



AGENDA
REGULAR BOARD MEETING OF THE
OREGON PARK DISTRICT BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 12, 2023, AT 6:00 P.M.
NASH RECREATION CENTER BOARD ROOM

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) RECOGNITION OF VISITORS
- 4) APPROVAL OF MINUTES
 - A. REGULAR MEETING MINUTES OF AUGUST 8, 2023
 - B. PERSONNEL & POLICY COMMITTEE MEETING MINUTES AUGUST 9, 2023
- 5) FINANCIAL
 - A. TREASURER'S REPORT
 - B. CLAIMS PAYABLE AND CHECKS DRAWN
- 6) REPORTS
 - A. DIRECTORS REPORT
 - B. FINANCE COMMITTEE
 - C. PERSONNEL & POLICY COMMITTEE - MET AUGUST 9, 2023
 - D. PARKS & FACILITIES COMMITTEE - NO REPORT
 - E. PROGRAM & SERVICE COMMITTEE - NO REPORT
 - F. PARKS & FACILITY REPORT
 - G. RECREATION REPORT
 - H. ADMINISTRATIVE REPORT
- 7) UNFINISHED BUSINESS
- 8) NEW BUSINESS
 - A. RESOLUTION 23-09-12 SAFE ROUTES TO SCHOOL
 - B. RESOLUTION 23-09-12 (B) DISPOSAL OF REAL PROPERTY
 - C. MISSION AND VISION STATEMENT APPROVAL - STRATEGIC PLAN
 - D. NASH STRUCTURAL ENGINEERING AGREEMENT - WILLIAMS ARCHITECT
 - E. ITEP PHASE I ENGINEERING SERVICES - ENGINEERING RESOURCE ASSOCIATES
 - F. ITEP PHASE II ENGINEERING SERVICES - ENGINEERING RESOURCE ASSOCIATES

G. 2024 PAY GRADE RECOMMENDATION

H. WAGE RECOMMENDATION

I. CHAMBER OF COMMERCE HALLOWEEN EVENT PROPOSAL

J. EXECUTIVE SESSION

THE SELECTION OF A PERSON TO FILL A PUBLIC OFFICE, AS DEFINED IN THIS ACT, INCLUDING A VACANCY IN A PUBLIC OFFICE, WHEN THE PUBLIC BODY IS GIVEN THE POWER TO APPOINT UNDER LAW OR ORDINANCE - 5 ILCS 120/2(C)(3)

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. Open Meetings Act Par. 120/2.C(5).

K. TREASURER APPOINTMENT

9) COMMISSIONERS COMMENTS

10) DIRECTORS COMMENTS

11) PRESIDENTS COMMENTS

12) ADJOURNMENT

NEXT REGULAR MEETING - OCTOBER 17, 2023 @ 6 PM

Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
August 8, 2023

Brian Beckman, President, called the Regular Meeting to order at 5:00 p.m.

PRESENT: Brian Beckman, Mark Tremble, Josh Messenger, Maia Johnson (arrived at 5:05 p.m.)

ABSENT: Dan Engelkes

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

VISITORS PRESENT: Beth Simeone, Amanda Zimmerman, Ronda Himert, Jena Wehmhoefer

RECOGNITION OF VISITORS:

There were no visitors in attendance who wished to address the board.

APPROVAL OF MINUTES

Regular Meeting Minutes & Executive Session Minutes

Motion by Mark Tremble, seconded by Josh Messenger, the Regular Meeting Minutes of July 11, 2023, Local Government Efficiency Committee Meeting Minutes of July 11, 2023, the Special Meeting Minutes of July 13, 2023, and the Executive Session Minutes of July 11, 2023- approval but not release- be approved as presented. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Mr. Beckman stated that the July Treasurer's report has been submitted by Randy Hays, released in the monthly board packet, and posted at oregonpark.org.

Mr. Hays pointed out that they might have noticed the 51% increase in the balances of the accounts. He stated that that is because they do have the two years of bonds in there. He stated

that if they subtract that amount out, they are still doing very well, and are still a little bit ahead of where they were year over year for 2022 and 2021. He highlighted that things were looking good.

Motion by Josh Messenger, seconded by Mark Tremble, the July Treasurer's Report be approved. Roll Call: Josh Messenger, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Accounts Payable

Mr. Beckman asked Ms. Folk if there was anything that she wanted to add.

Ms. Folk stated that they will begin to see that they are making monthly payments to Aspire. She stated that those are monthly payroll deductions that are elected by the employees for the deferred compensation plan that they offer to all employees. She stated that they will typically be the same amount month to month depending on how many payrolls they have.

Ms. Folk stated that the payment to Catch the Wave for \$355.00 was for the swim lessons offered to the inclusion camp in June. She highlighted that they do a great job with their inclusion swim lessons. She stated that a lot of the kids had never had swim lessons or been in the water, so it was a nice opportunity for them to participate.

Ms. Folk stated that there was an unusually large bill from HR Source for \$7,975.00. She stated that \$3,300.00 of that was a harassment and discrimination training that took place in July that is required by the State of Illinois. She highlighted that this training was for all full-time and part-time staff. She stated that \$4,675.00 was for the five-year benchmarking salary survey for each position. She stated this is something that they would be discussing at the upcoming Personnel & Policy Committee meeting.

Ms. Folk stated that there was an additional payment made to Midwest Commercial Fitness for \$6,885.00 for the Arc Trainer replacement. She stated that they had budgeted for that in 2022 and the check was cut, but due to shipping delays the check was cancelled and recut. She stated that they continue to have shipping issues with production on the new pieces.

Ms. Folk welcomed any additional questions from commissioners.

There were no additional questions regarding the Accounts Payable.

Motion by Mark Tremble, seconded by Josh Messenger, the Accounts Payable for July of 2023 be approved as presented. Roll Call: Mark Tremble, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

REPORTS

Director's Report- Ms. Folk stated that the personal property replacement taxes have exceeded budget. She stated that the dollar amount is determined and issued by the state. She stated that they had originally budgeted \$55,00, but they are currently sitting at \$70,418. These payments are received throughout the year. She stated that the Personal Property Replacement tax is in lieu of the personal property taxes that corporations previously paid on all of their personal property. She stated that in lieu of that, now they pay a percentage on their Illinois income that gets kicked into the personal property replacement tax fund, which is then distributed to all of government agencies. She stated that this has exceeded budget the last two years.

Mr. Tremble asked if it was restricted to which Ms. Folk stated that it goes into their Corporate Fund.

Ms. Folk stated that each commissioner has been provided an IParks overview. She stated that the document was provided by IParks to distribute to board members. She stated that it really does a nice job of outlining the services IParks offers as a risk management agency and the benefits they have as a partner. She stated that they have really served them well as a risk management agency for many years. She stated that from an insurance standpoint they have been very happy with IParks coverage. She stated that other options do exist, and they have bid them out, but IParks continues to stay the most competitive for them.

Ms. Folk stated that the Strategic Plan continues to move forward. She stated that they met on July 27, 2023, with all full-time and a few part time staff to go over the outcome of the community focus groups as well as the board focus group. She stated that it was a good opportunity for staff to brainstorm and start talking about ideas based on the feedback of the focus groups. She stated that they should have a framework to present to the board very soon.

Ms. Folk stated that it was Andy's last meeting as the Superintendent of Parks and Facilities. She stated that Andy has had a fantastic career with the Oregon Park District, 17 years strong. She stated that he has been instrumental in a lot of park

redevelopment that they have been able to complete over his 17 years. She stated that he has done a great job leading his department and he will definitely be missed. She stated that they are honoring Andy next week with a retirement luncheon. She thanked Mr. Egyed for everything that he has done for the district.

There were no additional questions or comments for Ms. Folk.

Parks Report - Included in Board Packet. Mr. Egyed stated that he had nothing to highlight at this time but welcomed any questions from commissioners.

There were no additional questions or comments for Mr. Egyed.

Recreation Report - Included in Board Packet. Mr. Beckman stated that Mrs. Ketter was not present, but asked Ms. Folk if there was anything she wanted to add.

Ms. Folk stated that she had nothing to add on Mrs. Ketter's behalf, but she invited everyone to the Family Fun Night and Volunteer Appreciation. She stated that the staff was gearing up for a big night. She highlighted that a lot of time and energy had gone into this event, and it is their send off to the summer.

She welcomed any additional questions.

Ms. Johnson asked how many volunteers there were. Ms. Folk stated that they sent out 154 invitations for the volunteers. Ms. Johnson asked who overlooks the volunteers. Ms. Folk stated that it depends, and it is based on which department the volunteers are for.

There were no additional questions.

Administrative Report - Included in Board Packet. Mr. Griffin stated that they continue to be in good financial shape. He stated that they will start looking at the budget and evaluations schedule next month. He stated that financially they are starting to look at where they're at to end this year and planning for next year.

Mr. Griffin stated that the Fall Guide comes out at the end of next week. He stated that they are putting the final touches on that, and registration will begin the week after next.

He welcomed any other questions from commissioners.

There were no additional questions or comments for Mr. Griffin.

BUSINESS (unfinished)- None.

BUSINESS (new)- None.

COMMISSIONERS COMMENTS

Mr. Messenger stated that it is going to be weird to affiliate the parks without Andy Egyed. He congratulated Mr. Egyed on a long career and stated that he has done so much for the community. He stated that he has had nothing but good things to say.

Mr. Tremble stated that it doesn't seem like 17 years had gone by since Andy came on with the Park District full time. He stated that Andy has done a great job and that he is going to enjoy retirement.

Ms. Johnson congratulated Andy on his retirement.

PRESIDENT'S COMMENTS

Mr. Beckman stated that he had the pleasure of working with Andy where they had a great working relationship. He stated that everyone that he has ever talked to in the community that has ever dealt with Andy has said he is amicable, giving, and very helpful. He thanked Andy for all of the time that he has served the park district.

ADJOURN

Motion by Josh Messenger, seconded by Maia Johnson, the meeting adjourned at 5:13 P.M. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner
Board Secretary

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Personnel & Policy Committee Meeting Minutes
August 9, 2023**

Mark Tremble, Chairperson, called the Personnel & Policy Committee Meeting to order at 5:00 p.m.

COMMITTEE MEMBERS PRESENT: Brian Beckman, Mark Tremble, Maia Johnson

ABSENT: None.

OTHERS PRESENT: Erin Folk, Executive Director; Dan Griffin, Finance Administrator; Haley Mizner, Board Secretary

VISITORS PRESENT: Beth Simeone, Amanda Zimmerman, Joy Lynn Hyer (HR Source)- present for Market Benchmarking & Compensation Structure Development Project Review

RECOGNITION OF VISITORS:

There were no visitors in attendance who wished to address the committee.

Market Benchmarking & Compensation Structure Development Project Review

Ms. Folk stated that they were going to start a team's call with Joy Lynn Hyer from HR Source where she will walk them through the Benchmarking packet that she prepared and had been submitted to each committee member.

Joy Lynn Hyer introduced herself and stated that she works in the compensation department at HR Source who she has been with for about 17 years. She stated that she has worked with the park district previously to do a Market Benchmarking Compensation Project.

Joy Lynn Hyer stated that when they are doing a Market Benchmarking Project, they are market pricing the jobs using current, valid, reliable compensation surveys. She stated that that is one of the most important things along with the fact that they have updated job descriptions and are able to look at the hiring requirements,

education, and experience. She stated that almost all of the surveys that they used in the project they either published, were part of the publication team, or it is something that they subscribe to. She stated that the data is all published in a certain time period, and has one effective date, and they age it forward and make sure that all of the salaries are valid at the same exact time. She stated that they give weight to each one of the surveys depending on the type of position it is and the methodology of the organization. She stated that in this case, they looked at various jobs both full time and part time. She stated that some of the jobs are general industry jobs that can be found in other organizations, and they were able to pull in some additional data from other non-profit and for-profit surveys. She stated that once they gathered all the compensation data from all of the surveys and weighed the data, they compiled composite base pay, or average base pay, to determine where the position was going to fall as far as pay grades. She stated that they needed to make sure they weren't getting jobs in the same pay grade as their direct supervisors. She stated that they took the market data and calculated a competitive pay structure for the park district so that they can see what a competitive pay range will look like. She stated that they have set the minimums and the maximums, 20% around the midpoint. She stated that the midpoint represents the market. She stated that they go 20% up and 20% down around the market rate. She stated that everything is effective on the same day, and that is how they match the positions to the appropriate pay grade. She stated that the pay grade is determined by looking at the market data and the competitive pay structure that they have calculated for it. She stated that they set forth a competitive pay structure that has 14 grades, and they have put all of the positions into those pay grades based on the market data. She stated that in the future, these ranges are going to have to be updated on an annual basis. She stated that the shelf life of a project like this is about 3-4 years. She stated that their compensation department has been extremely busy over the last year. She stated that the market is continuously moving, so for the organizations that want to move their pay grades and structure up by a percentage, it is going to be less than what they're expecting to give individual increases for. She stated that the market adjustment is needed based off the market data that is collected. She stated that there might be some people who are inappropriately high or low in the pay grade, some might need a market increase, and some are good to continue to move forward and move closer to the midpoint and the market rate through getting annual increases through solid performance. She stated that the most important thing that she would recommend to do is to take a look at the jobs that are hard to fill or critical jobs that the

district couldn't live without when determining who to give market increases. She stated that they have to start by looking at their budget to see how much they can afford, and then take a look at the budget and apply it to those particular positions. She stated that it is also important to look at the positions that are below the minimum to see if they need to bring those up to be market competitive. She stated that based on the payroll analysis there were only seven individuals who were under the market rate. She stated that that could be due to them being a recent hire, switching positions, or a number of different things.

Joy Lynn Hyer stated that overall, the district is in pretty good shape. She stated that the common ratio, considering all positions that were evaluated, was at 88.5% overall.

Ms. Johnson asked who looks at the job descriptions and the requirements for that. Ms. Folk stated that they send all of that information to HR Source, and they then review that in relation to the other positions they are comparing them against. Joy Lynn Hyer stated that the district's job descriptions were in really good shape.

Mr. Tremble asked if there were other benefits in the pay grade. Joy Lynn Hyer stated that it is just annual base pay for full-time employees and hourly rates for part-time employees.

Ms. Johnson asked if the phone and car allowance was included to which Ms. Folk stated that it was not.

There were no additional questions for Joy Lynn Hyer.

The committee members thanked Joy Lynn for her time and discussion.

The Team's call with Joy Lynn Hyer was ended.

Ms. Folk stated that they took it a step further and utilized the NRPA Survey. She stated that they included the comparison of those, and they are pretty comparable with the majority of what the NRPA salaries survey provided with the benefits- health insurance, vacation days, sick days, etc.

Mr. Griffin stated that these were all prepared for January 1, 2024, so they are preparing for the future.

There were no additional questions on the Project report.

2024 Pay Grade Recommendation

Ms. Folk stated that they have identified the minimums and maximums for every pay grade within the district. She highlighted that these were derived straight from the report and provided to them from HR Source.

Mr. Griffin stated that there was no pay grade one and two, and those were the minimum wage changes that have fallen off since 2019 when they initially established the pay grade scale.

Ms. Folk stated that the next page contained the exact same information, it was just identified with the title per pay grade as well. She stated that they can see exactly the positions and the minimums and maximums for each pay grade.

Ms. Folk stated that of the seven employees that fall below the market rate, two are full-time employees and five are part-time employees. She stated the two that are full-time are both new hires. She stated that those will be adjusted as they move into January 1, 2024, with the new pay grade scale.

Ms. Johnson asked when everyone goes up for reviews. Ms. Folk stated that all employee reviews and salary adjustments take effect on January 1, 2024. She stated that in December they will present all of the evaluations for all full-time employees, with a rate increase and recommendation if there is any type of market increase to get those individuals above the minimum. She stated that the annual salary adjustment guide outlines how they identify what each individual will receive. She stated that it is all based on performance level. She stated that if they are exceptional performance and they are below the minimum, they would automatically qualify for a 4.5% increase. She stated that this is the same grid they have followed since 2019 when they completed the first HR Source benchmarking.

Ms. Johnson asked if Ms. Folk does all of the Superintendent's job reviews. Ms. Folk stated that she does all of the Department head evaluations.

Mr. Beckman asked if someone's evaluation is exceptional, and their below minimum and they receive a 4.5% increase, is there anyway to guarantee that that would put that individual above the minimum. Ms. Folk stated that in that regard, they would use a market increase as well. She stated that they would have their performance increase, and a market adjustment in addition to that to allow the opportunity to exceed the minimum.

Ms. Folk stated that last year, everyone received their performance increase, and in addition to that they did a market increase of a one-time payment. She stated that in January full time employees received a percentage on top of their salary, but it was a one-time payment, so they didn't have to carry that over beyond 2023.

Ms. Folk welcomed any additional questions regarding the pay grade recommendation.

Ms. Johnson clarified that they were just approving the base rate, but asked if it will come back to them later to go through everything else. Ms. Folk stated that they will be recommending the ranges to the full board for approval. She stated that those would then take effect in 2024. She stated that when they come back in December, they will approve the actual increases to each employee as well as the health insurance that they pursue, and the benefits associated with the health insurance.

Mr. Tremble stated that at that time they will have another Personnel & Policy Committee meeting to discuss and decide if they are going to recommend it or make changes.

Ms. Folk clarified that this was purely just a recommendation on the ranges. She stated that all the other items; cellphone and mileage are policy, so we don't approve that on an annual basis.

Motion by Brian Beckman, seconded by Maia Johnson, the Personnel & Policy Committee in agreement to recommend the presented 2024 Pay Grade Recommendation to the full board for approval. Roll Call: Brian Beckman, Maia Johnson, Mark Tremble-yes. MOTION PASSED UNANIMOUS.

Wage Recommendation

Ms. Folk stated that with the upcoming retirement they have the final step in the transition process that they started a little more than a year ago. She stated that Brent Suter will be gearing up to take over as Superintendent of Parks and Facilities as of August 17, 2023. She stated that she attempted to get the committee meeting scheduled prior to last night to get the salary approved but because of schedule conflicts they had to push it off. She stated that she had already spoken to Brent about that, and he understands. She stated that the salary approved as of September 12, 2023, will be backdated to August 17, 2023.

Ms. Folk welcomed any questions on the wage recommendation that was presented.

Ms. Folk stated that she went through and talked to Brent about the percentage increase. She stated that they talked about the transition and how it has broken down. She stated that since this transition started, the total increase will be 19% from start to finish. She highlighted that it was 19% from the time he vacated the position of Deputy Superintendent of Parks and entered the roll of assistant Superintendent in July of last year.

Mr. Beckman asked if there was any commentary from Brent on the wage to which Ms. Folk stated that there was not. She stated that they met with him again today and he said it was fair. Mr. Beckman stated that it falls well within the range for that position, slightly below midpoint, which starting out at that is perfectly fair in his opinion.

Motion by Brian Beckman, seconded by Mark Tremble, the Personnel & Policy Committee in agreement to recommend the presented Wage Recommendation to the full board for approval. Roll Call: Maia Johnson, Brian Beckman, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

ADJOURN

Motion by Maia Johnson, seconded by Brian Beckman, the Personnel & Policy Committee meeting adjourned at 5:25 P.M. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner
Board Secretary



OREGON PARK DISTRICT

FISCAL YEAR
2023

MONTHLY FINANCIAL REPORT

August 2023

The Oregon Park Districts monthly financial report will outline any substantial changes to District fund balances or operational budgets. The month-end banking fund balances for a three-year period will be itemized. Percentage changes from the month end to the prior year's month end will also be calculated and a corresponding positive/negative change arrow included. Large percentage changes in District fund balances may or may not be significant and/or planned for any given period. Substantial changes not approved within the District's annual budget will be noted.

BANKING FUND BALANCES

FUND	AUG 2023	JULY 2023	AUG 2022	-	% CH.	AUG 2021
General Checking	\$35,406.42	\$56,851.22	\$29,268.37	↑	20.97%	\$59,101.18
Payroll Checking	\$72,006.48	\$122,894.13	\$73,564.58	↓	-2.12%	\$98,686.01
Corporate Fund	\$273,430.70	\$374,172.74	\$635,077.92	↓	-56.9%	\$615,557.36
Recreation Fund	\$253,119.52	\$297,281.56	\$440,668.38	↓	-42.6%	\$377,945.39
Audit Fund	\$11,190.96	\$10,912.30	\$4,669.26	↑	139.67%	\$14,765.03
Liability Fund	\$108,417.70	\$118,402.02	\$124,623.04	↓	-13.00%	\$149,215.87
IMRF Fund	\$193,939.24	\$196,524.57	\$162,176.32	↑	19.59%	\$139,620.08
Scholarship Fund	\$64,012.66	\$63,749.72	\$61,699.28	↑	3.75%	\$61,655.51
Social Security Fund	\$102,868.78	\$109,139.88	\$133,356.50	↓	-22.86%	\$165,248.06
Police Fund	\$36,941.06	\$38,476.92	\$34,315.83	↑	7.65%	\$35,011.21
Paving Fund	\$32,555.51	\$22,047.47	\$16,434.06	↑	98.10%	\$18,494.87
Long-Term Capital	\$289,554.37	\$288,276.54	\$277,650.00	↑	4.29%	\$206,507.87
Bond/Int Fund	\$865,763.49	\$840,977.89	\$803,998.20	↑	7.68%	\$793,119.57
Park Imp Fund	\$2,840,189.51	\$2,849,899.58	\$364,667.78	↑	678.8%	\$496,009.78
TOTAL	\$5,179,396.40	\$5,389,606.54	\$3,162,169.52	↑	63.79%	\$3,230,937.79

Financial Notes:

District fund balances were approximately 63.8% greater than the same period in 2022. Fund balances will continue to trend above normal as the District prepares for large capital improvements in 2024-25. The District received its third tax distribution of the tax year, totalling \$46,285.96. The distribution represents 55.53% of the current taxes expected to be received this fiscal year. The District will receive the second large tax disbursement of the year at the end of September. The final 2022 tax receipt will be revised following the Byron Power Station Real Property Tax Assessment Settlement Agreement approved by the Board of Commissioners in June 2023.

Stillman Banks interest rate during August varied between 0.10% - 1.35%, while Illinois Park District Liquid Asset Fund was 5.24%. The total Interest earned was \$17,882.69. The District has earned \$86,091.11 of interest in the Park Improvement Fund in 2023, representing 70.05% of the Bond Interest Payable for the 2023-24 General Obligation Bond Sales approved in December 2022.



Randy Hays
Randy Hays, Treasurer

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
01 Corporate Fund					
Revenue					
01 Corporate Fund					
10 Administration					
01-10-410100 Real Estate Taxes	663,250.00	10,026.86	357,740.04	305,509.96	54
01-10-410200 Replacement Tax Current	55,000.00	2,285.32	72,704.10	-17,704.10	132
01-10-430100 Interest Savings	8,000.00	1,113.38	10,721.75	-2,721.75	134
01-10-460100 Misc Income	1,500.00	1,200.00	1,370.75	129.25	91
01-10-470100 Grants	4,000.00	0.00	0.00	4,000.00	0
10 Administration Subtotal	\$731,750.00	\$14,625.56	\$442,536.64	\$289,213.36	60
20 Parks					
01-20-460100 Misc. Income	50.00	0.00	0.00	50.00	0
20 Parks Subtotal	\$50.00	\$0.00	\$0.00	\$50.00	0
01 Corporate Fund Subtotal	\$731,800.00	\$14,625.56	\$442,536.64	\$289,263.36	60
Revenue Subtotal	\$731,800.00	\$14,625.56	\$442,536.64	\$289,263.36	60
Expenditure					
01 Corporate Fund					
10 Administration					
01-10-511000 Salary Full-Time	223,775.00	16,914.14	148,270.68	75,504.32	66
01-10-513000 Wages Part-Time	63,500.00	5,119.08	45,897.75	17,602.25	72
01-10-515000 Health/Life Insurance	195,000.00	17,928.01	124,822.11	70,177.89	64
01-10-521000 Software/Website Maint	35,000.00	15,957.04	23,760.73	11,239.27	68
01-10-521200 Equipment Maintenance	5,750.00	432.62	3,568.76	2,181.24	62
01-10-522000 Printing / Publication	9,350.00	1,950.00	5,362.80	3,987.20	57
01-10-522100 Community Planning/Events	12,500.00	-900.00	13,575.51	-1,075.51	109
01-10-523000 Legal Fees	40,000.00	2,538.70	17,403.70	22,596.30	44
01-10-524000 Other Professional Services	18,000.00	221.46	13,365.68	4,634.32	74
01-10-526000 Dues & Subscriptions	13,000.00	1,130.00	11,960.17	1,039.83	92
01-10-527000 Car/Phone Allowance	6,750.00	541.58	4,543.13	2,206.87	67
01-10-527100 Staff Training	9,000.00	222.75	3,420.50	5,579.50	38
01-10-527200 Travel Expenses	500.00	0.00	486.23	13.77	97
01-10-529000 Postage / Rental	1,250.00	144.99	766.91	483.09	61
01-10-531000 Office Supplies	1,250.00	138.74	833.88	416.12	67
01-10-533000 Tools / Equipment	250.00	0.00	455.62	-205.62	182
01-10-541000 Electric	51,000.00	8,247.43	39,001.19	11,998.81	76
01-10-542000 Water & Sewer	20,000.00	1,983.36	14,193.90	5,806.10	71
01-10-543000 Natural Gas	22,000.00	27.89	13,019.36	8,980.64	59
01-10-544000 Telephone/Internet	5,750.00	108.65	3,749.94	2,000.06	65
01-10-587000 Sundry / Bank Exp	500.00	49.20	387.58	112.42	78
01-10-589000 Commissioners Expenses	1,000.00	0.00	1,136.85	-136.85	114

MONTHLY BUDGET REPORT
08/01/2023 To 08/31/2023

Oregon Park District
FY 2023

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
01-10-589100 Commissioners Conference	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$735,875.00	\$72,755.64	\$489,982.98	\$245,892.02	67
20 Parks					
01-20-511000 Salary Full-Time	222,700.00	16,515.94	156,265.54	66,434.46	70
01-20-513000 Wages Part-Time	41,700.00	3,280.50	18,387.02	23,312.98	44
01-20-514100 Wages Part-Time Seasonal	37,450.00	4,213.75	22,652.75	14,797.25	60
01-20-521100 Contractual Maintenance	16,000.00	100.00	6,525.00	9,475.00	41
01-20-527100 Staff Training/Dues	6,500.00	0.00	5,824.44	675.56	90
01-20-527200 Uniforms/Cell/Travel	2,750.00	386.01	3,224.47	-474.47	117
01-20-529200 Toilet Rental	7,800.00	1,026.00	4,416.00	3,384.00	57
01-20-533000 Tools / Equipment	11,000.00	0.00	13,013.89	-2,013.89	118
01-20-534000 Equip/Grounds Maint/Repair	24,000.00	3,910.05	19,255.63	4,744.37	80
01-20-534200 Athletics/Grounds Supplies	39,500.00	1,413.33	33,674.29	5,825.71	85
01-20-534500 Park Development/Construction	10,000.00	0.00	2,500.00	7,500.00	25
01-20-536000 Gas & Oil	20,000.00	1,328.58	8,327.02	11,672.98	42
01-20-545000 Garbage Disposal	7,500.00	487.00	4,273.08	3,226.92	57
20 Parks Subtotal	\$446,900.00	\$32,661.16	\$298,339.13	\$148,560.87	67
01 Corporate Fund Subtotal	\$1,182,775.00	\$105,416.80	\$788,322.11	\$394,452.89	67
Expenditure Subtotal	\$1,182,775.00	\$105,416.80	\$788,322.11	\$394,452.89	67
Before Transfers	Deficiency Of Revenue Subtotal	-\$450,975.00	-\$90,791.24	-\$345,785.47	77
Other Financing Source					
01 Corporate Fund					
10 Administration					
01-10-480100 Transfer From Other Funds	200,000.00	0.00	0.00	200,000.00	0
10 Administration Subtotal	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0
01 Corporate Fund Subtotal	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0
Other Financing Source Subtotal	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0
After Transfers	Deficiency Of Revenue Subtotal	-\$250,975.00	-\$90,791.24	-\$345,785.47	138
12 Recreation Fund					
Revenue					
12 Recreation Fund					
10 Administration					
12-10-410100 Real Estate Taxes	497,250.00	7,520.12	268,304.99	228,945.01	54
12-10-410700 Gift Certificates Sold	1,500.00	0.00	0.00	1,500.00	0
12-10-420110 Nash Resident Annual	25,000.00	3,563.36	21,760.79	3,239.21	87
12-10-420111 Nash Non-Res Annual	8,000.00	241.08	6,957.33	1,042.67	87
12-10-420112 Nash Resident Quarterly	10,000.00	959.50	9,009.51	990.49	90
12-10-420113 Nash Non-Res Quarterly	3,500.00	200.00	2,043.50	1,456.50	58
12-10-420114 Nash Resident Daily	12,500.00	1,348.00	13,735.75	-1,235.75	110
12-10-420115 Nash Non-Res Daily	5,500.00	675.00	5,228.00	272.00	95

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12-10-420116 Nash Res Monthly	6,000.00	738.00	5,923.20	76.80	99
12-10-420117 Nash Non-Res Monthly	3,000.00	52.00	1,288.00	1,712.00	43
12-10-420156 Nash Corporate	20,000.00	2,999.00	23,503.42	-3,503.42	118
12-10-420157 \$1 Day / 10 Punch	6,500.00	697.76	7,128.84	-628.84	110
12-10-430100 Interest Savings	6,000.00	671.78	5,384.45	615.55	90
12-10-441110 Locker Rentals	200.00	54.00	484.00	-284.00	242
12-10-441150 Court Fees	300.00	66.00	334.00	-34.00	111
12-10-460000 Sponsorship Donations	5,000.00	0.00	5,000.00	0.00	100
12-10-460100 Miscellaneous Income	1,000.00	30.00	2,073.30	-1,073.30	207
10 Administration Subtotal	\$611,250.00	\$19,815.60	\$378,159.08	\$233,090.92	62
40 Aquatics					
12-40-491230 Swim Lessons Level I thru VI	9,500.00	2,070.83	7,689.65	1,810.35	81
12-40-491331 Water Aerobics	14,000.00	2,145.00	13,512.24	487.76	97
12-40-491512 Pool Special Events	1,200.00	0.00	0.00	1,200.00	0
40 Aquatics Subtotal	\$24,700.00	\$4,215.83	\$21,201.89	\$3,498.11	86
50 Athletics					
12-50-491210 Little Athletes	1,320.00	0.00	1,377.00	-57.00	104
12-50-491240 Soccer	30,000.00	1,085.00	29,795.05	204.95	99
12-50-491241 1st-2nd Grade Basketball	2,800.00	150.00	150.00	2,650.00	5
12-50-491243 Basketball 3-6 Boys	3,500.00	285.00	535.00	2,965.00	15
12-50-491244 Basketball 3-6 Girls	3,000.00	-75.00	769.50	2,230.50	26
12-50-491245 T-Ball	3,200.00	0.00	3,093.00	107.00	97
12-50-491246 Little League	2,950.00	0.00	3,146.00	-196.00	107
12-50-491247 Jr. Girls Softball	4,000.00	0.00	3,814.50	185.50	95
12-50-491248 Intermediate Girls Softball	3,200.00	0.00	1,632.00	1,568.00	51
12-50-491250 Leon Gasmund	3,440.00	0.00	2,948.50	491.50	86
12-50-491251 Sandy Koufax	3,800.00	0.00	4,053.50	-253.50	107
12-50-491255 Coaches Pitch	3,700.00	0.00	4,592.00	-892.00	124
12-50-491258 Athletic Camps	12,000.00	628.00	10,956.50	1,043.50	91
12-50-491265 Girls Minor League	3,200.00	93.00	3,040.00	160.00	95
12-50-491268 Jr High X Country	900.00	487.50	1,441.50	-541.50	160
12-50-491278 Youth Volleyball	1,500.00	92.00	729.50	770.50	49
12-50-491350 Adult Recreation Leagues	8,500.00	2,750.00	5,695.00	2,805.00	67
12-50-491530 Sports Special Events	6,750.00	399.00	3,202.00	3,548.00	47
50 Athletics Subtotal	\$97,760.00	\$5,894.50	\$80,970.55	\$16,789.45	83
60 General Recreation					
12-60-491100 Children's Center P.S.	29,000.00	2,160.00	21,944.51	7,055.49	76
12-60-491101 CC Summer Camp/Computer Class	1,500.00	8.00	306.00	1,194.00	20
12-60-491201 Extended Time	39,250.00	9,316.00	24,648.52	14,601.48	63
12-60-491214 No School Days	2,000.00	415.00	2,267.00	-267.00	113

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12-60-491215 Youth Tumbling	14,000.00	2,781.00	14,012.70	-12.70	100
12-60-491288 Youth Recreation	11,000.00	1,584.00	6,049.96	4,950.04	55
12-60-491376 Summer Camp	37,000.00	569.50	29,002.24	7,997.76	78
12-60-491388 Adult Recreation	26,000.00	5,483.50	18,944.90	7,055.10	73
12-60-491414 General Bus Trips	3,000.00	-30.00	554.00	2,446.00	18
12-60-491509 Events - For Your Pets	1,000.00	0.00	270.00	730.00	27
12-60-491510 Spl Events - Concerts	10,750.00	20.00	9,370.00	1,380.00	87
12-60-491511 Spl Events - Holiday	2,500.00	0.00	-44.00	2,544.00	-2
12-60-491512 Spl Events - Spring/Summer	800.00	-488.00	148.00	652.00	19
12-60-491513 Spl Events - Fall/Winter	4,500.00	212.60	5,500.00	-1,000.00	122
12-60-491521 Farm Market / Plant	1,500.00	0.00	231.00	1,269.00	15
60 General Recreation Subtotal	\$183,800.00	\$22,031.60	\$133,204.83	\$50,595.17	72
70 Concessions					
12-70-450100 Product Sales	100.00	0.00	261.09	-161.09	261
12-70-450130 Sales Commissions	100.00	0.00	0.00	100.00	0
70 Concessions Subtotal	\$200.00	\$0.00	\$261.09	-\$61.09	131
80 Rental					
12-80-441100 Nash Rental	6,000.00	1,124.00	9,342.50	-3,342.50	156
12-80-441110 Outside Rentals	3,500.00	692.00	3,666.00	-166.00	105
12-80-441130 Dog Park Fees	700.00	115.00	1,726.00	-1,026.00	247
80 Rental Subtotal	\$10,200.00	\$1,931.00	\$14,734.50	-\$4,534.50	144
90 Fitness					
12-90-491309 Personal Training	3,000.00	290.00	3,828.20	-828.20	128
12-90-491310 Early Morning Aerobics	5,000.00	1,270.00	6,917.25	-1,917.25	138
12-90-491323 Monthly Fitness Programming	1,500.00	0.00	0.00	1,500.00	0
12-90-491366 Misc PT/Fitness	1,500.00	0.00	0.00	1,500.00	0
90 Fitness Subtotal	\$11,000.00	\$1,560.00	\$10,745.45	\$254.55	98
12 Recreation Fund Subtotal	\$938,910.00	\$55,448.53	\$639,277.39	\$299,632.61	68
Revenue Subtotal	\$938,910.00	\$55,448.53	\$639,277.39	\$299,632.61	68
Revenue					
12 Recreation Fund					
10 Administration					
12-10-480100 Transfers From Other Funds	250,000.00	0.00	0.00	250,000.00	0
10 Administration Subtotal	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0
12 Recreation Fund Subtotal	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0
	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0
Expenditure					
12 Recreation Fund					
10 Administration					
12-10-511000 Salary Full-Time	65,550.00	4,791.26	44,926.74	20,623.26	69

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12-10-512000 Rec Wages Part Time	5,000.00	512.00	4,496.75	503.25	90
12-10-513300 Wages Building Supervisor	32,400.00	2,828.26	28,099.74	4,300.26	87
12-10-522100 Advertising/Promotional/Volunteer	16,550.00	2,739.77	12,526.45	4,023.55	76
12-10-524100 Credit Card/Bank Charges	17,000.00	1,614.24	12,512.44	4,487.56	74
12-10-526000 Dues & Subscriptions	2,250.00	115.00	540.00	1,710.00	24
12-10-527000 Car/Phone Allowance	4,750.00	350.06	3,152.52	1,597.48	66
12-10-527100 Staff Training	4,000.00	53.25	1,538.53	2,461.47	38
12-10-527200 Travel Expenses	300.00	0.00	160.32	139.68	53
12-10-531000 Office Supplies	2,000.00	17.03	446.28	1,553.72	22
12-10-532000 Community Outreach Programs	5,000.00	352.43	2,020.36	2,979.64	40
12-10-535000 First Aid Supplies	5,100.00	259.96	1,227.60	3,872.40	24
12-10-538000 Recreation Supplies	2,500.00	29.85	1,363.79	1,136.21	55
12-10-540000 Rec Activities & Engagement	6,000.00	55.97	2,815.14	3,184.86	47
12-10-541000 Electric	51,000.00	7,848.98	38,602.74	12,397.26	76
12-10-542000 Water & Sewer	20,000.00	1,983.36	14,193.92	5,806.08	71
12-10-543000 Natural Gas	22,000.00	27.89	13,018.77	8,981.23	59
12-10-544000 Telephone/Internet	5,750.00	507.10	3,332.44	2,417.56	58
12-10-587000 Sundry Expenses	100.00	0.00	0.00	100.00	0
12-10-590000 Capital Expenditures	2,500.00	999.75	999.75	1,500.25	40
10 Administration Subtotal	\$269,750.00	\$25,086.16	\$185,974.28	\$83,775.72	69
30 Maintenance					
12-30-511000 Salary Full-Time	205,425.00	16,400.88	130,365.83	75,059.17	63
12-30-513000 Wages Part-Time	24,000.00	1,238.63	15,357.13	8,642.87	64
12-30-521000 Software Maintenance	2,850.00	0.00	0.00	2,850.00	0
12-30-521100 Building Maintenance	30,000.00	0.00	31,980.28	-1,980.28	107
12-30-521200 Equipment Maintenance	12,000.00	4,080.89	10,698.54	1,301.46	89
12-30-521300 Chiller Maint Startup	7,000.00	0.00	8,914.89	-1,914.89	127
12-30-521400 Maintenance Agreements	35,500.00	3,630.01	15,090.94	20,409.06	43
12-30-527000 Car/Phone Allowance	1,000.00	50.00	795.00	205.00	80
12-30-527100 Staff Training	1,200.00	339.00	1,050.14	149.86	88
12-30-533000 Tools / Equipment	1,500.00	83.38	1,223.87	276.13	82
12-30-533100 Custodial Equipment	4,000.00	229.99	492.20	3,507.80	12
12-30-534000 Building Supplies	15,000.00	1,061.67	3,237.86	11,762.14	22
12-30-534400 Equipment Supplies	6,000.00	423.29	3,267.75	2,732.25	54
12-30-534500 Custodial Supplies	15,000.00	452.48	6,316.89	8,683.11	42
30 Maintenance Subtotal	\$360,475.00	\$27,990.22	\$228,791.32	\$131,683.68	63
40 Aquatics					
12-40-513200 Aquatic Management Fees	37,375.00	3,250.00	21,553.00	15,822.00	58
12-40-513500 Aquatic Operation Fees	117,500.00	11,063.29	72,349.60	45,150.40	62
12-40-527100 Staff Training	750.00	0.00	550.00	200.00	73

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12-40-533200 Aquatic Equip/Maint	8,000.00	1,446.67	9,316.58	-1,316.58	116
12-40-534600 Aquatic Supplies	18,000.00	358.10	12,209.69	5,790.31	68
12-40-591512 Pool Special Events	1,200.00	335.00	335.00	865.00	28
40 Aquatics Subtotal	\$182,825.00	\$16,453.06	\$116,313.87	\$66,511.13	64
50 Athletics					
12-50-511000 Salary Full-Time	50,735.00	3,709.20	34,780.80	15,954.20	69
12-50-513000 Wages Part-Time	5,000.00	718.25	4,592.25	407.75	92
12-50-513300 Wages Field Supervisor	500.00	0.00	377.00	123.00	75
12-50-527100 Staff Training	4,000.00	25.00	1,155.74	2,844.26	29
12-50-538000 Recreation Supplies	250.00	88.96	88.96	161.04	36
12-50-591210 Little Athletes	1,320.00	0.00	247.25	1,072.75	19
12-50-591240 Soccer	20,000.00	867.50	11,507.63	8,492.37	58
12-50-591241 1st & 2nd Co-Ed Basketball	1,300.00	0.00	0.00	1,300.00	0
12-50-591243 Basketball 3-6 Boys	3,300.00	0.00	1,818.25	1,481.75	55
12-50-591244 Basketball 3-6 Girls	2,600.00	0.00	2,269.71	330.29	87
12-50-591245 T-Ball	1,300.00	0.00	1,214.91	85.09	93
12-50-591246 Little League	3,000.00	175.00	2,712.97	287.03	90
12-50-591247 Jr. Girls Softball	3,775.00	422.22	3,064.53	710.47	81
12-50-591248 Intermediate Girls Softball	2,600.00	172.22	613.45	1,986.55	24
12-50-591250 Leon Gasmund	3,300.00	0.00	2,614.86	685.14	79
12-50-591251 Sandy Koufax League	3,500.00	0.00	4,110.10	-610.10	117
12-50-591255 Coaches Pitch	2,700.00	0.00	2,758.54	-58.54	102
12-50-591258 Athletic Camps	11,750.00	1,591.84	10,968.16	781.84	93
12-50-591265 Girls Minor League	2,600.00	172.21	2,186.18	413.82	84
12-50-591268 Jr High X Country	1,350.00	512.00	603.00	747.00	45
12-50-591278 Youth Volleyball	1,000.00	303.00	303.00	697.00	30
12-50-591350 Adult Recreation Leagues	6,800.00	499.45	2,253.04	4,546.96	33
12-50-591530 Sports Special Events	5,000.00	1,332.12	2,872.74	2,127.26	57
12-50-596240 Other Program Equipment	1,000.00	0.00	170.16	829.84	17
12-50-596250 Baseball Program Equipment	500.00	0.00	-36.20	536.20	-7
50 Athletics Subtotal	\$139,180.00	\$10,588.97	\$93,247.03	\$45,932.97	67
60 General Recreation					
12-60-511000 Salary Full Time	93,575.00	6,979.68	63,553.12	30,021.88	68
12-60-513000 Wages Part Time	5,100.00	1,335.75	4,387.50	712.50	86
12-60-527100 Staff Training	9,500.00	269.50	2,916.41	6,583.59	31
12-60-538000 Recreation Supplies	500.00	16.00	39.79	460.21	8
12-60-591100 Children's Center P.S	41,100.00	1,911.00	24,512.25	16,587.75	60
12-60-591101 CC Summer Camp/Computer Class	1,000.00	17.65	52.61	947.39	5
12-60-591201 Extended Time	23,750.00	1,145.68	11,541.54	12,208.46	49
12-60-591214 No School Days	1,800.00	0.00	1,231.92	568.08	68

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12-60-591215 Youth Tumbling	12,000.00	0.00	9,633.60	2,366.40	80
12-60-591288 Youth Recreation	8,000.00	320.00	3,350.66	4,649.34	42
12-60-591376 Summer Camp	25,500.00	3,294.57	20,085.41	5,414.59	79
12-60-591388 Adult Recreation	20,000.00	344.74	13,669.47	6,330.53	68
12-60-591414 General Bus Trips	2,400.00	0.00	672.97	1,727.03	28
12-60-591509 Events - For Your Pets	750.00	0.00	260.00	490.00	35
12-60-591510 Spl Events - Concerts	10,750.00	0.00	8,650.00	2,100.00	80
12-60-591511 Spl Events - Holiday	2,250.00	17.07	411.01	1,838.99	18
12-60-591512 Spl Events - Spring/Summer	2,000.00	240.01	1,303.86	696.14	65
12-60-591513 Spl Events - Fall/Winter	4,000.00	43.11	3,283.95	716.05	82
12-60-591521 Farm Market/Plant/Misc	1,500.00	0.00	123.35	1,376.65	8
60 General Recreation Subtotal	\$265,475.00	\$15,934.76	\$169,679.42	\$95,795.58	64
70 Concessions					
12-70-538100 Product Vending Expense	25.00	0.00	0.00	25.00	0
12-70-582000 Taxes / Sales	0.00	0.00	4.00	-4.00	*100
70 Concessions Subtotal	\$25.00	\$0.00	\$4.00	\$21.00	16
80 Rental					
12-80-521200 Equipment Maintenance	800.00	0.00	0.00	800.00	0
12-80-538000 Recreation Supplies	1,850.00	0.00	1,166.50	683.50	63
80 Rental Subtotal	\$2,650.00	\$0.00	\$1,166.50	\$1,483.50	44
90 Fitness					
12-90-513400 Wages Fitness Center Suprs	40,500.00	3,457.88	28,566.64	11,933.36	71
12-90-534600 Fitness Maintenance	4,000.00	0.00	291.47	3,708.53	7
12-90-534700 Fitness Maintenance Supplies	3,000.00	0.00	2,520.00	480.00	84
12-90-538000 Recreation Supplies	200.00	113.25	171.23	28.77	86
12-90-591309 Personal Training	2,700.00	180.00	3,187.50	-487.50	118
12-90-591310 Early Morning Aerobics	3,500.00	270.00	3,355.00	145.00	96
12-90-591323 Monthly Fitness Programming	1,300.00	0.00	0.00	1,300.00	0
12-90-591366 Misc. P.T. Challenges/Classes	1,500.00	0.00	0.00	1,500.00	0
12-90-599300 Aerobics Materials	200.00	0.00	19.90	180.10	10
90 Fitness Subtotal	\$56,900.00	\$4,021.13	\$38,111.74	\$18,788.26	67
12 Recreation Fund Subtotal	\$1,277,280.00	\$100,074.30	\$833,288.16	\$443,991.84	65
Expenditure Subtotal	\$1,277,280.00	\$100,074.30	\$833,288.16	\$443,991.84	65
Before Transfers	Deficiency Of Revenue Subtotal	-\$588,370.00	-\$44,625.77	-\$194,010.77	33
After Transfers	Deficiency Of Revenue Subtotal	-\$588,370.00	-\$44,625.77	-\$194,010.77	33
13 Audit Fund					
Revenue					
13 Audit Fund					
10 Administration					
13-10-410100 Real Estate Taxes	18,000.00	271.75	9,695.38	8,304.62	54

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13-10-430100 Interest Savings	250.00	6.91	47.73	202.27	19
10 Administration Subtotal	\$18,250.00	\$278.66	\$9,743.11	\$8,506.89	53
13 Audit Fund Subtotal	\$18,250.00	\$278.66	\$9,743.11	\$8,506.89	53
Revenue Subtotal	\$18,250.00	\$278.66	\$9,743.11	\$8,506.89	53
Expenditure					
13 Audit Fund					
10 Administration					
13-10-524000 Other Professional Services	1,800.00	0.00	1,800.00	0.00	100
13-10-528000 Audit	20,000.00	0.00	25,775.00	-5,775.00	129
10 Administration Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
13 Audit Fund Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
Expenditure Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
Before Transfers	Excess Of Revenue Subtotal	-\$3,550.00	\$278.66	-\$17,831.89	502
After Transfers	Excess Of Revenue Subtotal	-\$3,550.00	\$278.66	-\$17,831.89	502
14 Liability Fund					
Revenue					
14 Liability Fund					
10 Administration					
14-10-410100 Real Estate Taxes	130,000.00	1,962.24	70,009.55	59,990.45	54
14-10-430100 Interest Savings	2,000.00	251.04	2,720.16	-720.16	136
10 Administration Subtotal	\$132,000.00	\$2,213.28	\$72,729.71	\$59,270.29	55
14 Liability Fund Subtotal	\$132,000.00	\$2,213.28	\$72,729.71	\$59,270.29	55
Revenue Subtotal	\$132,000.00	\$2,213.28	\$72,729.71	\$59,270.29	55
Expenditure					
14 Liability Fund					
10 Administration					
14-10-511000 Salary Full-Time	85,240.00	5,278.60	50,387.21	34,852.79	59
14-10-552000 Park/Facility Inspection Software M	2,500.00	0.00	2,570.00	-70.00	103
14-10-553000 Building/Contents Insurance	26,000.00	0.00	27,084.50	-1,084.50	104
14-10-554000 General Liability	13,500.00	250.00	12,189.00	1,311.00	90
14-10-555000 Public Official Insurance	1,000.00	0.00	719.00	281.00	72
14-10-556000 Automobile Insurance	3,250.00	861.00	3,837.00	-587.00	118
14-10-557000 Workers Comp Insurance.	23,500.00	5,808.00	14,321.00	9,179.00	61
14-10-558000 Unemployment Insurance	8,000.00	50.36	5,669.08	2,330.92	71
10 Administration Subtotal	\$162,990.00	\$12,247.96	\$116,776.79	\$46,213.21	72
14 Liability Fund Subtotal	\$162,990.00	\$12,247.96	\$116,776.79	\$46,213.21	72
Expenditure Subtotal	\$162,990.00	\$12,247.96	\$116,776.79	\$46,213.21	72
Before Transfers	Deficiency Of Revenue Subtotal	-\$30,990.00	-\$10,034.68	-\$44,047.08	142
After Transfers	Deficiency Of Revenue Subtotal	-\$30,990.00	-\$10,034.68	-\$44,047.08	142

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
15 Imrf Fund					
Revenue					
15 Imrf Fund					
10 Administration					
15-10-410100 Real Estate Taxes	80,000.00	1,208.24	46,524.28	33,475.72	58
15-10-430100 Interest Savings	1,800.00	572.19	599.76	1,200.24	33
10 Administration Subtotal	\$81,800.00	\$1,780.43	\$47,124.04	\$34,675.96	58
15 Imrf Fund Subtotal	\$81,800.00	\$1,780.43	\$47,124.04	\$34,675.96	58
Revenue Subtotal	\$81,800.00	\$1,780.43	\$47,124.04	\$34,675.96	58
Expenditure					
15 Imrf Fund					
10 Administration					
15-10-518000 IMRF	60,000.00	0.00	33,227.25	26,772.75	55
10 Administration Subtotal	\$60,000.00	\$0.00	\$33,227.25	\$26,772.75	55
15 Imrf Fund Subtotal	\$60,000.00	\$0.00	\$33,227.25	\$26,772.75	55
Expenditure Subtotal	\$60,000.00	\$0.00	\$33,227.25	\$26,772.75	55
Before Transfers	Excess Of Revenue Subtotal	\$21,800.00	\$1,780.43	\$13,896.79	64
After Transfers	Excess Of Revenue Subtotal	\$21,800.00	\$1,780.43	\$13,896.79	64
16 Scholarship Fund					
Revenue					
16 Scholarship Fund					
10 Administration					
16-10-430100 Interest Savings	125.00	5.44	42.84	82.16	34
16-10-470110 Scholarship Donations	1,000.00	660.00	710.00	290.00	71
16-10-470300 Memorial Donations	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$1,875.00	\$665.44	\$752.84	\$1,122.16	40
16 Scholarship Fund Subtotal	\$1,875.00	\$665.44	\$752.84	\$1,122.16	40
Revenue Subtotal	\$1,875.00	\$665.44	\$752.84	\$1,122.16	40
Expenditure					
16 Scholarship Fund					
10 Administration					
16-10-570110 Scholarship Donations	2,000.00	0.00	680.75	1,319.25	34
16-10-570300 Memorial Donations	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$2,750.00	\$0.00	\$680.75	\$2,069.25	25
16 Scholarship Fund Subtotal	\$2,750.00	\$0.00	\$680.75	\$2,069.25	25
Expenditure Subtotal	\$2,750.00	\$0.00	\$680.75	\$2,069.25	25
Before Transfers	Excess Of Revenue Subtotal	-\$875.00	\$665.44	\$72.09	-8
After Transfers	Excess Of Revenue Subtotal	-\$875.00	\$665.44	\$72.09	-8
18 Fica Fund					
Revenue					

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
18 Fica Fund					
10 Administration					
18-10-410100 Real Estate Taxes	60,000.00	905.45	32,304.74	27,695.26	54
18-10-430100 Interest Savings	2,200.00	367.95	2,798.85	-598.85	127
10 Administration Subtotal	\$62,200.00	\$1,273.40	\$35,103.59	\$27,096.41	56
18 Fica Fund Subtotal	\$62,200.00	\$1,273.40	\$35,103.59	\$27,096.41	56
Revenue Subtotal	\$62,200.00	\$1,273.40	\$35,103.59	\$27,096.41	56
Expenditure					
18 Fica Fund					
10 Administration					
18-10-519000 FICA	82,500.00	9,308.54	52,134.09	30,365.91	63
18-10-519100 Medicare	20,000.00	2,177.00	12,192.71	7,807.29	61
10 Administration Subtotal	\$102,500.00	\$11,485.54	\$64,326.80	\$38,173.20	63
18 Fica Fund Subtotal	\$102,500.00	\$11,485.54	\$64,326.80	\$38,173.20	63
Expenditure Subtotal	\$102,500.00	\$11,485.54	\$64,326.80	\$38,173.20	63
Before Transfers	Deficiency Of Revenue Subtotal	-\$40,300.00	-\$10,212.14	-\$29,223.21	73
After Transfers	Deficiency Of Revenue Subtotal	-\$40,300.00	-\$10,212.14	-\$29,223.21	73
19 Police Fund					
Revenue					
19 Police Fund					
10 Administration					
19-10-410100 Real Estate Taxes	5,000.00	75.21	2,683.52	2,316.48	54
19-10-430100 Interest Savings	500.00	144.48	1,015.97	-515.97	203
10 Administration Subtotal	\$5,500.00	\$219.69	\$3,699.49	\$1,800.51	67
19 Police Fund Subtotal	\$5,500.00	\$219.69	\$3,699.49	\$1,800.51	67
Revenue Subtotal	\$5,500.00	\$219.69	\$3,699.49	\$1,800.51	67
Expenditure					
19 Police Fund					
10 Administration					
19-10-512000 Safety Event Expense	1,500.00	280.00	880.00	620.00	59
19-10-524000 Other Prof Services	1,750.00	197.85	1,211.80	538.20	69
19-10-590000 Captial Expenditures	5,000.00	1,277.70	1,277.70	3,722.30	26
10 Administration Subtotal	\$8,250.00	\$1,755.55	\$3,369.50	\$4,880.50	41
19 Police Fund Subtotal	\$8,250.00	\$1,755.55	\$3,369.50	\$4,880.50	41
Expenditure Subtotal	\$8,250.00	\$1,755.55	\$3,369.50	\$4,880.50	41
Before Transfers	Deficiency Of Revenue Subtotal	-\$2,750.00	-\$1,535.86	\$329.99	-12
After Transfers	Deficiency Of Revenue Subtotal	-\$2,750.00	-\$1,535.86	\$329.99	-12
20 Paving/Lighting Fund					
Revenue					
20 Paving/Lighting Fund					

MONTHLY BUDGET REPORT
08/01/2023 To 08/31/2023

Oregon Park District
FY 2023

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
10 Administration					
20-10-410100 Real Estate Taxes	33,000.00	501.32	17,886.34	15,113.66	54
20-10-430100 Interest Savings	150.00	6.72	40.35	109.65	27
10 Administration Subtotal	\$33,150.00	\$508.04	\$17,926.69	\$15,223.31	54
20 Paving/Lighting Fund Subtotal	\$33,150.00	\$508.04	\$17,926.69	\$15,223.31	54
Revenue Subtotal	\$33,150.00	\$508.04	\$17,926.69	\$15,223.31	54
Expenditure					
20 Paving/Lighting Fund					
10 Administration					
20-10-564000 Park Improvements	37,000.00	0.00	2,176.50	34,823.50	6
10 Administration Subtotal	\$37,000.00	\$0.00	\$2,176.50	\$34,823.50	6
20 Paving/Lighting Fund Subtotal	\$37,000.00	\$0.00	\$2,176.50	\$34,823.50	6
Expenditure Subtotal	\$37,000.00	\$0.00	\$2,176.50	\$34,823.50	6
Before Transfers	Excess Of Revenue Subtotal	-\$3,850.00	\$508.04	\$15,750.19	-409
After Transfers	Excess Of Revenue Subtotal	-\$3,850.00	\$508.04	\$15,750.19	-409
35 Long Term Capital Replacement					
Revenue					
35 Long Term Capital Replacement					
10 Administration					
35-10-430100 Interest Savings	7,000.00	1,277.83	6,674.47	325.53	95
10 Administration Subtotal	\$7,000.00	\$1,277.83	\$6,674.47	\$325.53	95
35 Long Term Capital Replacement Subtotal	\$7,000.00	\$1,277.83	\$6,674.47	\$325.53	95
Revenue Subtotal	\$7,000.00	\$1,277.83	\$6,674.47	\$325.53	95
Revenue					
35 Long Term Capital Replacement					
10 Administration					
35-10-480100 Transfer From Other Funds	70,000.00	0.00	0.00	70,000.00	0
10 Administration Subtotal	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
35 Long Term Capital Replacement Subtotal	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
Revenue Subtotal	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
After Transfers	Excess Of Revenue Subtotal	-\$63,000.00	\$1,277.83	\$6,674.47	-11
37 Bond & Int Fund					
Revenue					
37 Bond & Int Fund					
10 Administration					
37-10-410100 Real Estate Taxes	1,577,250.00	23,814.77	849,669.66	727,580.34	54
37-10-430100 Interest Savings	11,000.00	970.83	2,048.41	8,951.59	19
10 Administration Subtotal	\$1,588,250.00	\$24,785.60	\$851,718.07	\$736,531.93	54
37 Bond & Int Fund Subtotal	\$1,588,250.00	\$24,785.60	\$851,718.07	\$736,531.93	54
Revenue Subtotal	\$1,588,250.00	\$24,785.60	\$851,718.07	\$736,531.93	54

MONTHLY BUDGET REPORT
08/01/2023 To 08/31/2023

Oregon Park District
FY 2023

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
Expenditure					
37 Bond & Int Fund					
10 Administration					
37-10-524000 Other Professional Services	30.00	0.00	0.00	30.00	0
37-10-588000 Principal	1,477,000.00	0.00	0.00	1,477,000.00	0
37-10-588100 Interest	76,003.00	0.00	0.00	76,003.00	0
10 Administration Subtotal	\$1,553,033.00	\$0.00	\$0.00	\$1,553,033.00	0
37 Bond & Int Fund Subtotal	\$1,553,033.00	\$0.00	\$0.00	\$1,553,033.00	0
Expenditure Subtotal	\$1,553,033.00	\$0.00	\$0.00	\$1,553,033.00	0
Before Transfers	Excess Of Revenue Subtotal	\$35,217.00	\$24,785.60	\$851,718.07	2,418
After Transfers	Excess Of Revenue Subtotal	\$35,217.00	\$24,785.60	\$851,718.07	2,418
46 Park Improvement Fund					
Revenue					
46 Park Improvement Fund					
10 Administration					
46-10-430100 Interest Savings	74,000.00	12,494.14	86,058.96	-12,058.96	116
46-10-470100 Grants	511,200.00	0.00	0.00	511,200.00	0
46-10-470120 Bond Proceeds	3,029,000.00	0.00	3,029,000.00	0.00	100
10 Administration Subtotal	\$3,614,200.00	\$12,494.14	\$3,115,058.96	\$499,141.04	86
46 Park Improvement Fund Subtotal	\$3,614,200.00	\$12,494.14	\$3,115,058.96	\$499,141.04	86
Revenue Subtotal	\$3,614,200.00	\$12,494.14	\$3,115,058.96	\$499,141.04	86
Expenditure					
46 Park Improvement Fund					
10 Administration					
46-10-524000 Other Professional Services	28,500.00	0.00	28,343.00	157.00	99
46-10-525000 Engineering	438,000.00	747.50	20,422.97	417,577.03	5
46-10-560000 Computer Upgrades	75,000.00	-1,853.64	74,933.86	66.14	100
46-10-564000 Park/Building Improvements	1,040,330.00	784.35	189,696.37	850,633.63	18
46-10-567700 Vehicles Equipment	24,000.00	22,526.00	22,526.00	1,474.00	94
10 Administration Subtotal	\$1,605,830.00	\$22,204.21	\$335,922.20	\$1,269,907.80	21
46 Park Improvement Fund Subtotal	\$1,605,830.00	\$22,204.21	\$335,922.20	\$1,269,907.80	21
Expenditure Subtotal	\$1,605,830.00	\$22,204.21	\$335,922.20	\$1,269,907.80	21
Before Transfers	Deficiency Of Revenue Subtotal	\$2,008,370.00	-\$9,710.07	\$2,779,136.76	138
Other Financing Use					
46 Park Improvement Fund					
10 Administration					
46-10-588000 Transfers to Other Funds	520,000.00	0.00	0.00	520,000.00	0
10 Administration Subtotal	\$520,000.00	\$0.00	\$0.00	\$520,000.00	0
46 Park Improvement Fund Subtotal	\$520,000.00	\$0.00	\$0.00	\$520,000.00	0
Other Financing Use Subtotal	\$520,000.00	\$0.00	\$0.00	\$520,000.00	0

MONTHLY BUDGET REPORT

08/01/2023 To 08/31/2023

Oregon Park District

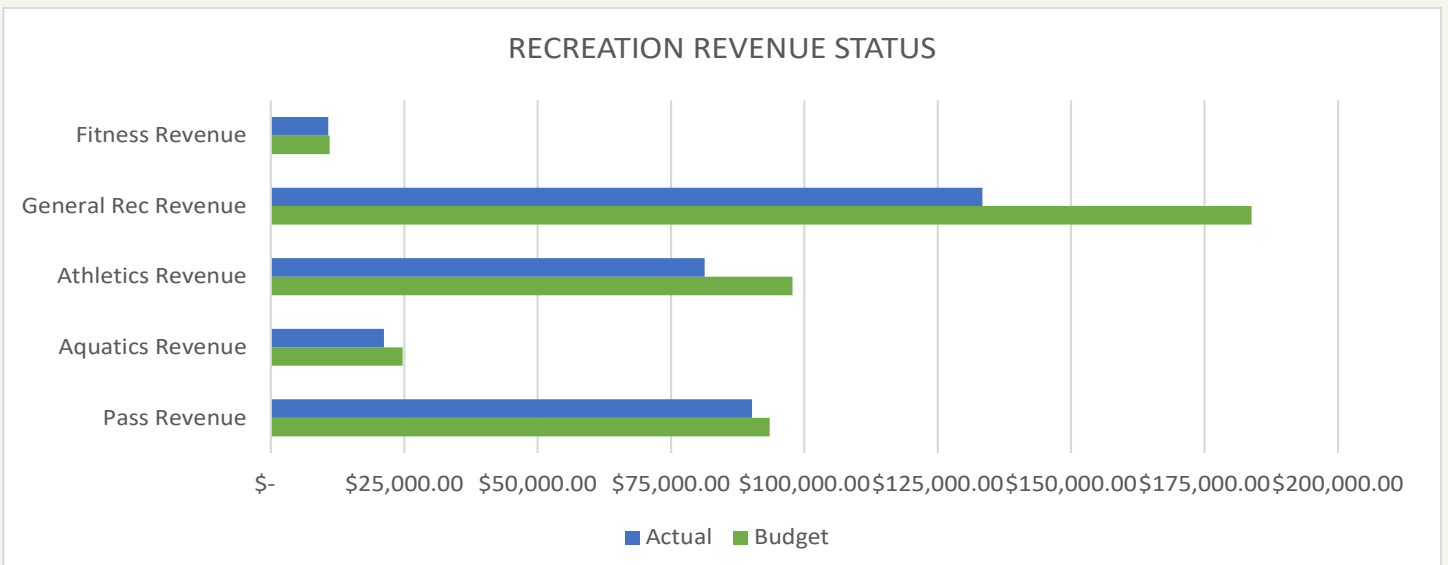
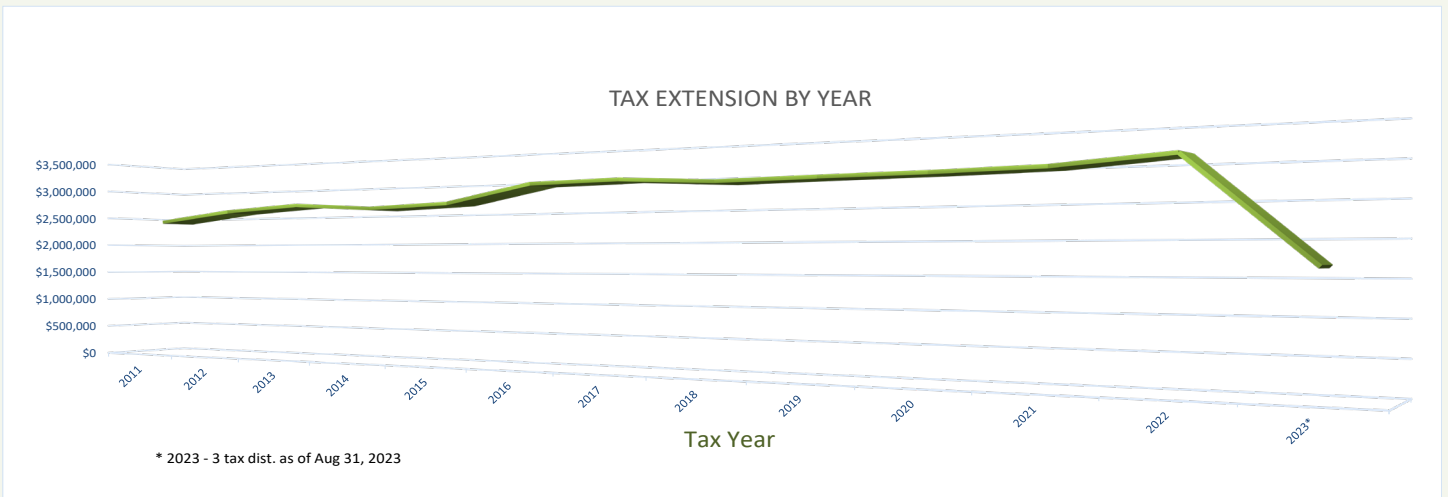
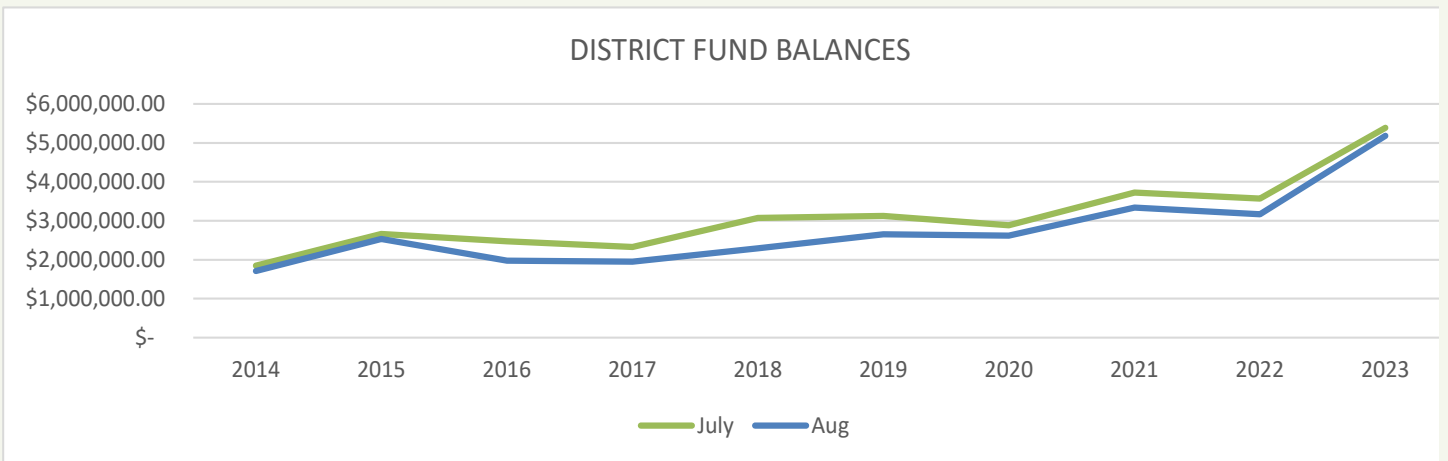
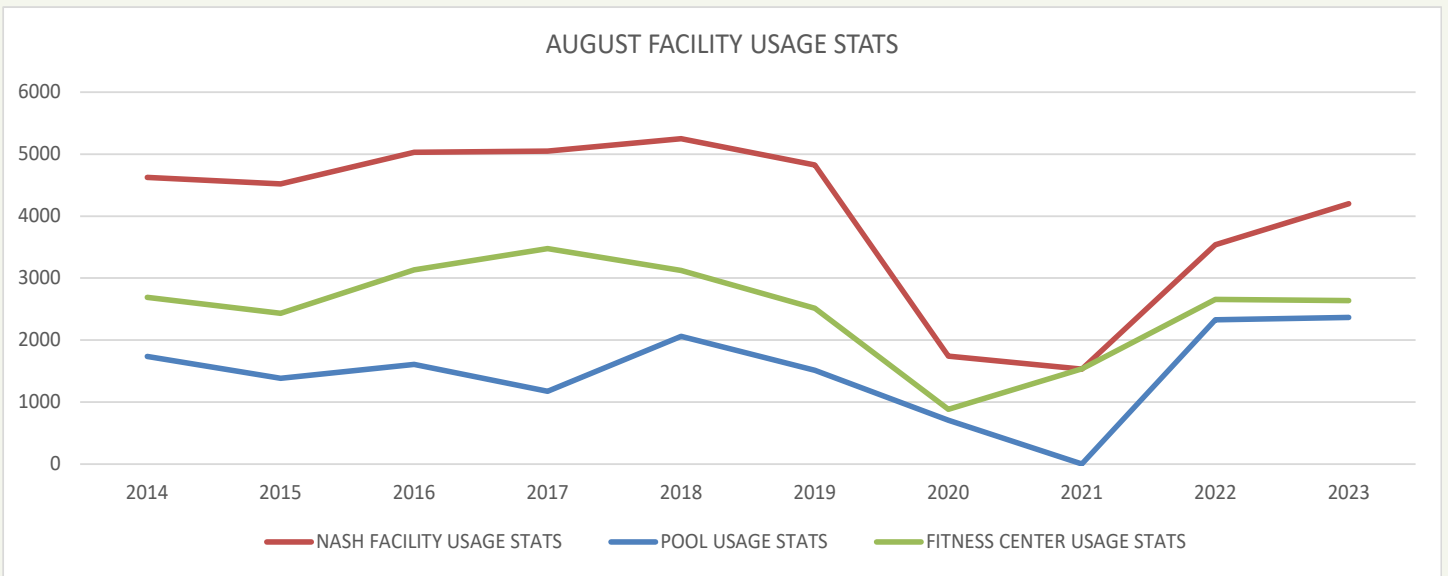
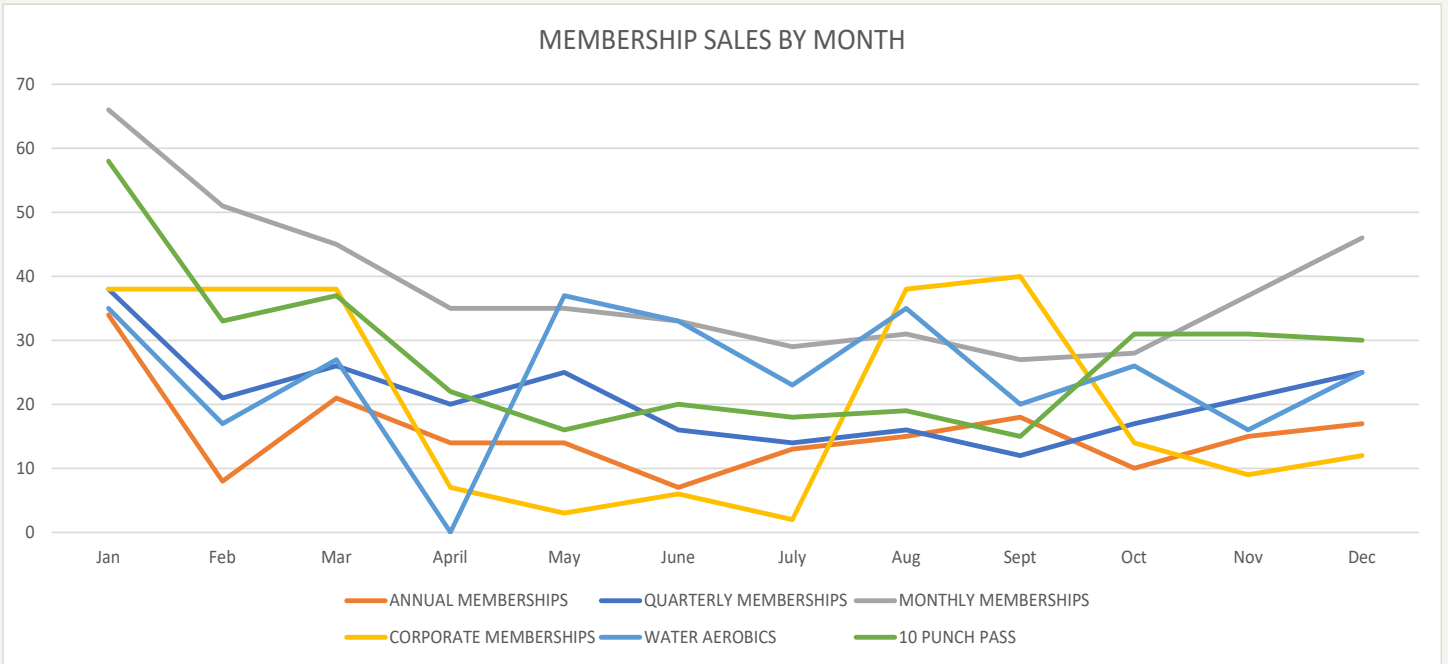
FY 2023

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
After Transfers	Deficiency Of Revenue Subtotal	\$1,488,370.00	-\$9,710.07	\$2,779,136.76	187

MONTHLY BOARD REPORT DASHBOARD

Report Period: August 2023



MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12, 2023

Parks Report



Sports

Fall sporting events have kicked off at Park West that include Co-ed softball, OHS soccer, OHS cross-country, and OPD Soccer. Staff prepare and maintain the grounds for these events. Preparation and maintenance include mowing, painting lines, garbage removal, grooming and chalking ball diamonds. Staff have been watering the main soccer field with dry conditions we have been having.



Projects

Beesing Welding is in the process of building new steps and handrail to replace the old wooden set that is currently at Kiwanis Park now. They should be completed very soon. Staff will then be removing the old steps and wooden deck that leads up to them. Benesh's will then pour a concrete slab in place of the deck and a concrete slab at the bottom of the steps for a base to set steps on. Once the concrete is cured Beesing will then come and place the new steps and handrail in place.

Staff have been working on a couple of painting projects. They re-painted soccer shelter post, fascia boards, and all the picnic tables under the shelter. They also pressured washed and re-painted the walk bridge at lower Park East.

Staff will be working on tree trimming, cutting out any dead limbs, removal of any dead trees, and trimming bush's throughout our parks.



General

All our summer staff is done for the season. We still have one seasonal employee who is working weekends and a few hours throughout the week. Their duties include garbage, bathroom/shelter cleaning and watering flowers/pumpkins. The staff is doing a great job of maintaining all our parks and equipment and keeping up with all the sporting events!

Respectfully submitted,


A handwritten signature in black ink that reads 'Brent Suter'.

Brent Suter

Superintendent of Parks and Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12th, 2023
Nash Facilities Report

 **Nash Facility**

It was noticed that two of the boards that are used to anchor the basketball goals to the wall have begun to warp. Two replacement boards have been purchased and will be installed this month. The new boards are longer in length than the existing ones in order to add structural support through anchor points and hopefully avoid future warping.

20/10 Engineering is the contracted mechanical engineer for replacement of air handler 1. They have advised we seek out an architectural engineer for the structural needs of the air handler 1 replacement project due to the increase in size and roof placement. On Wednesday August 30th a meeting took place between Oregon Park District, 20/10 Engineering, and Williams Architects to discuss the scope of structural services needed. As a result of this meeting Williams Architects has provided Oregon Park District with a proposal for structural services for a fee of \$30,000. Williams Architects are familiar with our facility and most recently assisted with the pool mechanical drawings. It is my recommendation we pursue a contract for structural services in the amount of \$30,000 for replacement of the air handler. Total engineering costs contracted to be paid to 20/10 Engineering and Williams Architects for the mechanical and structural engineering design/bid services will be \$61,500.

 **General**

During the two-day closure over Labor Day weekend staff was able to complete projects that are difficult to complete during normal business hours. This included waxing the main hallway, touch up caulking around the pool, and installing softer lighting in the reception area.

Respectfully Submitted,


Matthew Downing

Deputy Superintendent of Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12, 2023

Superintendent of Recreation Report

 **Recreation Department**

August provided a significant jump in participation. The high increase in numbers is a direct result of the addition of the Family Fun Night and the Color Run participation. With the conclusion of summer programming, participation was up 1195 participants over Summer 2022. A full report and breakdown are provided in the Summer Recap included in the packet.

The Recreation Staff did an amazing job providing a variety of opportunities for our community and surrounding areas. Staff worked together, flexed schedules and were excited the participation numbers supported that.

Work has begun on Winter/Spring 2023 programming. We have had one brainstorming session and are currently searching for partners to build upon last year's programs. We were excited to receive feedback from community members and partners in the strategic plan to get ideas on what the community would like to see.

The Recreation Department will all be attending training on September 26 on Navigating Child and Adolescent Anxiety presented by KSB Hospital. Mental health was brought up by community members as a need for programming. Staff are excited to attend and see what we can incorporate in our programming to help participants in this area.

	2022	2023		Change
January	445	900	102%	455.00
February	505	890	76%	385.00
March	1042	1642	58%	600.00
April	805	993	23%	188.00
May	819	868	6%	49.00
June	3035	3357	11%	322.00
July	2515	2272	-10%	(243.00)
August	1069	2136	100%	1067.00

 **Aquatics**

Swimming lesson numbers for September are 132. The fall pool schedule transitioned on August 21. We will have open swims on Wednesday early-outs, Friday evening, Saturday afternoon and Sunday afternoon (beginning Oct. 15). The pool will also be staffed for open swims on non-school days. Water Aerobics numbers are continuing to rise, and we are working to add an additional class beginning in January.

StarGuard External Audit was held on August 10. Staff did a tremendous job and received a five-star rating, the highest available. Both the facility and staff received high marks. Audit is included in the board packet for review. Guards were treated to pizza during their in-service on September 6 to celebrate their accomplishments. The audit occurred during an in-service conference which allowed all staff to participate and be audited.

Special recognition to Carron Rodriguez, manager, for her work with the guards this summer.



Fitness Center

Early Rise with Aimee filled in September with 12 participants. Tai Chi has 7 participants. 7th/8th Grade Orientation filled with 6 participants in September.

The fitness center is staffed Monday-Friday from 5:30-9 am and weekdays from 3-7 pm and Saturday from 7 am-3 pm. We haven't experienced any issues removing daytime hours with school in session. We will continue to staff during the day when school is out.



Marketing

Stahr Media has provided flyers for staff to market fall programming. We are also working with them to provide an updated logo to reflect the values of the Oregon Park District.

Fall marketing is underway for the new guide and registration has been steady. Each week a list of programs to market is sent to Stahr Media for promotion on Facebook.

A fall survey will be sent to summer patrons on September 11. This survey will be useful for planning future guides.



Children's Center

The Children's Center kicked off the school year the week of August 28. Special thank you to the Parks and Maintenance staff who assisted in preparing the room and outdoor area for the school year.

Both 3- and 4-year-old classes are full. Class sizes are 12 for the 3-year-old program and 16 for the 4-year-old program. The 4-year-old program was treated to lunch for their first Wednesday lunch. The outdoor classroom is being utilized each morning to start the day. Professional photos of the students were taken by Lifeworks Studios on September 6 and 7. Mrs. Crandall and Mrs. Teresa look forward to a great year.



Blood Drive

A blood drive was held on Monday, August 21. We had 30 people donate including 2 new donors and 4 OPD staff. Twenty-nine units of blood were received. Our next drive will be held on October 16.



Family Fun/Volunteer Appreciation Night

Our first Family Fun Night was held on Tuesday, August 8. The event was offered at no charge and included fairy hair, face painting, inflatables, craft, bingo, gaga ball, music, fireworks, free hotdogs, chips, and water. We estimate 758 people attended the event.

We recognized 154 volunteers that helped in programming during the past year. Volunteers received invitations that included a coupon for Kona Ice and GG's Ice Cream. We served 400 hotdogs throughout the evening. Thank you to staff the worked the event: Erin Folk, Caleb Jenks, Kelley Huston, Lesley Sheffield, Teresa Nehr Korn, Matthew Downing, Brent Suter, Ethan Drew, Nick McPhail, Nick Karper, Ethan Schaefer, Heather Braden, and Abi

Virgil. Thank you to staff that worked the evening to give our volunteers and community a fun night. Thank you to River's Edge Experience for offering the venue. The space provided something for everyone to do. In addition to the money budgeted for the volunteer event, sponsorship was provided by Circle G Farms for music and fairy hair. Five Alarm Fireworks generously donated the fireworks show that concluded the evening. The feedback staff have received has all been positive and we look forward to offering this event next summer.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tina L. Ketter".

Tina Ketter, CPRP
Superintendent of Recreation

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12, 2023

Business Administration Report

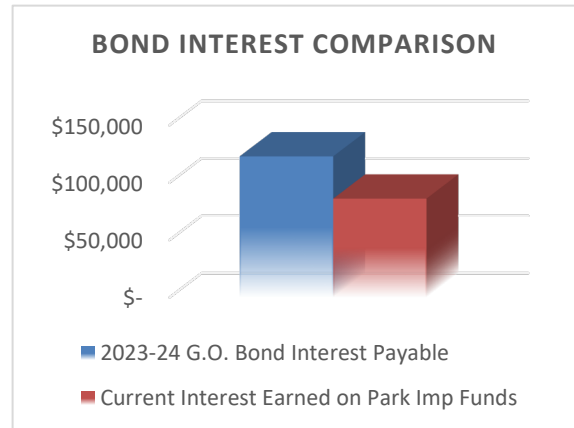


Financial Review

The August 2023 Treasurers Report is included in the Board Packet. The District finished the month of July with a fund balance of \$5,179,396.40, which represents a reduction of \$210,210.14 (3.9%) from the month of July.

The District again realized an increased interest rate earned in August. The Illinois Park District Liquid Asset Fund (IPDLAF) earned an interest yield of 5.24% in August, up from 5.13% in July.

The Districts G.O. Bond funds sold in January of this year at a rate 3.15% are receiving a great return on investment. The District earned \$12,493.41 in Park Imp. Funds in August. The total interest earned in the Park Imp. Fund since the bond sale is \$86,091.11.



2022 Property Tax Status

The District received its third tax distribution of the 2022 tax year, totaling \$46,285.96. The distribution represents 55.53% of the current taxes expected to be received this fiscal year. The final 2022 tax receipt will be revised following the Byron Power Station Real Property Tax Assessment Settlement Agreement approved by the Board of Commissioners in June 2023. The next large tax disbursement will be received in late September, following the second installment due date of Friday, September 8th.



2024 Budget and Evaluation Schedule

The District released the 2024 Budget and Evaluation Schedule to all staff in preparation for the upcoming fiscal year. The schedule has been included in the September Board Packet. The new fiscal year budget planning will begin in October and be finalized in February when the 2024 fiscal year Budget and Appropriations Ordinance is approved. Key components are noted below:

- **Budget Planning:** The District will kick off the 2024 planning in Department Head Meetings and within each department. Planning will also include a review of the 2023 fiscal year. The staff will complete a review of the long-term capital plan and current year status. The long-term plan will be updated in preparation for the new fiscal year.
- **G.O. Bonds/BINA:** The District's typical annual General Obligation Bond cycle will be entirely different than in past years. In the 2023 budget year the District approved a 2-year G.O. Bond sale to take advantage of the lower interest rates and prepare for upcoming large capital improvement projects. The total sale was for \$3,029,000 and will be repaid over two years utilizing the Bond and Interest tax levy. The District did complete the Bond Information Notification Act (BINA) hearing at the November 2022 regular meeting for the bond sale. The District will be required to complete another BINA for its next Bond Sale, slated for November 2024 (for the 2025 G.O. Bond sale).

- **Tax Levy:** The District will receive its annual EAV estimate in early October to begin the tax levy process. The District's approval of the Byron Power Station Real Property Tax Assessment Settlement Agreement in June of this year will assist the District in its longer-term Tax Levy plan. The set EAV for the Districts largest taxpayer will assist in planning for this year's levy and allow the District to provide an earlier Levy estimate. The District does not currently expect to undergo the Truth in Taxation proceedings for the 2023 tax year levy. The Finance Committee will meet in November to discuss the levy and tentative 2024 budget. The final 2023 tax levy will be approved at the Regular Board Meeting in December and must be filed with the County Clerk by the last Tuesday of December.
- **Personnel Evaluations:** The Districts staff will undergo the annual performance evaluation process in late October/early November. The District will utilize the 2024 Market Benchmarking Analysis & Structure Development completed with HR Source to prepare for wage recommendations. The recommendations will be reviewed by the Personnel Committee in early December and approved by the full Board of Commissioners at the Regular December Board Meeting.
- **Final Budget:** The Combined Annual Budget and Appropriation Ordinance must be approved by the 1st quarter of each fiscal year. The District will plan to approve the ordinance at the February Regular Meeting. The budget must be made conveniently available for public inspection for at least 30 days prior to passage. The District will hold a public hearing on the budget for public comment.



Administrative Updates

- The District is still working with its insurance carrier, IPARKS, to finalize the insurance losses from the April 4th hailstorm. The District had several vehicles, equipment and shelters that received significant damage. Repair for the damage will be scheduled as soon as the claims are finalized.
- The District will soon begin the process of soliciting employee health insurance quotes for the 2024 calendar year. The District was notified that its current provider, Humana, will no longer be participating in the small group health insurance field in Illinois. The District has been with Humana for almost 10 years. The District hopes to receive quotes prior to the Personnel Committee Meeting in early December.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Dan Griffin". The signature is written in a cursive, flowing style.

Dan Griffin,
Finance & Technology Administrator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12, 2023

Administrative Services Report



Front Counter

The front counter continues to field Fall Guide questions and register patrons. Extended Time registration was utilizing a large portion of the front desk's registration time. We have worked with Perfect Mind to update the entry of Extended Time that will help parents register online for future months faster than before.



Corporate Memberships

OCUSD 220's Corporate Membership period just ended in August. There were a total of 68 Corporate Memberships sold to school employees, coaches and board members. The District is nearing the end of the registration period for the Ogle County Educational Co-Op. Woods/Oregon Tool has recently signed on with District for its first Corporate Membership in over a decade. The registration period started this month.



Fall Registration

The Districts Fall registration period opened on August 21st. There are a several activities that are over a quarter full. These courses include Fall Fun with Rosanne, StoryWalk trail times, Nostalgic Christmas Ceramic Christmas Tree and Owl-O-Ween Nightwalk. As of this moment, we have over 300 reservations with over 67% of those completed using our online registration system.



Website Updates and Marketing

The website has been updated to list all events on the event calendar including prices and links to registrations. The goal is to make a seamless and fast process for online registrations. The calendar gives our community a visual look at all of the District's programming and open play times. The internal calendar has been implemented including other community activities to help with planning for future events.

The District will be participating in the Oregon Homecoming parade. During the parade we will promote our Halloween activities as there is a full listing of activities for all ages.

Marketing slides for upcoming classes are being created to rotate on the tv screen in between pictures in the front lobby. The District will continue to promote activities through multiple sources.

Sincerely,

A handwritten signature in cursive script that reads "Megan Wolfe".

Megan Wolfe
Administrative Services Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 12th, 2023

Event and Adult Recreation Coordinator Report



Special Events-

Preparations are underway for the Halloween and Christmas Events as advertised in the recently released brochure. Returning events like the Halloween Storywalk and Flannel Flapjacks and Santa Christmas breakfast are already off to a strong start for registrations, with a combined total already over 60. New events this year will include a Jr high game night with a zombies vs humans theme, trying the canine costume contest at the Park West bandshell, and a Christmas Cookie decorating event at Nash with new partner Aunt B's Baking. The new events have received little reaction so far, and I am cautiously optimistic that community interest will increase as the events approach. Many full and part-time staff members have stepped up to volunteer their time for the larger events, and I am grateful for their contributions.



Fall Adult Programs and Outdoor Education

Registrations for many adult programs have increased significantly with the start of the school year. Cooking and craft classes in particular have received a significant bump, with some classes in October and December already half filled. The September 6th bingo, brownies, and booze drew 99 registrations and is our largest bingo game night to date. Registrations for pairings are slowly but steadily coming in, and the first fall pairing will take place September 29th.

Outdoor education programs for children have declined with the start of school, while adult participation is mixed. Wild Wednesdays in the outdoor classroom has received only a tepid response, while our owl-themed nightwalk in October received 7 registrations in the first week. Eagle Watching brunches scheduled for winter of 2024 are already starting to fill.



Misc.

I am looking forward to taking part in some professional development in upcoming weeks, both at a youth mental health training later this month and at the National Conference in October.

Respectfully submitted.

A handwritten signature in black ink, appearing to read 'Caleb Jenks', written in a cursive style.

Caleb Jenks
Events & Adult Programming Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September 6th, 2023

Athletic Coordinator Report



Fall Soccer

Our Fall 2023 Soccer season is well underway. We hosted our first week on August 19th and will host 3 more weeks. In our last week, October 7th, we will also be hosting the tournaments for U11, U13 and U15. Byron will be hosting the U9 end of season tournament. This League is run in conjunction with Byron Park District and features teams from Stillman Valley, Winnebago, Pecatonica and Polo. A youth soccer night will also be held on September 20th featuring an OHS varsity game. Kids will be able to participate in a shootout against an Oregon Goalkeeper at half time, enter drawings for prizes, and everyone will receive a hot dog at the concessions stand. I appreciate the great relationship that we continue to develop with our OHS coaches and teams.



Fall Basketball Camp

Our fall basketball camp for ages 4-9 year olds, which is offered in conjunction with the OHS Lady Hawks basketball team, will start on September 11th, with 55 kids participating in comparison to 58 in 2022. Coach Olyvia Donohue and her team will be running the camp at the Blackhawk Center and OHS Girls Basketball will receive all proceeds from the camp.



6th Grade Girls Competitive Volleyball/ Jr High Cross Country

The 6th Grade girl's volleyball season is off to a great start. We have 11 girls in the program, and we have been very fortunate to secure Ms Rachel Nelson as our coach this year. Ms. Nelson is also a new OES PE teacher and is doing an incredible job with the girls. This season will run through September 28th. Our Junior High Cross Country program is being coordinated by Coach Matt Hussung again this year. We have 16 athletes from 5th, 6th, 7th and 8th grade participating and they have already started to compete in their meets for the regular season. Again this year, our athletes will be eligible to compete in the state tournament at the end of the season if they qualify. Our 2 athletes who qualified for state last year, have returned to the program again this year.



Fall Guide

The new Fall guide has just been released and features basketball programs for PreK through 6th grade, and basketball clinics for 2nd - 6th grade run by OHS Basketball Coach Reynolds and his team. Adult women's Volleyball league, designated beginners pickleball open gym times, 3 pickleball tournaments and open volleyball gym times are also upcoming.



VOP

On Wednesday August 16th, our friends at Village of Progress invited Rolling Hills Progress Center from Lanark, Illinois and Kreider Services from Dixon, Illinois to a fun day at Park East. There were competitive Kick Ball games, Bocce ball and Corn Hole. The Village also served a delicious hot dog lunch to everyone who attended. Thank

you to VOP for allowing the Oregon Park District to be part of your fun event and we look forward to hosting more in the future!

Lesley Sheffield

Lesley Sheffield
Athletic Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

September

Recreation Program Coordinator Report



Camp OPD—The Literary Times

Camp concluded on August 11. The campers and staff all reported having a good summer. Here are the highlights for the last two weeks of camp.

Week Nine (July 30–August 4) was Harry Potter Week. The campers had fun doing chemistry experiments and blowing things up. The field trip was to fairgrounds park for a game of water quidditch. All the campers (and staff) enjoyed the game.

Week Ten (August 7–11) was The Land of Stories Week. This week featured engineering challenges based on fairy tales. The field trip of the week was a return to Lake LaDonna. The unseasonably cool weather brought the campers back to Nash early where they got to make baggie ice cream and root beer floats.



Summer of STEM

Our summer of STEM concluded with a very sweet event on August 7 to celebrate National Root Beer Float Day. Campers taste tested 5 kinds of root beer (A&W, Barqs, Mug, Spretchers, and Great Value). The results were inconclusive as to a favorite as Great Value, Spretchers and Mug all tied for first. After the taste test campers made ice cream in a baggie. Results were not great as the heat melted the ice too quickly, however even melted ice cream makes a great root beer float. Everyone had a sweet time!



Art with Kara

Kara Schabacker came in on August 10 to teach nine campers how to paint a butterfly. The campers painted monarch burtterflies and just like real butteflies no two looked the same. The campers had a great time playing a gentle game of tag in between paint colors so things could dry.



Summer Meals

With the assistance of St. Mary's Catholic Church, the United Methodist Church of Oregon, and St. Bride's Episcopal Church, 210 children were fed free lunches provided by the Northern Illinois Food Bank. Parents and children were appreciative of the ability to get food. The leftover lunches each week were taken to Lifeline Food Bank where they were distributed to anyone of any age. Lifeline reported that people liked the ability to get the lunches and all were distributed each week.



Extended Time

The staff moved all of the items from the prairie room to the room at Oregon Elementary School on August 15 and set up the room for the kids on August 16. We also had a small training session concerning ET and the program as well as some of our children with differing needs. The staff are mostly returners who are an excellent group of students and role models.

The activities for each month will again coincide with obscure holidays. On August 17th we did activities to celebrate our feet and on August 28 we played a giant relay game of Rock, Paper, Scissors. The campers and staff all seem to enjoy the activities and discovering what obscure holiday it is each day. We beat the heat on the heat advisory days by playing inside and eating popsicles.



Looking ahead towards fall

Monthly crafting: The popular monthly crafting classes will continue into the fall with one Wednesday a month set aside for kids to come after early dismissal and do themed crafts.

Other programming: Nerf Nights will return for both kids and families as well as our very popular Gingerbread house building event for all ages.

Respectively submitted,

Kelley Huston
Recreation Program Coordinator



2024 FISCAL YEAR BUDGET & EVALUATION SCHEDULE

January 1, 2024 to December 31, 2024

<u>DATE</u>	<u>ACTIVITY / DEADLINE</u>	<u>NOTES</u>
October 1, 2023	Annual EAV Estimate	Latest date the County will release the annual EAV estimate for current tax year
October 3, 2023	Opening Budget Meeting	Dept Heads ~ Capital and Operational Discussion Review Current Year Capital Completion
October 17, 2023	Monthly Board Meeting	BINA: Bond Information Notification Hearing (every 2-3 years) - Will not complete hearing in 2023.
October 18, 2023	Regular FT Staff Meeting	Full Staff Meeting Budget and Goals Discussion
October 24, 2023	Capital / G.O. Bond Review	Determination of Capital Needs/Bond Sizing (no current bond planned for 2024)
October 30, 2023	Begin Staff Evaluations	Dept Heads/Supervisors begin 2023 Staff Evaluations
October 31, 2023	Truth in Taxation Determination	Determine if the District must comply with the Truth in Taxation Proceedings with the 2023 Tax Levy
November 8, 2023	Finance Committee Meeting	Finance Meeting to Review 2023 Tax Levy
November 14, 2023	Monthly Board Meeting	2023 Tax Levy & Bond Review / Current Year Budget Amendment – Line-Item Revisions
November 20, 2023	Schedule Tentative Audit Dates	Schedule Current Fiscal Year’s Annual Audit
November 21, 2023	Departmental Goals Due Department Previews Due Capital Improvements Due Part Time Evaluations Due Full Time Evaluations Due	2024 Departmental Goals Due 2024 Department Previews Due Capital Imp Estimates & Descriptions Due All Part Time Evaluations are Due to Supervisors All Full Time Evaluations are Due to Exec. Director
December 6, 2023	Personnel Committee Meeting	Review & Recommend Health Insurance Renewal 2024 Personnel Wages Recommendation
December 12, 2023	Regular Board Meeting Approve 2023 Tax Levy	Approve Annual Wages for Fiscal Year 2023 Approve Tax Levy Packet and Remit to County Clerk
December 22, 2023	Final Line-Item Budgets Due FY 23 Staff Budget Review	Tentative Budget Line-Item Completion Final review of 2023 Budget Line Items
January 1, 2024	2024 Fiscal Year	The Fiscal Year Officially Begins
January 3-9, 2024	Finance Committee Meeting	Review FY 24 Tentative Budget Packet
January 9, 2024	Monthly Board Meeting	Review Tentative Budget and Capital Plans
January 12, 2024	Budget Packet Release	Release Budget Packet for Public Inspection
February 13, 2024	Regular Board Meeting Public Hearing/Approve Budget	Public Hearing on Budget and Appropriations Ordinance Approve Budget & Appropriations Ordinance

- The Budget and Appropriation Ordinance is very simply the act of authority that allows the Park District to expend funds for agency expense.
- The District must adopt a combined annual budget and appropriation ordinance within or before the first quarter of the fiscal year. The ordinance must be made conveniently available for public inspection for at least 30 days prior to final action.
- The District must also hold a public hearing on the budget and appropriation ordinance prior to passage. In addition to the public hearing the District must also comply with the Truth in Taxation procedures. If the District estimates its tax levy to be greater than 105% of the preceding year’s levy there are additional requirements the District must comply with.
- The District will also publish its annual capital improvement plan with the annual budget packet. The annual capital improvement plan is a single year snapshot of the Districts long-term capital improvement plan. The 5-year capital improvement plan is annually updated to achieve the goals of the Districts Master Plans.
- The District historically approves the sale of annual General Obligation Bonds as part of its annual budgeting practice. The District approved the sale of a 2-year bond in 2023, thus not demanding a sale in 2024.

*All Dates Subject to Revision as Necessary



Rock River Valley

BLOOD CENTER

Straight From the Heart



Thank you!

Mobile Blood Drive Report

August 22, 2023

Oregon Park District

WHOLE BLOOD DRIVE	# UNITS
Collection Goal	31
Registrations	30
Units Collected	29
First Time Donors	2



A big thank you to those who donated!

Victoria Withers
 Elizabeth Elliott
 Elwood Mott
 Lola Scerba
 Rodney Avey
 Cornelius Mckenna
 Lori Smith
 Laurie Ryland
 Thomas Steurwald
 Wayne Winterfield

William Mckay
 Matthew Downing
 Diane Eichhorst
 Josiah Youngquist
 Melissa Reeher
 Kimberly Suslek
 Gordon Green
 Jason Donegan
 Emily Rasmussen
 Heath Strohman

Lynn Baylor-Zies
 Todd Wehler
 Jerry Hinrichs
 Joshua Gorzny
 Kristine Welker
 Greg Welker
 Jarid Hammil
 Jacob Vanwassenhove
 Kathryn Snow
 Maria Slick

Your next blood drive is scheduled for Monday, Oct 16th! Thank you!