the CPRP Exam.

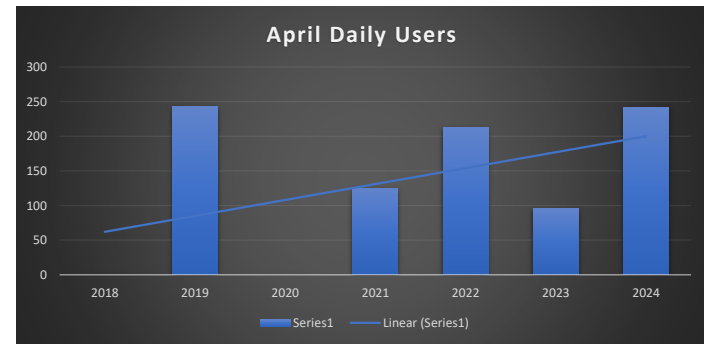
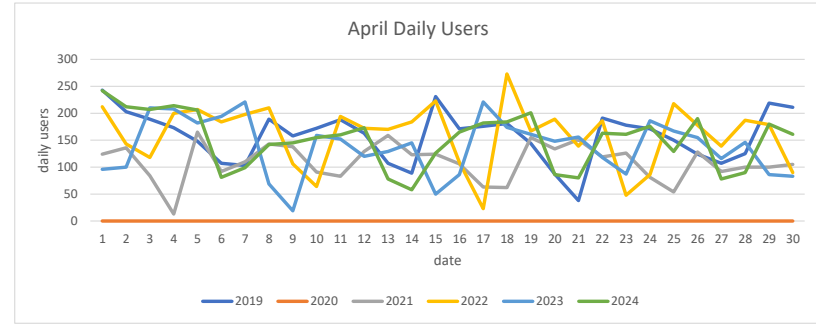
Recreation Supervisor Turner

- Finalize, submit, and enter all Fall program and class offerings.
 - Create and finalize budgets for all Fall classes as well.
- Attend/Participate in Strategic Planning Day
- Make sure all summer program offerings have started with all supplies needed.
- Watch numbers for classes or programs that start in June.
- Help with my scheduled concerts in the parks date.
- Begin interviews and hiring for needed Youth Instructors.

- Continue planning to attend Athletic Business Show in November.
- Continue working on changes to the Fitness Class Punch Cards and coming up with a plan for those that can begin to be implemented possibly at the beginning of 2025.

		2018	2019	2020	2021	2022	2023	2024
April	1		243	0	124	212	96	242
	2		203	0	136	143	100	212
	3		189	0	84	118	210	207
	4		173	0	13	200	208	214
	5		148	0	165	207	182	206
	6		107	0	92	184	194	81
	7	BUILDING	103	0	110	198	221	99
	8	NOT OPEN	189	0	143	210	69	142
	9		158	0	138	106	19	145
	10		172	0	91	64	159	155
	11		188	0	83	194	152	160
	12		163	0	129	172	120	173
	13		107	0	159	170	129	78
	14		89	0	123	184	145	58
	15	57	231	0	124	223	50	126
	16	85	171	0	106	109	86	165
	17	54	176	0	63	23	221	182
	18	66	181	0	62	273	174	184
	19	58	144	0	155	167	161	201
	20	52	87	0	134	189	148	86
	21	52	38	0	151	139	156	80
	22	46	191	0	119	186	118	163
	23	96	178	0	126	48	87	161
	24	112	171	0	81	86	186	176
	25	82	150	0	54	218	167	129
	26	63	124	0	128	178	155	190
	27	49	107	0	92	139	116	78
	28	34	125	0	100	187	146	90
	29	31	219	0	100	179	86	180
	30	68	211	0	105	90	83	161
TOTALS		1,005	4,736	0	3,290	4,796	4,144	4,524

*started including open gym in daily numbers



Paul Price
 Superintendent of Golf Services
 Monthly Board Report
 For Board Meeting: **MAY 28, 2024**



Administrative Initiatives (5/1/24 - 5/31/24)

- Attended Leadership Meetings
- Worked with Harris to confirm golf cart trade-in deal
- Surpassed Season Pass Revenue goal of \$150,000 (107.3% of goal)
- Welcomed new hires as they returned from school, trained new staff
- Hosted first golf outing of the year - NIU Wrestling - 80 players - smooth day!
- Boosted registration for SAY-GOLF Camp and League
- Boosted registration for Putting & Chipping workshops
 - Conducted Putting Workshop on 5/21/2024 with 10 total golfers
 - 15+ golfers signed up for Chipping workshop on 5/23/2024
- Finalized 2024 golf outings/events
- Continued to manage leagues with the help of Donald Carlson, Pro Shop Manager
- Received staff shirts and distributed as ordered
- Updated golf website content
- Received, tagged, organized, and positioned new merchandise
- Continued to receive merchandise for new season
- Continued collaboration with Sarah on all things golf marketing, e
 - Golf Cart Placards, Signage, Facebook, Emails, Advertising
- Sent out May Birdie Bulletin E-newsletter
- Successfully implemented lock system for golf carts stationed outdoors
 - Purchased Power Washer so staff can regularly deep clean carts
- Ordered new women's apparel for Pro Shop
- Continued working on an Emergency Action Plan (EAP) for Sycamore Golf Club
- Planned for June 4 strategic meeting at Whiskey Acres
- Finalized High School Girls Golf Prep Clinics with Christian Thurwanger, Head Girls Golf Coach at Sycamore High School

Administrative Initiatives (6/1/24 - 6/30/24)

- Attend Leadership Meetings
- Continue to receive merchandise from vendors
- Work on June e-newsletter and social media content
- Continue to fine-tune the golf cart organization and use schedule/process
- Institute golf cart maintenance log to ensure upkeep on new carts from Harris
- Continue managing leagues
- Prepare for Sycamore Chamber of Commerce Golf Outing
- Continue to explore sponsorships and partnerships with local businesses
 - Coroca Coffee / CMJ - in-house events sponsor package
- Continue to work on SGC EAP
- Prepare for SAY GOLF Summer Program and SAY GOLF League
- Continue taking SAY GOLF and workshop registration
- Continue to train new staff
- Attend leadership team Strategic Planning Day on June 4, 2024

To: Board of Commissioners
 From: Jeff Donahoe
 Subject: Monthly Report
 Date: May 28th, 2024

Administrative Initiatives (5/1/24-5/31/24)

Golf

- The rains have slowed overall allowing for carts daily and the turf is thriving. We have begun irrigation regularly in the absence of regular rains.
- Spraying for disease, weeds, and insects has begun. Staff have started planting flowers, clearing sprinkler heads, testing the irrigation system, clearing landscape beds, along with all regular course maintenance.
- Eight trees we started as saplings by seven alternate tee were transplanted to various areas of the golf course.
- The lightning detection system was turned on and tested last month.
- The irrigation system was filled and tested without issue.
- The greens were aerified and top dressed on May 13th and 15th.
- Paul and staff have done an excellent job of communicating staff hours and any issues or needs for the course and tournament needs.

Sports

- Spring sports began with games going on in all areas. I have been collaborating with all user groups and Chris with the recreation staff as field use schedules are being updated and adjusted for weather continuously.
- Staff have completed lining all ball fields and soccer fields. Regular mowing, trimming, and daily ball field dragging/chalking is underway. Addition of ag lime to infields and thin turf area seeding is also being completed during the dry days.
- The ballfield light replacement project is scheduled for the last week of May.
- Two major events have been completed at the ball fields. The Titans two-day Spring opening tournament at the end of April went very well as did the Mom's Rock softball event on May 11th. Forty-six teams played on fifteen fields, which is a record for us (Storm has more teams but uses fewer fields). All five new fields were used during the day. Many compliments came from the out-of-town teams on the new fields, the complex as a whole, field conditions, and concessions staff and availability.
- Both youth softball and baseball have added game engine to their web sites which updates field prep needs so everyone is on the same page. Chris with Recreation has also been working on a master schedule so all user groups can see who is on what field for games each night. The user groups have also been working well together to figure out tournament field needs and open fields if another group is in need for a night.
- Soccer continues to go well with no rain outs yet... AYSO and Dekalb County United should finish their spring seasons by mid-June.

Parks

- I attended staff, Board, budget, and park planning meetings.
- Ordered products and equipment from Capital and operating budgets.
- The Parkside Park installation continues as weather allows; the playground installation is almost complete. Pickleball court surfacing will take place soon.
- Park staff have been mowing, trimming, cleaning parks, setting up for shelter rentals, and tree pruning.
- Most seasonal staff have returned to help with mowing. We only had to hire two new staff for the summer across all departments.
- The water wells that run our fountains and the sports concession building were turned on and tested by County Health Dept., all have passed sample testing.
- The solar installation project continues. Now the electricians are connecting the panels and running the lines to the power boxes.
- The family of Lonny Stroger held a memorial service for him at the Vietnam wall memorial on May 18th. They also donated a planted tree and a bench along the path around the pond.
- We assembled, prepared, and tested the splash pad for the season. The opening day is May 25th.
- On a personal note, at the end of April, I suddenly had trouble seeing out of my right eye. I had an exam which showed a detached retina which required immediate surgery on May 1st. The recovery for this procedure is long and requires a lot of time at home being face down for the repair to work the first couple weeks. I was able to answer emails and texts during this time and now I am in and out thru the day. Thanks to all my staff for taking care of their departments while I had to be out. My vision might not get better for a few months, but I will be more continuously at work next week if my improvement continues.

Administrative Initiatives (6/1/24-6/30/24)

- Attending staff, Board, and budget meetings. Continue working with Solar installation group, light installation at ballfields, and Parkside Preserve Park installation.
- Golf will have a lot of outings in June and July we will prepare for daily.
- Sports will be busy with the Gladiators Dad's Day weekend the 8th and 9th, and Storm Dayz on June 28-30, in addition to the daily busy game schedules.
- I will be getting more quotes for some fall paving projects along with other equipment and projects from the capital budget.
- Park staff will add certified mulch to the needed playground equipment areas.
- Continue inspections and repairs of playgrounds and park trails, along with prepping weekly for shelter rentals.
- Concert season will start the first Friday of June with staff installing and removing the stage weekly throughout the season.

To: Board of Commissioners
From: Sarah Rex
Subject: Monthly Report
Date: May 28, 2024

Administrative Initiatives (5/1/24-5/31/24)

- Marketing and Outreach Coordinator Rex
 - Assisted the Sycamore Parks Foundation with
 - Give DeKalb County Campaign
 - Pickleball Tournament planning
 - Golf Outing planning
 - Promoting summer events and programs
 - Park Poster fundraiser
 - Attended OSLAD Grant webinar
 - Coordinated summer marketing and promotion
 - Share the Community-wide Planning and Public Perception survey with Park District users and on social media.

Administrative Initiatives (6/1/24-6/30/24)

- Marketing and Outreach Coordinator Rex
 - Will assist the Sycamore Parks Foundation with their Pickleball Tournament on June 29.
 - Will attend the long-range planning meeting
 - Will attend Sycamore Chamber of Commerce's Coffee and Conversation about AI in the workplace.

To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: May 2024

Administrative Initiatives (5/1 – 5/31/2024)

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended Rotary and Chamber Meetings
- Attended the KSRA board and Foundation meetings.
- Attended NRPA CAPRA meetings.
- Attended American Camping Association of Illinois Board meeting.
- Bi-weekly meetings with the Superintendents
- Attended IPRA meetings: Diversity Section, Membership Council, and Illinois Parks Foundation
- Attended Dekalb History Center Board Meetings
- Continue to get to know the community members.
- Trainings:
 - Women in Leadership Training: May 3
 - IAPD Legislative Conference: May 7 & 8
- Review all construction projects and next steps:
 - Reston Ponds – restarted construction, waiting for an updated schedule.
 - GWT – waiting on IDOT approval of route change.
 - Solar panels waiting on connection information.
 - Duke Environmental (formerly LEAD) regarding Ball Field light replacement – waiting on dates for installation.
 - Riverside Soccer: working with ERA for construction documents and bid dates.
- Working on the 2025 Strategic plan update with the staff. Creating outline of process and working through information already received.
- Met with a construction company regarding the demolition of the pool. Waiting on numbers.

Administrative Initiatives (6/1 – 30/2024)

- Attended all Staff, Board and Planning meetings.
- Attended all Administrative staff meetings as scheduled.
- Attended Park Foundation meetings as scheduled.
- Attended Rotary and Chamber Meetings
- Attended the KSRA board and Foundation meetings.
- Attended NRPA CAPRA meetings.
- Attended American Camping Association of Illinois Board meeting.
- Bi-weekly meetings with the Superintendents
- Attended IPRA meetings: Diversity Section, Membership Council, and Illinois Parks Foundation
- Attended Dekalb History Center Board Meetings
- Continue to get to know the community members.
- Review all construction projects and next steps:
 - Reston Ponds – restarted construction, waiting for an updated schedule.
 - GWT – waiting on IDOT approval of route change.
 - Solar panels waiting on connection information.

- Duke Environmental (formerly LEAD) regarding Ball Field light replacement – waiting on dates for installation.
- Riverside Soccer: working with ERA for construction documents and bid dates.
- Strategic plan meeting on June 4.

Jeanette Freeman

From: Jonelle Bailey
Sent: Monday, April 29, 2024 3:49 PM
To: bowInchamp04@aol.com; Melissa Dobberstein; Lisa Metcalf
Cc: Jeanette Freeman
Subject: RE: Baseball Staff

That's awesome Missy,

Thank you for sharing the great job you all did this weekend with all the crazy changes and plumbing issues to close with on Sunday. Great job!

Nettie, could you please add this to correspondence for the May board meeting?

Jonelle

From: bowInchamp04@aol.com <bowInchamp04@aol.com>
Sent: Monday, April 29, 2024 3:35 PM
To: Melissa Dobberstein <melissad@sycparks.org>; Lisa Metcalf <lisam@sycparks.org>; Jonelle Bailey <jonelleb@sycparks.org>
Subject: Baseball Staff

Good Morning Ladies,

I just want to say what amazing staff I had on Sunday. I am so proud of these three staff, words can not describe how proud I am of them. I just wanted to let you all know because without these three plus myself, we would have lost a lot of money on Sunday. They worked their butts off. I have never seen such teamwork like yesterday. Plus on top of it two of them were new. One of them walked in blind sided, not knowing what to expect.

So here is the story....

It may be a little long but worth the read.

First this tournament was new to us in a sense. The tournament used to be a one day tournament, and this year they broke it up into two days. So we did not know what to expect. Saturday was extremely busy. We did 3800.00 for the first day. This was with only 7 staff members, which one of them was Melissa. I have plenty of staff it was just 3 of them were new (which you have to train). Two of my staff are still in college and return the first week of May. Everyone did an amazing job yesterday.

So on Sunday, I went to the store at 6:15 am to get more buns and lettuce. At 6:35am I receive a text from Jeff stating the tournament is cancelled, so I text all my staff to let them know the tournament is cancelled for today. So I proceed to McDonalds to talk to my boss to let her know I could not work Monday morning due to my mom was having surgery at 11am. So she asked if I could work today I said yes. So I was working when I got the text at 9:30 stating the games are back on and they will be starting at Noon. I told both my bosses I needed to leave at 1030, the games were back on. Which I give them praise for understanding and working with me on this.

So while working I am trying to contact my staff to see who can come in still and work. Well 3 of them responded and said they could work.

Jeff had explained to me and Melissa that they were using fields 2 and 3, the Annex (sorry new fields that's what we call it for the kids) and fields 9-12 (which are the down fields by the road). so Melissa and I discussed it and decided the 4 of us would be plenty and that we would put the cart at Annex since they were using 4-5 fields over there and the people from the down fields could just walk up. Fields 2 and 3 would be handled by the concessions building. All we were thinking was the best way money wise and the best with the number of people we had working.

Well when the staff and I arrived at 11:00 am, I told them all hang on let me find someone in charge to find out the fields they were using because they were setting up 3 of the fields on 5.-8 which we were told they were not using. So I talked with one of the gentleman, and he proceeded to tell me, they were only using two fields at the Down fields for the two older groups, 4 fields at the Annex and fields 2 and 3, plus 3 fields on 5.-8. I thanked him and left.

Well I figured it will be okay. We got this !!

I sent Spencer and Joey to the Annex with Bessie and the workhorse and told Joey text me if you need any food and then you come and get it. Which worked out great. Now mind you Spencer is new and just learned how to do Bessie yesterday with what training we could give him during their few transactions.

So Patty a new employee that was going to train today and was her first day (who works with me at McDonalds and is an older lady).

We got a late start setting up because I was talking with the lady about the bathrooms, trying to figure out what to do, because we had to get concessions opened and the boys to the fields.

I showed Patty the tabs we use on the tablets, where the stuff was she would be ringing up, how to do the cash button and credit card. That was her 5 minutes of training, I FELT HORRIBLE I could not give her the proper training. But she said she wanted to help out today, and not to worry she would be okay. I told her any questions just ask. Well, I have to say Patty did an amazing job, she was on fire, picked up so fast. Only asked a couple minor questions and ran the register like she been doing it the whole summer. Only thing going through her head was when was this line going to end. <she was laughing> She was very calm and we just flew through the orders.

We had a line past the light pole almost to the shelter for 5 hours straight. Even I was thinking man I need 5 minutes just to breath, but the customers kept coming, it started at 12 when we opened until until 5:15pm when Patty had to finally leave. It stayed steady till 8:30 pm. She was a trooper and my words can't describe Patty and her amazement.

Spencer, another new employee (16 and his first job). What do I say about Spencer he did a great job on the cart most of the day by his self. He only did 175.00. Made a few mistakes but minor which we will work on him with that. But he was amazing also.

Joey (who is a returning employee) was amazing and just jumped and did what he had to, where he had to. Even though I was a little leery about leaving Spencer alone, I had no choice but to pull Joey up to the building around 2pm. I needed him to grill food, help with giving orders out, doing drinks, making popcorn and he did whatever else we needed.

All in all these three besides myself worked as a team, two employees who just started, just did what they saw they needed to do to help me run things very smoothly. We ended up doing almost 3000.00 which a majority of it was done up at the building. The time just flew by because we all worked together. It was just amazing, like I said earlier words cannot describe how well yesterday went. Even with a couple of major bumps in the road, but we made it through. If you all had seen us you would have just been as proud as I was. You don't do that kind of money with only 3 people at the building and 1 being a brand new person.

Last thing, you probably asking why did I not call Melissa to come and help, which I know she would have came help without hesitation. Reason being is I had no time to even make a call, or a text. It was so crazy, but a good crazy, and the people there were so good about it, and said they understand. They

were just glad we came back and opened, because they were told they didn't know if we would open or not. But I do know now for this two day tournament we have to plan like we do if it is a one day tournament, so that was a good thing that came out of it.

Just wanted these three to be recognized by you all for a JOB WELL DONE !!!

Thanks Mlssy

Jeanette Freeman

From: Jonelle Bailey
Sent: Monday, May 13, 2024 11:34 AM
To: Lisa Metcalf; Jerry Dobson; Jeanette Freeman
Subject: RE: Park District Volunteer see you next fall letter.

This is very cool and super sweet.

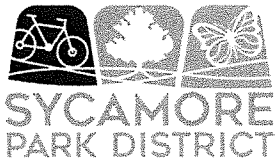
Nettie, can you please add this to the board packet. 😊

From: Lisa Metcalf <lisam@sycparks.org>
Sent: Monday, May 13, 2024 8:42 AM
To: Jerry Dobson <jerryd@sycparks.org>; Jonelle Bailey <jonelleb@sycparks.org>
Subject: RE: Park District Volunteer see you next fall letter.

Awe!! This is AWESOME! 😊

Lisa Metcalf

Superintendent of Recreation
Sycamore Park District: 815-895-3365
Direct Line: 815-770-5267



Connecting Sycamore to Wellness, Nature, and Each Other



From: Jerry Dobson <jerryd@sycparks.org>
Sent: Monday, May 13, 2024 6:22 AM
To: Lisa Metcalf <lisam@sycparks.org>; Jonelle Bailey <jonelleb@sycparks.org>
Subject: FW: Park District Volunteer see you next fall letter.

From: James Oros <8206@syc427.org>
Sent: Tuesday, May 7, 2024 1:12 PM
To: Jerry Dobson <jerryd@sycparks.org>
Subject: Park District Volunteer see you next fall letter.

You don't often get email from 8206@syc427.org. [Learn why this is important](#)

Hey Jerry, it is James, your volunteer for the park district. How are you doing today and also how was your trip? I am writing you a letter because it's almost at the end of the year of school and I will see you next year in the fall to volunteer with you again. I am happy that I worked with you in the beginning of the school year and now. You taught me so many stuff and i am happy to have a great guy to work with and talk to you a lot. It is very generous of you for taking the time out of your morning with me on mondays to show me how janitorial at the park district and i am thinking about working there too in the future i hope you see how much i really appreciate the opportunity for me to work with the coolest guy to work with. You helped me a lot about how much of a mess our community is in sycamore district. I am happy I have a great role model to help me out. Your positive personality makes my day when I volunteer with you. Hope everything goes well for you and see you soon.

--

James Oros
Sycamore Middle School
Team Destiny

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AUSTIN

James A. ^{ow} ~~id~~ ^{gh}

Mrs Roe

Shebby
Edwards

Nathan

Joey
Townsend

Frank Green

Molly 

Thank you all so much for
letting us come there, eat
lunch & use the gym & track.
We all appreciate your
kindness very much!

Life School staff
& students

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 28, 2024

STAFF RECOMMENDATION

AGENDA ITEM: ANNUAL AUDIT: PRESENTATION AND ACCEPTANCE OF AUDIT

BACKGROUND INFORMATION: I will be providing the Board with hard copies of the following documents at the board meeting:

1. Auditor’s Management Letter – Designed to bring attention to any material weaknesses and/or deficiencies as identified during the audit process. Staff uses this letter as a tool to improve financial procedures based upon the auditors’ recommendations.
2. Annual Financial Report – These are the financial reports for the year ended December 31, 2022.
3. SAS 114 – Auditors communication to those charged with governance of the audit process.

If you would like the hard copy prior to the meeting, please contact me. Additionally, an electronic copy will be forwarded in a separate email from the board packet. A representative from Lauterbach & Amen will be presenting these documents for your acceptance.

FISCAL IMPACT: Not applicable.

STAFF RECOMMENDATION: Acceptance of the Annual Audit as presented.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance



EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



April 25, 2024

Members of the Board of Commissioners
Sycamore Park District
Sycamore, Illinois

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Sycamore Park District, Illinois for the year ended December 31, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 25, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in the Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year ended December 31, 2023, except for the implementation of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental activities' financial statements were:

Management's estimate of the depreciation expense on capital assets is based on assumed useful lives of the underlying capital assets, the net pension liability/(asset) is based on estimated assumptions used by the actuary, and the total OPEB liability is based on estimated assumptions used by the actuary. We evaluated the key factors and assumptions used to develop the depreciation expense, the net pension liability/(asset), and the total OPEB liability estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Any material misstatements detected as a result of audit procedures were corrected by management.

Sycamore Park District, Illinois
April 25, 2024
Page 2

Significant Audit Findings - Continued

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 25, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

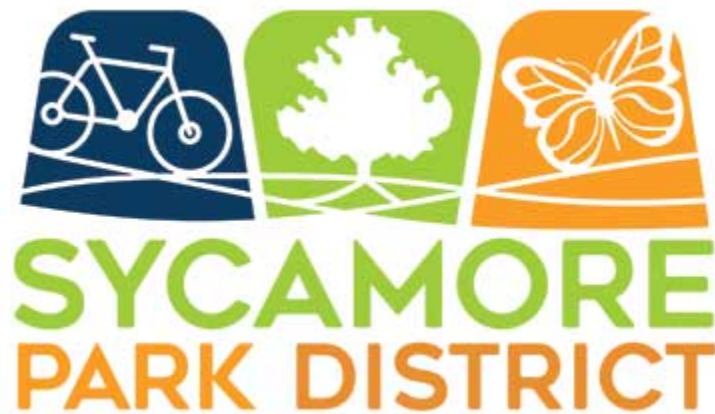
We applied certain limited procedures to the required supplementary information (RSI), as listed in the table of contents, that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the other supplementary information and supplemental schedules, as listed in the table of contents, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, and we do not express an opinion or provide any assurance on it.

SYCAMORE PARK DISTRICT, ILLINOIS

MANAGEMENT LETTER



FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2023

480 South Airport Road
Sycamore, IL 60178
Phone: 815.895.3365
Fax: 815.895.3503
www.sycparks.org



April 25, 2024

Members of the Board of Commissioners
Sycamore Park District
Sycamore, Illinois

In planning and performing our audit of the financial statements of the Sycamore Park District (the District), Illinois, for the year ended December 31, 2023, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

We do not intend to imply that our audit failed to disclose commendable aspects of your system and structure. For your consideration, we herein submit our comments and suggestions which are designed to assist in effecting improvements in internal controls and procedures. Those less-significant matters, if any, which arose during the course of the audit, were reviewed with management as the audit field work progressed.

The accompanying comments and recommendations are intended solely for the information and use of the Board, Executive Director and senior management of the Sycamore Park District, Illinois.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various District personnel. We would be pleased to discuss our comments and suggestions in further detail with you at your convenience, to perform any additional study of these matters, or to review the procedures necessary to bring about desirable changes.

We commend the finance department for the well-prepared audit package and we appreciate the courtesy and assistance given to us by the entire District staff.

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

CURRENT RECOMMENDATIONS

1. GASB STATEMENT NO. 100 ACCOUNTING CHANGES AND ERROR CORRECTIONS

Comment

In June 2022, the Governmental Accounting Standards Board (GASB) issued Statement No. 100, *Accounting Changes and Error Corrections*, which establishes accounting and financial reporting requirements for (a) accounting changes, and (b) the correction of an error in previously issued financial statements (error correction). Accounting changes are (a) changes in accounting principle, (b) changes in accounting estimates, or (c) changes to or within the financial reporting entity. Error corrections are (a) errors from mathematical mistakes, mistakes in the application of accounting principles, or oversight or misuse of facts that existed at the time the financial statements were issued, or (b) a change from (i) applying an accounting principle that is not generally accepted to transactions or other events that previously were significant to (ii) applying a generally accepted accounting principle to those transactions or other events is an error correction. GASB Statement No. 100 requires that (a) changes in accounting principal and error corrections are reported retroactively, (b) changes in accounting estimates are reported prospectively, and (c) changes to or within the financial reporting entity should be reported by adjusting the current reporting period's beginning net position, fund balance, or fund net position, as applicable, for the effect of the change as if the change occurred as of the beginning of the reporting period. GASB Statement No. 100, *Accounting Changes and Error Corrections* is applicable to the District's financial statements for the year ended December 31, 2024.

Recommendation

Lauterbach & Amen, LLP will work directly with the District to review any accounting changes or error corrections to determine the appropriate financial reporting for these activities under GASB Statement No. 100.

Management Response

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

2. GASB STATEMENT NO. 101 COMPENSATED ABSENCES

Comment

In June 2022, the Governmental Accounting Standards Board (GASB) issued Statement No. 101, *Compensated Absences*, which establishes standards of accounting and financial reporting for (a) compensated absences, and (b) associated salary-related payments, including certain defined contribution pensions and defined contribution other post-employment benefits (OPEB). The statement requires that a liability should be recognized for any type of leave that has not been used at year-end if (a) The leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Examples of leave that should be reviewed, and potentially measured under GASB Statement No. 101 are vacation leave, paid time off leave, holiday leave, and sick leave. Examples of leave that are excluded from GASB Statement No. 101 are parental leave, military leave, and jury duty leave. GASB Statement No. 101, *Compensated Absences* is applicable to the District's financial statements for the year ended December 31, 2024.

CURRENT RECOMMENDATIONS - Continued

2. **GASB STATEMENT NO. 101 COMPENSATED ABSENCES - Continued**

Recommendation

Lauterbach & Amen, LLP will work directly with the District to review the new compensated absences and associated salary-related payments, including certain defined contribution pensions and defined contribution other post-employment benefits criteria to determine the appropriate financial reporting for these activities under GASB Statement No. 101.

Management Response

Management acknowledges this comment and, if applicable, will work to implement it when required by GASB.

3. **TRIAL BALANCES OUT-OF-BALANCE**

Comment

During our current year-end audit procedures, we noted as of December 31, 2023 the following trial balances were out-of balance (debits did not equal credits) by the amounts indicated: Recreation Fund \$13,275

An inherent system of internal controls is in place when double-entry accounting is utilized. If a general ledger software system allowed a one-sided journal entry to be posted to create this out-of-balance then other material errors could occur and go undetected.

Recommendation

We recommend the District investigate the nature of the out-of-balance trial balances and implement system or procedural changes as necessary to prohibit out-of-balance trial balances.

Management Response

Management acknowledges this comment and will work to correct it in the coming year.

4. **FUND NOT IN COMPLIANCE WITH FUND BALANCE POLICY**

Comment

During our current year-end audit procedures, we noted the following fund with fund balance that was not in compliance with the Board approved fund balance policy:

	<u>Per Budget</u>	<u>Fund Balance</u>	<u>Amount not in Compliance</u>
Audit			
Minimum			
Budgeted Expenditures	\$ 15,500		
X's 75% per Policy	<u>75%</u>		
	<u>11,625</u>	11,452	173

CURRENT RECOMMENDATIONS - Continued

4. FUND NOT IN COMPLIANCE WITH FUND BALANCE POLICY - Continued

Recommendation

We recommend the District investigate the fund balance and adopt future budgets to address these items not in compliance.

Management Response

Management acknowledges this comment and will work to correct it in the coming year.

PRIOR RECOMMENDATIONS

1. FUNDS OVER BUDGET

Comment

Previously and during our current year-end audit procedures, we noted that the following funds had an excess of actual expenditures over budget for the fiscal year:

Fund	12/31/2022	12/31/2023
General	\$ 17,204	—
Recreation - Concession Subfund	15,309	20,794
Special Recreation	3,225	—
Audit	—	1,580
Park Police	—	279

Recommendation

We recommended the District investigate the causes of the funds over budget and adopt appropriate future funding measures.

Status

This comment has not been implemented and will be repeated in the future.

Management Response

Management acknowledges this comment and will work to correct it in the coming year.

2. GASB STATEMENT NO. 96 SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

Comment

In May 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 96, *Subscription-Based Information Technology Arrangements*, which provides guidance regarding the information needs of financial statement users by improving accounting and financial reporting for Subscription-Based Information Technology Arrangements (SBITAs) by governments. It establishes uniform accounting and financial reporting requirements for SBITAs, improves the comparability of financial statements among governments that have entered into SBITAs, and enhances the understandability, reliability, relevance, and consistency of information about SBITAs. GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* is applicable to the District's financial statements for the year ended December 31, 2023.

Recommendation

Lauterbach & Amen, LLP will work directly with the District to review the new SBITA criteria in conjunction with the District's current arrangements to determine the appropriate financial reporting for these activities under GASB Statement No. 96.

Status

As the District has no material SBITAs, there was no impact on the financial statements in the current year, therefore this comment is considered implemented. The District and Lauterbach & Amen will continue to monitor SBITAs in the future to determine if additional reporting is required. This comment is implemented and will not be repeated.

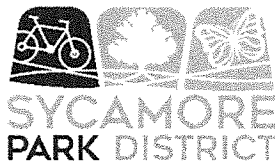
Sycamore Park District, Illinois
April 25, 2024
Page 3

Restrictions on Use

This information is intended solely for the use of the Board of Commissioners and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to express our gratitude to the Board of Commissioners and staff (in particular the Finance Department) of the Sycamore Park District, Illinois for their valuable cooperation throughout the audit engagement.

Lauterbach & Amen, LLP
LAUTERBACH & AMEN, LLP



Board of Commissioners
Date of Board Meeting: May 28, 2024

STAFF RECOMMENDATION

AGENDA ITEM:

Community Survey Summary

BACKGROUND INFORMATION:

1. Executive Summary:

- Purpose of the survey: To gather opinions about the Sycamore Park District's facilities, programs, and services, and to determine residents' recreation needs.
- Number of completed surveys: 516 households.

Key findings:

- Perceptions of the Sycamore Park District: Majority of respondents find the Park District valuable to their community (95.9%) and their household (89.5%).
- Belonging at the Park District: 85.8% of respondents agreed that their household feels they belong at the Park District.
- Effective accommodations for people with disabilities: Of the respondents who answered, 74.7% agreed that the Park District has effectively provided accommodations.
- Awareness and use of the Park District: Majority of respondents were aware of the parks, facilities, and services mentioned in the survey.
- Support for improvements or additions: At least 77% of respondents were supportive of all suggested improvements or additions.
- Park District funding: 46.8% of respondents would support a referendum to build a new aquatics facility, while 29.5% would oppose it.

2. Introduction:

- Background and purpose of the survey: To gather opinions about the Sycamore Park District's facilities, programs, and services, and to determine residents' recreation needs.
- Methodology: Multi-mode survey (online, mail, and telephone reminder calls) with a random sample of 2,000 households.
- Questionnaire: 22-question questionnaire covering various topics.
- Sample: Random sample of 2,000 households within the Park District's service area.
- Pretest: Questionnaire pretested with approximately 20 households.
- Data Collection: Invitation emails, reminder emails, mailed questionnaires, and reminder calls were used to collect data.
- Data Analysis: Weighting and frequency analysis of quantitative variables, as well as analysis by demographic variables.

3. Survey Findings:

- Perceptions of the Sycamore Park District: Majority of respondents find the Park District valuable to their community and household.
- Belonging at the Park District: 85.8% of respondents agreed that their household feels they belong at the Park District.
- Effective accommodations for people with disabilities: Majority of respondents who answered agreed that the Park District has effectively provided accommodations.
- Awareness and Use of the Sycamore Park District: Majority of respondents were aware of the parks, facilities, and services mentioned in the survey.
- Support for Improvements or Additions to Parks, Facilities, and Programming: Majority of respondents were supportive of suggested improvements or additions.
- Park District Funding: Responses regarding support for a referendum to build a new aquatics facility and perceptions of property tax levy.

Key Themes:

- Perceptions of the Sycamore Park District
- Belonging at the Park District
- Effective accommodations for people with disabilities
- Awareness and use of the Park District
- Support for improvements or additions to parks, facilities, and programming
- Park District funding

Action Items and Recommendations:

- Consider the high value placed on the Park District by the community and households, and leverage this positive perception in future planning and communication efforts.
- Address the needs and preferences of individuals with disabilities by continuing to provide effective accommodations.
- Focus on increasing awareness and use of specific parks, facilities, and services that received lower response proportions.
- Prioritize improvements or additions that received high levels of support, such as trail and pathways developments and acquiring land for future parks or recreation facilities.
- Further explore the potential for a referendum to build a new aquatics facility, considering the mixed responses from respondents.
- Continue utilizing effective communication channels, such as the program catalog, word of mouth, and the Park District website, to reach and inform residents.

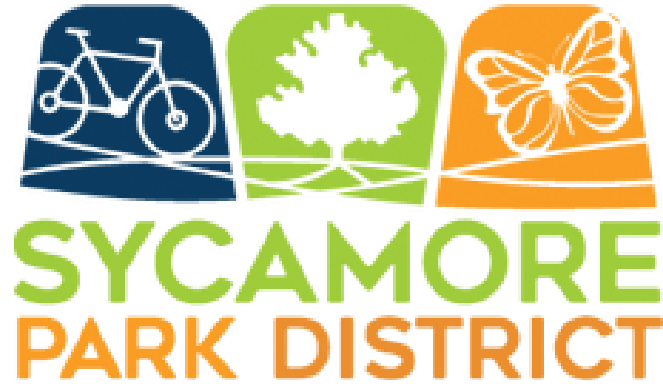
FISCAL IMPACT:

STAFF RECOMMENDATION: For information only

PREPARED BY: Jonelle Bailey, Executive Director



EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



**Sycamore Park District
Community Survey-DRAFT**

May 2024

Prepared for Sycamore Park District
Produced by Northern Illinois University, Center for Governmental Studies



NORTHERN ILLINOIS UNIVERSITY

Center for Governmental Studies

Outreach, Engagement, and Regional Development

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Executive Summary

The Sycamore Park District commissioned the Center for Governmental Studies (CGS) at Northern Illinois University to conduct a survey of a random sample of households to gather their opinions about the Sycamore Park District's facilities, programs, and services, and to determine residents' recreation needs. The findings of the survey will be used for strategic planning. A total of 516 households completed the survey.

Perceptions of the Sycamore Park District

- A large majority of respondents stated that the Sycamore Park District is valuable both to their community and to their own household.
 - Almost all (95.9%) reported that the Park District is very or somewhat valuable to their *community*.
 - 89.5% indicated that the Park District is very or somewhat valuable to their *household*.
- Respondents were asked whether they agree or disagree with the statement 'Members of my household feel we belong at the Sycamore Park District'. Overwhelmingly, 85.8% respondents agreed with the statement.
- Only respondents who identify with a disability or have a member of their household who identifies with a disability were asked to indicate whether they agree or disagree with the statement 'The Sycamore Park District has effectively provided accommodations'. Of the 31.1% of respondents who answered the question, the majority (74.7%) agreed that the Park District had effectively provided accommodations.

Awareness and Use of the Sycamore Park District

- The majority of respondents were aware of the parks, facilities, and services asked about in the survey. The Kishwaukee Special Recreation partnership and the financial assistance scholarship for programs received the lowest response proportions for both awareness and likely use.
 - Four-fifths or more of respondents were aware of the golf course (94.8%), neighborhood parks and playgrounds (89.8%), community center/pathway fitness (84.9%), and splash pad (80.0%).
 - Respondents indicated their household would be most likely to use in the next 12 months the trail systems (79.1%), neighborhood parks and playgrounds (76.8%), and natural areas (74.4%).

Support for Improvements or Additions to Parks, Facilities and Programming

- Respondents reported being supportive of all suggested improvements or additions; at least 77% were very or somewhat supportive of each of the 6 types of suggested improvements.

- The options which received the greatest proportions of 'very supportive' responses were trail and pathways developments (70.1%) and buying or acquiring land for future parks of recreation facilities (58.6%).

Park District Funding

- Respondents were asked if they would support or oppose a referendum that cost a homeowner with a home value of \$300,000 an additional \$199 per year for twenty years to build a new aquatics facility in Sycamore. A plurality (46.8%) of respondents responded that they would support such a referendum, 29.5% of respondents indicated they would oppose it, and nearly one-fourth (23.7%) of respondents were unsure if they would support or oppose the potential referendum.
- The majority (70.5%) of respondents believe the portion of their property taxes paid to the Sycamore Park District is 'reasonable' when considering the value of Park District services. Interestingly, more respondents (19.7%) believe the property tax levy is 'too low' than 'too high' (7.4%).

Sources of Information About the Park District

- The greatest percentages of respondents receive information about Sycamore Park District from the program catalog that is mailed seasonally (77.8%), word of mouth; for instance, from friends or neighbors (55.6%), and the Park District Website (46.7%).

Introduction

Background and Purpose

The Sycamore District commissioned the Center for Governmental Studies (CGS) at Northern Illinois University to conduct a survey of residents to gather their opinions about the Sycamore Park District's facilities, programs, and services, and to determine residents' recreation needs. A multi-mode survey (online, mail, and telephone reminder calls) was conducted with a random sample of households in the Park District's service area. The findings of the survey will be used for strategic planning.

Methodology

Questionnaire

A 22-question questionnaire was developed by CGS and the Sycamore Park District staff.

The following topics were included in the questionnaire:

- Awareness and use of Sycamore Park District
- Future Direction of the Sycamore Park District
- Perceptions of Sycamore Park District
- Value of Sycamore Park District
- Information/Communication about the Sycamore Park District
- Respondent's Personal and Household Characteristics

The questionnaire may be found in Appendix A.

Sample

A random sample of 2,000 households within the Sycamore Park District service area was provided by the Marketing Systems Group, a survey sampling firm. The sample included names, email addresses, mailing addresses, and telephone numbers.

Pretest

CGS pretested the questionnaire with approximately 20 households. The pretest was designed to gauge whether the respondents understood the questions being asked and could provide the necessary information.

Data Collection

Each household in the random sample was sent an invitation email with a unique ID code and a link to the survey. This email may be found in Appendix A.

Follow-up communications are important to get responses from as high a proportion of the sample as possible, as harder to reach respondents often have different experiences and responses than easier to reach respondents. Therefore, CGS sent up to six reminder emails to those who did not respond after the initial email. The questionnaire and a cover letter were mailed to those who did not complete the survey online (See Appendix B for cover letter). Reminder calls were made to those who did not complete either the survey online or through the mail (See Appendix A for reminder call script).

The survey was open from March 11, 2024 to May 8, 2024.

A total of 516 completed surveys were received. The margin of error for the survey is +/- 4.2 percentage points at the 95 percent level of confidence.

Data Analysis

Weighting

The Sycamore Park District community survey data was weighted on age, gender, ethnicity and annual household income using information from the 2018-2022 American Community Survey. Data weighting on key demographic variables ensures that respondents to the survey are representative of the population of all adults in the Sycamore Park District service area and that the findings can be generalized to the total adult population.

Frequency Analysis

This report provides frequency analysis of quantitative variables and summaries of qualitative responses.

For qualitative variables (open-ended questions), summaries are provided where they are relevant. Where necessary, these variables have been coded by CGS staff. The full text of all qualitative variables can be found in Appendix B.

Analysis by Demographic Variables

This report also provides analysis by the following demographic variables.

Household characteristics

- By household's location within the Sycamore Park District
- By whether any household members are children under the age of 18
- By whether any household members are adults aged 65 or greater
- By whether someone in the household identifies as transgender, gender non-binary, or another gender
- By whether someone in the household is Hispanic or Latino
- By the 2023 household income

Respondent demographic characteristics

- By respondent's gender
- By respondent's age
- By years living in the Park District service area

Additionally, the question about the potential referendum by the pool was analyzed by several other variables:

- By whether the respondent considers the amount of taxes paid to the Park District to be too high, reasonable, or too low
- By perception of the Park District's value *to their community*
- By perception of the Park District's value *to their household*
- By whether household members feel they belong at the Park District
- By whether the household agrees that the Park District has effectively provided accommodations to a household member with a disability

When results for these comparisons are presented, they are meaningful and statistically significant at the $p \leq 0.05$ level. Results for these comparisons which were not meaningful and/or statistically significant are not presented in this report.

Comparisons between small groups are not statistically reliable. Therefore, in this study, few comparisons by ethnicity could be made; the only ethnicity which was able to support reliable comparisons by was whether or not any household member was Hispanic or Latino. Additionally, comparisons could not be made by the primary language spoken in the household.

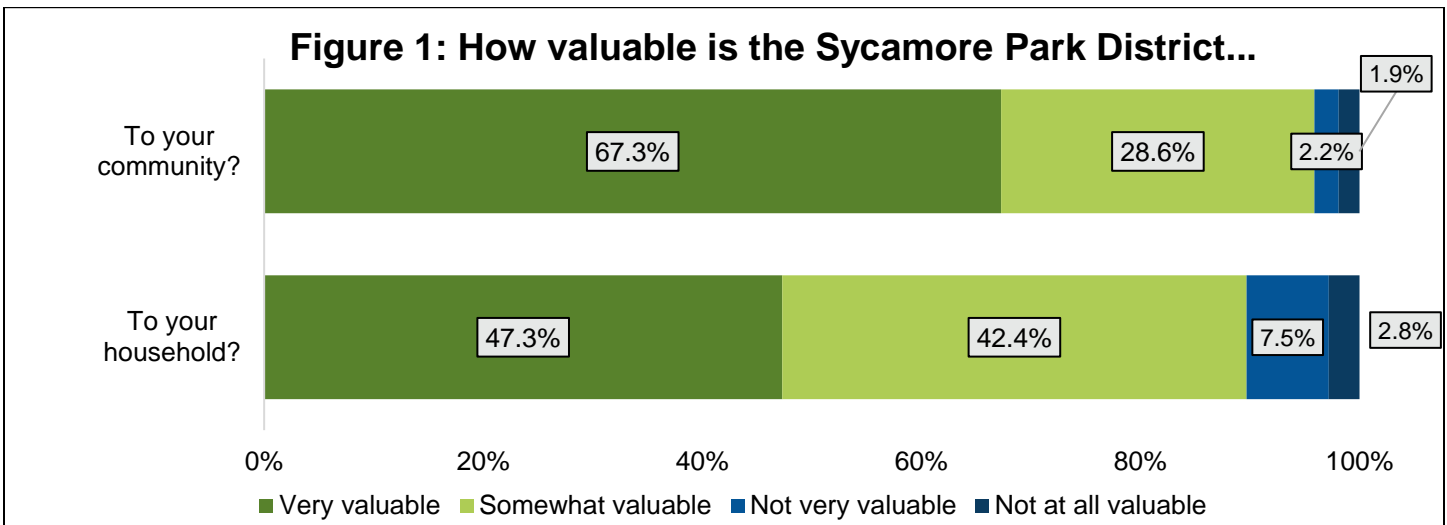
Survey Findings

Perceptions of the Sycamore Park District

Value of the Sycamore Park District

Respondents were asked how valuable Sycamore Park District is to their community and to their household. (Figure 1).

A large majority of respondents stated that the Sycamore Park District is valuable both *to their community* and to *their own household*. Almost all respondents (95.9%) said the Park District is either very (67.3%) or somewhat (28.6%) valuable *to the community*. Nearly 9 in 10 (89.7%) said the Park District is very (47.3%) or somewhat (42.4%) valuable *to their household*.



Value of Park District to Community by Demographic Characteristics

Overall, 67.3% of respondents reported that the Park District is very valuable *to their community*. However, differences were found in the *likelihood of considering the Park District to be very valuable to their community* by some demographic characteristics.

Household Demographic Characteristics (Table 1, next page)

- Respondents who have someone in their household greater than 65 years of age were *more likely* than respondents who do not have someone in their household greater than 65 years of age to indicate that the Park District is very valuable *to their community*,
- Respondents who have someone in their household who identifies as transgender, gender non-binary, or another gender are *less likely* than respondents who do not have someone in

their household who identifies as transgender, gender non-binary, or another gender to indicate that the Park District is very valuable to *their community*, and

- The percentage of respondents who indicate that the Park District is very valuable to *their community increases* as household income increases.

Table 1: Value of Park District to Community by Household Demographic Characteristics			
Household includes adults aged 65 or greater		Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
	Yes, household includes adults aged 65 or greater	77.0%	23.0%
	Household does not include adults aged 65 or greater	63.8%	36.2%
Someone in then household identifies as transgender, gender non-binary, or another gender		Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
	Yes, someone in the household identifies as transgender, gender non-binary, or another gender	47.6%	52.4%
	No one in the household identifies as transgender, gender non-binary, or another gender	68.1%	31.9%
2023 Household Income		Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
	Less than \$25,000	48.4%	51.6%
	\$25,000 to less than \$50,000	67.2%	32.8%
	\$50,000 to less than \$75,000	66.7%	33.3%
	\$75,000 to less than \$100,000	68.3%	31.7%
	\$100,000 to less than \$150,000	77.0%	23.0%
	\$150,000 or more	75.2%	24.8%

Respondent Characteristics (Table 2)

- The percentage of respondents who indicate that the Park District is very valuable to *their community increases* as respondent's age increases, and
- Respondents who had lived in the Park District for more than 2 years to 5 years were *more likely* to say that the Park District is very valuable to *their community* than any other age group.

Table 2: Value of Park District to Community by Respondent Demographic Characteristics			
Age		Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
	18-29	49.5%	50.5%
	30-49	67.1%	32.9%
	50-64	77.0%	23.0%
	65+	77.9%	22.1%

Table 3, Continued: Value of Park District to Community by Respondent Demographic Characteristics		
Years in Sycamore Park District service area	Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
2 years or less	62.5%	37.5%
More than 2 years to 5 years	81.7%	18.3%
More than 5 years to 10 years	57.9%	42.1%
More than 10 years	67.4%	32.6%

Value of Park District to Household by Demographic Characteristics

Overall, 47.3% of respondents reported that the Park District is very valuable to their household. However, differences were found in the *likelihood of considering the Park District to be very valuable to their household* by some demographic characteristics.

Household Demographic Characteristics (Table 3)

- Households where someone in the household is Hispanic or Latino were *more likely* to say that the Park District is very valuable to their households, and
- Households with annual incomes of less than \$50,000, and particularly households with annual incomes of less than \$25,000, were *less likely* than higher income households to respond that the Park District is very valuable to their household.

Table 3: Value of Park District to Household by Household Demographic Characteristics		
Someone in the household is Hispanic or Latino	Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
Yes, someone in the household is Hispanic or Latino	64.1%	35.9%
No one in the household is Hispanic or Latino	47.4%	52.6%
2023 Household Income	Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
Less than \$25,000	26.2%	73.8%
\$25,000 to less than \$50,000	43.8%	56.3%
\$50,000 to less than \$75,000	61.1%	38.9%
\$75,000 to less than \$100,000	48.8%	51.2%
\$100,000 to less than \$150,000	54.0%	46.0%
\$150,000 or more	50.0%	50.0%

Respondent Characteristics (Table 4)

- Households in the Park District for 5 years or less were *more likely* than households in the Park District for more than 5 years to see the Park District as very valuable to their household

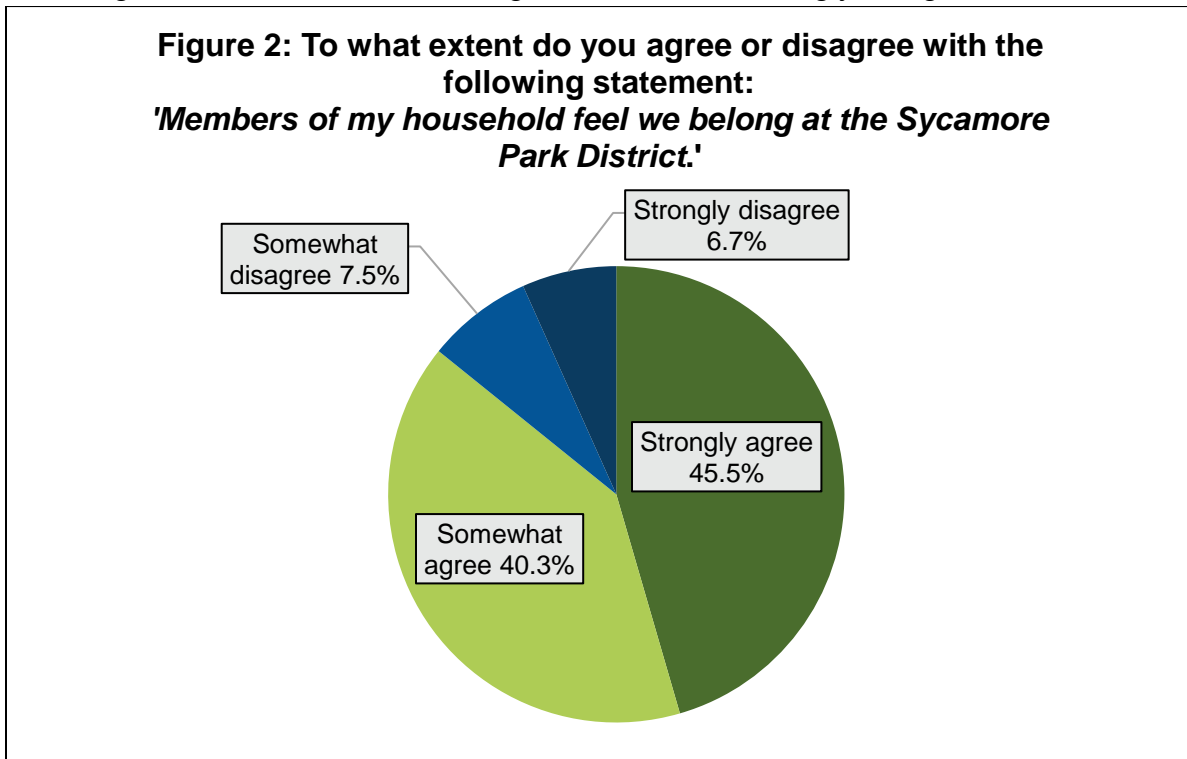
Table 4: Value of Park District to Household by Respondent Demographic Characteristics		
Years in Sycamore Park District service area	Very Valuable	Somewhat Valuable, Not Very Valuable, or Not At All Valuable
2 years or less	63.3%	36.7%
More than 2 years to 5 years	60.9%	39.1%
More than 5 years to 10 years	42.3%	57.7%
More than 10 years	44.5%	55.5%

Belonging at the Park District

Respondents were asked whether they agree or disagree with the statement '*Members of my household feel we belong at the Sycamore Park District.*'

Overwhelmingly, respondents agreed (85.8%) with the statement; 45.5% strongly agreed and 40.3% somewhat agreed. (Figure 2)

Only 14.2% disagreed; 7.5% somewhat disagreed and 6.7% strongly disagreed.



Feel Belong at the Park District by Demographic Characteristics

Overall, 45.5% of respondents strongly agreed with the statement “Members of my household feel we belong at the Sycamore Park District”. However, differences were found in the *likelihood of strongly agreeing that their household feels they belong at the Park District* by some demographic characteristics.

Household Demographic Characteristics (Table 5)

- Respondents with households located in Area 5 were *less likely* than those in other areas to strongly agree that they feel they belong at the Park District, and
- Respondents in households with annual incomes of less than \$25,000 and households with annual incomes of \$75,000 to less than \$100,000 were *less likely* to strongly agree that they feel that they belong at the Park District.

Table 5: Feel Belonging at the Park District by Household Demographic Characteristics			
Location of Household		Strongly Agree	Somewhat Agree, Somewhat Disagree, or Strongly Disagree
	Area 1	46.2%	53.8%
	Area 2	50.0%	50.0%
	Area 3	47.7%	52.3%
	Area 4	57.3%	42.7%
	Area 5	31.6%	68.4%
2023 Household Income		Strongly Agree	Somewhat Agree, Somewhat Disagree, or Strongly Disagree
	Less than \$25,000	25.0%	75.0%
	\$25,000 to less than \$50,000	45.0%	55.0%
	\$50,000 to less than \$75,000	47.1%	52.9%
	\$75,000 to less than \$100,000	37.5%	62.5%
	\$100,000 to less than \$150,000	52.9%	47.1%
	\$150,000 or more	56.3%	43.8%

No statistically significant differences were found by any of the respondent demographic characteristics.

Effective Accommodations for People with Disabilities at the Park District

Respondents were asked:

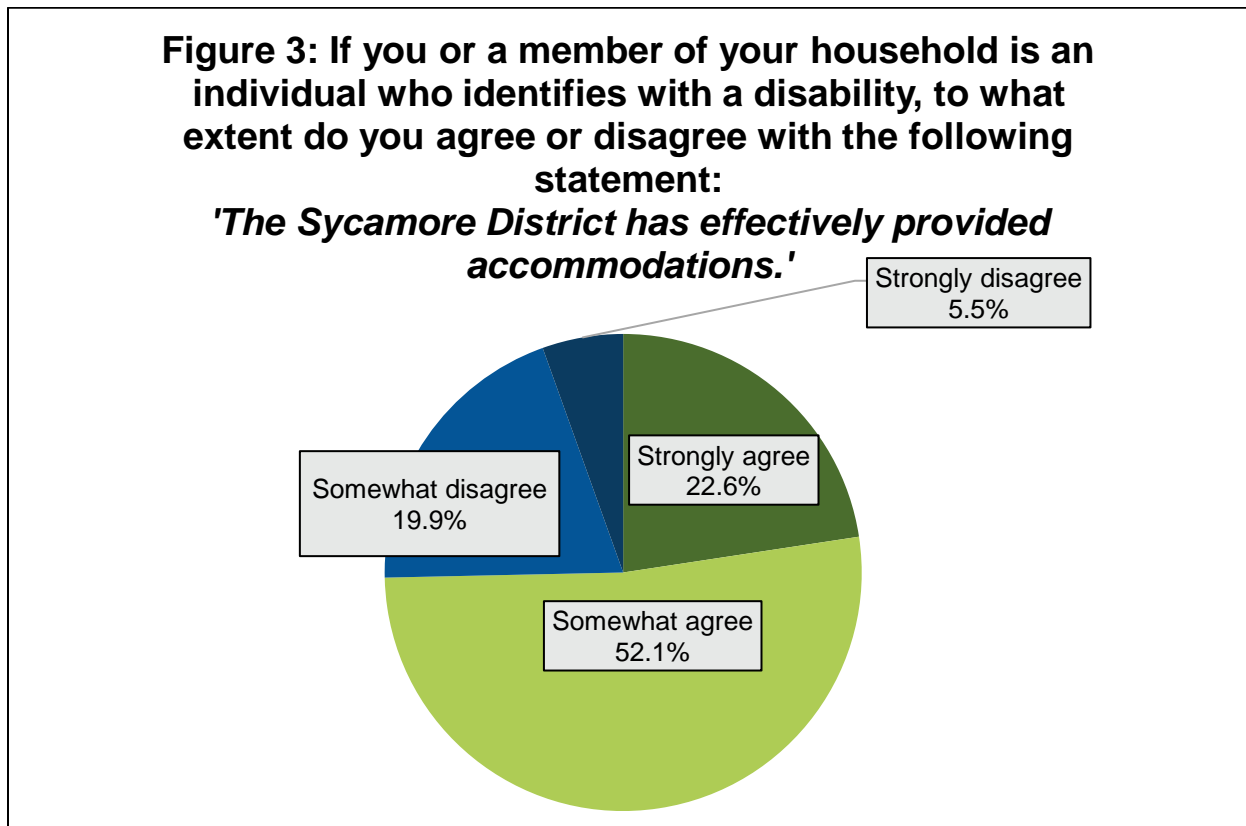
“If you or a member of your household is an individual who identifies with a disability, to what extent do you agree or disagree with the following statement:

The Sycamore Park District has effectively provided accommodations.”

For many (68.9%) respondents, this question *‘did not apply’* to their household.

Of the 31.1% of households to which the question applied, about three-quarters (74.7%) agreed, either strongly (22.6%) or somewhat (52.1%), that the Park District had effectively provided accommodations.

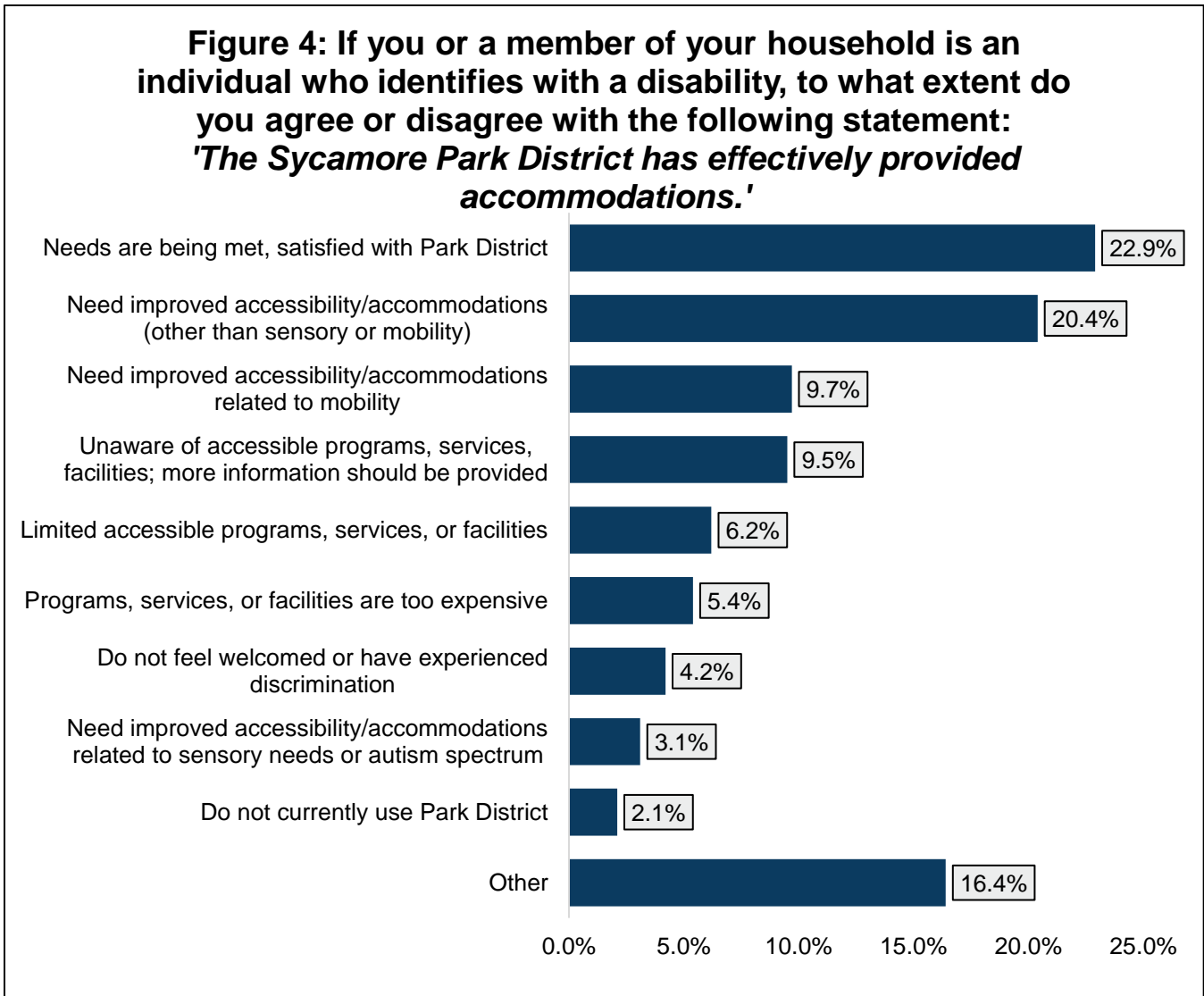
One quarter (25.4%) disagreed, either strongly (5.5%) or somewhat (19.9%), that effective accommodations had been provided. (Figure 3)



These respondents were asked to provide more detail about whether effective accommodations had been provided; 58.2% did so.

The most common responses were:

- Needs are being met, satisfied with Park District (22.9%),
- Need improved accessibility or accommodations (other than mobility or sensory) (20.4%),
- Need additional or improved accessibility or accommodations related to mobility (9.7%),
- Unaware of accessible programs, services, facilities; Park District should provide more information about accessibility” (9.5%), and
- Limited accessible programs, services, or facilities; accessible programs, services or facilities are not of interest (6.2%).



Park District has Provided Effective Accommodations by Demographic Characteristics

Overall, 74.7% of respondents who answered the question strongly or somewhat agreed that the Sycamore Park District has effectively provided accommodations. However, differences were found in the *likelihood of agreeing that the Park District has provided effective accommodation* by some demographic characteristics.

Household Demographic Characteristics (Table 6)

- Respondents in households with adults aged 65 or greater were *less likely* than respondents in households without someone aged 65 or greater to agree that the Park District has provided effective accommodations, and
- Respondents in households with annual incomes of less than \$50,000 were *less likely* than respondents in households with annual incomes of \$50,000 or more to agree that the Park District has provided effective accommodations.

Table 6: Park District has Provided Effective Accommodations by Household Demographic Characteristics			
Household includes adults aged 65 or greater		% Strongly or Somewhat Agree	Somewhat or Strongly Disagree
Yes, household includes adults aged 65 or greater		64.0%	36.0%
Household does not include adults aged 65 or greater		80.2%	19.8%
2023 household income		Strongly or Somewhat Agree	Somewhat or Strongly Disagree
Less than \$25,000		62.5%	37.5%
\$25,000 to less than \$50,000		60.0%	40.0%
\$50,000 to less than \$75,000		92.9%	7.1%
\$75,000 to less than \$100,000		90.0%	10.0%
\$100,000 to less than \$150,000		76.2%	23.8%
\$150,000 or more		77.8%	22.2%

Respondent Characteristics (Table 7)

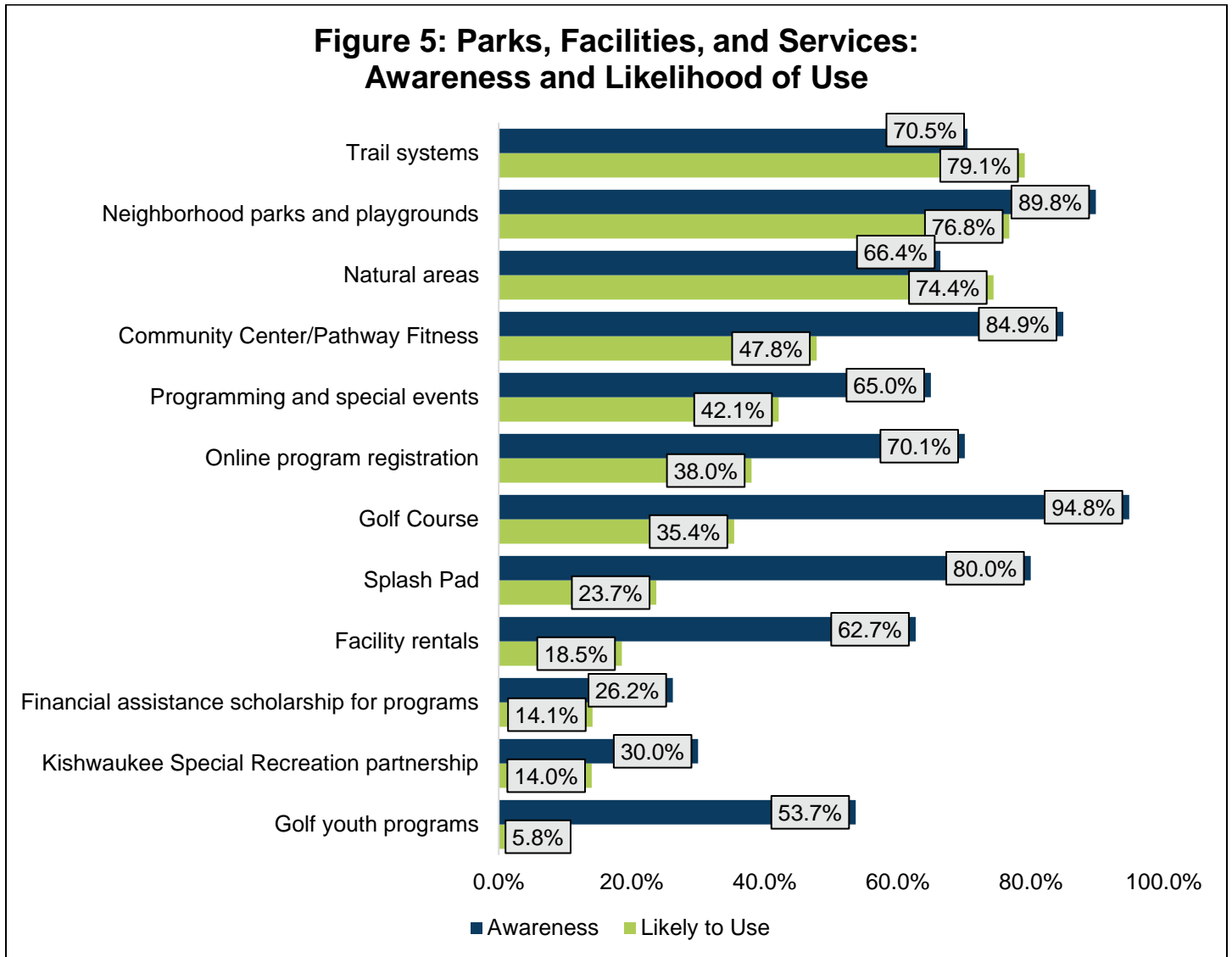
- Respondents aged 30 or older were *less likely* than respondents aged 18 to 29 to agree that the Park District has provided effective accommodations

Table 7: Park District has Provided Effective Accommodations by Respondent Demographic Characteristics			
Age		Strongly or Somewhat Agree	Somewhat or Strongly Disagree
18-29		100.0%	0.0%
30-49		68.0%	32.2%
50-64		73.7%	26.3%
65+		65.6%	34.4%

Awareness and Use of the Sycamore Park District Parks, Facilities, and Services

Respondents were asked if they were aware of 12 Sycamore Park District parks, facilities, and services.

Then, they were asked whether their household would be very likely to use those parks, facilities, and services during the next 12 months. (Figure 5).



Awareness of Park District Parks, Facilities, and Services

The majority of respondents were aware of all 12 of the parks, facilities, and services mentioned in the survey.

Four-fifths or more of respondents were aware of the following parks, facilities, and services:

- Golf course (94.8%),
- Neighborhood parks and playgrounds (89.8%),
- Community Center/Pathway Fitness (84.9%), and
- Splash pad (80.0%).

Awareness of Facilities, Programs, and Services by Demographic Characteristics

Some facilities, programs, and services, such as the golf youth programs, are meant for specific groups, so awareness may be higher among these groups.

- Households with children were *somewhat more likely* to be aware of the splash pad than households without children
 - 89.4% of households with children were aware of it, and
 - 74.9% of households without children were aware of it.
- Households with children were *somewhat more likely* to be aware of the golf youth program than households without children
 - 60.0% of households with children were aware of it, while
 - 50.1% of households without children were aware of it.

No statistically significant differences in awareness of the financial assistance scholarships were found by income group—awareness of these scholarships was low across all income groups.

Awareness of some parks and facilities varied by income; respondents whose household income is less than \$50,000 are less likely than respondents whose household income is \$50,000 or more to be aware of the following parks, facilities, and services.

- Trail systems
 - 51.1% of those with incomes of less than \$50,000, compared to
 - 76.6% of those with incomes of \$50,000 or more
- Neighborhood parks and playgrounds
 - 84.4% of those with household incomes of less than \$50,000 were aware, compared to
 - 93.4% of those with incomes of \$50,000 or more
- Natural areas
 - 56.2% of those with household incomes of less than \$50,000, compared to
 - 71.6% of those with incomes of \$50,000 or more

- Community Center/Pathway Fitness
 - 68.9% of those with household incomes of less than \$50,000, compared to
 - 90.4% of those with incomes of \$50,000 or more

Use of Park District Parks, Facilities, and Services

Respondents also indicated the parks, facilities, or services their households would be most likely to use in the next 12 months. The most commonly selected were:

- Trail systems (79.1%),
- Neighborhood parks and playgrounds (76.8%), and
- Natural areas (74.4%).

The programs least likely to be used were the Kishwaukee Special Recreation partnership and the financial assistance scholarship for programs. Notably, awareness of both services is also low.

Use of Facilities, Programs, and Services by Demographic Characteristics

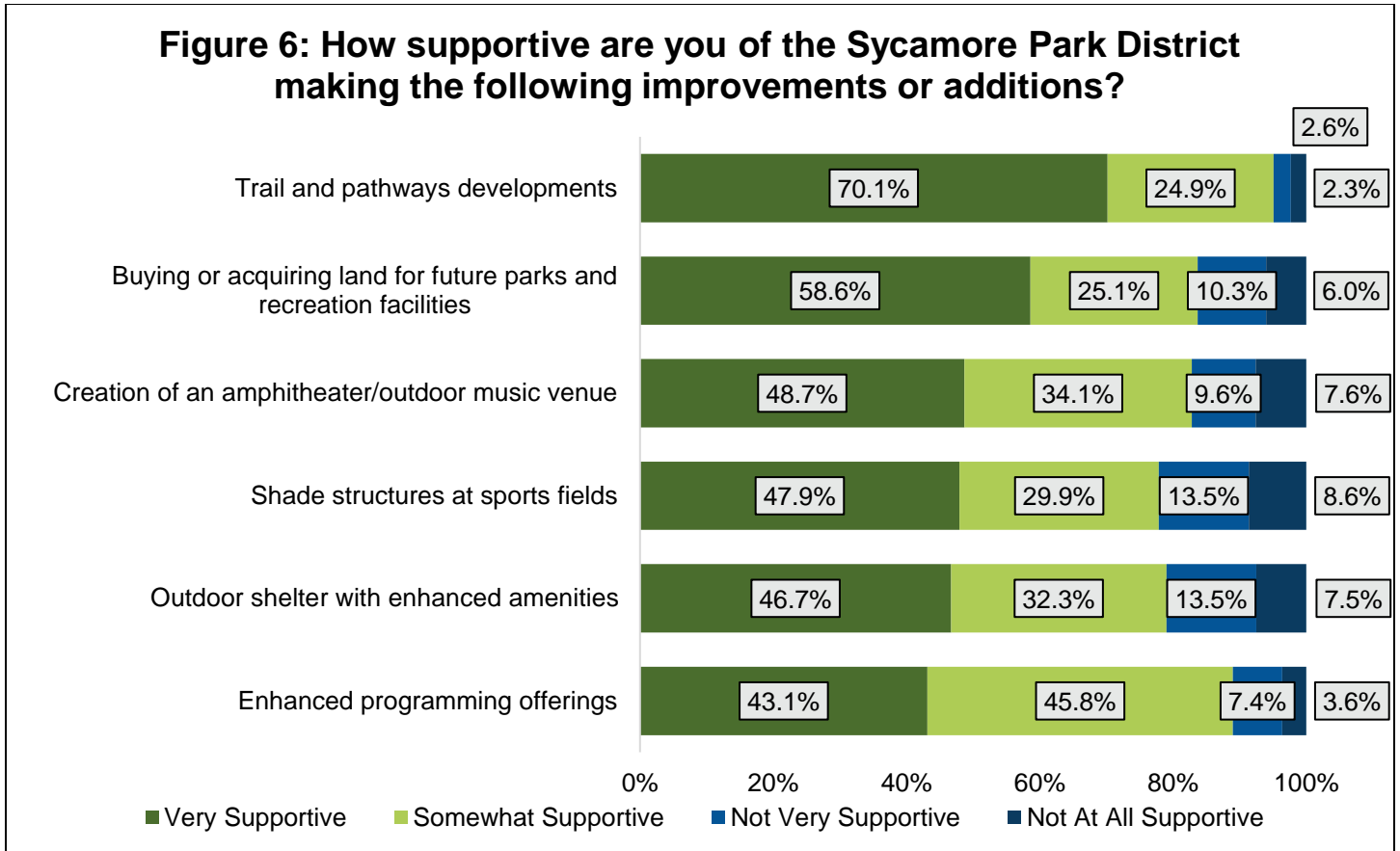
Again, certain Park District facilities, programs, and services are meant to be used by specific groups, so likely use may be higher among these groups.

- Households with children were much *more likely* than households without to say that their household would be very likely to use the splash pad
 - 46.4% of households with children said they would use the splash pad, compared to
 - Only 11.7% of households without children
- Households with children were also *more likely* to say that they would be very likely to use golf youth programs
 - 13.8% of households with children would be likely to use this program, compared to
 - 1.5% of households without children
- Use of the financial assistance scholarship varied by income:
 - 47.0% of households with incomes of less than \$25,000 said they would be very likely to use a financial assistance scholarship,
 - 17.1% of households with incomes of \$25,000 to less than \$50,000 would use scholarships, and
 - No more than 9.8% of any income group of \$50,000 or more would use scholarships.

Support for Improvements or Additions to Parks, Facilities, and Programming

Support for Improvements or Additions

Respondents were asked to indicate how supportive they are of the Sycamore Park District making the following improvements or additions. (Figure 6).



Generally, respondents reported being supportive of all suggested improvements or additions; at least 77% were *very or somewhat supportive* of each of the 6 types of suggested improvements. Respondents were mostly likely to be very or somewhat supportive of:

- Trail and pathways developments (95% were very/somewhat supportive), and
- Enhanced programming offerings (88.9% were very/somewhat supportive).

Though most respondents were *very or somewhat supportive* of each of the 6 types of improvements, more differences were seen in the percentage who were *very supportive* of any given type of improvement. The high percentage of very supportive responses was found for:

- Trail and Pathways Developments (70.1% were very supportive), and
- Buying or acquiring land for future parks of recreation facilities (58.6% were very supportive).

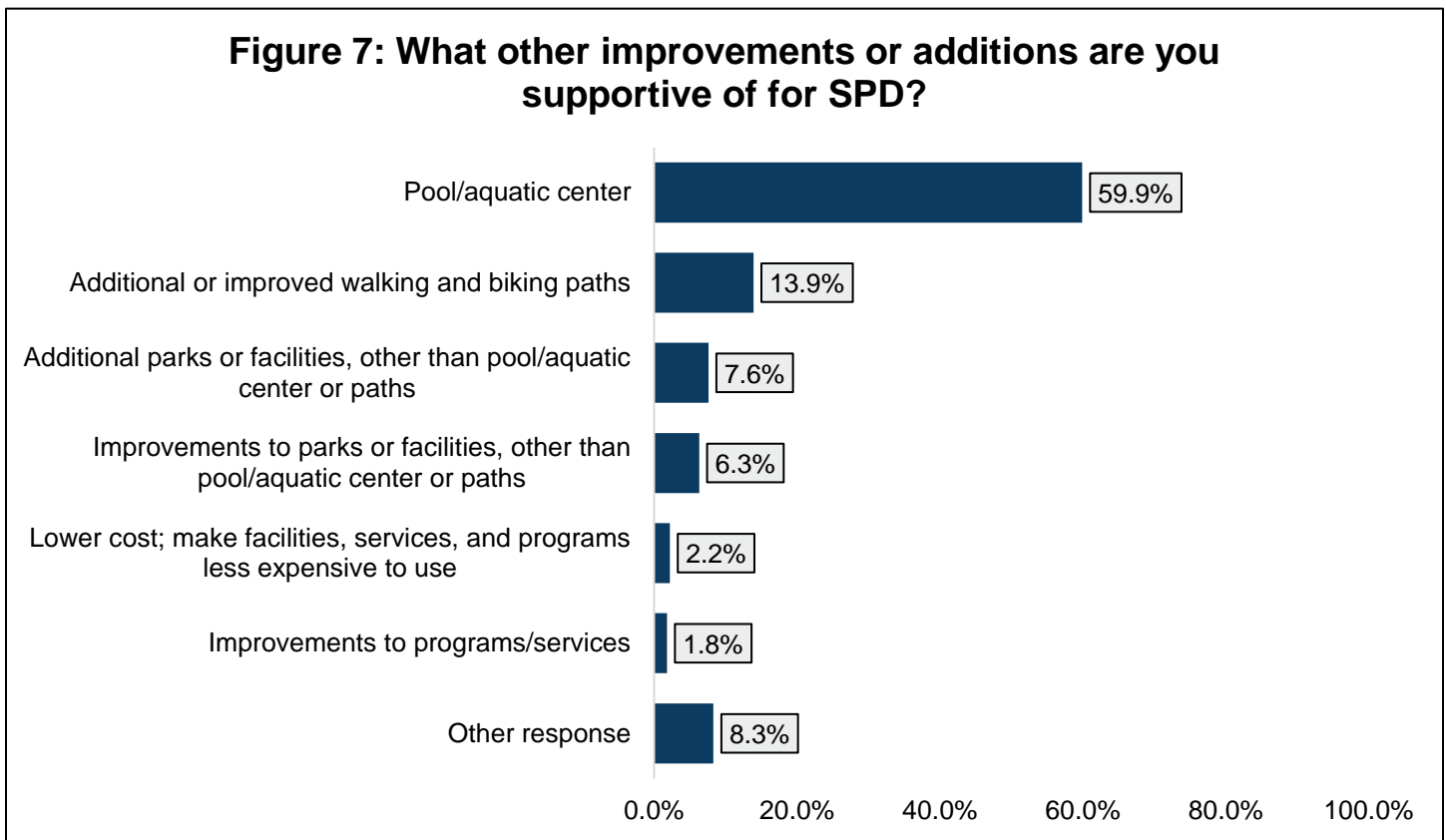
Other Suggestions for Improvements or Additions

Respondents were also able to write in a response for other improvements or additions that the Park District should implement; 32.9% of respondents provided such a suggestion.

Among those who provided a write-in response for other Sycamore Park District improvements or additions, the most popular theme was “pool/aquatic center” (59.9%).

Other ideas included:

- Additional or improved walking and biking paths (13.9%),
- Additional parks or facilities, other than pool/aquatic center or paths (7.6%), and
- Improvements to parks or facilities, other than pool/aquatic center or paths (6.3%).



Support for Improvements or Additions by Demographic Characteristics

Broadly speaking, respondents are supportive of all 6 types of improvements. However, differences were found in the *likelihood of being very supportive of improvements or additions* by some demographic characteristics.

Household Demographic Characteristics (Table 8)

Overall, though not for every improvement or addition:

- Households with children were *more likely* than households without children to be very supportive of improvements or additions,
- Households with adults 65 and older were *less likely* than households without adults aged 65 and older to be very supportive of improvements or additions, and
- Households where someone in the household is Hispanic or Latino were *more likely* than households where no one in the household is Hispanic or Latino to be very supportive of improvements or additions.

**Table 8: Support Improvements or Additions to Park District
by Household Demographic Characteristics**

All households		% Very Supportive of Trail or Pathway Development	% Very Supportive of Buying or Acquiring Land	% Very Supportive of Amphitheater/ Outdoor Music Venue	% Very Supportive of Shade Structures at Sports Fields	% Very Supportive of Outdoor Shelters with Enhanced Amenities	% Very Supportive of Enhanced Program Offerings
All households		70.1%	58.6%	48.7%	47.9%	46.7%	43.1%
Location of Household		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Area 1		-- ¹	--	--	65.7%	--	--
Area 2		--	--	--	51.2%	--	--
Area 3		--	--	--	42.1%	--	--
Area 4		--	--	--	47.9%	--	--
Area 5		--	--	--	34.4%	--	--

¹ "--" indicates that no statistically significant difference was found in likelihood of support of this type of improvement by this demographic characteristic

**Table 8, Continued: Support Improvements or Additions to Park District
by Household Demographic Characteristics**

Household includes children under age 18		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Yes, household includes children	--	65.3%	--	58.6%	--	58.2%	
Household does not include children	--	55.1%	--	42.1%	--	34.5%	
Household includes adults aged 65 or greater		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Yes, household includes adults aged 65 or greater	54.0%	46.9%	39.2%	--	--	33.9%	
Household does not include adults aged 65 or greater	76.2%	63.0%	52.2%	--	--	46.6%	
Someone in the household identifies as transgender, gender non-binary, or another gender		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Yes, someone in the household identifies as transgender, gender non-binary, or another gender	95.2%	--	--	--	--	--	
No one in the household identifies as transgender, gender non-binary, or another gender	68.6%	--	--	--	--	--	
Someone in the household is Hispanic or Latino		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Yes, someone in the household is Hispanic or Latino	--	75.0%	71.8%	76.3%	75.0%	70.3%	
No one in the household is Hispanic or Latino	--	59.1%	48.0%	46.5%	45.8%	41.5%	

**Table 8, Continued: Support Improvements or Additions to Park District
by Household Demographic Characteristics**

2023 household income	Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Less than \$25,000	--	77.0%	--	--	--	23.0%
\$25,000 to less than \$50,000	--	53.8%	--	--	--	44.4%
\$50,000 to less than \$75,000	--	65.2%	--	--	--	51.7%
\$75,000 to less than \$100,000	--	44.4%	--	--	--	33.3%
\$100,000 to less than \$150,000	--	62.4%	--	--	--	50.0%
\$150,000 or more	--	59.6%	--	--	--	50.5%

Respondent Characteristics (Table 9)

Generally speaking, though not for every type of improvement or addition:

- Respondents aged 18 to 29 were *more likely* than those aged 30 or greater to be very supportive of improvements or additions to the Park District
- Respondents who had lived in the Park District for 2 years or less were *more likely* than those who had lived in the Park District for more than 2 years to be very supportive of improvements or additions to the Park District

**Table 9: Support for Improvements or Additions to Park District
by Respondent Demographic Characteristics**

All households	% Very Supportive of Trail or Pathway Development	% Very Supportive of Buying or Acquiring Land	% Very Supportive of Amphitheater/ Outdoor Music Venue	% Very Supportive of Shade Structures at Sports Fields	% Very Supportive of Outdoor Shelters with Enhanced Amenities	% Very Supportive of Enhanced Program Offerings
All households	70.1%	58.6%	48.7%	47.9%	46.7%	43.1%
Gender	Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
Male	--	--	44.3%	--	--	--
Female	--	--	54.1%	--	--	--

**Table 9, Continued: Support for Improvements or Additions to Park District
by Respondent Demographic Characteristics**

Age		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
18-29		89.6%	86.5%	69.3%	--	59.8%	58.4%
30-49		74.8%	61.3%	47.6%	--	46.6%	50.7%
50-64		63.8%	50.4%	44.4%	--	43.8%	30.8%
65+		52.6%	36.7%	36.3%	--	40.0%	34.1%
Years in Sycamore Park District service area		Trail or Pathway Development	Buying or Acquiring Land	Amphitheater/ Outdoor Music Venue	Shade Structures at Sports Fields	Outdoor Shelters with Enhanced Amenities	Enhanced Program Offerings
2 years or less		--	84.4%	84.4%	84.8%	87.5%	84.4%
More than 2 years to 5 years		--	64.3%	58.1%	47.5%	55.7%	53.7%
More than 5 years to 10 years		--	51.4%	56.0%	51.4%	41.4%	44.4%
More than 10 years		--	56.5%	41.7%	43.4%	42.1%	36.4%

Park District Funding

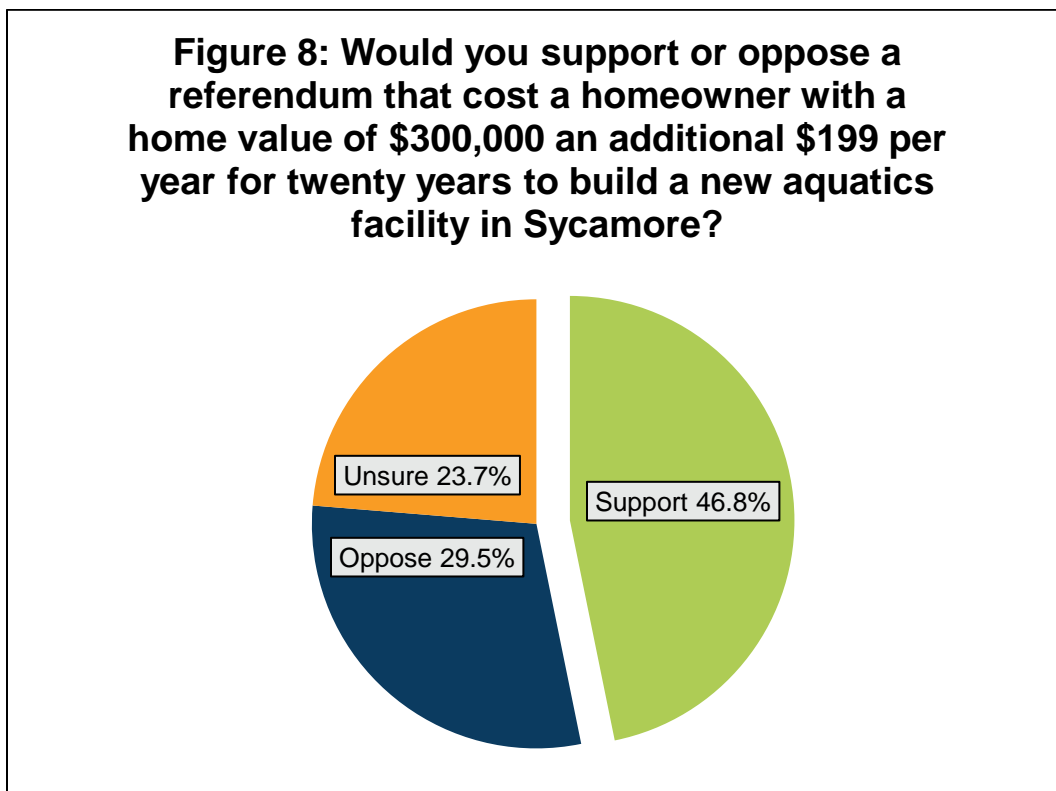
Support for Potential Pool Referendum

Respondents were shown the following:

“The Sycamore Park District’s pool, which closed in 2022, sits in a floodplain which prohibits construction and expansion due to cost and regulations of the IL Department of Natural Resources. The Park District therefore needs to find a new site to build an aquatics facility.

The estimated cost of building a new pool is \$16 million (property acquisition, engineering, and construction) and would require a referendum. Would you support or oppose a referendum that cost a homeowner with a home value of \$300,000 an additional \$199 per year for twenty years to build a new aquatics facility in Sycamore?”

A plurality (46.8%) of respondents responded that they would support such a referendum, and just under a third (29.5%) of respondents indicated they would oppose it. Nearly one-fourth (23.7%) of respondents were unsure if they supported or opposed the potential referendum. (Figure 8)



Support for Referendum by Demographic Characteristics

Overall:

- 46.8% of residents surveyed said they would support the potential referendum,
- 29.5% said they would oppose it, and
- 23.7% were unsure

However, differences were found in the support/opposition for the potential referendum by some demographic characteristics.

Household Demographic Characteristics (Table 10)

Statistically significant differences were found:

- By the household's location
 - Respondents in households in Area 2, Area 4, and Area 5 were *more likely to oppose* a potential referendum than respondents in households in Area 1 and Area 3, and
 - Respondents in households in Area 1, Area 2, and Area 3 were *more likely to be unsure* of their support for a potential referendum than respondents in households in Area 4 or Area 5
- By the household income
 - Respondents in households with annual incomes of less than \$25,000 were *less likely to support* a potential referendum than respondents in households with annual incomes of \$25,000 or more,
 - Respondents in households with annual incomes of less than \$25,000 and those with annual incomes of \$75,000 or more were *more likely to oppose* a potential referendum than those in other income groups, and
 - Respondents in households with annual incomes of \$25,000 to less than \$75,000 and those in households with incomes of \$150,000 or more were *more likely to be unsure* of their support for a potential referendum than those in other income groups.

No statistically significant differences were found:

- By whether any household members are children under the age of 18,
- By whether any household members are adults aged 65 or greater,
- By whether someone in the household identifies as transgender, gender non-binary, or another gender, or
- By whether someone in the household is Hispanic or Latino

Table 10: Support for Potential Referendum by Household Demographic Characteristics				
Location of Household		Support	Oppose	Unsure
Area 1		46.3%	20.4%	33.3%
Area 2		40.2%	32.9%	26.8%
Area 3		47.5%	21.7%	30.8%
Area 4		52.5%	41.3%	6.3%
Area 5		40.8%	40.8%	18.4%
2023 Household Income		Support	Oppose	Unsure
Less than \$25,000		37.3%	40.3%	22.4%
\$25,000 to less than \$50,000		50.7%	11.6%	37.7%
\$50,000 to less than \$75,000		55.6%	20.8%	23.6%
\$75,000 to less than \$100,000		51.2%	31.7%	17.1%
\$100,000 to less than \$150,000		49.4%	35.6%	14.9%
\$150,000 or more		46.1%	28.4%	25.5%

Respondent Characteristics (Table 11)

Statistically significant differences were found:

- By years in the Sycamore Park District service area
 - Respondents who had lived in the Park District for 5 years or less and those in the Park District for more than 10 years were *more likely to support* a potential referendum than those who had lived in the Park District for more than 5 years to 10 years, and
 - Respondents who had lived in the Park District for 2 years or less and those who had lived in the Park District for more than 5 years to 10 years were *more likely to be unsure* if they would support a potential referendum than those living in the Park District for more than 2 years to 5 years, or for more than 10 years

No statistically significant differences were found:

- By the respondent’s gender
- By the respondent’s age

Table 11: Support for Potential Referendum by Respondent Demographic Characteristics				
Years in Sycamore Park District service area		Support	Oppose	Unsure
2 years or less		57.6%	18.2%	24.2%
More than 2 years to 5 years		48.4%	34.4%	17.2%
More than 5 years to 10 years		35.1%	24.7%	40.3%
More than 10 years		48.4%	30.5%	21.1%

Other Characteristics (Table 12, next page)

Statistically significant differences were found:

- By whether the respondent considers the proportion of taxes paid to the Park District to be too high, reasonable, or too low
 - Respondents who perceive the proportion of property taxes paid to the Park District to be too low were *much more likely* to support a potential referendum than those who thought the Park District's proportion of property taxes to be too high or reasonable,
 - Respondents who perceive the proportion of property taxes paid to the Park District to be too high were *more likely* to oppose a proposed referendum than those who think it is reasonable or too low, and
 - Respondents who perceive the proportion of property tax to be reasonable or too low were *more likely to be unsure* of their support for a potential referendum than those who consider it to be too high.
- By perception of the Park District's value *to their community* and *to their household*
 - Respondents who consider the Park District to be valuable to their community, as well as those who consider it to be valuable to their household were *much more likely* to indicate support for a potential referendum than those who say it is not very or not at all valuable to their community or household, and
 - Likewise, respondents who consider the Park District not very or not at all valuable to their community, as well as those who consider it not very or not at all valuable to their household were *more likely to oppose or be unsure of their support* for a potential referendum.
- By whether household members feel they belong at the Park District
 - Households where members agree that they feel they belong at Sycamore Park District were *more likely to say they would support* a potential referendum, and
 - Households where members disagree that they feel that they belong at the Park District were *more likely to oppose* a potential referendum.
- By whether the household agrees that the Park District has effectively provided accommodations to a household member with a disability
 - Households that agree that Sycamore Park District has effectively provided accommodations for a household member who identifies with a disability were *more likely to support* a potential referendum, while
 - Households that disagree that the Park District has effectively provided accommodations were *more likely to oppose* a potential referendum.

**Table 12: Support for Potential Referendum
by Household Demographic Characteristics**

Think the amount of taxes paid to the Park District is...		Support	Oppose	Unsure
	Too high	41.2%	50.0%	8.8%
	Reasonable	42.0%	32.8%	25.2%
	Too low	71.6%	9.8%	18.6%
Value of Park District to your community		Support	Oppose	Unsure
	Very or somewhat valuable	59.2%	19.8%	21.0%
	Not very or not at all valuable	23.8%	45.1%	31.1%
Value of Park District to your household		Support	Oppose	Unsure
	Very or somewhat valuable	63.7%	20.3%	16.0%
	Not very or not at all valuable	33.6%	37.0%	29.4%
"Members of my household feel we belong at the Sycamore Park District"		Support	Oppose	Unsure
	Agree	51.6%	24.3%	24.1%
	Disagree	30.4%	53.6%	15.9%
"The Sycamore Park District has effectively provided accommodations"		Support	Oppose	Unsure
	Agree	66.1%	14.7%	19.3%
	Disagree	38.9%	33.3%	27.8%

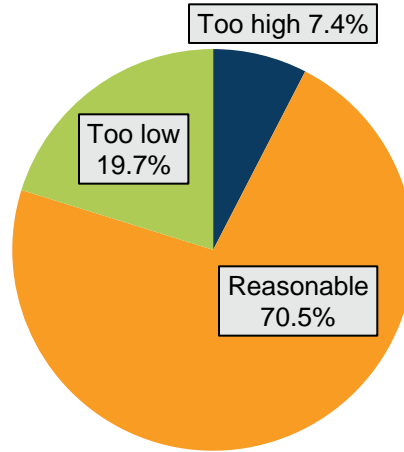
Current Park District Property Tax Levy

Respondents were asked the following question about the portion of their property taxes paid to the Park District:

"For every dollar you pay in property taxes, \$.06 is paid to the Park District. Considering the services offered by the Sycamore Park District, do you think this amount is... [too high, reasonable, or too low]?"

A broad majority of respondents (70.5%) believe the levy to be 'reasonable' when considering the value of SPD services. Interestingly, more respondents (19.7%) believed the levy is 'too low' than 'too high' (7.4%). (Figure 9 next page)

Figure 9: For every dollar you pay in property taxes, \$.06 is paid to the Park District. Considering the services offered by the Sycamore Park District, do you think this amount is...?



Opinion on Amount of Taxes Paid to Park District by Demographic Characteristics

Overall:

- 7.4% of respondents considered the proportion of taxes paid to the Park District to be too high,
- 70.5% said it was reasonable, and
- 22.1% considered it to be too low

However, differences were found in the *opinion about the proportion of taxes paid to the Park District* by some demographic characteristics.

Household Demographic Characteristics (Table 13)

- Respondents in households with children under the age of 18 were *more likely* to indicate that the proportion of taxes paid to the Park District is too high, and
- Respondents in households without children under the age of 18 were *more likely* to perceive the proportion of property taxes as reasonable than households with children

Table 13: Opinion on Amount of Taxes Paid to Park District by Household Demographic Characteristics				
Household includes children under age 18		Proportion of Property Taxes is Too High	Proportion of Property Taxes is Reasonable	Proportion of Property Taxes is Too Low
	Yes, household includes children	13.5%	60.9%	25.6%
	Household does not include children	4.2%	75.5%	20.3%

Respondent Characteristics (Table 14)

- By the respondent's age
 - Respondents aged 50 or greater were *more likely* than those under 50 to feel that the proportion of property taxes is reasonable
 - Respondents belonging to younger age groups (under 50) were slightly *more likely* to perceive the proportion of property taxes as too low than respondents aged 50 or greater

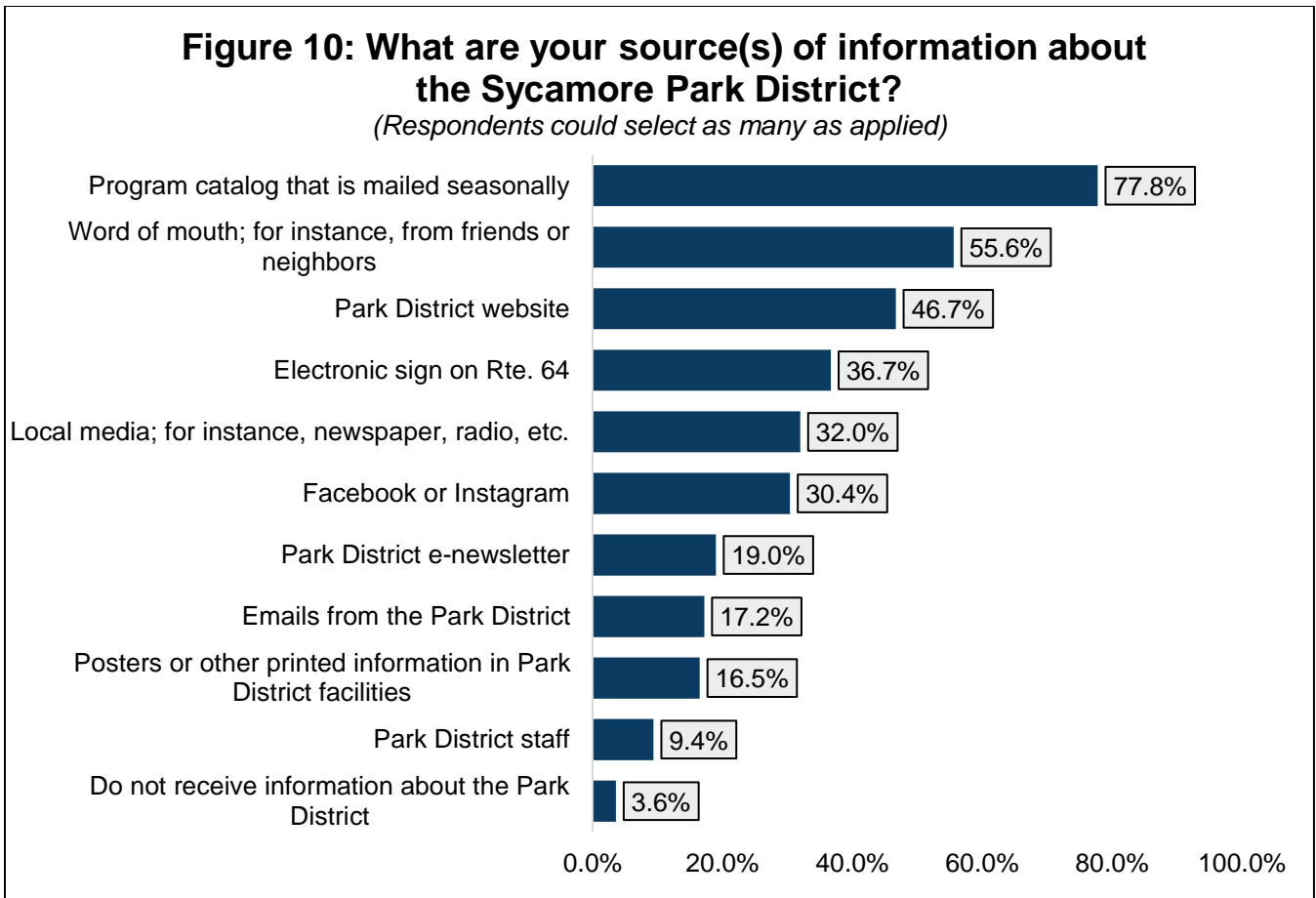
Table 14: Opinion on Amount of Taxes Paid to Park District by Respondent Demographic Characteristics				
Age		Proportion of Property Taxes is Too High	Proportion of Property Taxes is Reasonable	Proportion of Property Taxes is Too Low
	18-29	7.0%	67.0%	26.0%
	30-49	10.2%	59.9%	29.9%
	50-64	2.6%	78.9%	18.4%
	65+	7.5%	81.7%	10.8%

Sources of Information About the Park District

Respondents were asked about their sources of information about Sycamore Park District. (Figure 10)

The greatest percentages of respondents receive information about Sycamore Park District from the following sources:

- Program catalog that is mailed seasonally (77.8%),
- Word of mouth; for instance, from friends or neighbors (55.6%), and
- Park District Website (46.7%).



They were also asked to indicate their preferred language for receiving information about the Sycamore Park District; nearly all (99.7%) preferred English, while 0.3% preferred Spanish. 5% of Hispanic respondents prefer Spanish.

Information Sources About the Park District by Demographic Characteristics

Household Demographic Differences

- The percentage of respondents who receive information about the Sycamore Park District from Sycamore Park District website increases with respondent household income
 - 17.4% of respondent households with incomes less than \$50,000 reported receiving information about SPD from Sycamore Park District website, compared to
 - 55.6% of respondent households with incomes greater than \$50,000 reported receiving information about SPD from Sycamore Park District website.
- The percentage of respondents who receive information about the Sycamore Park District from Sycamore Park District social media accounts increases with respondent household income
 - 20.0% of respondent households with incomes less than \$50,000 reported receiving information about SPD from SPD social media accounts, compared to
 - 39.6% of respondent households with incomes greater than \$50,000 reported receiving information about SPD from Sycamore Park District social media accounts.

Respondent Demographic Differences

- The percentage of respondents who receive information about Sycamore Park District from *word of mouth* decreases as respondent's age increases
 - 81.1% of those 18-29 years of age receive information from word of mouth, in comparison to
 - 58.1% of those 30-49 years of age,
 - 48.3% of those 50-64 years of age, and
 - 46.0% of those 65 years of age or greater.
- The youngest (18-29) and oldest (65 years or age or greater) age groups of respondents were *less likely* than those aged 30 to 64 to receive information from the Park District's website
 - 34.9% of respondents aged 18-29 received information from the website,
 - 57.8% of respondents aged 30-49,
 - 55.9% of respondents aged 50-64, and
 - 39.0% of respondents aged 65 and greater
- Households where someone in the household is Hispanic or Latino are *more likely* than households where no one is Hispanic or Latino to receive information about Sycamore Park District from the Park District's social media accounts
 - 55.0% of households where someone in the household is Hispanic or Latino receive information about the Park District from SPD social media accounts, compared to
 - 30.7% of households where no one in the household is Hispanic or Latino.

Demographic Characteristics

Respondents were asked questions about themselves and their households.

Respondent Demographic Characteristics

Respondents answered questions about themselves, including their age, gender, ethnicity language, and years residing in Sycamore Park District's service area. (Table 15)

Table 15: Respondent Characteristics		
Age		
	18-29 Years	21.0%
	30-49 Years	33.0%
	50-64 Years	25.9%
	65 + Years	20.0%
Gender		
	Female	54.4%
	Male	45.6%
What is your ethnicity? (Respondents could check as many responses as applied)		
	White	92.7%
	Asian	3.8%
	Black or African American	1.9%
	Caribbean	0.1%
	Hispanic or Latino	6.4%
	Native American or Alaska Native	1.0%
	Native Hawaiian or Pacific Islander	0.0%
	Other	0.2%
	Prefer to self-describe	4.8%
How long have you lived in the Sycamore Park District's service area?		
	2 years or less	6.4%
	More than 2 years to 5 years	12.5%
	More than 5 years to 10 years	14.9%
	More than 10 years	66.2%

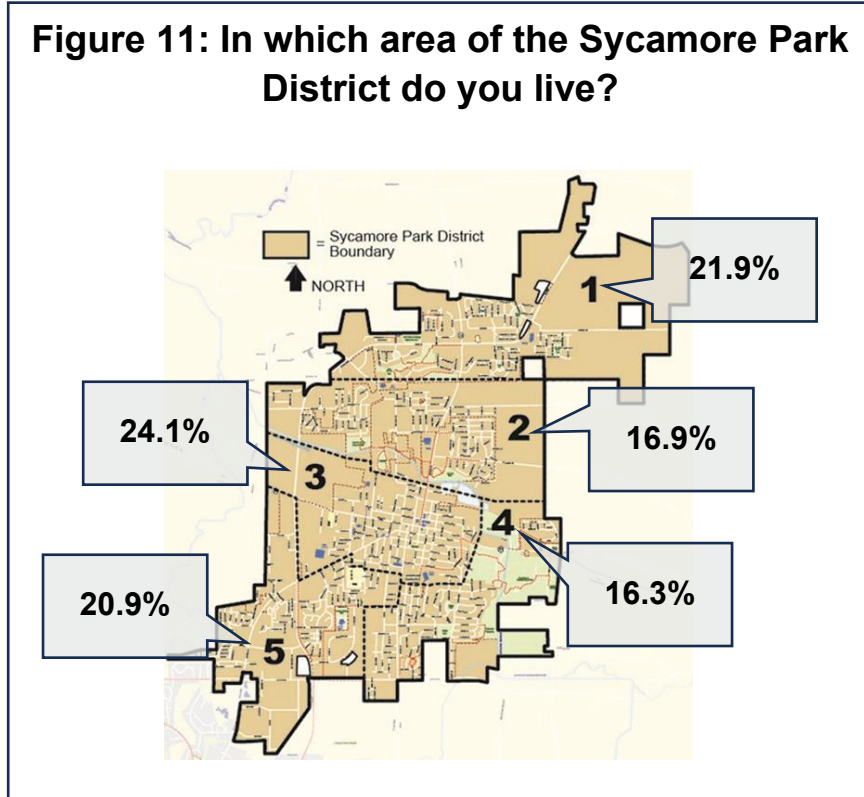
Household Characteristics

They also answered questions about their household, including where they live and whether they live with children or senior individuals, the ethnic and gender make-ups of their households, as well as 2023 household income. (Table 16, next page)

Table 16: Household Characteristics		
Does anyone in your household identify as one of the following? <i>(Respondents could check as many responses as applied)</i>		
	Transgender	1.0%
	Gender non-binary	3.0%
	Another gender identity, not listed here	0.3%
	None of these	95.7%
Are there any children under the age of 18 living in your household?		
	Yes	35.1%
	No	64.9%
Are there any adults 65 years of age or greater living in your household?		
	Yes	26.3%
	No	73.7%
What are the ethnicities of others in your household? <i>(Respondents could check as many responses as applied)</i>		
	White	93.5%
	Asian	2.7%
	Black or African American	2.4%
	Caribbean	0.0%
	Hispanic or Latino	8.7%
	Native American or Alaska Native	1.1%
	Native Hawaiian or Pacific Islander	0.3%
	Other	0.6%
Please consider all sources of income, before taxes, for everyone living with you in 2023. What was your 2023 household income?		
	Less than \$25,000	12.9%
	\$25,000 - \$49,999	13.4%
	\$50,000 - \$74,999	14.1%
	\$75,000 - \$99,999	8.0%
	\$100,000 - \$149,999	16.9%
	\$150,000 or more	19.8%
	Prefer not to answer	14.9%

Household Location Within Park District Area

Figure 11: In which area of the Sycamore Park District do you live?



Conclusions

Perceptions of the Park District

The respondents have a positive perception of Sycamore Park District. A large majority of respondents think that the Sycamore Park District is valuable both to *their community* (95.9%) and to their own household (89.5%). Most (85.8%) respondents feel members of their household belong at Sycamore Park District. The majority (74.7%) of respondents who identify with a disability or have a member of their household who identifies with a disability agree that the Park District has effectively provided accommodations.

Awareness, Use, and Support for Improvements

Overall, awareness of the parks, facilities, and services is high. The Kishwaukee Special Recreation partnership and the financial assistance scholarship for programs received the lowest response proportions for awareness. Likelihood of future use of parks, facilities, and services is highest for trail systems (79.1%) and lowest for golf youth programs (13.8% for households with children under the age of 18).

Awareness of several parks, facilities, and services was lower for respondents with household incomes less than \$50,000, including parks and playgrounds, natural areas, trail systems, and community center/pathway fitness. No statistically significant differences in awareness of the financial assistance scholarships were found by income group. In fact, awareness of these scholarships was low across all income groups, which suggests there may be an awareness gap for this service: 47.0% of households with incomes of less than \$25,000 said they would be very likely to use a financial assistance scholarship, and 17.1% of households with incomes between \$25,000 and \$49,999 reported they would use scholarships, suggesting that more lower-income respondents might be interested in using the scholarships if they were aware of them.

Generally, respondents reported being supportive of all suggested improvements or additions; all improvements received generally supportive responses of 77% or more. The options which received the greatest proportions of 'very supportive' responses were trail and pathways developments (70.1%) and buying or acquiring land for future parks or recreation facilities (58.6%). Open-end response themes further support investment in trail development; 13.9% of responses fell into the category 'improved walking and biking paths.' This evidence from the survey suggests the Park District should consider prioritizing trail and pathways developments and buying and acquiring land for future parks or recreation facilities.

Park District Funding/Potential Pool Referendum

Most respondents (70.5%) believe the property tax levy for the Park District to be ‘reasonable’ for the services offered, suggesting the Park District’s tax level is appropriate. However, more respondents (19.7%) believed the levy is ‘too low’ than those who believed the levy is ‘too high’ (7.4%). Younger age groups (18-29 and 30-49) were slightly more likely to believe the tax levy is too low (26.0% and 29.9%, respectively). Older age groups 50-64 (78.9%) and 65+ (81.7%) and households *without* children (75.5%) were among those more likely to believe the tax levy is *reasonable as is*. The low proportion of respondents with opinions that the levy is too high considering the value of services could be interpreted to suggest the Park District could slightly increase the tax levy without fear of resident protest.

Residents generally report being more supportive than not supportive of a new aquatic facility. Among those who provided an ‘Other’ write-in response to a survey question asking for other Sycamore Park District improvements or additions, the most popular theme was “pool/aquatic center” (59.9%). A plurality (46.8%) indicated they would support a referendum which supports building a new facility. Less than a third (29.5%) of respondents indicated they would oppose a referendum as it is presented in the survey, and less than a one-fourth (23.7%) of respondents indicated they were ‘unsure’. Additionally, respondents who selected ‘not very valuable’ or ‘not at all valuable,’ when asked about the value of the Sycamore Park District to their community and household were more likely to be unsure (29.4%) how they would respond to the referendum question. The Park District should consider marketing the new pool to try to change the minds of those residents who are on the fence about the referendum and then consider moving ahead with a referendum.

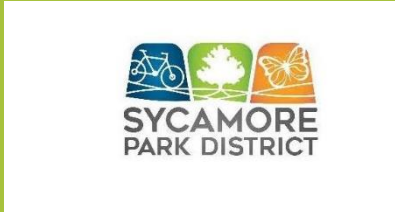
Sources of Information About the Park District

The greatest proportion of respondents (77.8%) included the Park District catalog among their preferred source of Sycamore Park District information. Getting information from neighbors, friends, and family was also selected as a popular source (55.6%). The ways respondents receive information about the Park District varies by demographic group. The Park District should continue using a variety of communication methods. Respondents whose household income is less than \$50,000 have lower awareness of several of the Park District parks, facilities and services and are less likely to receive information about the Park District electronically. The Park District should explore non-electronic methods to reach this group.

Appendix A: Community Survey Materials

Email Invitation

- From: schneiderman@niu.edu via SurveyMonkey
- Date: March 11, 2024
- Subject: Sycamore Park District Community Survey



Sycamore Park District Community Survey

Dear [FirstName] [LastName],

We would like to hear from you!

The Sycamore Park District has commissioned the Center for Governmental Studies at Northern Illinois University to conduct a survey of residents. The Sycamore District is interested in residents' opinions of the Park District parks, facilities, and services and residents' recreation needs. This information collected will help plan for the future.

Your household is one of a limited number of households that has been randomly selected to participate, so your responses to the survey are very important to us. **We want to hear from residents from across the Sycamore Park District's service area, so even if you do not use Park District parks, facilities, or services, we still want to hear your opinions.**

Your responses will be confidential. All information you provide will be reported in summary form only, so your answers will be added to the responses of others and will not be shared individually.

On average, the survey takes about 10 minutes, although it may be longer or shorter depending on your answers.

To complete the survey please click the "Begin Survey" button below.

If you have any questions about this survey, please email Mindy Schneiderman at the Center for Governmental Studies at Northern Illinois University at schneiderman@niu.edu.

Thank you for your participation.

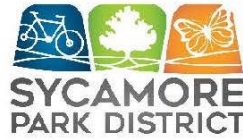
Sincerely,

Jonelle Bailey
Executive Director
Sycamore Park District

[Begin Survey](#)

Please do not forward this email as its survey link is unique to you.

[Privacy](#) | [Unsubscribe](#)



April 2024

Dear Sycamore Park District Resident,

We would like to hear from you!

The Sycamore Park District has commissioned the Center for Governmental Studies at Northern Illinois University to conduct a survey of residents. The Sycamore District is interested in residents' opinions of the Park District parks, facilities, and services and residents' recreation needs. This information collected will help plan for the future.

Your household is one of a limited number of households that has been randomly selected to participate, so your responses to the survey are very important to us. **We want to hear from residents from across the Sycamore Park District's service area, so even if you do not use Park District parks, facilities, or services, we still want to hear your opinions.**

Your responses will be confidential. All information you provide will be reported in summary form only, so your answers will be added to the responses of others and will not be shared individually.

Please return the completed survey in the enclosed postage-paid envelope to the Center for Governmental Studies at Northern Illinois University or complete the survey online at:

<https://www.research.net/r/SycamoreParkDistrictCommunitySurvey>

To access the online survey, you will need to enter your 5-digit identification number located in the top right-hand corner of this letter.

On average, the survey takes about 10 minutes, although it may be longer or shorter depending on your answers. Please complete the survey before May 8, 2024.

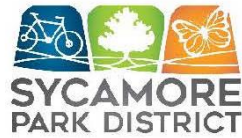
If you have any questions about this survey, please email Mindy Schneiderman at the Center for Governmental Studies at Northern Illinois University at schneiderman@niu.edu.

Thank you for your participation.

Sincerely,

Jonelle Bailey

Executive Director
Sycamore Park

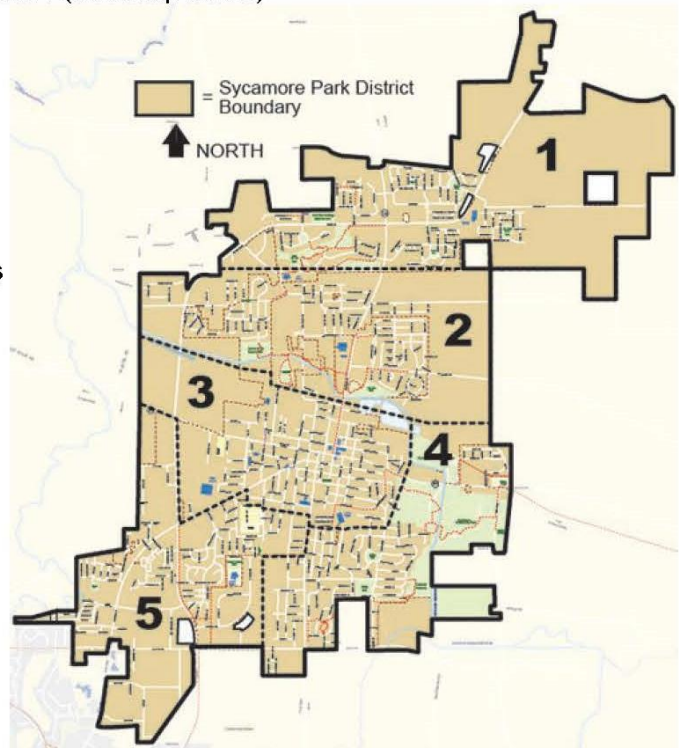


SYCAMORE PARK DISTRICT COMMUNITY SURVEY

The Sycamore District is interested in residents' opinions of the Park District parks, facilities, and services and residents' recreation needs. This information will be used to help plan for the future.

1. In which area of the Sycamore Park District do you live? (See map below)

- Area 1
- Area 2
- Area 3
- Area 4
- Area 5
- None of the above (Thank you, but for purposes of this survey you must live in the Sycamore Park District service area.)



I. Awareness and Use of the Sycamore Park District

- 2a. Are you aware of each of the following Sycamore Park District parks, facilities, and services?
- 2b. During the next 12 months, would your household be very likely to use each of the following Sycamore Park District parks, facilities, and services?

	a. Aware		b. Very Likely to Use	
	Yes	No	Yes	No
a. Neighborhood Parks and Playgrounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Natural Areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Trail Systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Community Center/Pathway Fitness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	a. Aware		b. Very Likely to Use	
	Yes	No	Yes	No
e. Golf Course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Splash Pad	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Golf Youth Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Programming and Special Events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Facility Rentals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. Online Program Registration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
k. Financial Assistance Scholarship for Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
l. Kishwaukee Special Recreation Partnership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

II. Future Direction of the Sycamore Park District

3. How supportive are you of the Sycamore Park District making the following improvements or additions?

Level of Support					
	Very Supportive	Somewhat Supportive	Not Very Supportive	Not At All Supportive	Not Sure
a. Trail and Pathways Development (improvements, accessibility, and connections)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Creation of an Amphitheater/Outdoor Music Venue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Enhanced Programming Offerings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Outdoor Shelter with Enhanced Amenities: Kitchen, Gas Grill, Counter Space, Flush Toilets, Etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Shade Structures at Sports Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Buying or Acquiring Land for Future Parks and Recreation Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Other improvements or additions (PLEASE SPECIFY) _____					

4. The Sycamore Park District’s pool which closed in 2022 sits in a floodplain which prohibits construction and expansion due to cost and regulations of the IL Department of Natural Resources. The Park District therefore needs to find a new site to build an aquatics facility.

The estimated cost of building a new pool is \$16 million (property acquisition, engineering, and construction) and would require a referendum. Would you support or oppose a referendum that cost a homeowner with a home value of \$300,000 an additional \$199 per year for twenty years to build a new aquatics facility in Sycamore?

- Support
- Oppose
- Unsure

III. Perceptions of the Sycamore Park District

5. Belonging describes the feeling of being welcomed, included, accepted, or valued as part of a group. To what extent do you agree or disagree with the following statement:

“Members of my household feel we belong at the Sycamore Park District.”

- Strongly agree
- Somewhat agree
- Somewhat disagree
- Strongly disagree
- Don’t know

6a. If you or a member of your household is an individual who identifies with a disability, to what extent do you agree or disagree with the following statement:

“The Sycamore District has effectively provided accommodations.”

- Strongly agree (GO TO QUESTION 6b)
- Somewhat agree (GO TO QUESTION 6b)
- Somewhat disagree (GO TO QUESTION 6b)
- Strongly disagree (GO TO QUESTION 6b)
- Don’t know (GO TO QUESTION 7)
- Does not apply (GO TO QUESTION 7)

6b. Why do you feel this way? _____

IV. Value of the Sycamore Park District

7. How valuable is the Sycamore Park District to your community?

- Very valuable
- Somewhat valuable
- Not very valuable
- Not at all valuable
- Not sure

8. How valuable is the Sycamore Park District to your household?

- Very valuable
- Somewhat valuable
- Not very valuable
- Not at all valuable
- Not sure

9. For every dollar you pay in property taxes, \$.06 is paid to the Park District. Considering the services offered by the Sycamore Park District, do you think this amount is...?

- Too high
- Reasonable
- Too low
- Unsure

V. Information Sources About the Sycamore Park District

10. What are your source(s) of information about the Sycamore Park District? **(CHECK ALL THAT APPLY)**

- | | |
|--|--|
| <input type="radio"/> Program catalog that is mailed seasonally | <input type="radio"/> Park District social media accounts: Facebook or Instagram |
| <input type="radio"/> Park District e-newsletter | <input type="radio"/> Local media; for instance, newspaper, radio, etc. |
| <input type="radio"/> Park District website | <input type="radio"/> Word of mouth; for instance, from friends or neighbors |
| <input type="radio"/> Emails from the Park District | <input type="radio"/> Do not receive information about the Park District |
| <input type="radio"/> Electronic sign on Rte. 64 | |
| <input type="radio"/> Posters or other printed information in Park District facilities | |
| <input type="radio"/> Park District staff | |

11. What is your preferred language for receiving information about the Sycamore Park District?

- | | |
|-------------------------------|---|
| <input type="radio"/> English | <input type="radio"/> Other (PLEASE SPECIFY)
_____ |
| <input type="radio"/> Spanish | |

VI. Demographics

Finally, we would like to know about you and your household. The Sycamore Park District works to provide services to everyone in the community, and all the information in this section will help us make sure our data is representative of people living in the service area.

12. How long have you lived in the Sycamore Park District's service area?

- | | |
|---|--|
| <input type="radio"/> 2 years or less | <input type="radio"/> More than 10 years |
| <input type="radio"/> More than 2 years to 5 years | <input type="radio"/> Not sure |
| <input type="radio"/> More than 5 years to 10 years | <input type="radio"/> Prefer not to answer |

13. Are you...?

- | | |
|---|--|
| <input type="radio"/> Male | <input type="radio"/> Another gender identity, not listed here |
| <input type="radio"/> Female | <input type="radio"/> Prefer not to answer |
| <input type="radio"/> Gender non-binary | |

14. Does anyone in your household identify as one of the following? **(CHECK ALL THAT APPLY)**

- | | | |
|---|--|--|
| <input type="radio"/> Transgender | <input type="radio"/> Another gender identity, not listed here | <input type="radio"/> Prefer not to answer |
| <input type="radio"/> Gender non-binary | | <input type="radio"/> None of these |

15. What is your age?

- | | |
|-----------------------------|--|
| <input type="radio"/> 18-29 | <input type="radio"/> 65+ |
| <input type="radio"/> 30-49 | <input type="radio"/> Prefer not to answer |
| <input type="radio"/> 50-64 | |

16. Are there any children under the age of 18 living in your household?

- Yes No

17. Are there any adults 65 years of age or greater living in you household?

- Yes No

18. What are the ethnicities in your household? Please indicate a) your ethnicity and b) the ethnicities of others in your household. (CHECK ALL THAT APPLY)

	a. Yourself	b. Others in Your Household
Asian	<input type="radio"/>	<input type="radio"/>
Black/African American	<input type="radio"/>	<input type="radio"/>
Caribbean	<input type="radio"/>	<input type="radio"/>
Hispanic or Latino	<input type="radio"/>	<input type="radio"/>
Native American or Alaska Native	<input type="radio"/>	<input type="radio"/>
Native Hawaiian or Pacific Islander	<input type="radio"/>	<input type="radio"/>
White	<input type="radio"/>	<input type="radio"/>
Other (PLEASE SPECIFY)	<input type="radio"/> _____	<input type="radio"/> _____
Prefer Not to Answer	<input type="radio"/>	<input type="radio"/>

19. Please consider all sources of income, before taxes, for everyone living with you in 2023. What was your 2023 household income?

- | | | |
|--|---|--|
| <input type="radio"/> Less than \$25,000 | <input type="radio"/> \$50,000 to less than \$75,000 | <input type="radio"/> \$100,000 to less than \$150,000 |
| <input type="radio"/> \$25,000 to less than \$50,000 | <input type="radio"/> \$75,000 to less than \$100,000 | <input type="radio"/> \$150,000 or more |
| | | <input type="radio"/> Prefer not to answer |

THANK YOU FOR YOUR PARTICIPATION. PLEASE RETURN YOUR COMPLETED SURVEY IN THE POSTAGE-PAID ENVELOPE TO THE CENTER FOR GOVERNMENTAL STUDIES.

Telephone Reminder Call Script

Voicemail message

Hi, I'm calling from NIU on behalf of the Sycamore Park District. We'd like to know your household's recreational needs and your opinions about the Park District.

To share your thoughts, please take a few minutes to complete the online survey at tinyurl.com/SycamoreParkDistrict On the first page of the survey, please enter the following 5-digit code: (ID #).

Thanks for your time and have a great (day/evening)!

If a person answers the telephone

Hi, I'm calling from NIU on behalf of the Sycamore Park District. How are you today?

We are working with the Park District to conduct a survey of Sycamore residents to find out their households' recreational needs and their opinions of the Park District's parks, programs, and services, which will help the Park District plan for the future.

It doesn't look like anyone in your household has completed the survey yet, so I'm calling to ask if you would take a few minutes to take the survey.

If you would like, I can give you the link to the survey, either over the phone now or by email.

If needed:

I could also send you a paper copy of the survey in the mail, or you can complete the survey with me over the phone.

If they need the link:

If you'd like to take the survey online, you can go to tinyurl.com/SycamoreParkDistrict On the first page of the survey, please enter the following 5-digit code: (ID #).

If they want an email:

What is the best email address to send the survey link?

If they want a paper copy of the survey:

What address should I send the survey to?

Thank you for your time today! Have a great day/evening!

Appendix B: Verbatim Responses to Open-Ended Questions

Note: Numbers in parentheses are number of respondents who gave the response.

Future Direction of the Sycamore Park District

How supportive are you of the Sycamore Park District making the following improvements or additions: Other improvements or additions

Pool/aquatic center

- A pool; kids need a place local to go.
- A community pool
- A community pool might be nice.
- A new community pool would be outstanding!
- A new pool would be really nice.
- A pool! We need a community pool.
- A pool.
- A swimming pool for the kids is very important to me. They need a place to go during the summer. I know that is where I was every day during the summer when I was growing up.
- A swimming pool. (2)
- An indoor or outdoor pool. I know we had one, but it closed.
- An inground lap pool at the community center would be nice.
- Aquatic center.
- Bring the pool back.
- Building an indoor pool to have aquatics classes all year long.
- Community pool facilities similar to Sunset Pool in Geneva.
- Community pool. (11)
- Creation of a community pool like Otter Cove Aquatic Park in St. Charles.
- Fix the pool.
- How about a pool? It's absolutely ridiculous that our town/park district doesn't have a pool or any plan in place to give the residents of Sycamore a pool. Where is all of our tax \$ going?
- I would love to have a pool again in Sycamore.
- Improve the existing pool. It has been fine for years.
- Indoor and an outdoor pool.
- Indoor/outdoor swimming.
- More events for adults and kids at parks; swimming pool.

- Need a new community pool.
- New community pool. (3)
- New pool construction priority.
- New pool. (4)
- New pool/water park
- Open a pool.
- Outdoor pool needs to be one of the park districts' top priorities.
- Outdoor swimming pool
- Please bring back the pool! We would love our kids to be able to enjoy the pool over the summer, not just the splash pad.
- Please build a new pool!
- Pool and indoor water park.
- Pool for families indoor and outdoor with special hours for lap swimming with lap roping.
- Pool needed!
- Pool would be nice
- Pool. (15)
- Pool/aquatic center.
- Public pool. (4)
- Public swimming pool.
- Reopen swimming pool.
- Replace the swimming pool. (2)
- Return of an outdoor community pool.
- Swimming pool. (13)
- Sycamore needs a pool. (2)
- The closing of the pool is very sad for our community; we are looking for a way to bring it back.
- The community needs a public pool for lower-income families.
- The town needs a pool.
- There should be a pool in the district.
- Water park beyond a splash pad.
- We need a community pool. (4)
- We need a pool again!
- We need a pool or someplace our children (teens specifically) can hang out during the summer months. There is nothing in Sycamore that ages 12-16 can really go to hang out at. They are suffering and getting into trouble at times because there is nothing and nowhere, they can go to just hang out and have fun. They're too old to go to playgrounds because those are for little kids. The trails aren't very captivating for them to hang out on a daily basis. We need more for our teen youth.
- We need a pool. (2)

Additional or improved walking and biking paths

- Areas are limited, but it would be nice to have more access to nature trailways for hiking, perhaps along the Kish.
- Biking, walking, running trails. More trails so families can bike from point A to point B. The little parks with a small path are not sufficient for a good bike, walk, hike, etc.
- Complete the bike path on Bethany Rd. so that it connects to the Peace Rd. bike path.
- Extend the bike trail system and interconnect it.
- Garbage cans along the new part of the Great Western Trail.
- I am very interested in more information on natural trails for running and walking longer distances, bike trails.
- Link north of Plank/Peace to the bike paths safely.
- More places nearby to simply go for a walk besides along roads.
- More trails and bike paths connecting all of Sycamore.
- More trails and wintertime golf simulators.
- Pathways in my neighborhood to connect trails so we can safely bike in our neighborhoods.
- Raise grade of bike path where it floods between Larson Park and Sycamore Lake next to the river.
- Sidewalk on Brickville Road from North Ave to the park trails. Please!

Additional parks or facilities, other than pool/aquatic center or paths

- Add a pump track, more shade at parks, toddler park, zip line, nature park, and more activities for stay-at-home parents and young kids.
- Better parks and pool.
- Build disc golf course
- More parks for young children, like toddlers 2-4 years old.
- More tennis courts. The two courts near me by the golf course are often being used or in the past few years used for classes and with the popularity now of pickleball, it is even harder to get a court. Please build some more tennis courts.
- Pickleball courts with lights that are free to the public
- Pickleball courts.
- Skateboard park.
- Skatepark.
- Tennis board for practicing.
- You need a music pavilion downtown in the old Henderson Parking lot.

Improvements to parks or facilities, other than pool/aquatic center or paths

- A new roof on the historic shelter house near the 15th green.
- Baseball field improvements and expansion.
- Better restrooms at airport park fields. At least keep them serviced more often.
- Dog park improvements; more lights, more shade.
- Expand Dog park; add more shade, shelter, and more animal events like Ice cube day on a hot day. Dogs love ice cubes.
- Larger field numbers to view from road
- More landmarks would be nice. Like little signs around the forestry areas about the plants and wildlife that are there. I walk around the parks a lot and there isn't much for me to really read other than along the Great Western Trail, but that gets old pretty fast. Maybe if you could implement other signposts like those in some other places or, like I said, just have info of the nature around us.
- Planting trees strategically and specifically so parks and playgrounds can be shaded. Improvements to the playground at Kiwanis Prairie Park, in front of South Prairie School, include better playground mulch, a possible drainage system, and updated structures.
- Please continue to enhance soccer fields like they have baseball fields, install a flagpole at the soccer fields. More bike paths.
- Safety nets for foul balls at baseball/softball fields. There are too many spectators that get hit/injured.
- Small playground or swing set added back to Larson Park
- The community center sports court space feels like it may have been too small from the day the building opened.
- The golf course badly needs a new clubhouse.

Lower cost, make facilities, services, and programs less expensive to use

- Cheaper community center.
- Making the walking track in the rec building free to use.

Improvements to programs/services

- Extend the 21 bus to the park by the golf course.
- Longer concert series. More weeks. May 15 till end of August.

Other response

- 9 more holes of disc golf! An 18-hole layout will allow for tournaments in Sycamore.
- Another 9 holes.

- Better concessions at youth baseball/softball games and better concession personnel (not very pleasant).
- Can we get some public severe storm/tornado shelters please? So many people around here do not have access to a basement. It's stupid that we live in tornado alley and there are no public emergency shelters. Really?
- Do not want a new swimming pool.
- Don't buy the farmland, buy closed buildings.
- Drinking water for people and dogs
- I can't afford any that Sycamore has to offer, not even my own home so if adding to the park district means raising my already too high taxes, then the answer is no.
- I'd be interested in using the neighborhood park in Reston Ponds.
- It is difficult to tell where my zone is on the map you provided. So, it is hard for me to say what I would personally want based on where I live.
- Love Good Tymes Shelter for music agenda.
- More/improved disc golf courses.
- No to a pool; waste of money.
- Supportive of any and all improvements that the staff deem necessary and are fiscally responsible.
- Swimming lessons.
- Take care of what we already have.
- We are all for supporting our community. Whatever we can do without having to raise our taxes any higher.

Perceptions of the Sycamore Park District

Why do you feel this way (in response to the question "If you or a member of your household is an individual who identifies with a disability, to what extent do you agree or disagree with the following statement: 'The Sycamore Park District has effectively provided accommodations.'?")

Needs are being met/satisfied with Sycamore Park District

- All my needs are met.
- All our interactions have been positive.
- Ease of use and improvements over the past 5 years.
- Everything is very accessible, and all the facilities and bathrooms within the park District are always clean.
- Everywhere I notice where there should be a handicap accessible entrance, there is.
- Having used many of the facilities for various needs, it has always been a pleasurable experience-no complaints. I feel like for a small community, we have a wonderful park district system.

- I believe the park has all the essentials such as bathrooms and parking. People are generally polite in Sycamore.
- It's very good, love it.
- Most parks you can get close with a vehicle.
- No complaints.
- Ok.
- Other than the closing of the pool, I have enjoyed the park district.
- Special rec programs for my daughter who has CP have been wonderful. I would like to see more and more accommodations.
- Sycamore has become more accessible to anyone with disabilities whether physically or mentally.
- Taken part in various events and activities.
- There are plenty of parks kept in great shape.
- We have always had a great experience with the park district when our kids were growing up.
- We love the park district. My kids have been involved in programs since they were babies. Everyone is amazing, and it's a great value.

Need additional or improved accessibility or accommodations (Other than mobility or sensory/autism spectrum)

- Accessibility.
- Accessible programs for elderly.
- As we age, easier accessibility is necessary.
- I am not sure all your parks are easily accessible to people with disabilities.
- I think areas where accessibility improvements could enhance/increase participation should be identified, and a plan developed to move forward making the improvements.
- My son is autistic and requires alternate means of transportation to enjoy the trails.
- None of the parks have felt like they were designed with young toddlers in mind. Many are near roads or don't make sense for a young child, such as the park off Borden Ave., which is right next to the road and not fenced in. The Sycamore community park for toddlers is surrounded by sand, which toddlers throw or eat, and is dated. There's also a large reflective surface at this park that gets so hot in the summer that it burns people. I actually drive 30 minutes away to Huntley for a park that is better for my 2-year-old. That being said, there's currently a new park being built in Reston Ponds that we hope will be better for our son.
- Not enough accessibility.
- Not handicapped friendly everywhere.
- Older mother and accommodations for activities does not always factor in the appropriate amount of support and comfort for her.
- The handicapped person doesn't rush to use the park district facilities.
- The pool was never very accessible for older people or the handicapped, but it could provide excellent exercise for that group.

- There are areas of trailer etc., that are not accessible to those with disabilities. We can always improve when it comes to accessibility.
- There is very little to none of adaptive equipment in the playgrounds. Not 100% sure but I don't remember ever seeing programs offered for kids on the spectrum.
- Trails that have gravel or commonly slip below floodwater are not very accommodating.
- What changes we have seen feel more aesthetic rather than to suit purpose and utility. I know it'll be expensive, but we must do something to keep and bring younger families here.

Need additional or improved accessibility or accommodations: Mobility

- Baseball diamonds can be a long walk from the parking lot. A shuttle or a way to drop off spectators would be nice. We've driven thru the grass many times, not knowing if that was acceptable or not.
- Most places are accessible, however some of the nature trails and pathways aren't as easily accessible for people in a wheelchair.
- Need more for people with wheelchairs or canes or walkers.
- Parking at youth softball/baseball fields does not suit handicap people who need to park in the gravel parking lot. No walking path to the fields.
- The only things offered for kids in wheelchairs are sidewalks and a swing at a few parks. Where is the play equipment for them?
- We are still exploring here, but it seems to me that everywhere we go the handicap parking is very far from the entrance.
- With golf pass, we are unable to buy one that includes a golf cart. Many members are seniors with walking concerns. Please consider next year having a pass that we pay a little more but is with a golf cart. My old course found that members were willing to pay more for this

Unaware of accessible programs, services, or facilities; more information should be provided

- Natural areas and trails are very clean and easily accessible – however, there are some things I feel could be either more accessible or more advertised, so we are aware of their presence in the community.
- Perhaps more is provided than I am aware of?
- They have met our needs when we reached out but not much publicity.

Accessible programs, services, or facilities are limited, not interesting, or not appropriate for person with disability

- I am a stay-at-home mom, and I would love the park district to offer more programs for young kids and parents.
- I have had a family member with disabilities that lived with me. She did not participate in park district disabilities as she is an adult and there was little that interested her.
- My daughter had to do Special Olympics throughout OH as KSRA doesn't offer things that she wanted to do (sports).

- My young adult son is gravely disabled with a serious mental illness. He is stable on medication but there are no supervised groups or social activities that are for people like him. I would be willing to pay to have him be able to go to a special event like playing chess, doing an art or craft, making something, playing cards for an hour or two with a small group of people with a psychosis spectrum disorder, but who are not intellectually challenged.
- They do provide limited programming in the summer for children with special needs.
- Very little options for adults with disabilities
- What programming or facilities are there for the disabled?

Programs, services, or facilities are too expensive

- Expensive. In other towns the splash pad is free.
- I couldn't afford the fitness center due to my disability.
- Only been to the park 10 times in last 25 years; can't afford Family Membership. Over the past few years, it has started to look like a place for elite groups only.
- Pool too expensive.

Do not feel welcomed or have experienced discrimination

- Feeling welcomed depends on the staff.
- I'm African American, so I have experienced racism.

Need additional or improved accessibility or accommodations: Sensory or autism spectrum

- My child has participated in programs and no accommodations have ever been offered for their sensory needs due to her disability. Specifically, when they were enrolled in the Homeschool Wednesday's group. Their sensory sensitivities were described, and nothing was addressed or even responded to.
- Our son is autistic. When he was younger, we had to rely heavily on private swim lessons or DeKalb to get him water safe. Sycamore, at that time, offered lessons in the now closed pool but the locker rooms made it impossible for me to help my child get changed after the lesson.
- Where are the sensory parks for those with Autism?

Do not currently use Park District

- Do not use facilities.
- Don't use the park.
- When the pool was there, my daughter was able to use it easily. We don't use many facilities now though.

Other response

- Because anything I do is too far to walk and I'm old and don't have any young children; it's unnecessary.
- Because the workout room at the community center is way too small, my husband is not happy about that at all!
- I identify as a dolphin... and need a pool.
- I moved out of state in 2016, but returned in 2023 to find that the park district has built a new community center and expanded/improved existing facilities.
- I think the Sycamore Park District needs to focus on maintaining what presently exists. A multi-million-dollar taxpayer funded pool makes little sense in today's economy. Taxpayers are being hit from every side. A new pool is a "want", not a "need", and something that is used for a very limited part of the year, by a small sliver of Sycamore's residents.
- I think too much money is spent on the ball fields, so travel teams can use them more than Park district League. I spend too much money for my kid to play a few weeks of ball in a couple weeks of practice before leagues start and then they can't even have practices once game start because there's just no place for them to practice due to all the travel teams.
- Need pool.
- Participate in KSRA.
- The community center for all members of the community.
- The county shows a stronger direction of support.
- The degree of security and facility for other than sports related use of the properties doesn't feel like a priority.
- They do a nice job but some of the teachers doing the programs shouldn't have been teaching kids. One of them retired.
- We don't see anyone with disabilities using current facilities. This may be that we just don't know about their disabilities, however.

Don't know/not sure

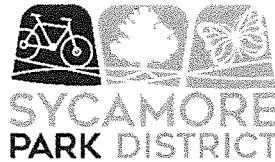
- Unsure.



NORTHERN ILLINOIS UNIVERSITY

Center for Governmental Studies

Outreach, Engagement, and Regional Development



Board of Commissioners
Date of Board Meeting: May 28, 2024

STAFF RECOMMENDATION AND INFORMATION

AGENDA ITEM:

Park and Construction updates

BACKGROUND INFORMATION:

Great Western Trail:

- We are still waiting for more information from IDOT on the last area to purchase.
- The paperwork from FS Grain has been received and sent to Ancel Glink for review. They are working on the required reports and an updated title.

Reston Ponds:

- Construction has begun and will continue to be weather dependent. Waiting for an official schedule to be provided. Construction will be concluded in June.

Solar Panels:

- Solar panel installation is completed, and they are in the process of prepping the areas to connect electricity. We do not currently have a date for the Community Center shut off.

Memorial Park Softball field w/the school district:

- No current updates

Ball Field Lights:

- Waiting for the start date from Duke Environmental on installation dates.

Pool Building:

- Met with Brandonisio and Company (Vince & Ralph Brandonisio) regarding steps to demolish and fill in the pool area they will be sending an estimated cost and break down of steps.

North Grove:

- Status is the same: the district was awarded an OSLAD grant and will move forward with planning and bidding out the construction for Fall of 2024 and construction to start in Fall of 2025. Potential completion 2026. We will be working with Upland Design and ERA on this project.

Riverside Soccer Complex:

- ERA is preparing the construction documents for the additional parking lot so the project can be bid out in the fall for 2025 late spring/early summer.

Community Gardens:

- A letter has been written for the property owners to consider an easement and Ancel Glink has sent over a draft agreement. That will need to be sent out to the property owners.

FISCAL IMPACT: information only

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

JEB



Board of Commissioners

Date of Board Meeting: July 25, 2023

STAFF RECOMMENDATION

AGENDA ITEM:

North Grove Playground Project

BACKGROUND INFORMATION:

1. The Sycamore Park District has submitted an IDNR Open Space Lands Acquisition and Development (OSLAD) Grant for \$348,300 to assist in the development of North Grove Park, a new 2.7-acre community park in Sycamore. ***We have been awarded the OSLAD grant for the project.***
2. The project components for North Grove Park include a picnic shelter, fitness challenge course, age-inclusive playground area, half basketball court, game area, native savannah trail, native shade trees, educational signage, site furniture (benches and tables), and a living green roof for the picnic shelter.
3. The project timeline indicates that soil borings will be performed in August 2024, design development will take place in July 2024, construction documents will be prepared in August 2024, permitting will occur from September 2024 to November 2024, bidding will take place from December 1, 2024, to December 31, 2024, and construction will occur from July 2025 to October 2025.
4. The professional fees for the landscape architectural services provided by Upland Design Ltd. for this project amount to a total of \$54,122.

FISCAL IMPACT: The entire project budget is at \$696,742.84. Requested amount from the OSLAD grant toward project funding is \$348,300. Park District responsibility will come out to approximately \$350,000.00.

STAFF RECOMMENDATION: Approval of the project, timeline, and overall costs.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



North Grove Park OSLAD Grant Development

May 23, 2024

Sycamore Park District

North Grove Park is a new 2.7-acre community park located in Sycamore that has the ability to enhance diverse recreation amenities and resilient native plantings in the heart of a residential community. The Sycamore Park District is in need of assistance to develop this park to its full potential. An IDNR Open Space Lands Acquisition and Development (OSLAD) Grant was then prepared and submitted to request \$348,300 to go toward project funding. The entire project is budgeted at \$696,700. Project components include:

- 20'x20' Picnic Shelter
- Fitness Challenge Course
- Age-Inclusive Playground Area
- Half Basketball Court
- Game Area
- Native Savannah Trail
- Native Shade Trees
- Educational Signage
- Site Furniture: Benches and Tables
- Living Green Roof for Picnic Shelter



Project Scope: Upland Design Ltd., with civil engineering assistance from Engineering Resource Associates (ERA), proposes to accomplish the following work items to assist the Park District with development of construction documents, permitting, bidding and construction administration. No electrical engineering assistance will be needed. An approximate timeline is indicated at the end of the scope, and actual dates will be set to accommodate Sycamore Park District needs. The project is to be implemented through public bidding and construction by a general contractor.

Survey and Soil Borings: A topographic survey was completed in 2023, and this will be the base plan for the design development and construction documents.

Soil borings will be performed for the shelter building location, and a soils report will be prepared. These will be charged as a reimbursable item.

Design Development Plans and Review Meeting

The design team will prepare design development plans based on the approved Master Plan developed in 2023. The plans will include a detailed layout of amenities-listing of site furniture, play equipment, fitness equipment with color choices, and basketball court choices. Three dimensional images of the playground will be prepared with color choices. An updated cost estimate will be prepared. A meeting will be held with the Park District team to review plans and the updated costs. (1 virtual meeting)

Construction Plans, Specifications and Bid Proposal

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

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

Stormwater Detention Design – This task includes the calculations and design of stormwater detention storage. It is our assumption that detention will be provided on the northwest end of the property in the existing low areas of the site. The detention calculations will be summarized and included in the master stormwater report for submittal to the City.

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

A review meeting at 50% and 90% complete construction documents will take place with Sycamore Park District staff. An updated estimate of construction costs will be updated for each review meeting. OSLAD requirements will be incorporated into the bidding and construction documents per the IDNR agreement. Comments from the meetings will be incorporated into the documents. (1 in-person meeting, 1 virtual meeting)

Permits:

- City of Sycamore Building Permit – The plans will be submitted by Upland Design Ltd. to the City of Sycamore for review and permitting. ERA will provide assistance with completion of the application materials and response to City comments. Assistance with one response is included in this task.
- City of Sycamore Site Development Permit – The plans will be submitted by Upland to the City of Sycamore for the review and permitting of a Site Development Permit. ERA will provide the backup calculations and assist in developing the project narrative according to the City submittal requirements. Assistance with one response is included in this task.
- IEPA NOI – It is assumed that site disturbance will be greater than one acre. Therefore, a Notice of Intent permit is required and will be prepared and submitted.

These tasks do not include any revisions, changes, or modifications of the plan except as specifically noted. Due to the nature of the governmental review process, the exact scope of final engineering services is unknown until the city completes their review of the submitted documents.

Bidding

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

Contract Preparation: Once the Board reviews and awards the project, Upland Design Ltd will prepare a standard construction contract for the project and bind the specifications into one document. These will be sent out for contractor signature and Park District signatures.

Construction Administration

Upon award of a contract, Upland Design Ltd. and our design team will make site visits during construction. Park District staff will make additional site visits during construction. Upland will assist as follows:

- Review and assist with contractor field orders, change orders and clarifications.
- Review and comment on contractor-provided closeout documents including warranties, manuals and as-built drawings.
- Twelve (12) Construction Observation Site Visits
- Contractor submittals and pay applications will be reviewed by Upland Design Ltd. prior to being forwarded to the Park District.
- Certified Payroll will not be reviewed or retained by Upland Design Ltd.
- At project completion, a walkthrough with District staff to develop a punch list will be completed.

The Firm shall have the authority to act on behalf of the Owner only to the extent provided in this Agreement. The Firm shall not have control over, charge of, or responsibility for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work, nor shall the Firm be responsible for the Contractor's failure to perform the construction work in accordance with the requirements of the Contract Documents.

Professional Fees

For the work described herein, the following lump sum fee will be paid.

Design Development	\$ 5,762
Construction Plans, Specifications and Bid Proposal	\$ 28,360
Permitting	\$ 2,850
Bidding	\$ 1,450
Construction Observation	\$ 15,700
Total Professional Fee	\$ 54,122

Timeline:

Description	Start Date	Estimated Completion Date
Soil Borings	August 2024	August 2024
Design Development	July 2024	July 2024
Construction Documents	August 2024	September 2024
Permitting	September 2024	November 2024
Bidding	December 1, 2024	December 31, 2024
Construction	July 2025	October 2025

Reimbursable Costs:

Reimbursable items will include plotting and printing of drawings at the direct cost to Upland Design Ltd./ERA and reimbursement of mileage and tolls at the current IRS reimbursement rate. If soil borings are required, those will be completed and submitted as a reimbursable item.

Additional Site Visits can be requested by the Park District for a lump sum cost of \$860 per visit, including a site visit report.

**CONTRACT
BETWEEN OWNER and FIRM
FOR LANDSCAPE ARCHITECTURAL SERVICES
FOR SYCAMORE PARK DISTRICT**

Sycamore Park District
480 Airport Road
Sycamore, IL 60178
Phone: 815.895.3365.....

The Owner

And

Upland Design Ltd.
24042 Lockport Street, Suite 200
Plainfield, IL 60544
Phone: 815.254.0091.....

The Firm

Owner and Firm agree as set forth below:

1. Firm's Basic Services

The Firm agrees to provide its professional services in accordance with generally accepted standards of its profession. The Firm agrees to put forth reasonable efforts to comply with codes, laws and regulations in effect as of the date of this contract. **See Page 1-4 for Project Scope of Services.**

2. Excluded Services

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

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

3. Construction Phase Services

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

4. Firm's Insurance

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

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

a. Workers' Compensation and Employer's Liability Insurance

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

b. General Liability

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

c. Comprehensive Automobile

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

d. Professional Liability (Errors and Omissions)

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

5. Owner Responsibilities

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

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

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

6. Project Schedule

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

7. Compensation and Payments

The Owner shall pay to the firm the lump sum of \$54,122 for the work described herein plus the cost of reimbursable costs.

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

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

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

2024 Rate Sheet Hourly Billing Rates:

Principal Landscape Architect	\$246.00
Project Manager/Sr. LA	\$189.00
Landscape Architect	\$163.00
Landscape Designer II	\$152.00
Landscape Designer	\$145.00
Construction Administrator	\$145.00
Office Administrator	\$ 97.00
Intern	\$ 77.00

8. Suspension or Termination of Services

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

- a. Terminate the Firm's services by a written notice effective on the date such written notice is served on the Firm; and,
- b. Order the remaining necessary work be done by another Firm, if desired.
- c. If the Owner in good faith exercises the above remedies, Owner shall be responsible to pay the Firm only for the work performed prior to termination of the contract. The above remedies shall be Owner's sole and exclusive remedies in the event the Owner terminates the Firm's services under this provision.
- d. The Firm may terminate this Contract upon seven (7) days' written notice. If terminated, Owner agrees to pay the Firm for all Basic and Approved Additional Services rendered and Reimbursable Expenses incurred up to the date of termination. Upon not less than seven (7) days' written notice, Landscape Architect may suspend the performance of its services if Owner fails to pay the Firm in full for services rendered or expenses incurred. The Firm shall have no liability because of such suspension of service or termination due to nonpayment.

9. Indemnification

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

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

10. Dispute Resolution

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

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

11. Ownership of Documents

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

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

12. Governing Law

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

13. Entire Agreement and Severability

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

14. No Assignment

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

15. Expiration of Proposal

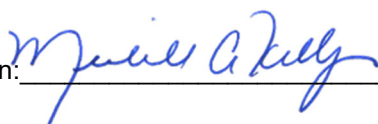
If this agreement is not accepted within 120 days, the offer to perform the described services is withdrawn and shall be null and void.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this ____ day of _____, 2024.

Owner

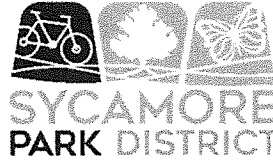
Upland Design Ltd.

Sign: _____

Sign:  _____

By: _____

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



Board of Commissioners
Date of Board Meeting: May 28, 2024

STAFF RECOMMENDATION

AGENDA ITEM:

Sound Check – Winter/Spring Staff Survey

BACKGROUND INFORMATION:

- **Engaged Staff and Strong Community:** The chili cook-off, well-attended special class, and increased golf season enthusiasm all showcase a vibrant park district and engaged staff.
- **Employee Involvement:** Participation in holiday events, the hiring panel, and witnessing successful program growth demonstrates staff investment.
- **Positive Work Environment:** Acknowledging staff appreciation, celebrating accomplishments, and fostering a collaborative atmosphere contribute to good morale and motivation.
- **Strong Benefits Package:** Staff satisfaction with health, dental, vision, and bonus plans (if offered) is a significant benefit.
- **Supportive Leadership:** The leadership team is described as flexible, accessible, and focused on positive collaboration.
- **Positive Culture:** Strong camaraderie is evident, with staff highlighting positive relationships and a smooth leadership transition.

Recommendations:

Improved Work-Life Balance: To further enhance staff satisfaction, consider offering cross-training opportunities and a more reliable scheduling system. Key Points from Sycamore Park District Employee Survey Analysis:

Strengths:

- High employee satisfaction (average rating 4.5 stars).
- Strong teamwork and collaboration.
- Trust in leadership (average score 9.4).
- Healthy work-life balance for most employees (50% rated excellent).
- Positive workplace perception (average score 10.3).
- Competitive benefits.

Weaknesses:

- Limited communication, particularly regarding goals and decision-making.
- Isolated comment suggests potential negativity within the team.

Opportunities:

- Enhance communication and transparency.
- Increase employee involvement in decision-making.
- Support work-life balance with flexible scheduling or workload adjustments.
- Develop a positive workplace culture.

Threats:

- Reduced employee morale due to communication issues or lack of transparency.
- Recruitment and retention challenges due to work-life balance concerns or negativity.

Gap Analysis:

- **Communication Gap:** There's a disconnect between leadership's communication and what some employees perceive.
- **Decision-Making Gap:** Some staff feel uninvolved in decision-making, creating a gap between desired and actual employee empowerment.
- **Workplace Culture Gap:** A single comment suggests potential negativity for a small number of staff members.

Overall:

The survey reveals a generally positive work environment in the Sycamore Park District. However, there are areas for improvement, particularly in communication and employee

involvement. By addressing these gaps, the Park District can strengthen staff engagement, morale, and overall effectiveness. These are areas that I would like to address at our strategic planning meeting.

FISCAL IMPACT:

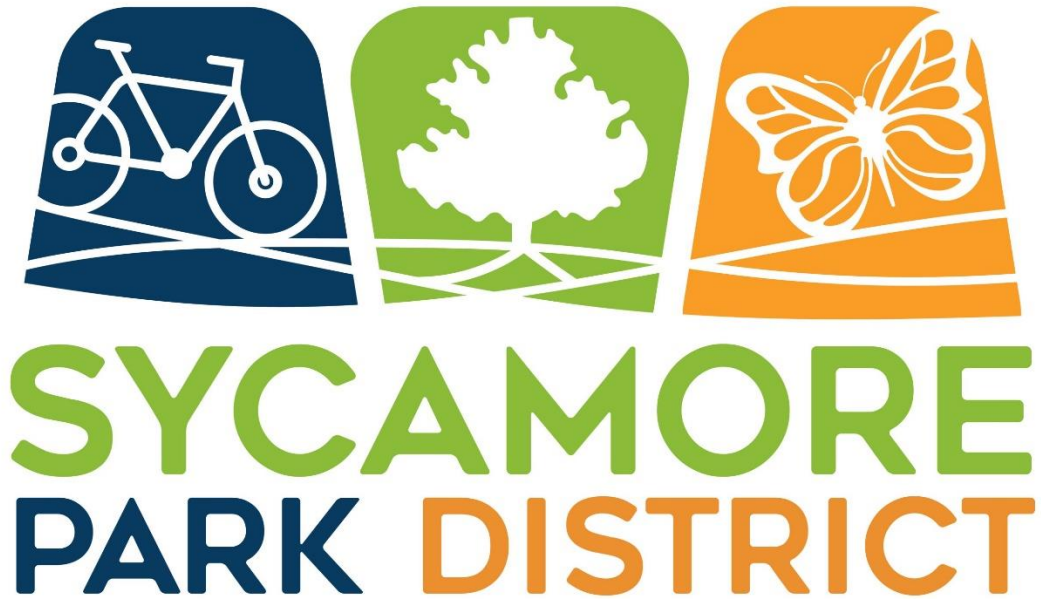
STAFF RECOMMENDATION: The plan is to address the areas of communication, training opportunities to assist with influences the work culture and show marked improvement for the next two surveys.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:

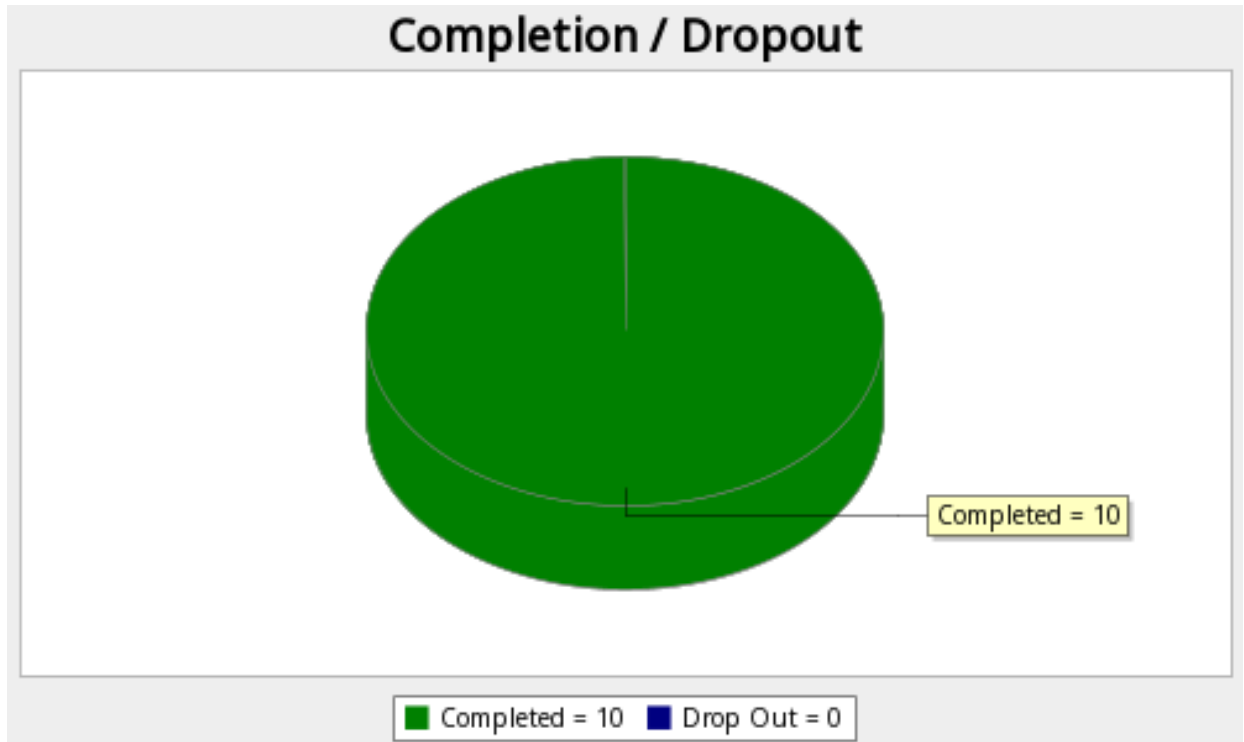
A handwritten signature in black ink, appearing to read 'JEB', is written over the end of the 'EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:' line.

**Sound Check
Sycamore Park District
Winter/Spring -2024**



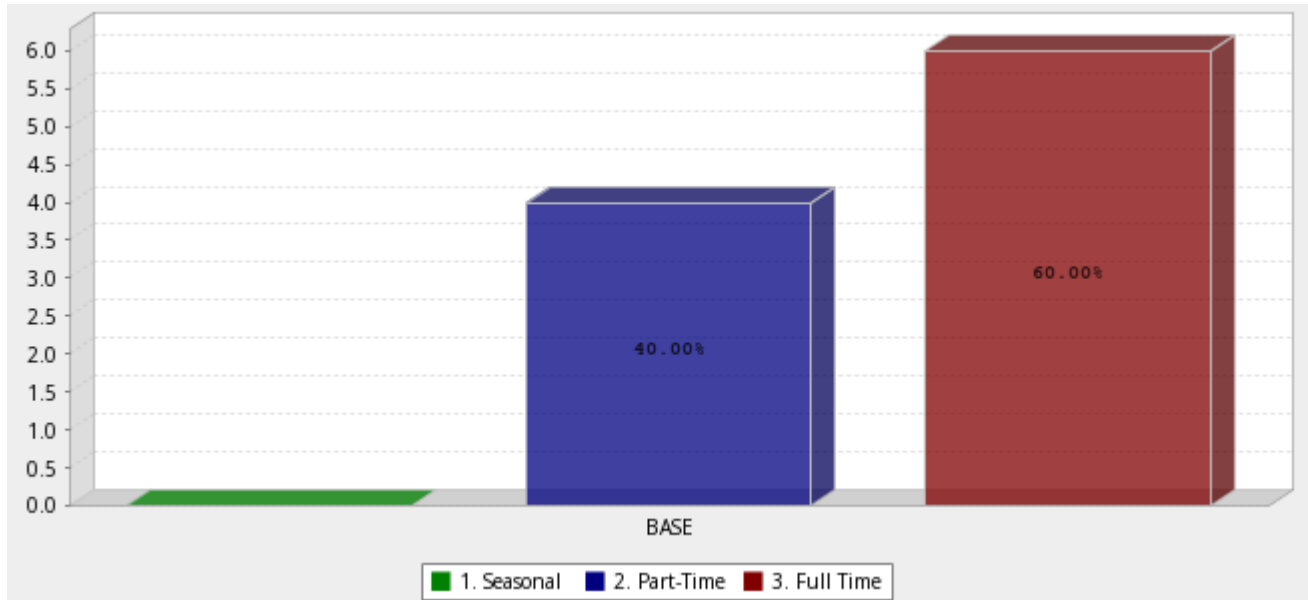
gabriel@recstarconsulting.com

Survey Overview



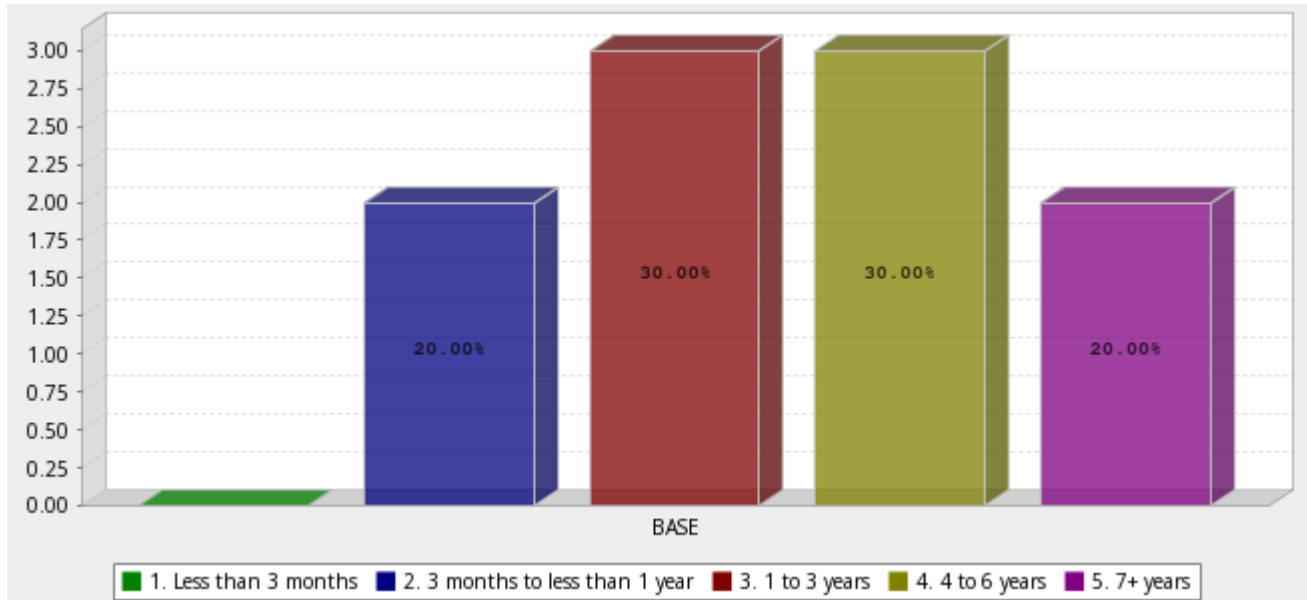
Viewed	Started	Completed	Completion Rate	Drop Outs (After Starting)	Average Time to Complete Survey
74	10	10	100%	0	9 minutes

Q1. What is your employment status with the Sycamore Park District?



	Answer	Count	Percent
1.	Seasonal	0	0.00%
2.	Part-Time	4	40.00%
3.	Full Time	6	60.00%
	Total	10	100%
Mean : 2.600	Confidence Interval @ 95% : [2.280 - 2.920]	Standard Deviation : 0.516	Standard Error : 0.163

Q2. How long have you worked at Sycamore Park District?



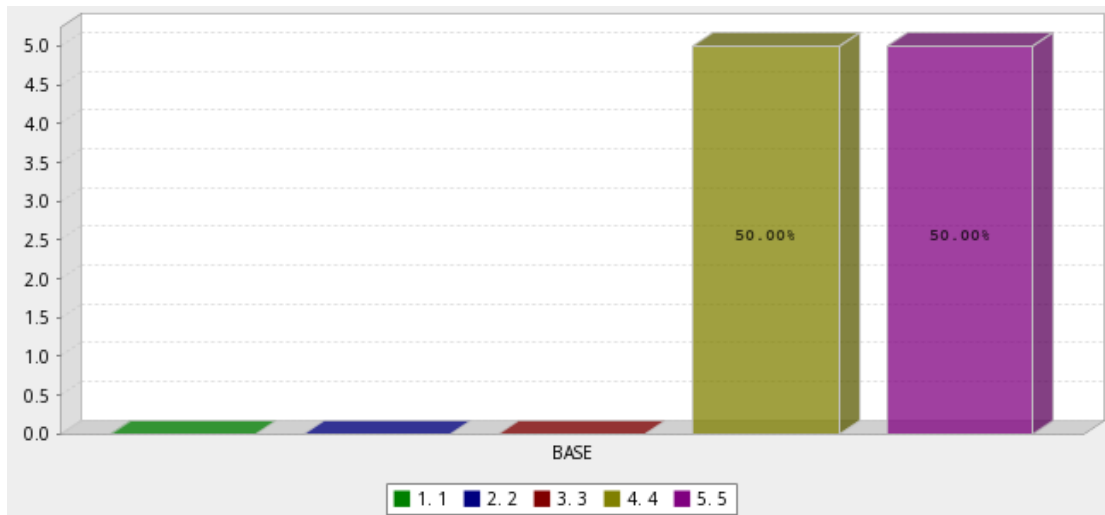
	Answer	Count	Percent
1.	Less than 3 months	0	0.00%
2.	3 months to less than 1 year	2	20.00%
3.	1 to 3 years	3	30.00%
4.	4 to 6 years	3	30.00%
5.	7+ years	2	20.00%
	Total	10	100%
Mean : 3.500	Confidence Interval @ 95% : [2.831 - 4.169]	Standard Deviation : 1.080	Standard Error : 0.342

Q3. On a scale of 1-5 stars, rate your Winter/Spring Season work experience.



Q3. Overall Matrix Scorecard : On a scale of 1-5 stars, rate your Winter/Spring Season work experience.

	Question	Count	Overall Score
1.	Rate Your Winter/Spring Season	10	4.500



	Answer	Count	Percent
1.	1 - Star	0	0.00%
2.	2 – Stars	0	0.00%
3.	3 – Stars	0	0.00%
4.	4 – Stars	5	50.00%
5.	5 – Stars	5	50.00%
	Total	10	100%
Mean : 4.500	Confidence Interval @ 95% : [4.173 - 4.827]	Standard Deviation : 0.527	Standard Error : 0.167

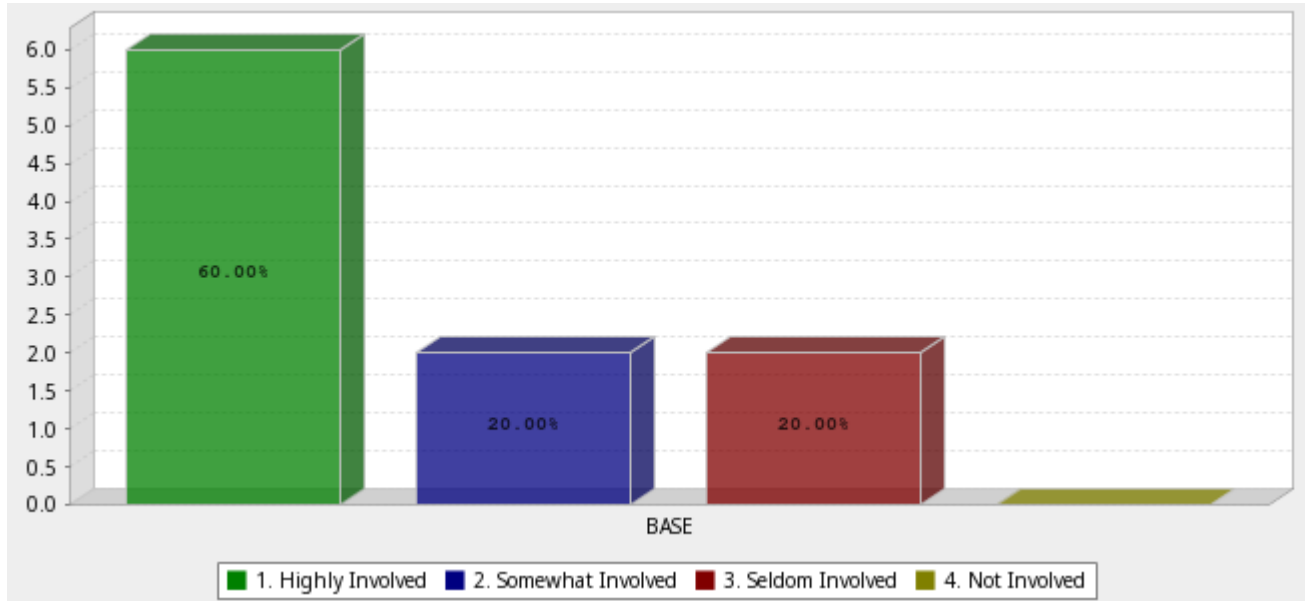
Q4. What was one highlight from this past Winter/Spring Season at the Sycamore Park District?

Winter activitys
I like all the activities we had over the winter/spring. Work related it has been going really well we have except for aggression taking over the gym. Along with volleyball.
Cookies with Santa
New staff
Teamwork is coming along in our first year with the change in leadership.
The open gym session with the grinch was a lot of fun.
Very little snow
Meeting all the new customers!

Q5. If you could change one item about this past Winter/Spring Season, what would it be?

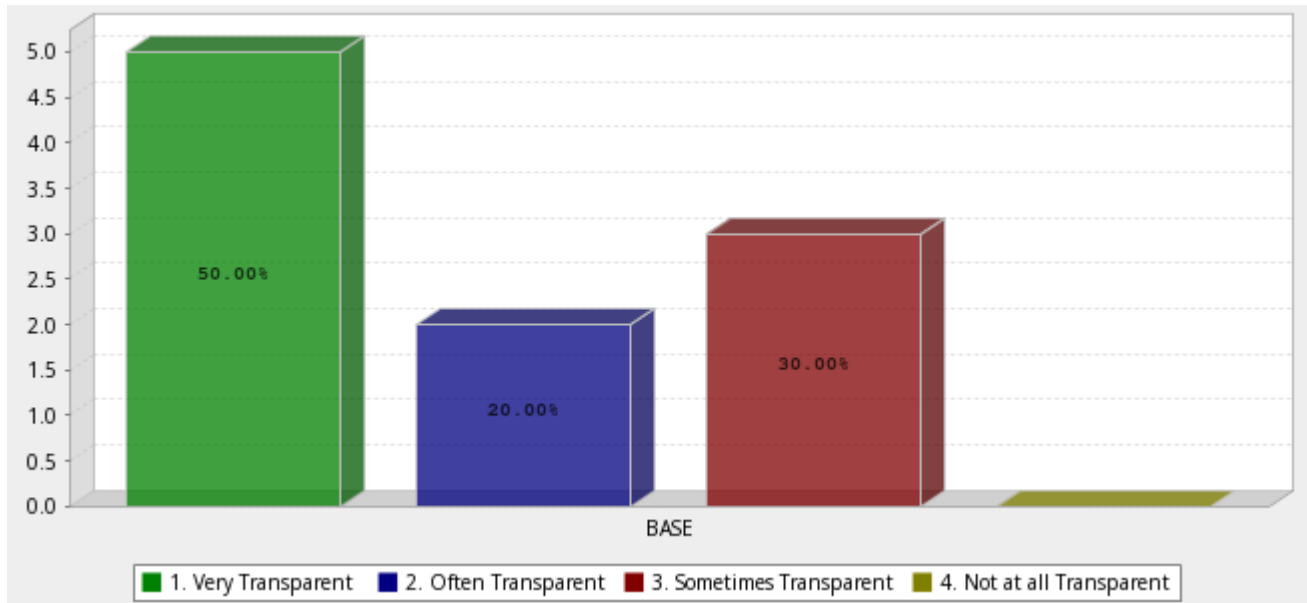
Nothing
Have more events to do with the community
I would change aggression volleyball to Sundays after we are closed to the public. Let them have the whole gym and not take it from our youth.
Aggression Volleyball
Can't think of anything
More offerings for kids on days off of school
Better weather.

Q6. To what extent do you feel involved in decision-making processes that affect your work?



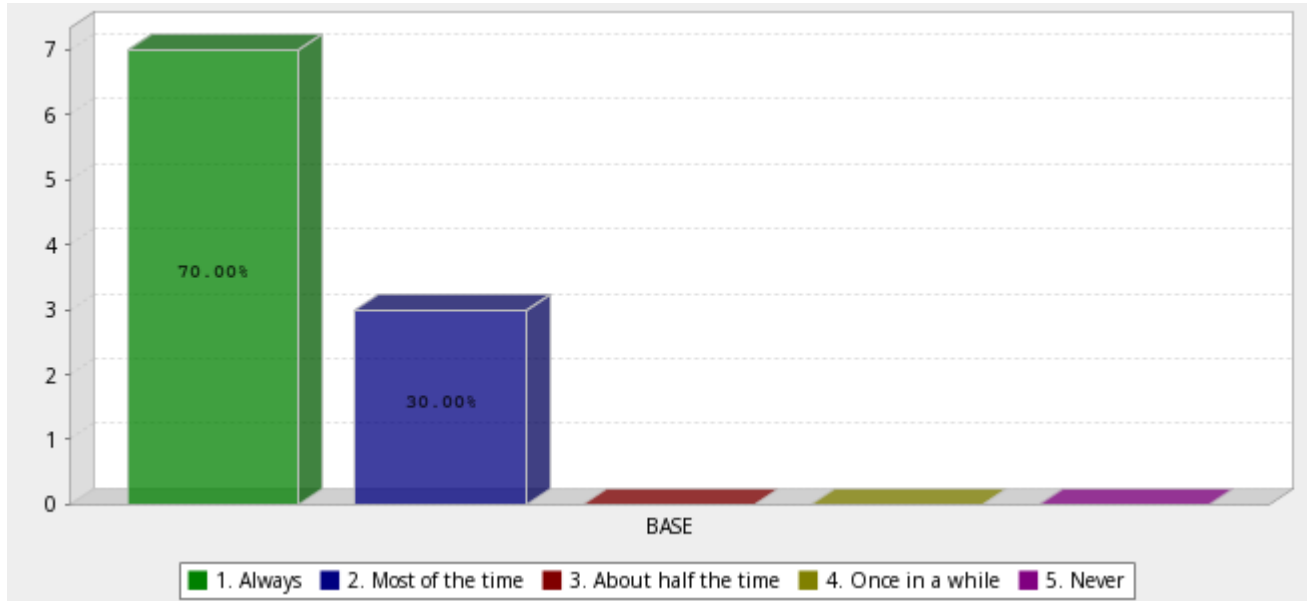
	Answer	Count	Percent
1.	Highly Involved	6	60.00%
2.	Somewhat Involved	2	20.00%
3.	Seldom Involved	2	20.00%
4.	Not Involved	0	0.00%
	Total	10	100%
Mean : 1.600	Confidence Interval @ 95% : [1.077 - 2.123]	Standard Deviation : 0.843	Standard Error : 0.267

Q7. How transparent do you feel leadership is about park district goals, decisions, and challenges?



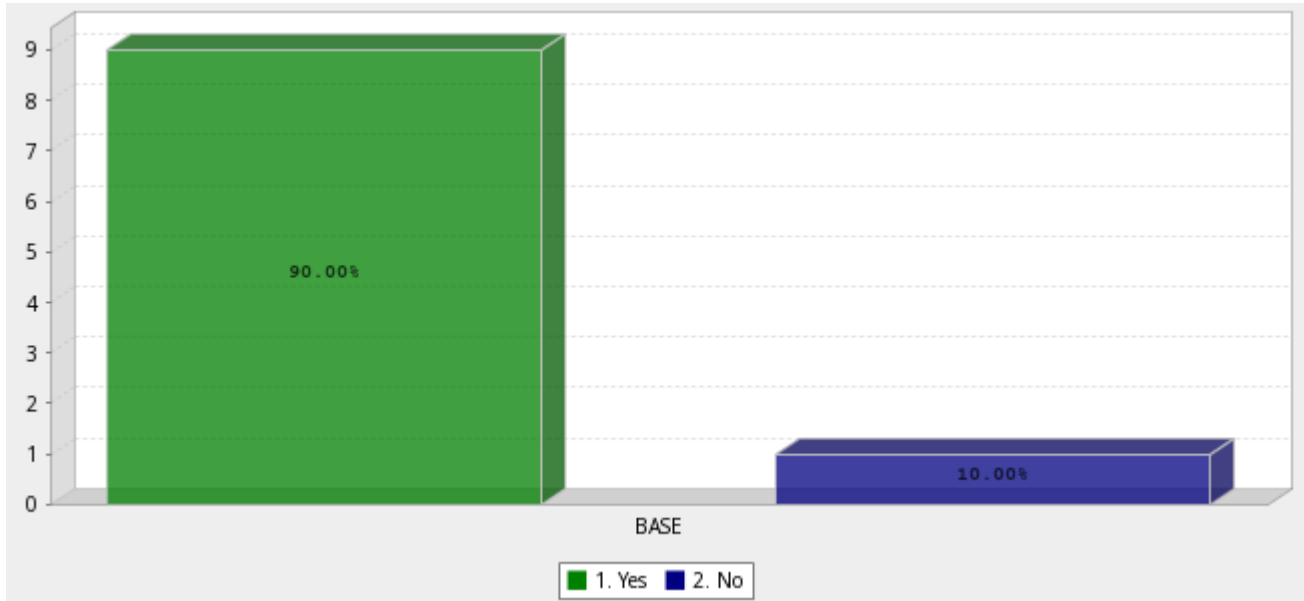
	Answer	Count	Percent
1.	Very Transparent	5	50.00%
2.	Often Transparent	2	20.00%
3.	Sometimes Transparent	3	30.00%
4.	Not at all Transparent	0	0.00%
	Total	10	100%
Mean : 1.800	Confidence Interval @ 95% : [1.230 - 2.370]	Standard Deviation : 0.919	Standard Error : 0.291

Q8. Do you feel you have the freedom to manage your workload and schedule in a way that allows you to consistently deliver on time?



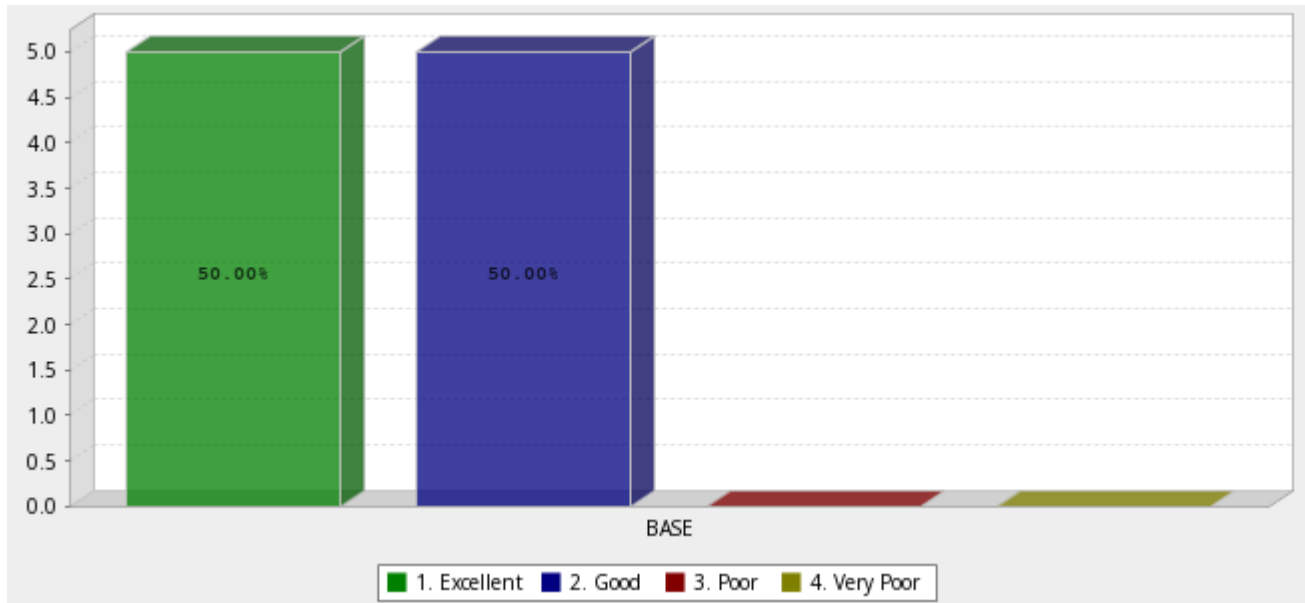
	Answer	Count	Percent
1.	Always	7	70.00%
2.	Most of the time	3	30.00%
3.	About half the time	0	0.00%
4.	Once in a while	0	0.00%
5.	Never	0	0.00%
	Total	10	100%
Mean : 1.300	Confidence Interval @ 95% : [1.001 - 1.599]	Standard Deviation : 0.483	Standard Error : 0.153

Q9. Do you feel you have access to the information and resources you need to be successful in your role?



	Answer	Count	Percent
1.	Yes	9	90.00%
2.	No	1	10.00%
	Total	10	100%
Mean : 1.100	Confidence Interval @ 95% : [0.904 - 1.296]	Standard Deviation : 0.316	Standard Error : 0.100

Q10. How well do you feel your current workload allows you to maintain a healthy balance between your work and personal life?



	Answer	Count	Percent
1.	Excellent	5	50.00%
2.	Good	5	50.00%
3.	Poor	0	0.00%
4.	Very Poor	0	0.00%
	Total	10	100%
Mean : 1.500	Confidence Interval @ 95% : [1.173 - 1.827]	Standard Deviation : 0.527	Standard Error : 0.167

Q11. What can be done to improve the work/life balance at Sycamore Park District? Please comment below.

I think employees should be encouraged to workout, walk, or play in the gym.

Nothing, all is well!

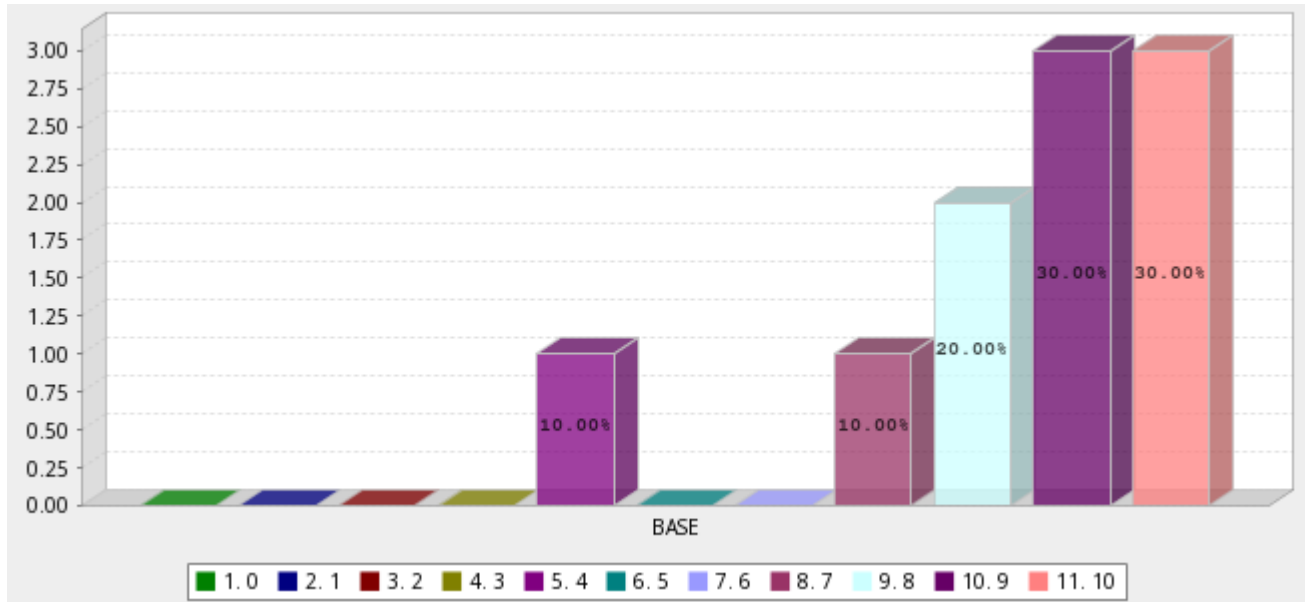
Better communication with indoor rentals. Renters are often unaware what their rules are, and what they can and cannot use. One renter asked what time they really need to be out by.

none - great support from staff

Q12. How confident are you that leadership has the best interests of the employees in mind when making decisions?

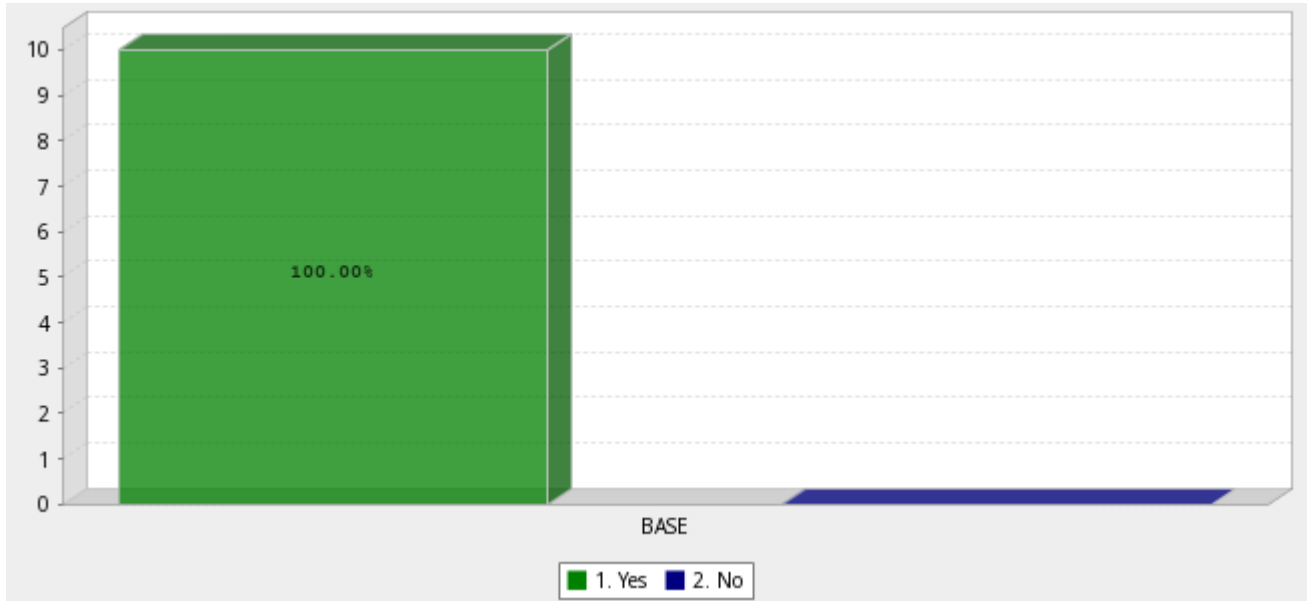
Overall Matrix Scorecard : How confident are you that leadership has the best interests of the employees in mind when making decisions?

	Question	Count	Score
1.	Confidence in Leadership	10	9.400



	Answer	Count	Percent
1.	0	0	0.00%
2.	1	0	0.00%
3.	2	0	0.00%
4.	3	0	0.00%
5.	4	1	10.00%
6.	5	0	0.00%
7.	6	0	0.00%
8.	7	1	10.00%
9.	8	2	20.00%
10.	9	3	30.00%
11.	10	3	30.00%
	Total	10	100%
Mean : 9.400	Confidence Interval @ 95% : [8.261 - 10.539]	Standard Deviation : 1.838	Standard Error : 0.581

Q13. Would you recommend SPD as a great place to work for a healthy work/life balance and a trusting work environment?



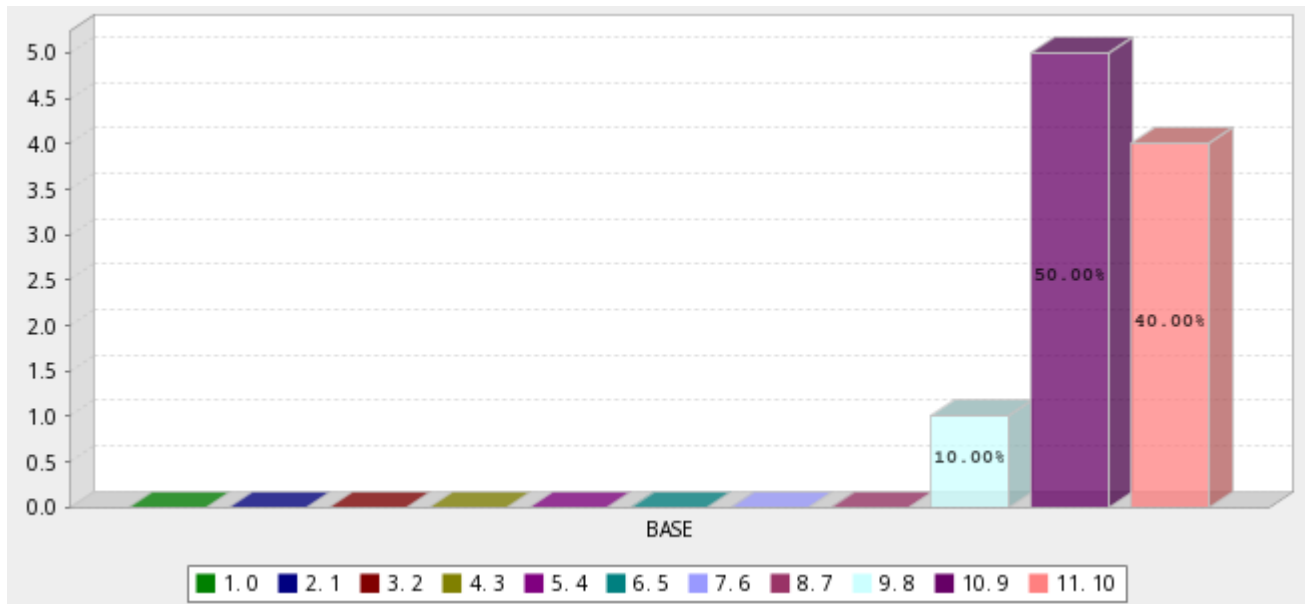
	Answer	Count	Percent
1.	Yes	10	100.00%
2.	No	0	0.00%
	Total	10	100%
Mean : 1.000	Confidence Interval @ 95% : [1.000 - 1.000]	Standard Deviation : 0.000	Standard Error : 0.000

Q14. How likely are you to recommend this workplace to a friend or colleague?

Overall Matrix Scorecard: How likely are you to recommend this workplace to a friend or colleague?

	Question	Count	Score
1.	Likelihood of Recommendation	10	10.300

Likelihood of Recommendation



	Answer	Count	Percent
1.	0	0	0.00%
2.	1	0	0.00%
3.	2	0	0.00%
4.	3	0	0.00%
5.	4	0	0.00%
6.	5	0	0.00%
7.	6	0	0.00%
8.	7	0	0.00%
9.	8	1	10.00%
10.	9	5	50.00%
11.	10	4	40.00%
	Total	10	100%
Mean : 10.300	Confidence Interval @ 95% : [9.882 - 10.718]	Standard Deviation : 0.675	Standard Error : 0.213

Q15. Do you have any other comments about your experience working for the Sycamore Park District?

I love working for the park district the benefits are unbelievable. I really enjoy the people that come in and my coworkers.
The customer supervisor tends to be very gossipy as well as a pot stirrer, she seems to enjoy turmoil and conflict, and makes a negative work environment.
Love the park district!
Overall it's been great! I do find some people quick to react instead of listening first. However, we do seem to work things through and get the job done.

STRENGTHS

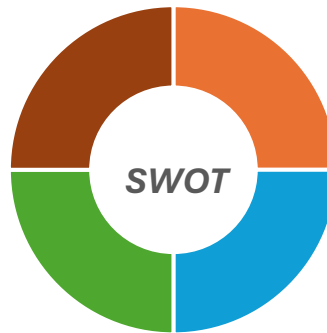
- High Employee Satisfaction
- Strong Teamwork and Collaboration
- Trust in Leadership
- Positive Workplace Perception
- Competitive Benefits

WEAKNESSES

- Communication
- Gossipy Environment
- Management Discrepancies

OPPORTUNITIES

- Enhanced Communication and Transparency
- Increased Employee Involvement
- Work-Life Balance Support



THREATS

- Employee Morale
- Competition for Talent
- Program Schedule Conflicts

SWOT Analysis and Gap Analysis

Executive Summary

This report presents a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis of the Sycamore Park District (SPD) based on a recent staff survey conducted during the Winter/Spring 2024 season. The analysis is complemented by a Gap Analysis that identifies areas for improvement to enhance staff engagement and satisfaction.

Strengths

- **High Employee Satisfaction:** Survey results indicate a positive work experience for the majority of staff, with an average rating of 4.5 stars for the winter/spring season. Comments highlight enjoyable aspects like interacting with the community and working with colleagues. This positive sentiment suggests a strong foundation for staff engagement.
- **Strong Teamwork and Collaboration:** Positive comments highlight a sense of teamwork and collaboration among staff. Fostering a collaborative environment can lead to improved problem-solving, higher productivity, and increased innovation.
- **Trust in Leadership:** Staff expressed high confidence in leadership, with an average score of 9.4 on a 10-point scale regarding leadership having employees' best interests in mind. This trust is crucial for maintaining a positive work environment and employee morale.
- **Work-Life Balance:** Most employees reported a healthy work-life balance (50% rated it excellent). A good work-life balance can contribute to reduced stress, improved employee well-being, and increased productivity.
- **Positive Workplace Perception:** Staff indicated a high likelihood of recommending SPD as a workplace (average score of 10.3). A positive workplace perception can be a valuable asset for attracting and retaining top talent.
- **Competitive Benefits:** Comments mention positive aspects of the employee benefits package. Competitive benefits can play a significant role in attracting and retaining qualified staff.

Weaknesses

- **Limited Communication:** Some staff expressed a desire for improved communication, particularly regarding park district goals and decision-making processes. Ineffective communication can lead to misunderstandings, frustration, and a feeling of disconnection among staff.
- **Negative Workplace Dynamics:** An isolated comment suggests potential gossip or negativity within the team. A negative work environment can erode employee morale, reduce productivity, and hinder collaboration.

Opportunities

- **Enhanced Communication and Transparency:** Implementing regular communication channels and fostering transparency in decision-making processes can cultivate a more informed and engaged workforce. Regular updates on park district goals, challenges, and decisions can help staff feel valued and invested in the organization's success.
- **Increased Employee Involvement:** Developing avenues for staff input in decision-making can empower employees and foster a sense of ownership. This could involve creating employee committees, conducting surveys to solicit feedback, or holding regular brainstorming sessions.
- **Work-Life Balance Support:** Investigating flexible scheduling options or workload adjustments can address work-life balance concerns for some staff members. This could include options for compressed workweeks, job-sharing arrangements, or telecommuting opportunities.
- **Positive Workplace Culture Development:** Promoting a culture of mutual respect, open communication, and appreciation can address any underlying negativity within the team. Team-building exercises, social events, and recognition programs can all contribute to a more positive and collaborative work environment.

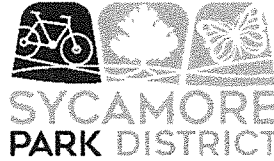
Threats

- **Reduced Employee Morale:** Unresolved communication issues or a lack of transparency could lead to decreased employee morale and trust in leadership. Low morale can result in decreased productivity, increased absenteeism, and higher employee turnover.
- **Recruitment and Retention Challenges:** Difficulties in attracting or retaining staff due to work-life balance concerns or a negative work environment could hinder the organization's ability to function effectively. In a competitive job market, a strong employer brand is essential for attracting and retaining top talent.

Gap Analysis

The Gap Analysis identifies the disparity between the current state and the desired state, which is a highly engaged and satisfied workforce fostering a strong sense of community.

- **Communication Gap:** A gap exists between leadership's communication efforts and what some employees perceive. This could be due to a lack of clarity or consistency in messaging, or a preference by some staff members for more frequent or in-depth communication.
- **Decision-Making Gap:** The feeling of uninvolved in decision-making for some staff creates a gap between desired and current levels of employee empowerment. This could be addressed by creating formal channels for soliciting staff input and feedback on relevant issues.
- **Workplace Culture Gap:** A single comment suggests a potential gap between the desired positive and trusting environment and the current reality for a small number of staff members. Addressing any underlying causes of negativity through team-building exercises



Board of Commissioners
Date of Board Meeting: May 28, 2024

STAFF RECOMMENDATION

AGENDA ITEM:

PDRMA Annual report and SPD at glance information.

BACKGROUND INFORMATION:

PDRMA (The Park District Risk Management Agency) has put out two documents that help us to better understand the agencies and trends in our area as well as where we stand. I am including the PDRMA annual report and SPD at a glance report, which is new from PDRMA.

Annual Report Summary:

- Legal Services Division addressed calls on 930 separate HELPLine matters from 119 different member agencies in 2023 and reviewed approximately 200 member contracts and agreements.
- Claims Department partnered with vendors to reduce overall workers' compensation costs and handled 928 new workers' comp claims for members' employees.
- Operations Division issued 373 Additional Insured Certificates of Coverage on behalf of members.
- PDRMA's online 2022 Annual Report won gold in the LACP International Vision Awards Competition and was included in the Top 20 of American nonprofit reports.
- PDRMA sent more than 300,000 emails to more than 15,000 member employees covering more than 200 topics and had significant engagement on its public website and social media accounts.
- PDRMA's website had a high number of user accounts, logins, and document/video accesses.
- PDRMA maintained net position for both programs above established benchmarks and reduced Property/Casualty member contributions by \$6.6 million through rate stabilization.
- PDRMA's total assets at the end of 2023 were \$85,911,342 million, total liabilities were \$29,089,411, total net position was \$59,333,580, total revenues were \$60,805,256, and total expenses were \$66,233,208.
- PDRMA is a respected leader in property/casualty and health coverage for more than 160 Illinois park districts, forest preserve and conservation districts, and special recreation associations.
- PDRMA partners with its members to manage risk and promote wellness, offering coverage for liability, property, workers' compensation, cyber, pollution, medical, dental, vision, life, and employee assistance.

- PDRMA received the GFOA Certificate of Excellence in Financial Reporting and implemented new Davis Vision plans.
- PDRMA provided discounts and incentives to members, kept them informed through various communication channels, supported their cyber risk management efforts, and participated in work groups to explore solutions to managing property risk caused by extreme weather.
- PDRMA reimbursed members for lifeguard audits, conducted facility inspections, and provided risk management grants and recognition awards.
- PDRMA offered a variety of training options and earned CEUs through these trainings.

Sycamore Park District at a Glance:

- In 2023, the Sycamore Park District focused on wellness, with programs like the PATH program and Mindful of Mental Health webinars to keep employees engaged in healthy programs.
- The employee participation rate for the medical plan was 61%.
- The total PDRMA-paid incentive to the agency for medical-plan-enrolled employees and covered partners was \$4,525.
- The agency received \$3,000 in total cash incentives over the past two years for their risk management efforts.
- Through rate stabilization, the agency received \$40,808 in the past two years, which contributed to lowering their Property/Casualty members' total contributions by \$11.5 million combined.
- The agency had 16 employees participate in 62 PDRMA education and training offerings in the past two years.
- The agency did not make any calls to the HELPLine for legal services in the past two years.
- The Health Program Council approved returning \$1,028,834 of excess net position to Health Program members as a monthly member-invoice credit in 2024, and the agency received an annual total of \$3,289.

FISCAL IMPACT:

STAFF RECOMMENDATION: For information only

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL: BOARD ACTION:



Sycamore Park District 2023 AT A GLANCE

When 2023 began, we'd grown accustomed to responding quickly to unexpected changes and challenges. But we knew we needed to become more proactive and start shaping PDRMA's future to be ready for the changes we could see on the horizon. So that's exactly what we started doing in 2023.



WELLNESS

Wellness remained an ongoing concern for everyone in 2023 – both physically and mentally. Our **PATH** program and **Mindful of Mental Health** webinars helped keep your employees engaged in healthy programs, updated about resources and inspired to stay well. At the end of fourth-quarter 2023, your agency's **PATH** participation rate for employees enrolled in the medical plan was **61** percent. In 2023, the total PDRMA-paid incentive to your agency for medical-plan-enrolled employees and covered partners was \$4,525.



EDUCATION AND TRAINING

Knowing how to recognize and resolve risks requires identifying them first. To help your employees do that, we offered webinars, eLearning and live classes as well as downloadable resources. **16** of your agency's employees participated in **62** PDRMA education and training offerings in the past two years.



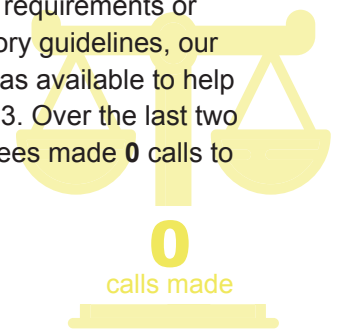
RISK MANAGEMENT

Knowing that reducing incidents requires both analyzing risks to provide the best coverage and each member managing its agency's risks, we persevered through every challenge. In appreciation of your risk management efforts, we awarded your agency **\$3,000** in total cash incentives over the past two years.



LEGAL SERVICES

Whether you needed help to manage changing employer requirements or adhering to regulatory guidelines, our in-house counsel was available to help you throughout 2023. Over the last two years, your employees made **0** calls to our HELPLine.



RATE STABILIZATION

PDRMA's focus on long-term, financial stability allows you to manage risks and promote wellness while benefitting from stable rates. In 2022 and 2023, we lowered Property/Casualty members' total contributions by \$11.5 million dollars, combined, by using rate stabilization. Your agency received **\$40,808** of rate stabilization in the past two years.



HEALTH

One of the benefits of belonging to a risk pool is sharing rewards as well as risks. In 2023, the Health Program Council approved returning \$1,028,834 of excess net position to Health Program members as a monthly member-invoice credit in 2024. Your agency received an annual total of **\$3,289**.



SHAPING THE FUTURE



2023 ANNUAL REPORT

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MISSION STATEMENT

PDRMA partners with members to manage risk and promote wellness.

VISION STATEMENT

Safety and wellness integrated into our lives.

CORE VALUES

INTEGRITY

Be honest.
Do what you say you are going to do.
Provide objective analysis of the issue.
Take responsibility for your actions.

SERVICE

Respond promptly.
Be professional in all interactions.
See issues through to resolution.

LEADERSHIP

Do the right thing.
Communicate proactively.
Initiate solutions.

COLLABORATION

Respect all contributions.
Consider different perspectives.
Draw from others' experiences.

INNOVATION

Actively pursue improvement.
Embrace and explore new ideas.

QUALITY

Clearly understand and strive to satisfy expectations.
Use available expertise to find the best solution.
Work efficiently and cost effectively.



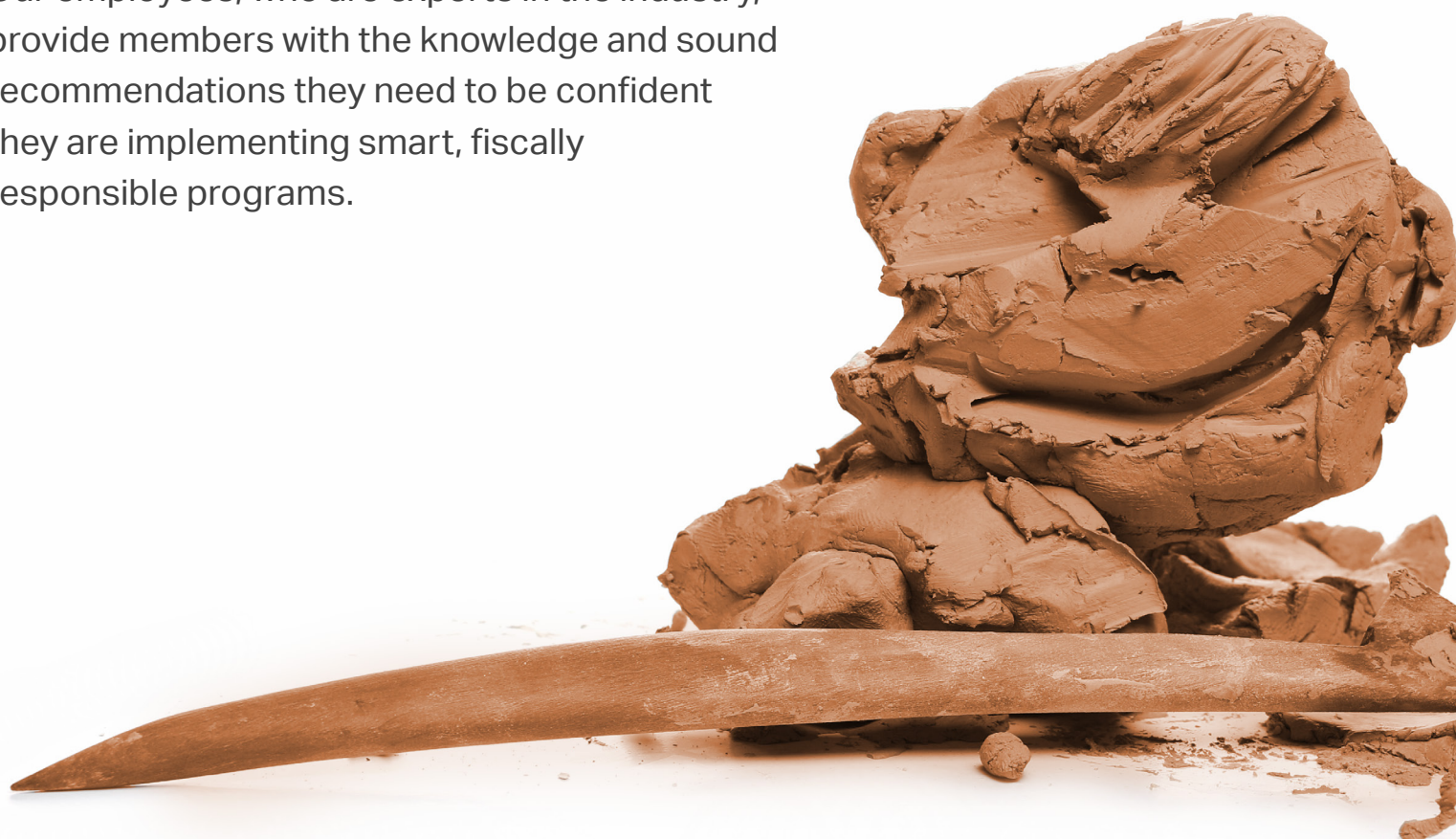
ABOUT PDRMA

The Park District Risk Management Agency (PDRMA) provides coverage tailored to the unique needs of more than 160 Illinois park districts, forest preserve and conservation districts and special recreation associations. After nearly 40 years, we continue to be a respected leader in property/casualty and health coverage.

We partner with our members – in a risk-sharing pool governed by members – to promote wellness, manage risk, protect employees and patrons, and control costs by offering two coverage programs, each of which is a cost-effective alternative to commercial insurance:

- **Property/Casualty Program** (includes liability, property, workers' compensation, cyber, pollution).
- **Health Program** (includes medical, dental, vision, life, EAP).

Our employees, who are experts in the industry, provide members with the knowledge and sound recommendations they need to be confident they are implementing smart, fiscally responsible programs.



RECOGNITION AND CERTIFICATION

GFOA Certificate of Excellence

In 2023, PDRMA received the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting for its comprehensive annual financial report. It is the 34th year we have received GFOA certification. To receive this recognition, PDRMA must publish an easy-to-read and efficiently organized comprehensive annual financial report. The report must satisfy both generally accepted accounting principles and applicable legal requirements.



LETTER TO MEMBERS

When 2023 began, we'd grown accustomed to responding quickly to unexpected changes and challenges. But we knew we needed to become even more proactive and start shaping PDRMA's future to be ready for the changes we could see on the horizon. So that's exactly what we started doing in 2023.

Shaping our future required a frank assessment of past performance, future goals and how the environment in which we operate was evolving. From there, we identified changes we'd need to make throughout our organization to remain the successful risk-pool partner PDRMA has always been. We have highlighted some of them below and encourage you to read our complete annual report to see how each department and division is shaping PDRMA's future.

FINANCE DIVISION

Softer markets and the traditional seven-year cycle of the insurance industry were becoming a thing of the past, and we needed to address that in shaping our future. Inflation, climate change and the resulting hardening of the insurance and reinsurance markets encouraged us to evaluate member contributions to ensure they accurately reflected each agency's assets and risks.

As a result, we improved the process of identifying and valuing each member's physical assets in 2023 and modified our member contribution formula (effective in 2024), so it better aligns each agency's contribution with their respective level of risk.

True to our history of returning excess net position to members – which

will continue to be part of our future – we reduced Property/Casualty member contributions by \$6.6 million in 2023 through rate stabilization to maintain consistent rates for members.

We also provided a 5-percent multi-program discount totaling \$372K to PDRMA members on their 2023 Property/Casualty contributions for participating in both the Property/Casualty and Health programs. Our future is even stronger as a risk pool when our members participate in both programs, so we continue to encourage Property/Casualty members to consider our Health Program offerings.

HEALTH DIVISION

We all know the rising cost of healthcare is a hard reality. And predicting coverage cost increases and the impact of legislative changes is more than a challenge. Despite increasing costs, we strove to offer the coverages members wanted and worked to maintain a healthy net position. In 2023, the Health Program Council approved returning \$1,028,834 of excess net position to members as a monthly member-invoice credit in each month of 2024.

We also implemented the new Davis Vision plans last year, introducing managed vision plans for the first time, while continuing to offer allowance plans similar to past plan offerings. Managed vision plans may very well become the best way to balance coverage and cost as we shape our future, so we monitored member and participant feedback throughout 2023.

Employee and dependent wellness remained an integral part of our Health Program along with encouraging participation. We added a \$25 **PATH** incentive for participating in a biometric screening – either at a **PATH** on-site screening or physician's office, MinuteClinic or LabCorp. This increased the annual maximum incentive from \$400 to \$425. At the same time, we increased the number of **PATH** points awarded for having a screening from 2,000 to 5,000.

LEGAL SERVICES DIVISION

Based on rulings in 2023 liability cases involving governmental entities, we recognized that future cases for PDRMA members very well might not result in the favorable outcomes we'd experienced historically.

The best solution? Help members avoid potential legal ramifications by proactively identifying and reducing risks. One way to do that is to ensure members are protected in the contracts and agreements they sign.

In 2023, Legal Services reviewed approximately 200 member contracts and agreements including intergovernmental agreements, vendor agreements, construction contracts, licenses and leases. The reviews focused on insurance requirements, indemnity provisions and other risk management-related protections for each member.

OPERATIONS DIVISION

Keeping members informed was important in the past and will continue to shape our future. From email communications to the availability of resources on our website, we kept members updated on changes to Property/Casualty and Health coverages, risk management and wellness updates and legal developments throughout 2023.

Last year, our Operations Division promoted access to our website and available resources – including online and classroom trainings – with 14,112 active website user accounts by the end of December, up 2,051 over 2022. Equally important were the 10,088 visits to our public website where people learned more about our Property/Casualty and Health programs.

PROPERTY/CASUALTY PROGRAM

Another aspect that shaped our future last year was knowing PDRMA members would need to meet stricter requirements to qualify for certain types of coverage. For example, the increase in cybersecurity crime has quickly translated into higher costs for coverage and insurers looking for proof of members having minimum cybersecurity practices in place.

Throughout 2023, we continued to support members' cyber risk management efforts. KYND, a third-party vendor, surveyed agencies to identify external cyber vulnerabilities. While 98 members had none, those that did continued working with KYND to address them.

Shaping our future is often easier when we meet on common ground with others. For the second year, PDRMA participated in a work group with members of Government Entities Mutual (PDRMA's reinsurance captive), to explore creative solutions to managing property risk caused by extreme weather.

THE FUTURE

As we move forward, we'll continue to use our experience, knowledge and passion to shape PDRMA's future. We'll analyze market and industry trends and evaluate possibilities. And we'll continue to partner with you, our members, to help manage risk and promote wellness – and ensure PDRMA continues the successful path it's followed for nearly 40 years.

Jim Rogers

Chair, PDRMA Board of Directors
Executive Director
Elmhurst Park District

Brett Davis

President and Chief Executive Officer
PDRMA

LEADERSHIP

Part of the Board of Directors' responsibilities is to engage in long-range strategic thinking and planning for PDRMA and discuss events and trends that may offer us opportunities. Shaping our future is a collective effort that touches every part of the PDRMA organization and relies equally on members and staff.



2023 BOARD OF DIRECTORS



Jim Rogers
Chair
Elmhurst Park District



Dan Garvy
Vice-Chair
Lisle Park District



Craig Culp
Northern Suburban
Special Recreation
Association



Mary Kann
Lake County Forest
Preserve District
Appointed May 23, 2023



Debbie Kopas
Homewood-Flossmoor
Park District
Retired/resigned effective
May 23, 2023



Sue Rini
Carol Stream Park District



Amy Rivas
Wheeling Park District



Craig Talsma
Hoffman Estates Park
District

2023 OPERATIONAL COMMITTEES

CLAIMS

Katie Sepe, Chair
Naperville

Michael Kies
St. Charles

Darlene Negrillo
Northwest Special
Recreation Association

Julie Bruns
Elmhurst

Johnathan Kiwala
Kenilworth

Bill Riordan
Lockport Township

Hollis Clark
Calumet Memorial

Nicolette Lahman-Morales
South West Special
Recreation Association

Mike Sletten
River Forest

Jeff Janda
Streamwood

Amy McIntyre
Rockford

Craig Talsma
Board Liaison

EDUCATION & TRAINING

Mark Goode, Chair
Bloomington/Medinah

Jenny Knitter
Woodridge

Rick Poole
Northeast DuPage Special
Recreation Association

Paula Bickel
Oak Park

Chuck Misner
Kane County Forest
Preserve District

Katie Sepe
Naperville

Meggan Davies
Northern Suburban Special
Recreation Association

Kara Moss
Glenview

Craig Culp
Board Liaison

FINANCE

Sue Stanish, Chair
Naperville

Bobby Collins
Glencoe

Jeannette Huber
Alsip

Mitch Bowlin
Oak Park

Annette Curtis
Des Plaines

Matt Russian
Pleasant Dale

Holly Cabel
St. Charles

Alex Engelhardt
Fox Valley Special
Recreation Association

Sue Rini
Board Liaison

Carlo Capalbo
Plainfield Township

Paul Friedrichs
Lombard

2023 OPERATIONAL COMMITTEES

HEALTH BENEFITS

Susie Kuruvilla, Chair
Gurnee

Maryfran Leno
Itasca

Jennifer Ruehrdanz
Round Lake Area

Eric Bradley
Zion

Kathy Lynch
New Lenox

Linda Straka
Warrenville

Matt Corso
South East Association
for Special Parks And
Recreation

Alison Reicher
Rolling Meadows

Amy Rivas
Board Liaison

Tom Leeson
Tinley Park

Karrie Ross
Peoria

RISK MANAGEMENT

Tanya Brady, Chair
Waukegan

Jay Kelly
Manhattan

Amanda Widloe
Woodridge

Tim Beckmann
Glenview

Jason Posluszny
Fox Valley Special
Recreation Association

Mary Kann
Board Liaison

Kelly Brunning
Maine-Niles Association of
Special Recreation

Chris Quinn
Carol Stream

Jackie Iovinelli
Forest Park

Kris Scharp
Northbrook

WELLNESS

Jen Hermonson, Chair
Addison

Lisa Drzewiecki
South Suburban Special
Recreation Association

Keith Wallace
Lincolnway Special
Recreation Association

Ben Appler
Wood Dale

Bret Fahnstrom
River Trails

Robert Wood
Vernon Hills

Conor Cahill
Rolling Meadows

David Gray
Peoria

Dan Garvy
Board Liaison

Connie Curry
Woodridge

Scott Nadeau
Sugar Grove

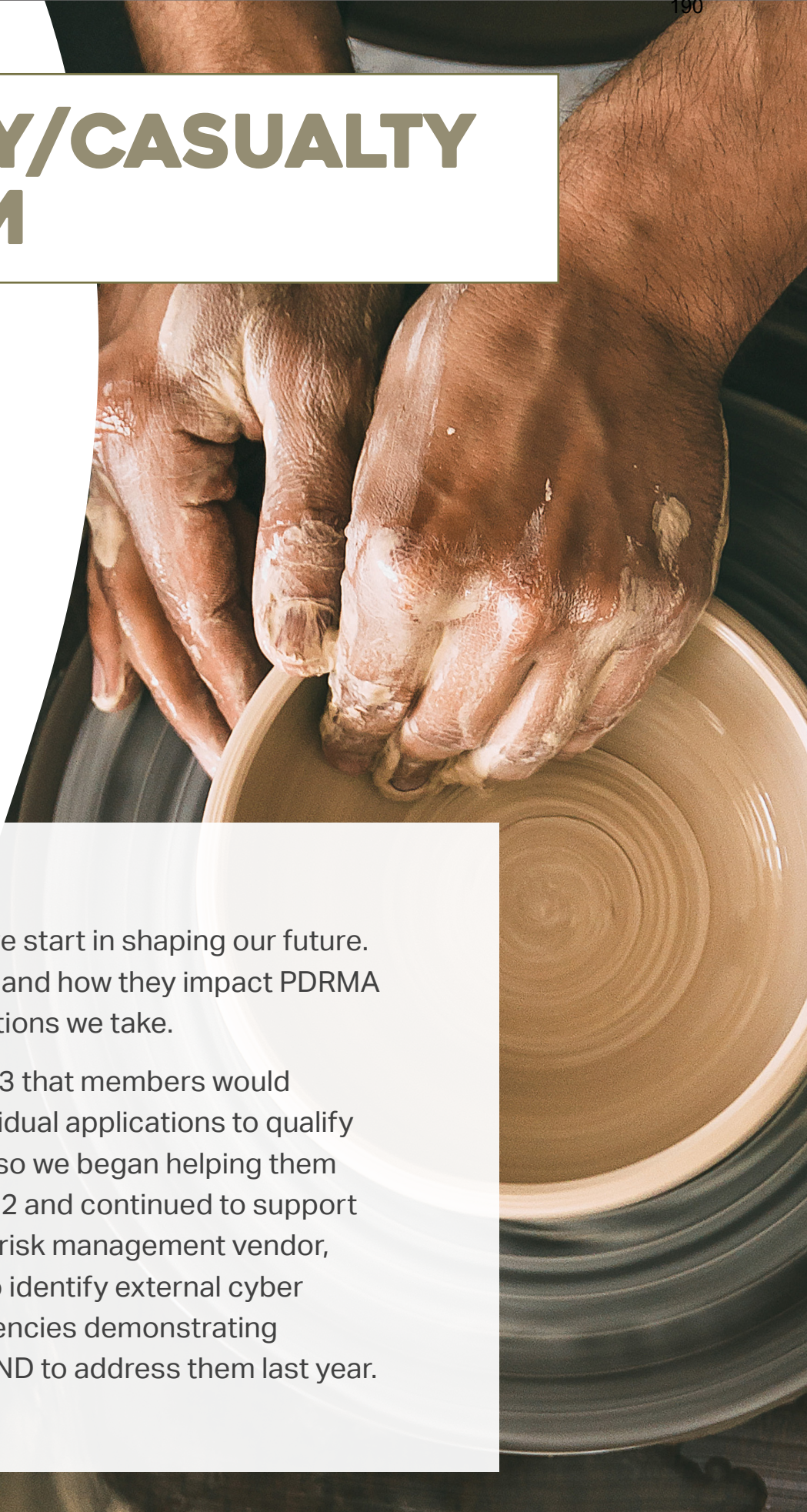
2023 PDRMA MEMBERS

Addison Park District	Chicago Ridge Park District	Glen Ellyn Park District
Alsip Park District	Clarendon Hills Park District	Glencoe Park District*
Arlington Heights Park District	Clark County Park District	Glenview Park District
Barrington Park District	Community Park District of LaGrange Park	Golf Maine Park District
Bartlett Park District*	Crete Park District	Grayslake Community Park District
Batavia Park District*	Crystal Lake Park District	Gurnee Park District
Bedford Park District	Darien Park District	Hampshire Township Park District
Belvidere Park District	Decatur Park District	Hanover Park Park District*
Bensenville Park District	Deerfield Park District	Hazel Crest Park District
Berwyn Park District	DeKalb County Forest Preserve District	Heart of Illinois Special Recreation Association
Bloomington Park District	DeKalb Park District	Hickory Hills Park District
Blue Island Park District	Des Plaines Park District*	Hodgkins Park District
Bolingbrook Park District	Downers Grove Park District	Hoffman Estates Park District*
Bourbonnais Township Park District	Dundee Township Park District*	Homewood-Flossmoor Park District*
Buffalo Grove Park District	Elk Grove Park District*	Huntley Park District
Burbank Park District	Elmhurst Park District*	Illinois Park and Recreation Association
Burr Ridge Park District	Flagg-Rochelle Community Park District	Itasca Park District
Butterfield Park District	Forest Preserve District of Kane County	Justice Park District
Byron Forest Preserve District	Forest Preserve District of Will County	Kankakee Valley Park District
Byron Park District	Fox Valley Park District	Kenilworth Park District
Calumet Memorial Park District	Fox Valley Special Recreation Association	Kishwaukee Special Recreation Association
Carol Stream Park District	Frankfort Park District	Lake Bluff Park District
Cary Park District	Frankfort Square Park District	Lake County Forest Preserve District
Champaign County Forest Preserve District	Geneseo Park District	Lan-Oak Park District
Champaign Park District	Geneva Park District	Lemont Park District
Champaign-Urbana Special Recreation	Genoa Township Park District	
Channahon Park District		

Lincolnway Special Recreation Association	Oak Lawn Park District	Special Recreation Services of Northern Lake County
Lindenhurst Park District	Oakbrook Terrace Park District	St. Charles Park District
Lisle Park District	Olympia Fields Park District	Sterling Park District
Lockport Township Park District	Park District of Forest Park*	Streamwood Park District*
Lombard Park District*	Park District of Franklin Park	Sugar Grove Park District
Maine-Niles Association of Special Recreation	Park District of Highland Park*	Sycamore Park District
Manhattan Park District	Park District of La Grange	Tinley Park - Park District
Marengo Park District	Park District of Oak Park	Vernon Hills Park District
McCook Park District	Park Ridge Park District*	Warren Special Recreation Association
McHenry County Conservation District	Plainfield Township Park District	Warrenville Park District
Medinah Park District	Pleasant Dale Park District	Washington Park District
Midlothian Park District	Pleasure Driveway and Park District of Peoria	Wauconda Park District
Mokena Community Park District	Prophetstown Park District	Waukegan Park District
Morton Grove Park District*	Prospect Heights Park District	West Chicago Park District
Mundelein Park & Recreation District	River Forest Park District	West Suburban Special Recreation Association
Naperville Park District	River Trails Park District	Western DuPage Special Recreation Association
New Lenox Community Park District	River Valley Special Recreation Association	Western Springs Park District
Norridge Park District	Rockford Park District*	Wheaton Park District*
North Berwyn Park District	Rolling Meadows Park District	Wheeling Park District*
Northbrook Park District*	Roselle Park District	Wildwood Park District
Northeast DuPage Special Recreation Association	Round Lake Area Park District	Wilmette Park District
Northern Illinois Special Recreation Association	Skokie Park District*	Wilmington Park District
Northern Suburban Special Recreation Association	South East Association for Special Parks And Recreation	Winfield Park District
Northern Will County Special Recreation	South Suburban Special Recreation Association	Winnetka Park District
Northfield Park District*	South West Special Recreation Association	Wood Dale Park District
Northwest Special Recreation Association	Special Recreation Association of Central Lake County	Woodridge Park District
Oak Brook Park District		Worth Park District
Oak Forest Park District		York Center Park District
		Zion Park District

(* Denotes founding members)

PROPERTY/CASUALTY PROGRAM



Identifying trends is where we start in shaping our future. Watching their development and how they impact PDRMA members determines the actions we take.

For example, we knew in 2023 that members would soon need to complete individual applications to qualify for cybersecurity coverage, so we began helping them meet this requirement in 2022 and continued to support agencies in 2023. Our cyber risk management vendor, KYND, surveyed members to identify external cyber vulnerabilities, and those agencies demonstrating vulnerability worked with KYND to address them last year.

COVERAGE OVERVIEW

LIABILITY

- \$21.5 million per occurrence limit.
- Includes general liability, auto liability, personal injury, advertising injury, public officials' errors and omissions, employment practices, employee benefits and sexual misconduct.

PROPERTY

- \$1 billion per occurrence limit.
- Coverage includes buildings, watercraft, athletic fields, contents, animals, fine arts, vehicles, tees and greens, business interruption, mobile equipment, landscaping, service interruption, course of construction and terrorism.
- \$50 million flood zone A&V, \$100 million all other zones.
- \$100 million per occurrence boiler/machinery limit.
- \$2 million per occurrence fidelity and crime limit.

WORKERS' COMPENSATION

- Statutory limits.
- \$6 million employer's liability limits.

POLLUTION LIABILITY

- Liability coverage for bodily injury and property damage.
- Property coverage for remediation costs.
- \$5 million per occurrence limit.
- \$30 million three-year aggregate limit.

INFORMATION SECURITY AND PRIVACY

- Includes cyber liability, privacy notification costs, data protection and business interruption.

OUTBREAK EXPENSE

- Up to \$25,000 per day coverage for facility closure by a public health official due to contagion or communicable disease.

DEADLY WEAPON RESPONSE

- \$500,000 per occurrence limit.
- Includes crisis management, counseling services, funeral expenses, property damage, business interruption, demolition, memorialization, medical expense, accidental death and dismemberment.

VOLUNTEER MEDICAL ACCIDENT

- For injuries sustained from volunteer duties.
- \$5,000 limit, excess of all other available insurance.

UNDERGROUND STORAGE TANKS

- Deductible reimbursement for underground storage tanks that qualify for the Illinois Leaking Underground Storage Tank program.
- \$10,000 limit.

HEALTH PROGRAM

While we couldn't change the healthcare industry itself last year, we did shape our response to developments in the healthcare arena as well as to PDRMA members' needs – in terms of costs, medical coverages and wellness resources.

In 2023, the Health Program Council approved a return of net position of \$1,028,834 to agencies as a 2024 monthly member-invoice credit, which helps offset 2024 benefit cost increases. We also added a second High Deductible Health Plan option with a \$2,500 deductible to offer yet another choice.

We changed our **PATH** program as well, adding a \$25 **PATH** incentive for participating in a biometric screening, which increased the annual maximum incentive from \$400 to \$425. The number of **PATH** points awarded for a screening also rose from 2,000 to 5,000. We moved to quarterly **PATH**-incentive payouts, which allowed us to reward participants for their wellness efforts sooner than the end of the calendar year.



Other accomplishments in 2023 included:

- Conducted on-site biometric screenings at 64 member agencies providing member employees and covered partners a convenient biometric screening option.
- Implemented the new Davis Vision plans, offering managed vision plans for the first time in 2023, while still offering allowance plans similar to ones previously provided. And for the first time, members could offer two vision plan options (allowance and managed) to their employees.
- Held six **Mindful of Mental Health Webinars** in partnership with Workplace Solutions, and posted the recordings on our website, making them available to every PDRMA member.
- Awarded five agencies an Employee Wellness Grant for a total of \$4,646.85 to help agencies implement new and innovative wellness programs.
- Enhanced PDRMA's Cost Modeling Tool to include medical, dental and vision plans and rates to help members better evaluate their health plan options.
- Expanded infertility benefits in the PPO plan to include benefits for in vitro fertilization.
- Made system changes to allow employees to enroll each dependent in all, some or none of the plans the employee elects during open enrollment beginning Jan. 1, 2024.
- Conducted a claim audit of Blue Cross Blue Shield of Illinois (BCBSIL) for its 2022 PPO and vision claim processing.
- Worked to ensure compliance with legislation including the Consolidated Appropriations Act (CAA) Prescription Drug reporting requirements and CAA regulations to strengthen the Mental Health Parity and Addiction Equity Act.



HEALTH PROGRAM COVERAGES

MEDICAL

Choice of PPO plans – with nine different deductible options – five of which can pair with Health Reimbursement Account options, four without and two with Health Savings Account options. All plans use BCBSIL provider network.



HMO option also through BCBSIL.



Prescription coverage managed by CVS Caremark (PPO) and Prime Therapeutics (HMO).

DENTAL

Uses Delta Dental PPO and Premier provider networks.



Optional orthodontia benefit.

VISION

Davis Vision is our vision plan administrator and network.



Two managed plan options – Silver and Gold – and three allowance plan options – \$200, \$400 and \$600.



Agencies can choose to offer one plan or a pair of plans to employees.

HEARING

Participants enrolled in a medical plan have an allowance of \$2,500 per ear once every five years including coverage for routine hearing exams and hearing aids through Epic Hearing Healthcare.

LIFE

Multiple life insurance options including flat amount or multiple of salary. Voluntary life coverage options for employees, spouses and children administered through Mutual of Omaha.

EMPLOYEE ASSISTANCE PROGRAM

Provides confidential counseling and resources for Work-Life concerns and Legal-Financial issues, administered by Workplace Solutions.

RISK MANAGEMENT AND WELLNESS SERVICES



RISK MANAGEMENT SERVICES

One hundred and fifty-seven Property/Casualty members completed the Risk Management Review (RMR) Kickoff process in 2023, with 156 agencies creating SMART Goals. And our Risk Management Consultants were part of 241 on-site and 193 virtual member visits. We added information from the 978 completed Slip, Trip and Fall Self-assessments (98.3-percent completion rate) to our growing database of membership risk analysis data, helping to shape future risk management recommendations.

**In addition to our RMR activities,
we also accomplished the following:**

Reimbursed members \$258,340 for 239 lifeguard audits.



Fully funded our lifeguard vision screening program at a cost of \$18,200; all 88 members participated.



Offered Kodiak Fire Protection Service plan reviews with three project plans from two members reviewed at no additional cost to members.



Conducted 64 infrared inspections of facilities for 32 different members.



Completed ice rink inspections for one member.



Had co-efficient of friction testing done at 10 facilities for eight members.

Paid \$12,986 in ladder-alternative reimbursements to 32 members.



Returned \$229,000 to members through the RMR incentive.



Spent \$12,800 to assess member-specific OSHA compliance.



Reimbursed \$20,650 to members for Be Safe Solutions, safety resources/ giveaways and Atletico trainings.



Awarded a total of \$15,000 to 15 members receiving a Risk Management Grant and Recognition Award.



Paid \$18,900 to fully fund the Police Law Institute online training lessons.



Throughout 2023, we saw:

- 1,561 – Total number of participants for whom we paid a **PATH** incentive – a total of \$373,980 to 1,340 employees and 221 covered partners.
- \$239 – Average incentive we paid to **PATH** participants.
- 93 percent – Surveyed participants that said **PATH** is a valuable benefit provided by their agency.
- 78 percent – Surveyed participants that said their participation in **PATH** has helped them maintain or create healthier habits.
- 988 – biometric screening participants.
 - ◆ 959 via on-site screenings.
 - ◆ 29 via off-site screenings.
 - ◆ 854 incentive-eligible participants earned a \$25 biometric screening incentive for a total of \$21,350.
- 591 – Total number of **PATH** participants that earned the maximum \$100 incentive in each of the four quarters.
- 754 – Total number of **PATH** participants in a personal challenge.
- 54 percent – Percentage of **PATH** participants in a Healthy Habit Challenge.
- 25 percent – Percentage of **PATH** participants in a personal Healthy Habit Challenge.
- 71 percent – Percentage of high-risk, inactive participants who are more active since joining **PATH**.
- 73 percent – Percentage of **PATH** participants that completed a point-earning activity each month.

WELLNESS SERVICES HIGHLIGHTS

With the goal of keeping participants engaged in wellness activities throughout 2023, our Wellness team transitioned to a quarterly incentive-payout calendar, added a \$25 **PATH** incentive for participating in a biometric screening – upping the annual maximum incentive from \$400 to \$425 – and increased awarded **PATH** points for a biometric screening from 2,000 to 5,000. Below is a look at some of last year's wellness results.



Wellness Snapshot

By the end of 2023, we had:

- 1,640 – Total number of eligible employees enrolled in **PATH** (67 percent).
- 217 – Total number of covered partners enrolled in **PATH** (26 percent).

EDUCATION AND TRAINING

Now and in the future, meeting members' training needs requires flexibility to offer options from traditional classroom training to courses available in our Online Learning Center as well as webinars and virtual trainings. We hosted member focus groups in 2023 to help shape our future offerings and provided a variety of resources to members last year resulting in the following:

- 37 in-person classes with 2,159 participants.
- 704 attendees at our Risk Management Institute that included one keynote address and four breakout sessions.
- 41 webinars hosted and posted to our website for member access.
- 19,310 online courses completed by 8,316 unique member employees.
- 1,098.45 – CEUs earned through in-person classroom training.
- 248.10 – CEUs earned through virtual trainings.
- 1,743.10 – CEUs earned through online courses.

LEGAL SERVICES

Without a doubt, the best legal defense is having a strong offense that never lets an issue become a lawsuit. That strong offense comes from members proactively managing risks and consulting with our Legal Services Division when necessary. Throughout 2023, Legal Services helped members shape their agencies' futures by:

Addressing calls on 930 separate HELPLine matters from 119 different member agencies.

Reviewing approximately 200 member contracts and agreements including intergovernmental agreements, vendor agreements, construction contracts, licenses and leases. The reviews focused on insurance requirements, indemnity provisions and other risk management-related protections for each member.



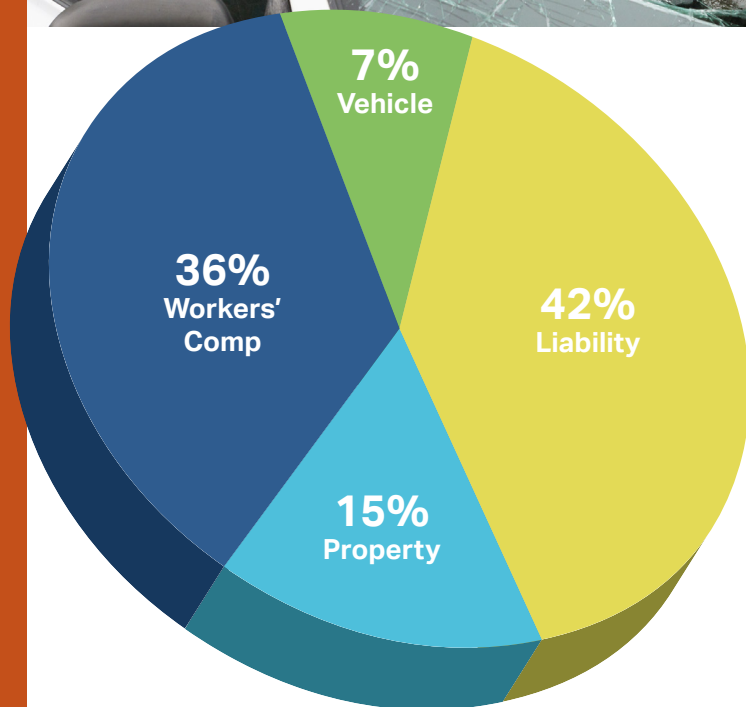
CLAIMS SERVICES

As PDRMA members continued offering more patron programs and services in 2023, our Claims Department saw volumes rise proportionately. While we know any agency experiencing an accident or incident wants to get back to business quickly, we also recognize the importance of handling claims effectively and efficiently. We did just that last year and accomplished the following:

Partnered with vendors to reduce overall workers' compensation costs, saving \$259,519 through bill review, \$17,940 in prescription service and \$47,309 in MRI scheduling.

Handled 928 new workers' comp claims for members' employees – anticipate paying \$3,822,620 million for these claims.

Managed 505 new claims for member-owned property – expecting to pay \$5,306,302 million to members.



Percent of Claims Reported

OPERATIONS DIVISION

Our Operations Division supported PDRMA's departments and divisions, so they could answer members' needs throughout 2023. Managing communication with members, maintaining our public and members-only websites, and answering members' questions and requests resulted in the following:

ADMINISTRATION

- Issued 373 Additional Insured Certificates of Coverage on behalf of members.

COMMUNICATIONS

- PDRMA's online 2022 Annual Report won gold in the League of American Communications Professionals (LACP) International Vision Awards Competition and was included in the Top 20 of American nonprofit reports. It was the eighth year in a row that the annual report in PDF form won a silver or gold award from LACP.
- Sent more than 300,000 emails to more than 15,000 member employees covering more than 200 topics.

MARKETING

- More than 10,000 visits to our public website pages.
- Social media (Facebook and Instagram combined):
 - ♦ 159 new followers added, totaling 1,469.
 - ♦ Nearly 24,000 impressions, an increase of 31 percent over 2022.

WEBSITE

- 5,591 member employees created new website user accounts, up 2,051 over 2022, totaling 14,112 active accounts.
- 11,093 unique website users logged in, an increase of 3,174, and the website had more than 106,000 total logins.
- 3,880 website users accessed 5,397 different documents/videos more than 71,000 times.
- Passed PCI compliance for credit card transaction security for the 12th straight year.

FINANCIAL REPORT

Financial Strength

Harder reinsurance markets, continuing inflation, variable investment returns – all played a role in 2023. But maintaining PDRMA's strong financial status never changed for our Finance Division.

In 2023, we improved the process of identifying and valuing each member's physical assets and modified our member contribution formula, so it better aligns each member's contribution amount with their agency's risk level.

We also continued our history of returning excess net position through rate stabilization for Property/Casualty members in 2023 and as a monthly-invoice-credit distribution to Health members in 2024. In addition, we accomplished the following:

Financial Strength

Maintained net position for both programs above established benchmarks.



Maintained net position for both programs above capital modeling measurements to ensure future financial stability.

Reduced P/C member contributions in 2023 by \$6.6 million through rate stabilization, which uses excess net position to maintain consistent rates.



Paid a multi-program discount of \$372K to P/C members also in Health Program on their 2023 P/C contributions.

Used more than \$57.9 million since 2002 to stabilize Property/Casualty member contributions.



Assets (Property/Casualty and Health programs) totaled \$85,911,342 million (preliminary) at the end of 2023.



FINANCIAL STATEMENTS

Preliminary Unaudited

STATEMENTS OF NET POSITION	DEC. 31, 2023	DEC. 31, 2022
Assets and Deferred Outflows of Resources		
Cash and investments	\$67,126,790	\$72,239,213
Investment in mutual insurance company	1,000,000	1,000,000
Capital assets, net of accumulated depreciation	3,250,133	3,249,817
Accounts receivable	9,540,129	9,136,214
Due from insurers	1,445,044	2,041,343
Net Pension Asset	-	3,766,631
Prepaid expenses and other assets	3,549,246	3,368,305
Total assets	85,911,342	94,801,523
Deferred Outflows of Resources – Pension	2,709,010	1,124,866
Total assets and deferred outflows of resources	\$88,620,352	\$95,926,389
Liabilities, Deferred Inflows of Resources and Net Position		
Unpaid losses and loss adjustment expenses	22,612,922	22,305,446
Unallocated loss adjustment expenses	498,567	447,974
Accounts payable	3,544,147	5,013,334
Distribution to members payable	1,028,834	-
Net pension liability	1,152,688	-
Accrued liabilities	252,253	221,242
Total liabilities	29,089,411	27,987,996
Deferred Inflows of Resources – Pension	197,361	3,176,861
Net position	59,333,580	64,761,532
Total liabilities, deferred inflows of resources and net position	\$88,620,352	\$95,926,389
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION		
Revenues		
Member contributions, net	\$54,820,613	\$50,936,592
Investment and other income	1,361,892	1,576,034
Realized and unrealized (losses) gains on investments	4,622,751	(11,001,904)
Total revenues	\$60,805,256	\$41,510,722
Expenses		
Losses and loss adjustment expenses	\$46,625,903	\$42,430,632
Insurance premiums	10,036,695	8,947,739
Contractual services	2,595,037	2,343,721
Administration	5,946,739	4,452,607
Distribution to members	1,028,834	1,012,535
Total expenses	\$66,233,208	\$59,187,234
Decrease in net position	\$(5,427,952)	\$(17,676,512)
Net position, beginning of year	64,761,532	82,438,044
Net position, end of year	\$59,333,580	\$64,761,532

Total Net Position

P/C \$40,678,930
Health \$18,654,650
Total \$59,333,580

Total Expenses

P/C \$25,204,654
Health \$41,028,554
Total \$66,233,208

Total Liabilities

P/C \$21,392,998
Health \$7,696,413
Total \$29,089,411

Total Revenues

P/C \$21,698,737
Health \$39,106,519
Total \$60,805,256

Total Assets

P/C \$60,313,775
Health \$25,597,567
Total \$85,911,342

PDRMA STAFF



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ALCM, GBA**
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Program Director



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