



AGENDA
REGULAR BOARD MEETING OF THE
OREGON PARK DISTRICT BOARD OF COMMISSIONERS
TUESDAY, JUNE 14, 2022, AT 5:00 P.M.
ONSITE MEETING: BOARD ROOM

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) RECOGNITION OF VISITORS
- 4) APPROVAL OF MINUTES
 - A. REGULAR MEETING MINUTES OF MAY 10, 2022
 - B. FINANCE COMMITTEE MEETING MINUTES OF MAY 9, 2022
 - C. FINANCE COMMITTEE MEETING EXECUTIVE SESSION MINUTES OF MAY 9, 2022, APPROVAL BUT NOT RELEASE
 - D. SPECIAL MEETING MINUTES OF JUNE 1, 2022
 - E. SPECIAL MEETING EXECUTIVE SESSION MINUTES OF JUNE 1, 2022, APPROVAL BUT NOT RELEASE
- 5) FINANCIAL
 - A. TREASURER'S REPORT
 - B. ACCOUNTS PAYABLE
- 6) REPORTS
 - A. FINANCE COMMITTEE - NO REPORT
 - B. PERSONNEL & POLICY COMMITTEE - NO REPORT
 - C. PARKS & FACILITIES COMMITTEE - NO REPORT
 - D. PROGRAM & SERVICE COMMITTEE - NO REPORT
 - E. PARKS & FACILITY REPORT - INCLUDED IN PACKET
 - F. RECREATION REPORT - INCLUDED IN PACKET
 - G. ADMINISTRATIVE REPORT - INCLUDED IN PACKET
- 7) UNFINISHED BUSINESS
- 8) NEW BUSINESS
 - A. LIONS CLUB CAR SHOW PERMIT APPROVAL- JUNE 19, 2022
 - B. RELEASE OF EXECUTIVE SESSION MINUTES: NONE

C. EXECUTIVE SESSION

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. OPEN MEETINGS ACT PAR. 120/2. C(1).

8) COMMISSIONERS COMMENTS

9) DIRECTORS COMMENTS

10) PRESIDENTS COMMENTS

11) ADJOURNMENT

NEXT REGULAR MEETING - JULY 19, 2022

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
May 10, 2022**

Steve Pennock, President, called the Regular meeting to order at 6:00 p.m.

PRESENT: Steve Pennock, Mark Tremble, Josh Messenger

VIRTUALLY ATTENDING: Scott Stephens

ABSENT: Dan Engelkes

OTHERS PRESENT: Erin Folk, Executive Director; Dan Griffin, Secretary; Andy Egyed, Supt. of Parks; Tina Ketter, Supt. of Recreation; Randy Hays, Treasurer; Haley Mizner, Board Secretary

VISITORS PRESENT: Owen Ketter, Debbie Leffelman, Curtis Leffelman, Joanne Pennock, Amanda Zimmerman, Scott Zimmerman, Jena Wehmhoefer, Ronda Himert, Gus Himert, Meredith Gelandner

RECOGNITION OF VISITORS:

Mr. Pennock stated that they first wanted to recognize Mrs. Debbie Leffelman who has served the Park District for 32 years. He stated that she is retiring June 10, 2022, and they wanted to honor her and present her with a park bench that will be placed at Park West around the Concerts in the Park area. All staff and visitors applauded and thanked Debbie for her dedicated service to the Park District.

Ms. Folk stated that the bench production is 16 weeks out, and that they were hoping to present it to her at a Concert in the Park, but they will schedule a time to dedicate the bench to her. Ms. Folk stated that over the last couple weeks since Debbie has announced her retirement, it has been very difficult to quantify the amount of time and service that she has given to the district and the benefit that has been received by the community and the district. She talked about all the programming that Debbie has started such as Concerts in the Park, the Preschool program in the Children's Center, Extended Time, Halloween Carnival, Easter Egg Hunts, and more that was all because of Debbie. She stated that

it would be very difficult to find someone in this community that doesn't know Debbie, who hasn't participated in one of her programs, or had a kid that has benefited from her programming. She stated that on behalf of the district, Commissioners, staff, and the community, they do thank her for 32 years.

Mrs. Leffelman thanked everyone and stated that she feels so blessed to have been able to work somewhere for 32 years. She stated that she hopes that what she did do helped make a difference in people's lives. She stated that it was rewarding, educational, and a privilege. She stated that she loves this community and has made some lifelong friends. She stated that she has been given so many opportunities working for the district and that it was going to be very difficult to leave. She thanked her husband for being there. She stated that it was great to raise her kids in the district family because they learned about giving back and service to the community. She stated that it has been a good ride and she thanked them all.

Mr. Pennock asked if there were any visitors that now wished to address the board. He then called upon Jena Wehmhoefer to address the board.

Mrs. Wehmhoefer stated that she wanted to play some voicemails that the Commissioners may be interested in.

The first voicemail was played and was stated as follows.

"Hi, message for Amanda Zimmerman, Mark Patriconki, attorney phone number 630-933-8000. I'm calling on behalf of your former employer, Erin Folk, regarding some postings and slanderous comments made about her. Our intention is to file suit probably today. If you want to call me to discuss or have your brother, who I believe is your attorney call me, I am happy to talk to either one of you, but it must cease and dismiss immediately and any comments that were made that can be removed must be removed immediately, short of any of that that will be included in the lawsuit. If you have homeowner's insurance you can provide notice to your homeowners insurance carrier, sometimes this conduct is covered. Have you or your brother call me back to discuss, it's Monday at 10:30. 630-933-8000 thanks bye."

A second voicemail was then played and was stated as follows.

"Hi Mark Patriconki calling give me a call 630-933-8000 thank you."

A third voicemail was played and stated as follows.

"Hey Amanda Mark Patriconki, attorney, third call 630-933-8000. If I don't hear from somebody I'm going to go ahead and get this

thing filed. I take it you have no interest in discussing, thanks 630-933-8000 bye."

A fourth voicemail was played and stated as follows.

"Amanda Zimmerman, Mark Patriconki attorney, I represent Erin Folk. This is my second message, I asked if you would call me back or your attorney and no one has contacted me in reference to Erin Folk. As I told you before I represent Erin Folk in response to your posting and slanderous defamatory comments about her. I'd like to talk to somebody about that. It looks like you have stopped that conduct over the last ten days so hopefully my last message resonated, but I need to talk to somebody to avoid filling the lawsuit. 630-933-8000 thank you, bye."

Mr. Pennock then called upon Amanda Zimmerman to address the board.

Mrs. Zimmerman stated that as they have heard, she has received four voicemails, and many, many missed calls including another one before this meeting. She stated that this is now going on for two weeks. She stated that although these threatening voicemails and constant phone calls may come as a surprise to some, it doesn't to her. She stated that they may even scare some, but they don't scare her. She stated that this is an example of what she has been saying all along. She stated that after the first three voicemails, which mentions her former employer, it was finally made clear that this was not on behalf of the Oregon Park District. She stated that this threat of a slander lawsuit was personally brought forth by the E.D. She asked the commissioners, if her attorney is already mixing in the park district in his very first voicemail to her, how do they think this is going to play out. She asked the board if they could confidently say that the district's name and reputation won't be put on heightened public display. She asked if they could confidently say she won't or hasn't already utilized the district's time and resources in an attempt to build a case against her. She said to take a step back and asked if this looks good for the district to have the current E.D. threatening a lawsuit against a former employee and current taxpayer. She asked if this was a standard that they expect of their E.D. She stated that she doesn't see how the park district wouldn't be involved if she follows through on her threat considering all statements made were regarding her role as the Oregon Park District's E.D. She stated that she hopes they take time to discuss what options they may have as a board. She thanked the board for their time.

Mr. Pennock thanked her for her comments and asked if there was anyone else who wished to address the board. There were no other commenters.

APPROVAL OF MINUTES

Regular Meeting Minutes

Motion by Mark Tremble, seconded by Josh Messenger, the Regular Meeting Minutes of April 12, 2022, be approved as printed. Roll Call: Scott Stephens, Mark Tremble, Josh Messenger, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

Executive Session Approval but not Release

Motion by Josh Messenger, seconded by Scott Stephens, the Executive Session Minutes of April 12, 2022, be approved as printed. Roll Call: Mark Tremble, Josh Messenger, Scott Stephens, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Mr. Hays stated that every account checked out to the penny this month. He had nothing else to add at this time.

Motion by Josh Messenger, seconded by Scott Stephens, the Treasurer's Report be approved. Roll Call: Mark Tremble, Josh Messenger, Scott Stephens, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

Claims Payable and Checks Drawn

Motion by Mark Tremble, seconded by Josh Messenger, the Claims Payable be approved as presented. Roll Call: Josh Messenger, Scott Stephens, Mark Tremble, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

REPORTS

Parks Report - Included in Board Packets. Mr. Egyed stated that blacktop projects are beginning. He stated that they started filling the pool yesterday and they noticed this morning that the drain valve that keeps the water from draining out of the pool wasn't shutting all the way. He stated that they had someone come look at it and then had to order a new valve that will be here tomorrow. He stated that hopefully by tomorrow afternoon they will be able to continue filling up the pool. He stated that this does push the pool opening date back a little further. He stated that it would probably take 3-4 days to fill the pool and then 3-4 days to regulate the temperature.

Mr. Tremble asked about shutting down the Splash Pad after opening it. Mr. Egyed stated that they can't keep the plants alive in the Splash Pad area as the kids are stepping on them, or the gravel underneath isn't allowing them to stay. He stated that it has become a trip hazard, so they have decided to clean those out and fill them with concrete. He stated that he was hoping it would just be shut down for two days. He stated that they don't normally open the Splash Pad until Memorial Weekend, but they did it early due to the temperatures.

Mr. Messenger asked about the batting cages and maybe getting some mats installed over there as the concrete is slippery for cleats and scuffs up the balls.

Mr. Egyed stated that this is something that they have looked into, and it is a maintenance issue for the turf because the tree that sits above the cages is very messy. He stated that it would be difficult to keep that area clean. He stated that they have looked for a mat just for the plate that would help with the slipping issue, but he is having troubles finding just the mat, but they are looking into that.

Recreation Report - Included in Board Packets. Mrs. Ketter stated that summer registration is going well, and they have a lot of programs that are filling up. She stated that Debbie has her first walking food tour this weekend in Oregon. She stated that they are preparing for summer and Debbie has been doing an amazing job with giving them clues on things that they need to look for in the future. She stated that she appreciates how invested Debbie is in making sure it is a smooth transition.

Administrative Report - Included in Board Packets. Mr. Griffin stated that the first installment for the Real Estate taxes is due June 10. He stated that they will typically get the Park District's share of that the last business day in June and will be reflected on the June Treasurer's report.

BUSINESS (unfinished)- None.

BUSINESS (new)

Election of Board Officers

President

Ms. Mizner entertained a motion for the nomination of President of the Oregon Park District.

Mr. Pennock made a motion to nominate Mark Tremble as President for the Oregon Park District. Motion was seconded by Josh Messenger, Mark Tremble to be President of the Oregon Park District. Roll Call: Josh Messenger, Scott Stephens, Steve Pennock, Mark Tremble - yes. MOTION PASSED UNANIMOUS.

Vice President

Mr. Tremble entertained a motion for the nomination of Vice President for the Oregon Park District.

Mr. Tremble nominated Steve Pennock for Vice President of the Oregon Park District. Josh Messenger seconded the motion, Steve Pennock to be Vice President of the Oregon Park District. Roll Call: Josh Messenger, Scott Stephens, Mark Tremble, Steve Pennock-yes. MOTION PASSED UNANIMOUS.

Oath of Officers

Mark Tremble took his oath of office statement to assume his position as President of the Oregon Park District. He read as follows.

"I, Mark Tremble, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District President according to the best of my ability."

Steve Pennock took his oath of office statement to assume his position as Vice President of the Oregon Park District. He read as follows.

"I, Steve Pennock, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Vice President according to the best of my ability."

Annual Appointments and Meeting Schedule

Mr. Tremble stated that the Annual Appointments and Meeting Schedule is presented at the annual meeting as is utilized as a guide for the next twelve months.

Motion by Scott Stephens, seconded by Steve Pennock, the Annual Appointments and Meeting Schedule to be approved as presented.

Roll Call: Scott Stephens, Steve Pennock, Josh Messenger, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Oath of Appointed Officers

Randy Hays took his oath of office for Treasurer of the Oregon Park District. He read as follows.

"I, Randy Hays, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Treasurer according to the best of my ability."

Haley Mizner took her oath of office for Board Secretary of the Oregon Park District. She read as follows.

"I, Haley Mizner, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Board Secretary according to the best of my ability."

Standing Committee Appointments

Mr. Tremble read the Standing Committee's for 2022 as follows:
Personnel & Policy Committee: Mark Tremble, Chairman, Steve Pennock, Scott Stephens

Finance Committee: Dan Engelkes, Chairman, Mark Tremble, Josh Messenger

Parks & Facilities Committee: Josh Messenger, Chairman, Dan Engelkes

Program & Service Committee: Scott Stephens, Chairman, Steve Pennock

Josh Messenger made a motion to approve the Standing Committee's for 2022, seconded by Scott Stephens, the 2022 Standing Committee Appointments be approved. Roll call: Steve Pennock, Josh Messenger, Scott Stephens, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Board Meeting Time Change

June 14, 2022- 5:00 P.M.

Mr. Tremble stated that it was a proposal to change the time of the June and July Regular Board Meeting to allow staff and commissioners an opportunity to attend concerts in the park and the color run scheduled for July 12. He stated that it is proposed that the June meeting be held on June 14, 2022, at 5:00 P.M. and the July Meeting be held on July 19, 2022, at 5:00 P.M.

Motion by Steve Pennock, seconded by Josh Messenger, the June meeting be held on June 14, 2022, at 5:00 P.M. and the July meeting be held on July 19, 2022, at 5:00 P.M. be approved. Roll Call: Josh Messenger, Scott Stephens, Steve Pennock, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Policy Updates

Administrative Policy 1.02D: Board Meetings

Mr. Tremble stated that Administrative Policy 1.02D: Board Meetings has been updated to reflect necessary changes to align with district operations.

Motion by Josh Messenger, seconded by Steve Pennock, to approve the Administrative Policy 1.02D: Board Meetings update as presented.

Visitor Scott Zimmerman asked the Commissioners if they were going to talk about the changes or if that information needed to be obtained through a F.O.I.A.

Ms. Folk stated that the update was presented in the Personnel Committee Meeting who recommended the changes to it that included a number of changes to the annual meeting including holding it in May along with cleaning up the language of OMA as well as how to address the board.

Mr. Zimmerman asked how somebody like them can get that information, do they have to F.O.I.A. it or if it is available on the website.

Ms. Folk stated that it will be available on the website after it is approved. Mr. Zimmerman thanked Ms. Folk.

Roll Call: Scott Stephens, Steve Pennock, Josh Messenger, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Park Use Ordinance Update

Mr. Tremble stated that Park Use Ordinance changes have been proposed to align with State statutes and Park District safety and use protocol.

Motion by Steve Pennock, seconded by Josh Messenger, to approve the Park Use Ordinance Update as proposed. Roll Call: Steve Pennock, Josh Messenger, Scott Stephens, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Job Description Revisions

Mr. Tremble stated that the proposed Job Description changes have been presented for six positions.

Motion by Josh Messenger, seconded by Steve Pennock, to approve the Job Description Revisions as presented for the following positions: Deputy Superintendent of Parks, Skilled Parks Laborer, Event & Adult Recreation Coordinator, Administrative Services Coordinator, Custodial & Support Services Supervisor, and Facility Maintenance Technician. Roll Call: Josh Messenger, Scott Stephens, Steve Pennock, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Wage and Benefit Approval

Mr. Tremble stated that it was two separate approvals. He stated that a proposal to increase the wages for four employees has been presented. He stated that the increases are due to an expansion of duties for three employees and a delay in the annual wage increase for one employee. He stated that all wages are within the board approved ranges.

Motion by Steve Pennock, seconded by Josh Messenger, to approve the proposed wage increases. Roll Call: Scott Stephens, Steve Pennock, Josh Messenger, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Mr. Tremble stated that the second approval was a proposal to provide a retirement payment for a retiring employee based on years of service.

Motion by Josh Messenger, seconded by Scott Stephens, to approve the Retirement Service payment as presented. Roll Call: Steve Pennock, Josh Messenger, Scott Stephens, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

COMMISSIONERS COMMENTS

Mr. Stephens stated that he will be back in Illinois and hopefully Governor Pritzker will stop extending all of the craziness with COVID and he will be back attending in person and that he is looking forward to it.

Mr. Messenger congratulated Debbie. He stated that he and his kids have participated in her programs all the time, and he thanked her.

Mr. Pennock congratulated Mr. Tremble. He congratulated Debbie on her retirement and thanked her for all her years of service.

DIRECTOR'S COMMENTS

Mrs. Folk stated since Debbie's retirement news has started to spread around people have identified how difficult it is going to be to fill her shoes. She stated that it is not going to be difficult, instead it is going to be near impossible. She stated that they appreciate everything that she has done for them.

PRESIDENT'S COMMENTS

Mr. Tremble thanked the other commissioners for putting their trust and faith in him and that he can do this job. He stated that Mr. Pennock will have his dues at a later date for all of his years of service. He thanked Debbie for all of her years. He stated that he hopes Debbie's bench is well used and that she will return in some capacity either as an attendee at the concerts or something else, as they do not want to lose her. He wished her good luck in her retirement.

ADJOURN

Motion by Steve Pennock, seconded by Josh Messenger, the meeting adjourned at 6:31 P.M. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner
Board Secretary

Oregon Park District
Finance Committee Meeting
Nash Recreation Center ~ Board Room
Monday, May 9, 2022

Mark Tremble called the meeting to order at 5:00 p.m.

Committee Members Present: Mark Tremble, Dan Engelkes, Josh Messenger

Committee Members Present Virtually: None

Committee Members Absent: None

Others Present: Erin Folk, Executive Director; Dan Griffin, Finance Administrator; Haley Mizner, Board Secretary

There were no visitors present.

ENTER EXECUTIVE SESSION

To discuss Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Open Meetings Act Par. 120/2.c(11).

Motion by Dan Engelkes, seconded by Josh Messenger, the Finance Committee to enter executive session at 5:01 P.M. Roll Call Vote: Dan Engelkes, Josh Messenger, Mark Tremble. MOTION PASSED UNANIMOUS.

RETURN TO REGULAR SESSION

Motion Dan Engelkes, seconded by Josh Messenger, the Finance Committee to return to regular session at 5:12 P.M. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble - yes. MOTION PASSED UNANIMOUS.

WAGE & BENEFIT DISCUSSION

Mr. Tremble turned the Wage & Benefit discussion over to Ms. Folk to explain.

Ms. Folk stated that there were four different wage increases identified, with three of those wage increases being an expansion

of duties for those three employees. She stated that the fourth one was a delay in review for the fourth employee. She stated that those were presented to the Personnel & Policy Committee last week. She stated she would be happy to answer any questions regarding the wage increases.

Mr. Tremble asked if the Personnel & Policy Committee recommended that the wage increases go to the full board to which Ms. Folk confirmed.

Ms. Folk stated that the Benefit discussion was the retirement payment. She stated that it was a little bit different than what they have done in the past. She stated that from a procedural standpoint they were setting the district up so that they can be respectful of the years of service of individuals when they retire. She clarified that this was not to be construed with a policy, but that this was just procedural should the district's financial situation change at any point, then the district is not locked into anything.

Mr. Tremble stated that according to the minutes it was clarified that it's on a case-by-case basis to which Ms. Folk stated that that was correct.

Ms. Folk stated that typically any retirement packages that they have done in the past come to finance because it does impact long term as well.

Mr. Tremble stated that no action was needed on this at this time, but that it would be sent to the full board for action.

There were no additional comments.

ADJOURN

Motion by Josh Messenger, seconded by Mark Tremble, the meeting adjourned at 5:14 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner
Secretary to the Board

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Special Meeting Minutes
June 1, 2022**

Mark Tremble, President, called the Special meeting to order at 5:09 p.m.

COMMISSIONERS PRESENT: Mark Tremble, Steve Pennock, Dan Engelkes, Scott Stephens, Josh Messenger

ABSENT: None.

OTHERS PRESENT: Erin Folk, Executive Director; Steve Adams, Attorney; Haley Mizner, Board Secretary

VISITORS PRESENT: None.

RECOGNITION OF VISITORS:

There were no visitors present.

ENTER EXECUTIVE SESSION

To discuss appointment, employment, compensation, discipline, performance or personal status of employees, officer and legal counsel for the Park District. Open Meetings Act Par. 120/2 c(1).

Motion by Scott Stephens, seconded by Dan Engelkes, the board to enter executive session at 5:10 P.M. Roll Call Vote: Scott Stephens, Dan Engelkes, Steve Pennock, Josh Messenger, Mark Tremble. MOTION PASSED UNANIMOUS.

RETURN TO REGULAR SESSION

Motion Dan Engelkes, seconded by Scott Stephens, the board to return to regular session at 6:32 P.M. Roll Call: Dan Engelkes, Steve Pennock, Josh Messenger, Scott Stephens, Mark Tremble - yes. MOTION PASSED UNANIMOUS.

ADJOURN

Motion by Steve Pennock, seconded by Josh Messenger, the meeting adjourned at 6:33 p.m. ALL WERE IN FAVOR.

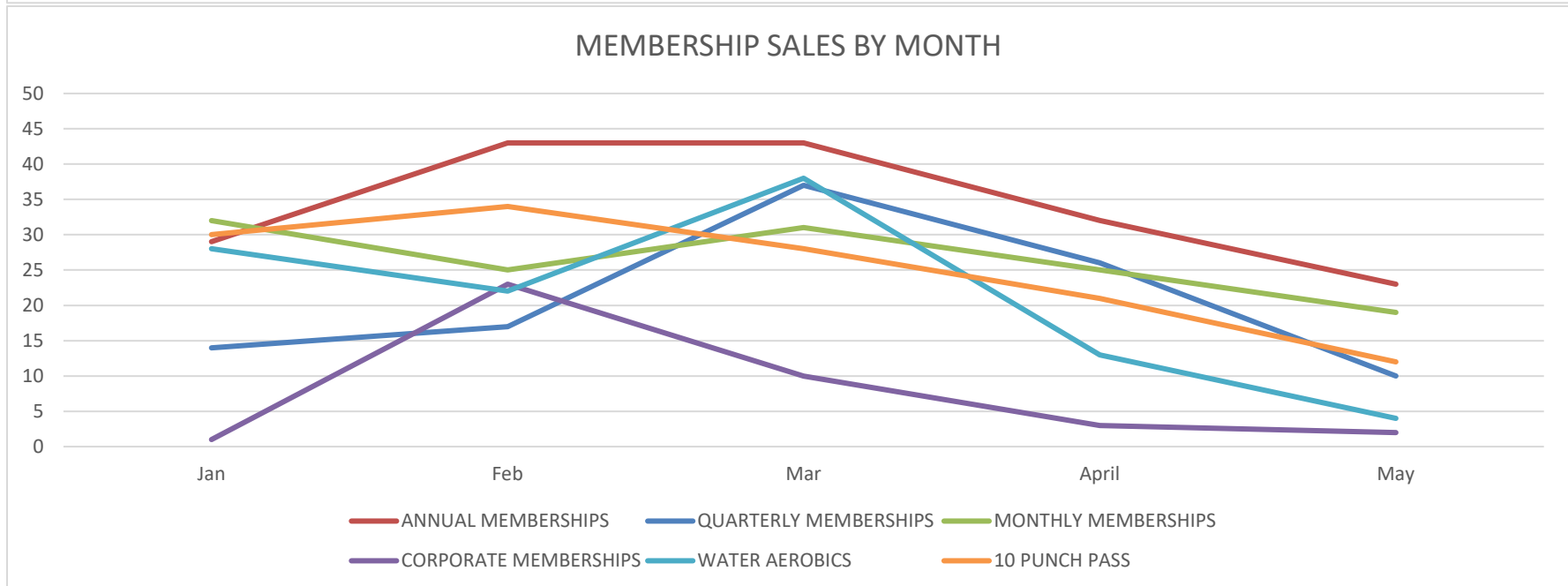
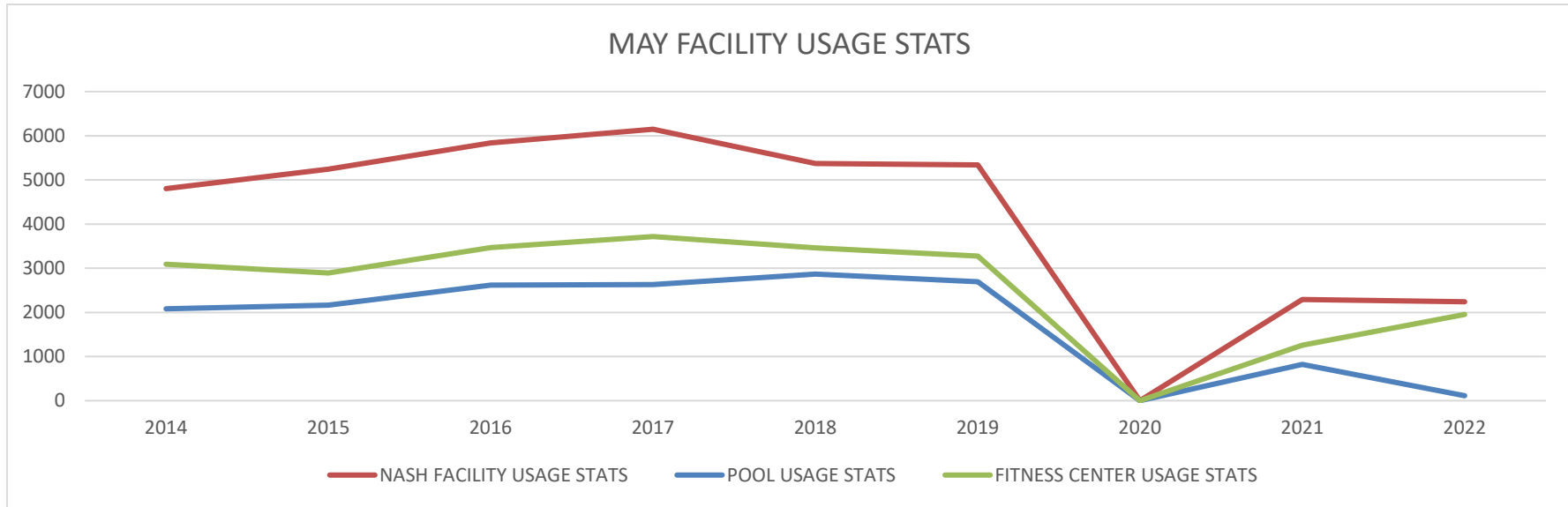
Respectfully Submitted,

Haley M. Mizner

Haley Mizner
Board Secretary

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022



MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Parks Report



Sports

OPD spring soccer has wrapped up for the year and all goals, bleachers, and equipment for soccer have been put away or moved to other sporting event areas.

Park District softball and baseball leagues are in full swing and the ball diamond crew is busy prepping fields for games. They mow and prep for games daily and keep fields groomed for practices.



Projects

The splash pad has been opened and again is the main attraction at Park West. The drains are checked daily for any debris that might plug them and cause any overflow issue. The pad is also checked for loose limestone and blown off daily for liability reasons. Next year we will be looking into replacing the limestone around the splash pad with a more suitable stone/rock that will not deteriorate over time as the limestone rock. This is a routine maintenance issue.

All plant material has been planted and mulched in the downtown terraces, planters, hanging baskets and Parks. We have also finished mulching park district flower beds, splash pad, skate park and other high-profile areas. We will also soon be starting on mulching the playgrounds with certified playground safety mulch.

The Blacktop improvements have been coming along, maybe slower than we would have liked but there has been some weather issues and some issues with contractors' staff being sick. At the time of this report everything has been blacktopped except the park maintenance parking lots. This parking lot has been prepped and ready for blacktop, just waiting for dry conditions. Concrete at Lions Park has been completed and that area will also be seeded, and erosion blanket installed. The concrete sidewalk at Park West has also been pored but was damaged while drying by a passer by on a bike. That area will be taken out and re done. The sidewalk at the Reading Nook will be poured this week also.

The Mini Pitch will be delivered at anytime now and the install will start on June 21st. The painters will then paint the surface of the mini pitch and while they are here will also paint the pickleball courts and resurface the toro court.

Currently the Park East deck overlook is pretty much complete. We did a final inspection and there are a few issues that need to be taken care of by the contractor. We have ordered two picnic tables that will be placed on the deck for people to enjoy a picnic by the dam.

All part time and seasonal staff had started working. Orientations and training have taken a lot of staff time, but we are doing a good job of getting everyone trained and working toward our goals for the year. Staff and I are looking forward to getting in the parks and another busy season with projects, events, and maintenance.

Respectfully Submitted,


Andy Egyed

Andy Egyed
Superintendent of Parks

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Nash Facilities Report

 **Nash Facility**

We started the chiller a few weeks ago and overall, the startup of the chiller went well. Once we began running the chiller more frequently, we decided to have Alpha Controls perform an acid bath to the cooling tower and heat exchanger to remove scale and buildup from the past few years. This was a costly procedure, but this will improve the efficiency of the tower, and the entire system. We also had to order a new pump that regulates the amount of water to the chiller to make ice. This pump will be installed by Alpha Controls. The new programming upgrade that was installed earlier this year still has some issues with connecting with the chiller. These bugs are being worked out as we come across them.

 **Spa**

At this time the spa is open, but we are still waiting for a part for the new halo controller to then be installed. We did receive the state permit needed to perform this upgrade. Hopefully soon we will get this installed and it will help regulate the chemicals, water temperature and the water level.

The pool is also up and running now. We have had great compliments on the pool so far. As you know we have a leak in the pool somewhere that is an issue with water consumption. At the time of this report, we are waiting for a schedule date for Leak Detection company to inspect the pool for leaks. Once they have determined what type of leak, we have we can then decide what course of action we need to get these repairs done. We also need to keep in mind the pool does lose water daily because of the evaporation and the amount of use it gets.

We have noticed that the awnings at Nash outside are getting dirty and faded. We are having Berg Industries take these down and clean them. Once they are cleaned, they will paint the logos and letters to freshen them up and then put on a weatherproof coating. Once done they will reinstall these on the existing framework.

 **General**

I would like to thank Mary and Bill for all the extra effort it took to get the pool ready to open. They struggled with chemicals, temperatures and all the cleaning needed to get the pool operational. Hats off to those two!!!!!!!!!!!!!!

Respectfully Submitted,




Andy Egyed
Superintendent of Parks and Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Superintendent of Recreation Report

 **Recreation Department**


Participation numbers declined in May by 19%. This is a direct result of eliminating the Mother’s Day Stronghold Brunch (105 participants in 2021) and lack of swim lessons with the pool closure. Also, in 2021 the pool was accepting reservation only open swims and those numbers were included. Staff did an excellent job of still providing a variety of programming in May even with the elimination of those programs. A program survey was sent to participants the participated in Winter/Spring programming or held passes. Winner of the annual pass for participating in the survey was Kristin Vincent. Responses are being sent to anyone with questions or concerns in the survey. Survey results are included in the board packet. Staff is currently working on the fall brochure. Program masters will be completed by July 8.

Summer programming is going well, and staff have hit the ground running with programming. We look forward to kicking off Concerts in the Park and Music and More at the Market this week.

	2021	2022		Change
January	122	437	72%	315.00
February	309	505	37%	196.00
March	807	1042	22%	235.00
April	569	831	31%	262.00
May	1074	879	-19%	(195.00)

 **Aquatics**


The pool reopened May 31, and everything has been going well. Swimming lesson numbers are at 150 for June. Special thank you to Bill and Mary for all their work to get the pool open. Patrons have been complimentary of the temperature and were excited for opening. In anticipation of several guards leaving in the fall for college, Catch the Wave has hired a guard that will work the morning shift and always in attendance for opening. In addition, two lifeguard classes were held during the pool closure at their Pecatonica facility to aid in staffing the pool.

 **Presenting Sponsorship**

E.D. Etnyre & Co. has returned as our presenting sponsor. The partnership began in May 2019, and we are excited to partner again to offer free programming for the community. New additions this summer will include Inclusive Recreation with the Village of Progress and Yoga at Park East. These programs are in addition to programs we already offer.

Our first Pop Up and Play was a collaboration with the Oregon Public Library and featured Fishing at LOMC. Thank you to Cari Berg for her collaboration from the library, Debbie Leffelman for coordinating and Erin Folk for volunteering. We had 51 people enjoying fishing with stations to learn how to bait and cast.

Our Summer Recreation Assistant, Elly Heimer, will be collaborating with myself to coordinate and run Pop Up and Play, Art in the Park and other various free programming. She has caught on quickly and has been an asset to the recreation team.

 **Fitness Center**

Jason Donnegan is running an eight-week weight program for 7th-12th grade. He is also offering Fitness Orientation for 7th and 8th graders to allow

use of the free weight area with an adult. Early Rise with Aimee has nine participants for the month of June.

Yoga at Park East will be offered three times this summer by instructor Kara Schabacker. This free program will be held at new Park East overlook and will be free with registration.



General Recreation Programs

Tumbling will be on summer break and return in September 2022 with Kids Spot.

Special Needs Camp was held last week with six children enrolled. This free camp is a partnership with Florissa, Easter Seals and Nash Recreation Center. We again offered swim as the recreation program and Catch the Wave did amazing with teaching the students how to swim and enjoy the water.



CPR Certification

Daniel Welle offered 2 CPR certification classes this month to bring all staff up to date in training. All current staff are certified. Daniel was certified in a new program and feedback on the training has been positive. The training has shifted from scenario based and firsthand training vs. textbook/test training.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tina L. Ketter". The signature is written in a cursive style.

Tina Ketter
Superintendent of Recreation

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Business Administration Report



Financial Review

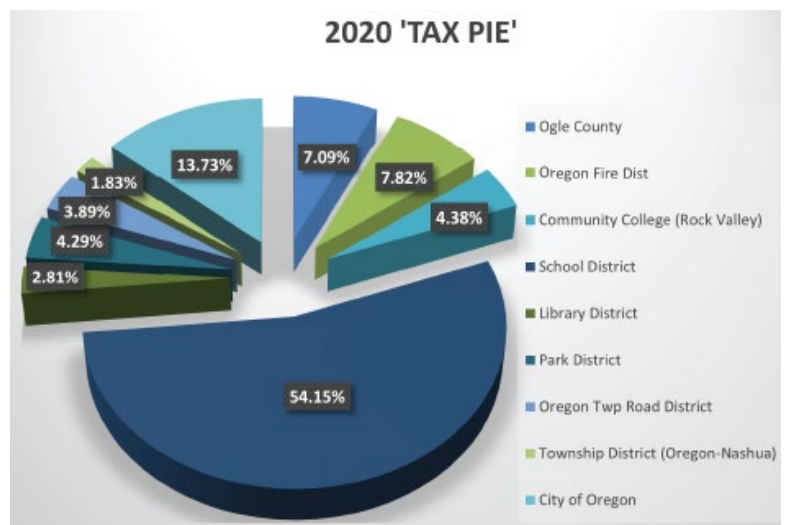
The May 2022 Treasurers Report is included in the Board Packet. The Districts fund balances continue to be healthy at 4.9% greater than at the same time last year. Interest rates for FDIC insured liquid funds did increase slightly during May. Overall District investment earnings totaled \$672.17 with interest rates between 0.10% - 0.57%.

Budget Status: The District is currently on pace to exceed the expected pass sales for the fiscal year. Primary Parks Capital Improvements are wrapping up and the final billings will be reflected on the June/July Treasurers Report.



District Property Tax Impact

The District expects to receive its first tax distribution from the 2021 tax year at the end of June. The first property tax installment is due June 10th. The District expects to collect approximately \$2,974,338 during Fiscal Year 2022.



The average City of Oregon homeowner will only pay approximately 4.29% of their property tax bill to the Park District. Their typical tax bill increase to the Park District will be about \$7.50, primarily due to the Assessors multiplier application and the homeowners' expected increase in overall Equalized Assessed Value (EAV). The Districts tax rate remained unchanged for 2021.



Staffing Update / Prevailing Wage

Alyssa Barringer has submitted her resignation as the Administrative Services Coordinator. The District will be advertising for a candidate to replace the position. Alyssa served the District in many great ways during her almost four years. I wish her the best with her new employment adventure.

Reminder, the District historically approved an annual prevailing wage ordinance in June of each year. Public Act 100-1177, which became effective on June 1st of 2019, no longer requires each local government to adopt a prevailing wage ordinance. The Illinois Department of Labor will automatically set the applicable wage rates and each local government will still be required to pay that prevailing wage for public works.

Respectfully Submitted,

Dan Griffin,
Finance & Technology Administrator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Administrative Services Report



Registrations and Memberships

- A total of 1401 registrations were completed May 1-31. This is a 1152 increase from April. The large increase can be contributed to registration for our Summer brochure opening on May 2 and 3, along with our free summer programming requiring registration. Examples of this include Art in the Park, Pop Up and Play, and Operation Move. Online registrations contributed to 82% while the other 18% were completed by the front counter staff over the phone or in-person. This is quite the difference from previous months, as the District typically averages around 60% online registrations and 40% administrative. It is great to see the online registration platform working smoothly and the patrons utilizing it successfully.
- A total of 70 memberships were sold May 1-31. The breakdown is below.
 - Annual - 36%
 - Quarterly - 14%
 - Monthly - 27%
 - 10 Punch Pass - 17%
 - Water Aerobics Pass - 6%



CPRP Examination

This past month, I had the opportunity to take the examination to become a Certified Parks & Recreation Professional and passed. This exam promotes continuing education in the parks and recreation field and I am thankful for management for encouraging me.



Marketing

With the increase in summer programming and participation, the marketing responsibilities have also increased. We have continued with bi-monthly eBlasts, increased our social media posts, and designed and ordered new signage for many programs and events the past month.



Alyssa's Last Day

It was an extremely difficult decision for me to make, however I have made the decision to resign from my current position with the District. My last day of employment will be June 17. As excited as I am to accept a position in an industry I previously worked in and loved, it is a very bittersweet move. I am very proud to have worked for the Oregon Park District and would like to thank you for the opportunities provided to me over the past 4 years. It has been an extremely rewarding and enjoyable experience.

Respectfully Submitted,

Alyssa Barringer
Administrative Services Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 14, 2022

Events Report



Flower & Plant Sale and Mini Market

May 7 the Plant Sale & Mini Market was held at the River's Edge Market location. It was a beautiful day and everyone enjoyed the opportunity to be out, shopping, and supporting local growers and crafters. There were 14 vendors selling plants, garden art, flowers, food and more. OPD provided the opportunity for kids/adults to plant little fairy gardens. There were 40 little gardens planted.



Ganymede Fan Bus Trip

It was so great seeing a motorcoach pull away from Nash full of happy travelers. This was the first successful trip since before COVID. The coach had 42 "cheerleaders" on it who were excited to see the Oregon Ganymedes play vintage ball on The Field of Dreams in Dyersville, IA. Our group helped make up the crowd of 200+ who enjoyed the matches.



Annual Joe Kerwin Baseball/Softball Celebration

Park West was the place to be on Saturday, June 4. Four games were played but all baseball, softball and t-ball players were invited to attend. Teams were announced, prizes were given away, Mark Tremble gave a tribute to Joe and presented Nancy & Colleen Kerwin with a commemorative framed picture of the new signs added to the dugouts this year. The signs share the qualities that Joe exhibited, and they serve as a reminder to our youth about sportsmanship. Joe Kerwin Player of the Game trophies were awarded to 8 players; one from each team that played.



Flamingo Bingo

Bingo is back on Mondays at The Reading Nook. We kicked off the summer bingo season with 49 in attendance on June 7. Proceeds will benefit the OPD Youth Scholarship Fund.



Debbie's Final Goodbye and Thank you

As I leave the Park District an employee and return as a customer and volunteer, I find it exciting to reflect on my 32 years with the district. I have so many fond memories and have met so many wonderful families, worked with so many great businesses, and planned so many fun events. Thank you for all the wonderful opportunities and the friendships I have made along the way. A special thank you to the district for the park bench honoring my years of service and for the Retirement Service Benefit. I am humbled by the kindness of my co-workers, the luncheon and opportunity to say farewell and the random visits and cards from people in the community. I have been blessed with 32 years at the Oregon Park District.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Debbie Leffelman".

Debbie Leffelman, CPRP
Event Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

June 8th, 2022

Athletic Coordinator Report



Baseball and Softball

Baseball and Softball season is well under way at our areas parks. We have 261 kids participating in a program offerings from age 5 through 14. In our T-Ball program, we had an inclusion request for a player with special needs. I was excited to bring Dalton Hermes in to work one on one as the player's "buddy" and both of them are enjoying the experience! A umpire clinic was held at the beginning of the season for HS Softball and Baseball players to work at Base Umps in the game, and this program has proven to be very successful. We partner the youth with very experienced plate umps. Thank you to Jim Nalley, Chad Trampel and Raymond Farrey for working with our youth to provide this opportunity to them.



TORO Tuesdays

Following our success with TORO activities last year, we started our TORO Tuesday league for 10-14yr olds on Tuesday May 31st. We have 5 teams participating. There will be a 5-week regular season, followed by an end of season tournament. It is a fantastic way to keep our young soccer players active and working on their skills!



2 Summer Basketball Camps

This summer we have already been able to provide 2 very successful basketball camps. The first week of summer break marked the OHS Boys basketball Camp with Coach Reynolds, which was held at Park West basketball courts and the Blackhawk Center. 31 kids participated in this fun camp. The week of June 6th, was the Lady Hawks camp led by Coach Rand, with 28 girls participating in this camp. Both of these camp focused on developing the kids skills and having fun! All proceeds from these camps went to the HS programs.



Adult Sand Volleyball League

Our summer sand volleyball league is underway with 5 teams participating and playing out at our Park West courts. This league will run through the end of July, with an end of season tournament.



Inclusive Play with VOP

Our friends from VOP are joining us this summer for some outside fun activities on Thursday mornings. This program has also been opened to the public to come and join in on the fun. Our first week featured TORO games, and sand volleyball, and of course some music! We have activities such as kickball, T-Ball and water games planned for throughout the summer. Thank you to E.D. Etnyre for sponsoring this program.



Operation Move

2022 Operation Move kicked off on Thursday June 2nd, with 34 participants for TORO, cornhole and sand Volleyball. We have free activities planned for throughout the summer and KSB Wellness has once again generously sponsored this program with the aim of keeping kids moving this summer!

Lesley Sheffield

Lesley Sheffield
Athletic Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

6/1/22

Recreation Program Report



Extended Time

Wrapping up the 2021-2022 school year at OES, many children that would be attending our summer camp had the opportunity to see our Extended Time room change to our summer camp theme (Road Trip Across America). This included a change in decorations, the addition of new 'Camp OPD' rules, and seeing some of the staff that have returned from college!

From our initial move to OES from the BHC, the addition of 5 extra registration spots have allowed our program to run with higher numbers of children. As a program, we were happy to know that we have assisted many families in the search for after-school childcare in the community of Oregon. Numerous parents praised the staff for their hard work and diligence over the course of the school year, and I want to formally thank my staff for a fantastic program year!

It is my understanding that most of our staff will be returning in the fall to help with our program once school begins again. It is comforting to know that we have staff that are very dedicated to growing the youth in the community through our programs!



Camp Oh-Pea-Dee

Camp Oh-Pea-Dee is up and running! At the time of writing this, we are through our first week of camp. My staff have come together to assist in the planning of our fun camp activities and the parents have been very appreciative of the flexibility of staff.

The first week's theme (Washington D.C.) included educational videos, crafts that involved fun facts, and recreational games that encouraged physical, psychological, and social growth amongst their peers. Registration numbers for Week 1 maxed out at 25 with many subsequent weeks following. Only a few weeks have availability and, as the summer goes along, I anticipate those spots filling.

The anticipated pool opening after Memorial Day has not affected registration numbers for the first week of camp. We are lucky to have such understanding parents in our program! I plan on having the kids come in and personally thank Bill and Mary for their hard work in getting the pool up and running for the summer season.

Our camp runs from 7am-5pm daily (with the exception of Memorial Day & the week of 4th of July) in the Extended Time room at OES. I encourage you to come out and see how our program is enriching the lives of children in our community!

Respectfully Submitted,

Chris Hartzog

Chris Hartzog
Recreation Program Coordinator



OREGON Park District

ESTABLISHED 1966

Permit

OREGON LIONS CLUB

is permitted to use

PARK EAST

Annual Father's Day Car Show

Purpose

6/14/2022

Date Approved

by the Oregon Park District Board of Commissioners.

Approved by:

Mark Temple, President of the Board of Commissioners