



AGENDA  
REGULAR BOARD MEETING OF THE  
OREGON PARK DISTRICT BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 17, 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 SEPTEMBER 12, 2023
  - B. EXECUTIVE SESSION MINUTES OF SEPTEMBER 12, 2023
  - C. LOCAL GOVERNMENT EFFICIENCY COMMITTEE MINUTES  
SEPTEMBER 12, 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 - NO REPORT
  - 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. OATH OF OFFICE - TREASURER
  - B. 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).

9) COMMISSIONERS COMMENTS

10) DIRECTORS COMMENTS

11) PRESIDENTS COMMENTS

12) ADJOURNMENT

NEXT REGULAR MEETING - NOVEMBER 14, 2023 @ 6 PM

**Oregon Park District Board of Commissioners  
Nash Recreation Center ~ Board Room  
304 So. Fifth Street  
Oregon, Illinois  
Regular Meeting Minutes  
September 12, 2023**

Brian Beckman, President, called the Regular Meeting to order at 6:00 p.m.

PRESENT: Brian Beckman, Mark Tremble, Josh Messenger, Maia Johnson

ABSENT: Dan Engelkes

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

VISITORS PRESENT: Beth Simeone, Amanda Zimmerman, Scott Zimmerman, Ronda Himert, Nancy Crandall, Aggie Bettner

RECOGNITION OF VISITORS:

Mr. Beckman called upon visitor Nancy Crandall to address the board.

Nancy Crandall stated that she was a part-time employee at the park district and an involved community member. She stated that she asked if she could attend the meeting because she had a really positive experience over the summer and wanted to share. She stated that they did a visioning process over the summer where part-time and full-time employees were invited to attend. She stated that she attended the late May/early June event where there were quite a few staff members attending. She stated that she felt that their facilitator, Amber, did a really great job of breaking people up into different groups and having them discuss a lot of things, and then brought them back together as a large group to hear what each group had to say. She stated that she was able to attend in July when they met again to discuss. She stated that the experience was super positive for her because she got to interact with some employees that she doesn't normally see. She stated that they discussed things from the public standpoint and also the standpoint of the park district staff. She stated that she felt as though the experience was honoring everyone's presence. She stated that she felt that people were able to speak openly and

honestly about things. She stated that she is super excited because she feels that the ideas that came out of the employees and the public were super positive ways that the park district is planning to move forward with. She stated that she is excited to be a part of that and was honored to have a voice in it. She stated that she wanted to make the board members aware of what a great experience it was. She stated that she also wanted to share from a Children's Center standpoint that she is very excited that they have full classes this fall, and their parents are super responsive. She highlighted that it had already been a very great start to their year. She thanked the board for their support and thanked the full-time and part-time staff for their help. She stated that they are a team, and she appreciates the entire organization. She thanked the board for their time and for letting her speak.

Mr. Beckman thanked Nancy Crandall for speaking and sharing her thoughts. He asked if there was anyone else who wished to address the board.

Mr. Tremble stated that he had an announcement on behalf of Roger Cain who asked for his comment to be read aloud during the meeting. Mr. Tremble read the comment as follows, "The Oregon Depot Museum will host its 'Those Were the Days' program on Saturday September 30, 2023, at 10:00 A.M. The rich history of the Oregon Park District will be presented by Chris Martin and Beth Simeone with others. Chris and Beth were original board members of the Oregon Park District."

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

#### APPROVAL OF MINUTES

##### Regular Meeting Minutes & Personnel & Policy Committee Meeting Minutes

Motion by Josh Messenger, seconded by Maia Johnson, the Regular Meeting Minutes of August 8, 2023, and the Personnel & Policy Committee Meeting Minutes of August 9, 2023, be approved as presented. Roll Call: Josh Messenger, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

#### FINANCIAL

##### Treasurer's Report

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

Mr. Hays stated that the highlight of this report was with the high interest rates that they have been getting on the funds for the bonds, they have gained back about 70% of their obligation of the bond. He stated that by the end of the year those should be covered.

Motion by Mark Tremble, seconded by Josh Messenger, the August Treasurer's Report be approved. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, 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 there were a couple of items that might look a little different to everyone. She stated that they will see a charge for \$224.00 to NCPERS. She stated that that was the district's life insurance policy that they pay for every full-time employee. She highlighted that it is part of their benefits package and is \$16 a month per employee. She stated that it is something the Board can expect to see each month. She stated that in addition, there was a special event exposure liability payment for \$250 to iParks. She stated that that directly reflects the insurance that they garnered for the bounce houses that they used at the Family Fun Night. She stated that it was additional insurance that iParks had recommended that they secure in preparation for that event. She highlighted that that was a one-time thing that they won't see on a regular basis. She stated that they had talked previously about the payment to Hitchcock in relation to the OSLAD application. She stated that for the OSLAD application, Hitchcock was only going to charge them \$1,500 to resubmit the application on their behalf this year. She stated that the \$747.50 is the first payment of that. She stated that they just issued the check for the second half of that payment today.

Ms. Folk welcomed any additional questions regarding the accounts payable.

There were no additional questions regarding the Accounts Payable.

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

#### REPORTS

Director's Report- Ms. Folk stated that tonight they held their second Local Government Efficiency Committee Meeting at 5:00 P.M. She stated that as a refresher, those committee members are the five board members, herself, and two community members- Julie Cain and Adam Larson. She stated that at tonight's meeting they covered the shared partnerships and intergovernmental agreements that they have as a district. She stated that it was a great conversation not only with the board but also the community members related to the existing partnerships and also other opportunities that exist for them. She stated that there was a lot of positive comments related to the pure number of program opportunities that they do provide, but also their willingness to share resources with other community organizations. She highlighted that that is something that they are very proud of as a staff, and they should be proud of as a board because they do work well with their local partners and are constantly looking for opportunities where they can exercise additional recreation opportunities for the community. She stated that at the end of the day, the school district, the park district, the city, and the county are all serving a lot of the same people. She highlighted that they are collectively making the community a better place and that is a goal they all share.

Ms. Folk thanked Nancy Crandall for sharing her thoughts regarding the strategic plan. She stated that she has heard a lot of similar sentiments from employees. She stated that she has heard that it was an opportunity that staff were happy to participate in. She stated that it was an energizing experience. She stated that one of the things that she was very proud of with the staff was through the values process they were identifying not only what values they represent, but what values they want to represent in the future. She stated that the staff collectively came up with Caring, Creative, and Community-Focused values. She stated that those are things that they are going to continue to talk about as they move into the strategic plan. She stated that hopefully in the next couple of months they will have all of the data collected and a plan that they can roll out, especially in preparation for the fiscal 2024 budget. She stated that they have some goals and strategic planning that they can incorporate into the budget and offer some financial dollars to support it.

Ms. Folk welcomed any additional questions from commissioners.

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

Parks Report - Included in Board Packet. Mr. Suter stated that he wanted to make everyone aware that they had the pool shut down for the last couple of days due to the regulations of their chemicals within state guidelines. He stated that they have determined that they had a bad probe in their Halo system. He stated that they got that fixed and got the chemicals straightened out and are hoping the pool can be reopened tomorrow.

Mr. Suter welcomed any additional questions from commissioners.

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

Recreation Report - Included in Board Packet. Mrs. Ketter thanked Nancy Crandall for speaking on the Strategic Plan.

Mrs. Ketter highlighted that they had some exciting marketing going on. She stated that in the Children's Center they do a lot of photos to show the parents what is going on. She stated that Nancy and Teresa do a great job introducing The Pledge of Allegiance. She stated that last week she took a video of it, and it has blown up. She stated that they have had over 24,000 views, over 46,000 hits, 1,500 likes, and it just keeps growing. She stated that people from all over the world are viewing it. She stated that there has been a lot of positive feedback from it. She gave a kudos to the Children Center's teachers as the kids are doing great.

Mrs. Ketter stated that she did complete a summer report and included it in the board packet. She highlighted that they had their biggest summer ever. She stated that the staff did a great job this summer and she is very proud of all the different opportunities that they offered. She stated that she thinks that they are doing a great job of all working together as a team and providing different opportunities. She stated that the staff is excited, and they were very proud of their summer that they put on.

Mrs. Ketter stated that the five-star audit with the pool was a great accomplishment.

Mrs. Ketter stated that the park district has been invited to participate in the Homecoming parade next week. She stated that the recreation and parks department are working on a float that is

Halloween themed. She stated that they have six different Halloween events that they are offering this year for all age ranges.

Mrs. Ketter welcomed any additional questions from commissioners.

Mr. Messenger stated that the three-year-old video was hilarious. He stated that he watched it multiple times.

There were no additional questions.

Administrative Report - Included in Board Packet. Mr. Griffin stated that he had nothing to highlight but did want to push out the budget and evaluations schedule. He stated that it will be a lot of work for the staff in preparing for that for 2024. He stated that a big part of that is the levy for 2024 and the corresponding budget and appropriations ordinance.

There were no additional questions for Mr. Griffin.

BUSINESS (unfinished)- None.

BUSINESS (new)-

Resolution 23-09-12 Safe Routes to School

Mr. Beckman asked Ms. Folk to please identify the details associated with Resolution 23-09-12.

Ms. Folk stated that Resolution 23-09-12 outlines a joint resolution that they have with the Oregon School District. She stated that it is to support the city in providing safe routes connecting Oregon Elementary School to Park West. She stated that from the front side of the school on Jefferson, it is going to connect from the front side of OES to the main entrance at Park West by sidewalk. She stated that on the back side, Koontz Place, there is going to be a sidewalk that runs the length of Koontz place as well. She stated that that is going to provide additional access not only for parents who are dropping off but also for kids who are walking to and from school to the park district. She stated that they are very excited to partner with the school district to supply the city with that level of support. She stated that the city is pledging their financial support to it with the hopes that it will be \$200,000 that they receive in grant funding that would cover the entirety of the cost.

Ms. Folk welcomed any additional questions.



Ms. Johnson stated that it was long overdue, to which the commissioners agreed.

Ms. Folk stated that the city had done a walkability study, and these were two areas that were highlighted by community members. She highlighted that the city, the school, and the park district are all committed to it.

There was no further discussion or questions.

Motion by Mark Tremble, seconded by Josh Messenger, Resolution 23-09-12 in coordination with the OCUSD to support the City of Oregon submitting a Safe Route to School Grant be approved as presented. Roll Call: Josh Messenger, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

#### Resolution 23-09-12 (B) Disposal of Real Property

Mr. Beckman asked Ms. Folk to please outline the details for resolution 23-09-12 (B).

Ms. Folk stated that the district has a policy that identifies that items with a value over \$2,500.00 can be disposed of with board resolution. She stated that Brent Suter has identified that the 2000 Chevy is in great shape, but it doesn't run. Kelley Blue Book price values the vehicle over the \$2,500.00 limit. She stated that it is of no use to the district and does not run as of this time. She stated that it doesn't make sense for them to put the money in it to fix it.

Ms. Folk stated that if there were any additional questions, she or Brent would be happy to answer.

Mr. Tremble asked if they did sealed bids to which Ms. Folk stated that that was correct. She stated that they will go through the process of sealed bids, they will publicly release it, and then anyone can enter a sealed bid by the due date that they provide, and the highest bid would be awarded the vehicle. Ms. Folk stated that the park district sticker will be taken off before the truck is released to the public.

There was no further discussion or questions.

Motion by Josh Messenger, seconded by Maia Johnson, Resolution 23-09-12 (B) Disposal of the 2000 Chevy 2500 HD truck be approved as

presented. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### Mission and Vision Statement Approval- Strategic Plan

Mr. Beckman asked Ms. Folk to please update the board on the Mission and Vision Statement that was presented.

Ms. Folk stated that as part of the values and strategic plan update the district has looked at updating their proposed Mission and Vision Statement. She stated that the current Mission and Vision Statement were adopted by the park district in 2005. She stated that after 18 years it is time for them to be updated. She stated that the responses for the proposed mission and vision are the collective efforts of the staff. She stated that they have met on several occasions to talk about these. She stated that it is kind of late coming to the board because they did have a very difficult time refining it down to what they were all satisfied with. She stated that the proposed Mission statement is, "To Provide Community-Focused Social and Recreational Activities through Exceptional Programs, Parks, and Facilities." She stated that the proposed Vision Statement is, "We strive for Operational Excellence through Caring, Creative, and Community-Focused service."

Ms. Folk welcomed any questions on the proposals.

Motion by Maia Johnson, seconded by Josh Messenger, the Mission and Vision Statement be approved as presented. Roll Call: Maia Johnson, Josh Messenger, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### NASH Structural Engineering Agreement- Williams Architect

Mr. Beckman stated that the staff has presented a structural engineering agreement to accompany the mechanical engineering necessary for the replacement of air handler one.

Mr. Beckman asked Ms. Folk to please provide an update.

Ms. Folk stated that as part of a facility study that the district completed in 2018, they identified air handler one as needing significant replacement due to its age. She stated that air handler one is the HVAC unit that provides the direct access for the pool area. She stated that that includes heating, cooling, and dehumidification in that area as well. She stated that it is scheduled for replacement in 2024. She stated that as part of

that they had searched out mechanical engineering and approved that contract in July in the amount of \$31,500. She stated that to support the mechanical engineering, because the pure size of the new air handler is going to be so much larger than what they have, it has been suggested that they pursue a structural engineering agreement. She stated that Brent and Matthew have met with Williams Architect, and they have proposed the structural agreement in the amount of \$30,000 to proceed with the design bid documents being prepared and ready to release in February.

Mr. Tremble asked Mr. Suter if he had anything to add to that.

Mr. Suter stated that the unit is roughly 8 tons and is a DX unit, so it is going to take some load off their chillers. He stated that with the size of the unit, he does think it is good to get an engineer involved as far as the load on top of the roof.

Mr. Beckman asked if because they are doing design bid, do they have to go out to the lowest bidder for these types of projects. Ms. Folk stated that for the construction side of it, they did. She stated that for mechanical and structural engineering they don't have to bid those because they are choosing the provider. She stated that for the construction side of it they will be bidding all of those services. She stated that they have discussed the option of purchasing the actual unit in advance because right now they are looking at upwards of 40 weeks lead time. She stated that cooperative purchasing may be an option. She stated that with cooperative purchasing the bid has already been completed by the contract holder.

Ms. Johnson asked if it was \$30,000 for someone to look at how it was going to fit on the roof. Ms. Folk stated that they were going to look at how it was going to fit structurally and also design for the proper load. Ms. Folk stated that from a structural and mechanical perspective they have to take into consideration the load capacities, electrical needs, along with a significant number of other things that will have to be designed in conjunction with one another to make sure that it works.

Mr. Hays asked if they would then assume the liability if something were to fail. Ms. Folk stated that yes, they would for a certain period of time.

Ms. Johnson asked if she could explain again why they don't have to take this to bid.

Ms. Folk stated that when they are electing to design something, if an engineer or an architect is used, they are choosing the services of a professional skill. She stated that when they go to construction, or to purchase an individual item, then they have to go to bid.

Ms. Johnson asked how they picked these companies. Ms. Folk stated that Williams Architect has done work for them in the past. She stated that they completed the pool aquatics work done the past year. She stated that 20/10 Engineering is who did their facility assessment in 2018 so they are very familiar with the facility.

There was no further discussion or questions.

Motion by Mark Tremble, seconded by Josh Messenger, the Structural Engineering Services with Williams Architect in the amount of \$30,000 be approved. Roll Call: Josh Messenger, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

#### ITEP Phase I Engineering Services- Engineering Resource Associates

Mr. Beckman asked Ms. Folk to bring them up to speed on the ITEP Phase I Engineering Services.

Ms. Folk stated that the board approved Engineering Resource Associates as the selected engineer for this project about two months ago. She stated that in the past two months, they have been going through discussions with contracts related to phase I & phase II. She stated that with phase I, they have done a lot of that work already. She stated that because of the timeframe that has elapsed since they did that work, they need to do supplemental engineering services. She stated that she has outlined several of the phase I items that are included in the engineering contract provided by Engineering Resource Associates. She stated that it includes the alternate trail alignment and the reason they are looking at this is purely for safety reasons. She stated that right now, they have the trail coming off of 64, going in front of the gas station, and then crossing over to what used to be Messie's. She stated that from Messie's down to the end of River Road by the curve, they are cutting into Lowden State Park. She stated that that is two crossings that they don't necessarily need. She stated that they are looking at what options exist with the space between the gas station and the South end of Park East to keep it on the West side of the road. She stated that if they have enough space there it makes more sense for them from a safety perspective to keep it on the West side of the road. She stated that they also have TOPO surveys, environmental surveys, and

environmental site assessments, all of which has been done with IDOT but because of the number of years that have elapsed since their 2017 grant they are having to update all of that information.

Ms. Folk stated that ERA has supplied them with a contract agreement for \$49,743.00. She stated that those funds are not reimbursable by IDOT. She stated that it will purely be paid for by park district funds. She stated that they have significant funding scheduled for use in fiscal year 23 that has not been used for engineering services at this time. She stated that this is what that funding will be used for.

Ms. Johnson stated that crossing River Road makes her nervous and asked when that final decision will be made. Ms. Folk stated that that decision will be made by the board members. She stated that they will look at the safety issues along with costs. She stated that cost estimates are going to drive a lot of the decisions along with safety. She stated that they have identified with IDOT that they will not do a safety speed study to try to slow down the speed limit. She stated that the way that they base that is off crash studies, and there have not been enough crashes for them to pursue a speed study at this time. She stated that she doesn't anticipate those decisions coming up for a few months, but those are things they will bring back to the board.

Mr. Messenger asked if they had looked into keeping it on the West side in the past. Ms. Folk stated that they have, but the problem was there was going to be some additional work. She stated that right now the relationship with the property owners to the South of Park East has improved and they are encouraged by the ability to potentially put in a five-foot sidewalk there, instead of a ten-foot-wide path.

Mr. Tremble clarified that they will still have to cross the road somewhere to which Ms. Folk stated that that was correct. She stated that right now the intent would be to keep it on the West side of the road and go all the way to the end of Park East and then cut across where the sightline is pretty deep. Mr. Tremble stated that the traffic is going faster down there though, whereas at the first crossing there is a stoplight and stop sign to which Ms. Folk stated that that was correct.

There was no additional discussion or questions.

Motion by Josh Messenger, seconded by Brian Beckman, the Supplemental Phase I Engineering Agreement for the Rock River Heritage Trail with Engineering Resource Associates in the amount

of \$49,743.00 be approved. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

ITEP Phase II Engineering Services- Engineering Resource Associates

Mr. Beckman asked Ms. Folk to please explain the Phase II Engineering Agreement presented.

Ms. Folk stated that when they are going through the process with IDOT they have three phases of engineering they have to complete. She stated that phase I is what they just discussed, and phase II is the next step which consists of the final design engineering documents, construction documents, and permitting in which they would need to do a bid letting with the state. She stated that they would not release those bid documents, but the state would release those documents on their behalf. She stated that Phase II Engineering costs right now through ERA would be \$382,195.00. She stated that 80% of that is reimbursable by the ITEP grant. She stated that when they start talking about those reimbursable funds, that is something to key in on because \$305,000 of that is not coming out of their pocket, they will be reimbursed for it. She stated that they are looking at the Phase II Engineering Agreement right now because while they approve it, IDOT has not approved it yet. She stated that they will send it down state and then IDOT has to approve it and bring it back to them before they can even begin Phase II. She stated that they do not anticipate that they will have anything back from IDOT until December at the earliest. She stated that they are getting all of their ducks in a row to prepare for Phase I & Phase II Engineering. She stated that Phase III Engineering will come much later and that is the actual construction.

There was no additional discussion or questions.

Ms. Johnson clarified that they weren't approving the final design. Ms. Folk stated that they are not approving final design, they are approving the agreement to pursue Phase II documents.

Motion by Mark Tremble, seconded by Josh Messenger, the Phase II Rock River Heritage Trail Engineering Agreement with Engineering Resource Associates in the amount of \$382,195.00, with 80% eligible for reimbursement be approved. Roll Call: Maia Johnson, Josh Messenger, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

2024 Pay Grade Recommendation

Mr. Beckman stated that the Personnel & Policy Committee met on August 9<sup>th</sup> to discuss the pay grade recommendation presented by HR Source.

Mr. Beckman stated that the Personnel & Policy Committee has recommended the updated pay grades for Fiscal Year 2024 as presented by HR Source.

Motion by Josh Messenger, seconded by Maia Johnson, the 2024 Pay Grade Recommendation be approved as presented. Roll Call: Josh Messenger, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

#### Wage Recommendation

Mr. Beckman stated that the Personnel & Policy Committee met on August 9<sup>th</sup> to discuss a wage recommendation for the Superintendent of Parks and Facilities. He stated that the wage recommendation represented a 7.14% increase from the approved salary for the Assistant Superintendent of Parks and Facilities for 2023 and is proposed to be backdated to August 17, 2023.

Motion by Maia Johnson, seconded by Josh Messenger, a 7.14% increase for the Superintendent of Parks and Facilities backdated to August 17, 2023 be approved. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### Chamber of Commerce Halloween Event Proposal

Mr. Beckman asked Ms. Folk to please provide them with an update on the Chamber of Commerce Halloween Event Proposal.

Ms. Folk stated that the Chamber of Commerce has reached out and requested use of Park West on October 31, 2023, for an after dark flashlight pumpkin hunt. She stated that the city is working with the residents of 13<sup>th</sup> and 14<sup>th</sup> street right now to close down both of those streets for trick or treating. She stated that there would be no vehicle traffic allowed on either of those streets. She stated that the city prior to working with the residents on 13<sup>th</sup> and 14<sup>th</sup> street did come to the park district and ask if they would allow them to utilize Park West for parking because there is an influx of need on a night like that. She stated that the park district has agreed to allow them to use that space for parking. She stated that the Chamber is now looking to get in on that event and provide an activity that same evening. She stated that she

provided each commissioner with the details. She stated that the need for a permit from the park district for this is for two reasons. She stated that first it was because they are charging people to use a program on park property that is not a park district program. She stated that it also needed a permit because it was going to occur after hours.

She welcomed any questions from commissioners related to this event.

Mr. Messenger asked if they have had many of these in the past to which Ms. Folk stated that they have never had a request for an after dark event.

Ms. Johnson asked who was going to be invited and stated that it seems like a crazy night of more people running through the park. Ms. Folk stated that anyone would be allowed to participate. She stated that some of the concerns that she has brought to the Chamber was that while the park is public space, this is not a public event sponsored by the park district. She stated that they can't control when people are crossing through the park to go from Century Hills to 14<sup>th</sup> street for trick or treating. She stated that they can control who they are inviting in for an after dark event. She stated that the park is not designed for after dark events. She stated that they do have a number of events that occur that they supply and partner with, but they are taking the liability on themselves to offer those programs and bring in additional lighting and staff to make sure the program is supervised from a park district standpoint.

Ms. Johnson asked if they had an idea of how many people.

Mr. Tremble stated that they have gotten very little information regarding what is going to happen. He stated that that is part of the problem in trying to make a decision.

Ms. Folk stated that she invited the Chamber in to speak tonight to address all the questions, but they were unable to attend.

Mr. Tremble stated that he was speaking as a resident of 14<sup>th</sup> street on Halloween, and the police told them that it is the biggest nonevent event in Oregon. He stated that the traffic is a nightmare on that night and continues to get worse. He stated that the Chamber event is trying to introduce more people, cars, and parking. Mr. Tremble stated that he recommends that they don't allow the permit.



Mr. Beckman asked what part of the park they were planning to use to which Ms. Folk stated the North section, from the main shelter North. Mr. Beckman asked if they have other events that they allow people to have on parks where they charge admission. Ms. Folk stated that they have in the past, for example Autumn on Parade's 5K. She stated that they regularly allow people to charge admission, they just have to first go through the permitting process.

Mr. Messenger stated that he agrees with Mark, and adding more is going to be too chaotic without having a detailed plan as to what is going to occur. He highlighted that he thinks it is going to be too much in one area.

Ms. Johnson agreed and stated that there were too many unknowns. She stated that if they were serious, they would be here with a plan.

Mr. Beckman agreed.

Motion denied by Mark Tremble, seconded by Maia Johnson, the Chamber of Commerce Halloween Event Permit be denied. Roll Call: Maia Johnson, Josh Messenger, Mark Tremble, Brian Beckman - yes. MOTION DENIED UNANIMOUS.

#### Enter 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).

Motion by Josh Messenger, seconded by Maia Johnson, the board to enter Executive Session at 6:42 P.M. Roll Call: Josh Messenger, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

Ms. Folk invited Adam Metz to be present in the Executive Session.

#### Exit Executive Session

Motion by Mark Tremble, seconded by Brian Beckman, the board to exit Executive Session at 7:09 P.M. Roll Call: Mark Tremble, Maia

Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### Treasurer Appointment

Mr. Beckman asked for a motion to appoint Adam Metz as the Oregon Park District Board of Commissioner Treasurer at a rate of \$28.00/hour.

Motion by Maia Johnson, seconded by Brian Beckman, Adam Metz be approved as District Treasurer. Roll Call: Maia Johnson, Josh Messenger, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### COMMISSIONERS COMMENTS

Ms. Johnson had no additional comments.

Mr. Tremble stated that the events in the park over the weekend were astronomical. He stated that they had a volleyball tournament, soccer game, cross country, and possibly a football game going on at the same time. He highlighted that very few communities of their size would be able to handle something like that. He gave a kudos to the staff.

Mr. Messenger welcomed Mr. Suter to his first board meeting.

#### DIRECTOR'S COMMENTS

Ms. Folk welcomed Brent and thanked him for all that he does for the district. She reminded all that the next board meeting will not occur on the second Tuesday of the month, instead it will occur on the third Tuesday, October 17, 2023, at 6:00 P.M. She stated that they moved it to allow staff to attend the NRPA Conference, where they have five full-time employees attending the conference. She gave a big thank you to the staff. She stated that they have had one of the busiest summers that they have had in a very long time. She stated that the staff stepped up to the challenge and they are very fortunate to have the full-time and part-time staff that they have because the services, facilities, and programs that they provide to the community would not be possible without every single staff member.

#### PRESIDENT'S COMMENTS

Mr. Beckman gave a kudos to the staff. He stated that the volunteer recognition night was a very well put on event. He highlighted

that it was a great summer, and he was looking forward to a wonderful fall.

ADJOURN

Motion by Josh Messenger, seconded by Maia Johnson, the meeting adjourned at 7:12 P.M. ALL WERE IN FAVOR.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Haley M. Mizner".

Haley Mizner  
Board Secretary

**Oregon Park District Board of Commissioners  
Nash Recreation Center ~ Board Room  
304 So. Fifth Street  
Oregon, Illinois  
Local Government Efficiency Committee Meeting Minutes  
September 12, 2023**

Erin Folk, Chairperson, called the Local Government Efficiency Committee Meeting to order at 5:00 p.m.

PRESENT: Mark Tremble, Josh Messenger, Erin Folk, Julie Cain, Adam Larson, Brian Beckman (arrived at 5:26)

ABSENT: Dan Engelkes, Maia Johnson

OTHERS PRESENT: Haley Mizner, Board Secretary

VISITORS PRESENT: Beth Simeone, Aggie Bettner

RECOGNITION OF VISITORS:

There were no visitors in attendance who wished to address the Local Government Efficiency Committee.

BUSINESS (unfinished)- None.

BUSINESS (new)

Shared Services & Partnerships

Ms. Folk stated that the document that she had sent out outlines a number of their partnerships and intergovernmental agreements.

Ms. Folk asked if there were any questions on the Special Recreation opportunities and how they go about providing the opportunities.

Mr. Larson asked where they get their ideas and how they find all the opportunities that they do. Ms. Folk stated that their staff does a great job reaching out to other districts and finding out what is popular. She stated that what is popular out here isn't always what is popular in the suburbs at the same time. She stated that they see what is occurring and tailor it towards that. She stated that they used to do very traditional parks and rec programming, but as of late the staff is really opening up. She stated that Caleb is their new events coordinator, and he has done

a fantastic job with the outdoor education. She stated that from an athletic perspective, Lesley has done a great job working with the school district's athletic staff to try to branch out and build more feeder programs to the high school. She stated that they are constantly looking for ways to develop the feeder recreation programs to better prepare the kids for high school sports. She highlighted that at the end of the day staff does a really good job reaching out and not trying to take credit for everything that they do, but finding partners that can assist them in better servicing the community that they have. She stated that they have gained a number of partners over the last few years, and it is purely a reflection of the staff and the interest that they have in trying to broaden the recreation opportunities.

Mr. Larson stated that his family has certainly appreciated the partnership with the village so that his kids get an opportunity to work with others who are differently abled.

Ms. Folk highlighted that from a Park District standpoint, they aren't federally mandated to have the programs that they have, but with ADA they do have to make reasonable accommodations with recreation programming. She stated that the staff does a great job of going out of their way to make sure that those inclusive opportunities do exist. She stated that the staff really enjoys the programs with the village of progress.

Ms. Folk stated that the staff has done a great job recently reaching out to Easterseals and getting involved with Florissa. She stated that they don't consider Serenity as a special recreation opportunity, but they have found a way to partner with them and offer grief advocacy opportunities. Ms. Folk stated that they have captured the interest of thousands of people on Facebook and through the media, and partnering with those organizations shines a light on those programs and gets them more participation.

Mr. Messenger stated that the programs that the park district puts on for baseball where the baseball team gets to run it and keep all the fundraising from it is huge.

Ms. Folk highlighted that they are reaching a lot of kids under the age of 6<sup>th</sup> grade to peak their interest as some of them don't have those opportunities to participate until they reach those levels.

Ms. Folk asked the committee members if there were additional partnerships that they saw as something that would be beneficial

for them to reach out and investigate to expand opportunities for the community.

Mr. Messenger stated that there was none that he could think of.

Mr. Larson stated that he was interested in seeing programming occur in the state parks. Ms. Folk stated that that is definitely a passion of Caleb's. Mr. Larson stated that the bird watching and hiking has been wonderful. He stated that it is weird because the state parks feel so understaffed in the community. He stated that there is no interpretation staff there, so the only interpretation that is going to occur would be from this agency.

Mr. Tremble asked if that was partnering with that agency or just utilizing their space. Ms. Folk stated that it was using their space but also partnering with organizations like Lorado Taft to be able to provide access to Lowden State Park with that. She stated that recently she was contacted about interest in the mountain bike trails. She stated that through conversations with others, she found out that there is over five miles of mountain bike trails at Lowden Miller State Forest, but DNR has them closed off. She stated that they had a meeting with them recently and hopefully by Spring those will have signage and be open for the community. She stated that they identified that they would be more than willing to partner with them to do some type of an event to bring more excitement to that and put it on the map. She stated that the trails slightly overlap the Equestrian Trails and hiking trails, but other than that it is purely dedicated for mountain bikes.

Mr. Larson stated that the DNR maintains their areas, but guided opportunities aren't coming from them. Ms. Folk stated that if they can serve as the conduit to provide those services it would do nothing but benefit the community.

Mrs. Cain stated that the park district is doing some similar things with the Nachusa Grasslands. She stated that a lot of people don't even realize that Nachusa Grasslands are there.

Ms. Folk stated that all of these things are passions of Caleb's, and it is their intent to try to continue to find those opportunities and bridge those gaps for the community.

Mr. Larson asked if the district had any agreements with the Natural Land Institute, to which Ms. Folk stated that they did not at this time. Mr. Larson stated that it might be worthwhile to

investigate that avenue to see if OPD could plan hikes there and then someone from the NLI would come out and give tours.

Ms. Folk asked if there was any other discussion from a partnership aspect.

### Intergovernmental Agreements

Ms. Folk stated that the district has a long history of partnering with the local government agencies. She stated that she thinks that they do a fantastic job of sharing resources with OCEC, OCUSD, the City of Oregon, and the County.

Ms. Folk asked the committee that based on what they see in the community and the interactions that they have, what do they see as something that could be of greater benefit to the community through intergovernmental agencies.

Mr. Tremble said he would be interested to see how many people actually know that they have these intergovernmental agreements to which Ms. Folk agreed. Ms. Folk stated that they have worked hard over the last several years on a few of these agreements as they used to just be a handshake deal.

Mr. Messenger stated that them not owning Mix Park was a surprise to him when he came on the board.

Ms. Folk stated that one thing that they repeatedly talk about as a staff is that they are all serving the exact same people. She stated that if they can share and combine resources to make the community even better, everyone benefits from that.

Ms. Folk stated that the Blackhawk Center is one of the biggest intergovernmental agreements that they have had in many years. She stated that there came a point where it didn't make financial sense for them to maintain it and the school district utilized it 95% of the time. She stated that they have a great agreement where the school now owns it, and they are able to still utilize the facility when they need it. She highlighted that the school is more than accommodating when they need anything.

Mr. Messenger highlighted that he was excited about the safe routes to school grant they applied for between the city, the park district, and the school. He stated that Park West can get congested, so he is glad to see the three agencies working together to try and get that done.

Ms. Folk stated that congestion at OES has become a problem. She stated that the city did a walkability study and the spaces behind OES on Koontz place and the space connecting OES to Park West were a main focus of the community members. She stated that the city is getting ready to apply for a safe routes to school grant to create a sidewalk connecting the front of OES to the entrance of Park West as well as on the back side of Koontz place. Ms. Folk highlighted that it is nice to have the three agencies working together.

Mr. Larson stated that it is an awkward space, so it is going to be nice to have that taken care of.

Ms. Folk asked if there was any other discussion regarding intergovernmental agreements.

Mr. Larson stated that he was surprised to see the agreement with Mt. Morris as he wasn't aware of that. Ms. Folk stated that they started that over a decade ago. She stated that they realized that a lot of the individuals that live in the Village had no idea that they were not paying park district taxes. She stated that they pay a recreation tax to the village. She stated that at the time, YSL was starting to die off and they were no longer doing youth athletic leagues and were struggling as a recreation department to find ways to spend that money. She stated that they said they would be more than willing to work with them. She stated that on a monthly basis they bill them for the difference between the resident and non-resident fees from any village of Mt. Morris residents that registered for programs, memberships, or daily fees. She stated that it has been a great relationship. She stated that it has been a good benefit for the youth as they all attend the same school. She stated that they charge a flat resident rate with youth athletics because all the kids will eventually be playing together.

There were no other questions regarding intergovernmental agreements.

Ms. Folk welcomed any other questions, comments, or discussion regarding any partnerships.

Ms. Folk highlighted that the staff has done a great job reaching out to local businesses to try and find ways that they can partner with them.

Mrs. Cain asked how the partnership with Etnyre evolved. Ms. Folk stated that several years ago they had invited Etnyre to be their



presenting sponsor. She stated that they donate \$5,000 every year and as part of that they have their name on pretty much all the free programming that they do. She stated that they identified through the free and reduced lunch program that there was an additional need for free programming. She stated that they identified that there are a lot of families out there that would benefit from free programming. She stated that they didn't want to create this where only certain people could participate in the free programming, they wanted it to be community wide. She stated that they pitched the idea to Etnyre, and they loved the idea. She stated that they are now able to provide free programming to thousands of people every single year because of Etnyre. She stated that it pays for their craft supplies and staffing. She stated that the staff has done a nice job bridging that relationship. She highlighted that in the past few years the volume of programming has exploded and that is a testament to the staff and the work that they are doing.

Mrs. Cain stated that she is surprised that they are able to do the amount of programming that they do with the \$5,000. Ms. Folk stated that it is impressive to see the total number of events that are being offered on an annual basis while they are operating with the smallest staff they have ever had.

#### Resident Survey

There were no visitors in attendance who had any additional questions or comments.

#### Committee Comments

There was no further discussion, questions, or comments from committee members.

ADJOURN

The meeting adjourned at 5:32 P.M. Roll Call: Julie Cain, Josh Messenger, Mark Tremble, Adam Larson, Brian Beckman, Erin Folk- yes. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner  
Boardon Secretary



# OREGON PARK DISTRICT

FISCAL YEAR  
2023

## MONTHLY FINANCIAL REPORT

September 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.

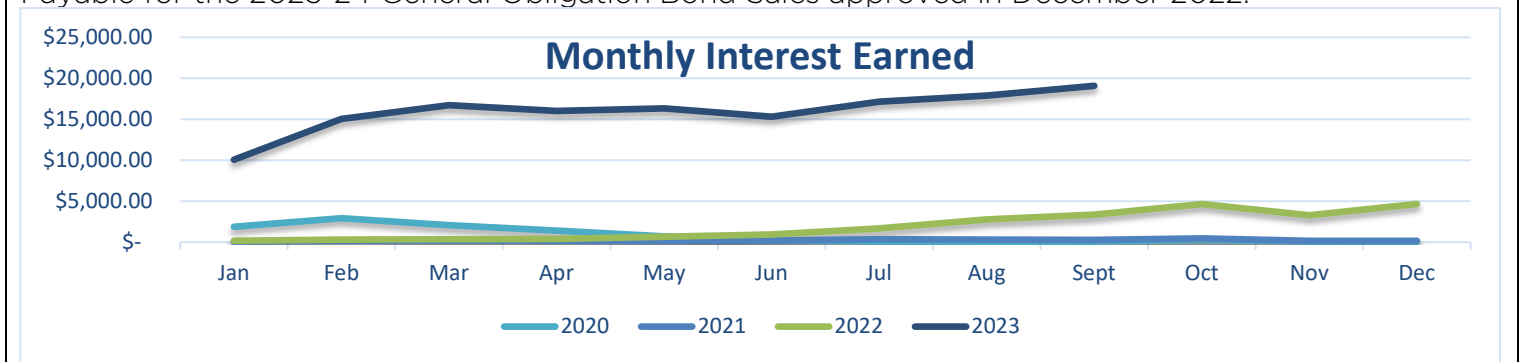
**BANKING FUND BALANCES**

FUND	SEPT 2023	AUG 2023	SEPT 2022	-	% CH.	SEPT 2021
General Checking	\$16,664.77	\$35,406.42	\$183,874.68	↓	-90.9%	\$17,013.74
Payroll Checking	\$73,490.49	\$72,006.48	\$73,950.78	↓	-0.62%	\$60,897.43
Corporate Fund	\$234,588.87	\$273,430.70	\$842,281.25	↓	-72.15%	\$830,830.74
Recreation Fund	\$222,107.74	\$253,119.52	\$629,379.89	↓	-64.71%	\$553,726.58
Audit Fund	\$12,591.74	\$11,190.96	\$13,891.61	↓	-9.36%	\$24,128.26
Liability Fund	\$108,549.60	\$108,417.70	\$173,643.13	↓	-37.5%	\$185,346.22
IMRF Fund	\$194,228.22	\$193,939.24	\$198,798.34	↓	-2.30%	\$177,810.97
Scholarship Fund	\$63,871.92	\$64,012.66	\$61,550.34	↑	3.77%	\$61,574.57
Social Security Fund	\$101,193.81	\$102,868.78	\$150,616.47	↓	-32.81%	\$184,891.21
Police Fund	\$37,467.81	\$36,941.06	\$37,981.65	↓	-1.35%	\$37,235.45
Paving Fund	\$5,132.49	\$32,555.51	\$31,601.08	↓	-83.7%	\$33,694.75
Long-Term Capital	\$290,800.76	\$289,554.37	\$278,165.08	↑	4.54%	\$206,511.01
Bond/Int Fund	\$990,909.13	\$865,763.49	\$1,492,632.13	↓	-33.61%	\$1,493,393.92
Park Imp Fund	\$2,849,131.14	\$2,840,189.51	\$189,103.72	↑	1406%	\$389,043.88
<b>TOTAL</b>	<b>\$5,200,728.49</b>	<b>\$5,179,396.40</b>	<b>\$4,357,470.15</b>	<b>↑</b>	<b>19.35%</b>	<b>\$4,256,098.73</b>

**Financial Notes:**

Overall District fund balances will continue to trend above prior years as the District prepares for large capital improvements in 2024-25. The District received its fourth tax distribution of the tax year, totalling \$237,442.15. The distribution only represented 17.3% of the expected tax distribution. The Ogle County Collector withheld the additional distribution amount of approximately \$1.1 million to resolve a software adjustment related to the Byron Power Station Real Property Tax Assessment Settlement Agreement approved by the Board of Commissioners in June 2023. The District has been assured the remaining amount of the distribution will occur in October and interest earned on the funds will be paid with the final distribution of the tax year.

Stillman Banks interest rate during September varied between 0.10% - 1.35%, while Illinois Park District Liquid Asset Fund was 5.26%. The total Interest earned was \$19,086.44. The District has earned \$98,277.74 of interest in the Park Improvement Fund in 2023, representing 79.97% of the Bond Interest Payable for the 2023-24 General Obligation Bond Sales approved in December 2022.



*Dan Griffin*  
Dan Griffin, Finance Administrator

**MONTHLY BUDGET REPORT**  
09/01/2023 To 09/30/2023

Oregon Park District  
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
<b>01 Corporate Fund</b>					
<b>Revenue</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-410100 Real Estate Taxes	663,250.00	51,436.63	409,176.67	254,073.33	62
01-10-410200 Replacement Tax Current	55,000.00	0.00	72,704.10	-17,704.10	132
01-10-430100 Interest Savings	8,000.00	788.06	11,509.81	-3,509.81	144
01-10-460100 Misc Income	1,500.00	0.00	1,370.75	129.25	91
01-10-470100 Grants	4,000.00	0.00	0.00	4,000.00	0
<b>10 Administration Subtotal</b>	<b>\$731,750.00</b>	<b>\$52,224.69</b>	<b>\$494,761.33</b>	<b>\$236,988.67</b>	<b>68</b>
<b>20 Parks</b>					
01-20-460100 Misc. Income	50.00	0.00	0.00	50.00	0
<b>20 Parks Subtotal</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>0</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$731,800.00</b>	<b>\$52,224.69</b>	<b>\$494,761.33</b>	<b>\$237,038.67</b>	<b>68</b>
<b>Revenue Subtotal</b>	<b>\$731,800.00</b>	<b>\$52,224.69</b>	<b>\$494,761.33</b>	<b>\$237,038.67</b>	<b>68</b>
<b>Expenditure</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-511000 Salary Full-Time	223,775.00	16,914.14	165,184.82	58,590.18	74
01-10-513000 Wages Part-Time	63,500.00	4,827.51	50,725.26	12,774.74	80
01-10-515000 Health/Life Insurance	195,000.00	17,307.70	142,129.81	52,870.19	73
01-10-521000 Software/Website Maint	35,000.00	8,919.67	32,680.40	2,319.60	93
01-10-521200 Equipment Maintenance	5,750.00	457.61	4,026.37	1,723.63	70
01-10-522000 Printing / Publication	9,350.00	247.70	5,610.50	3,739.50	60
01-10-522100 Community Planning/Events	12,500.00	338.71	13,914.22	-1,414.22	111
01-10-523000 Legal Fees	40,000.00	861.00	18,264.70	21,735.30	46
01-10-524000 Other Professional Services	18,000.00	1,025.97	14,391.65	3,608.35	80
01-10-526000 Dues & Subscriptions	13,000.00	0.00	11,960.17	1,039.83	92
01-10-527000 Car/Phone Allowance	6,750.00	1,200.58	5,743.71	1,006.29	85
01-10-527100 Staff Training	9,000.00	2,207.01	5,627.51	3,372.49	63
01-10-527200 Travel Expenses	500.00	0.00	486.23	13.77	97
01-10-529000 Postage / Rental	1,250.00	0.00	766.91	483.09	61
01-10-531000 Office Supplies	1,250.00	330.65	1,164.53	85.47	93
01-10-533000 Tools / Equipment	250.00	0.00	455.62	-205.62	182
01-10-541000 Electric	51,000.00	7,511.60	46,512.79	4,487.21	91
01-10-542000 Water & Sewer	20,000.00	0.00	14,193.90	5,806.10	71
01-10-543000 Natural Gas	22,000.00	951.04	13,970.40	8,029.60	64
01-10-544000 Telephone/Internet	5,750.00	391.99	4,141.93	1,608.07	72
01-10-587000 Sundry / Bank Exp	500.00	23.10	410.68	89.32	82
01-10-589000 Commissioners Expenses	1,000.00	0.00	1,136.85	-136.85	114

**MONTHLY BUDGET REPORT**  
09/01/2023 To 09/30/2023

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
<b>10 Administration Subtotal</b>	<b>\$735,875.00</b>	<b>\$63,515.98</b>	<b>\$553,498.96</b>	<b>\$182,376.04</b>	<b>75</b>
<b>20 Parks</b>					
01-20-511000 Salary Full-Time	222,700.00	14,585.34	170,850.88	51,849.12	77
01-20-513000 Wages Part-Time	41,700.00	3,479.88	21,866.90	19,833.10	52
01-20-514100 Wages Part-Time Seasonal	37,450.00	1,118.00	23,770.75	13,679.25	63
01-20-521100 Contractual Maintenance	16,000.00	1,600.00	8,125.00	7,875.00	51
01-20-527100 Staff Training/Dues	6,500.00	200.00	6,024.44	475.56	93
01-20-527200 Uniforms/Cell/Travel	2,750.00	180.01	3,404.48	-654.48	124
01-20-529200 Toilet Rental	7,800.00	1,286.00	5,702.00	2,098.00	73
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	1,133.54	20,389.17	3,610.83	85
01-20-534200 Athletics/Grounds Supplies	39,500.00	2,601.74	36,276.03	3,223.97	92
01-20-534500 Park Development/Construction	10,000.00	-2,500.00	0.00	10,000.00	0
01-20-536000 Gas & Oil	20,000.00	3,414.62	11,741.64	8,258.36	59
01-20-545000 Garbage Disposal	7,500.00	487.00	4,760.08	2,739.92	63
<b>20 Parks Subtotal</b>	<b>\$446,900.00</b>	<b>\$27,586.13</b>	<b>\$325,925.26</b>	<b>\$120,974.74</b>	<b>73</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$1,182,775.00</b>	<b>\$91,102.11</b>	<b>\$879,424.22</b>	<b>\$303,350.78</b>	<b>74</b>
<b>Expenditure Subtotal</b>	<b>\$1,182,775.00</b>	<b>\$91,102.11</b>	<b>\$879,424.22</b>	<b>\$303,350.78</b>	<b>74</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$450,975.00</b>	<b>-\$38,877.42</b>	<b>-\$384,662.89</b>	<b>85</b>
<b>Other Financing Source</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-480100 Transfer From Other Funds	200,000.00	0.00	0.00	200,000.00	0
<b>10 Administration Subtotal</b>	<b>\$200,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200,000.00</b>	<b>0</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$200,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200,000.00</b>	<b>0</b>
<b>Other Financing Source Subtotal</b>	<b>\$200,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200,000.00</b>	<b>0</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$250,975.00</b>	<b>-\$38,877.42</b>	<b>-\$384,662.89</b>	<b>153</b>
<b>12 Recreation Fund</b>					
<b>Revenue</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-410100 Real Estate Taxes	497,250.00	38,577.46	306,882.45	190,367.55	62
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	2,596.67	24,357.46	642.54	97
12-10-420111 Nash Non-Res Annual	8,000.00	661.42	7,618.75	381.25	95
12-10-420112 Nash Resident Quarterly	10,000.00	963.00	9,972.51	27.49	100
12-10-420113 Nash Non-Res Quarterly	3,500.00	151.00	2,194.50	1,305.50	63
12-10-420114 Nash Resident Daily	12,500.00	1,030.00	14,765.75	-2,265.75	118
12-10-420115 Nash Non-Res Daily	5,500.00	335.00	5,563.00	-63.00	101

**MONTHLY BUDGET REPORT**  
09/01/2023 To 09/30/2023

Oregon Park District  
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-10-420116 Nash Res Monthly	6,000.00	517.00	6,440.20	-440.20	107
12-10-420117 Nash Non-Res Monthly	3,000.00	110.00	1,398.00	1,602.00	47
12-10-420156 Nash Corporate	20,000.00	2,281.79	25,785.21	-5,785.21	129
12-10-420157 \$1 Day / 10 Punch	6,500.00	812.00	7,940.84	-1,440.84	122
12-10-430100 Interest Savings	6,000.00	568.77	5,953.22	46.78	99
12-10-441110 Locker Rentals	200.00	566.00	1,050.00	-850.00	525
12-10-441150 Court Fees	300.00	61.00	395.00	-95.00	132
12-10-460000 Sponsorship Donations	5,000.00	0.00	5,000.00	0.00	100
12-10-460100 Miscellaneous Income	1,000.00	90.00	2,163.30	-1,163.30	216
<b>10 Administration Subtotal</b>	<b>\$611,250.00</b>	<b>\$49,321.11</b>	<b>\$427,480.19</b>	<b>\$183,769.81</b>	<b>70</b>
<b>40 Aquatics</b>					
12-40-491230 Swim Lessons Level I thru VI	9,500.00	937.00	8,626.65	873.35	91
12-40-491331 Water Aerobics	14,000.00	1,928.00	15,440.24	-1,440.24	110
12-40-491512 Pool Special Events	1,200.00	0.00	0.00	1,200.00	0
<b>40 Aquatics Subtotal</b>	<b>\$24,700.00</b>	<b>\$2,865.00</b>	<b>\$24,066.89</b>	<b>\$633.11</b>	<b>97</b>
<b>50 Athletics</b>					
12-50-491210 Little Athletes	1,320.00	0.00	1,377.00	-57.00	104
12-50-491240 Soccer	30,000.00	10.00	29,805.05	194.95	99
12-50-491241 1st-2nd Grade Basketball	2,800.00	2,624.00	2,774.00	26.00	99
12-50-491243 Basketball 3-6 Boys	3,500.00	2,173.00	2,708.00	792.00	77
12-50-491244 Basketball 3-6 Girls	3,000.00	1,032.00	1,801.50	1,198.50	60
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	730.00	11,686.50	313.50	97
12-50-491265 Girls Minor League	3,200.00	0.00	3,040.00	160.00	95
12-50-491268 Jr High X Country	900.00	30.00	1,471.50	-571.50	164
12-50-491278 Youth Volleyball	1,500.00	909.00	1,638.50	-138.50	109
12-50-491350 Adult Recreation Leagues	8,500.00	100.00	5,795.00	2,705.00	68
12-50-491530 Sports Special Events	6,750.00	6.00	3,208.00	3,542.00	48
<b>50 Athletics Subtotal</b>	<b>\$97,760.00</b>	<b>\$7,614.00</b>	<b>\$88,584.55</b>	<b>\$9,175.45</b>	<b>91</b>
<b>60 General Recreation</b>					
12-60-491100 Children's Center P.S.	29,000.00	180.00	22,124.51	6,875.49	76
12-60-491101 CC Summer Camp/Computer Class	1,500.00	0.00	306.00	1,194.00	20
12-60-491201 Extended Time	39,250.00	2,152.00	26,800.52	12,449.48	68
12-60-491214 No School Days	2,000.00	425.00	2,692.00	-692.00	135

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12-60-491215 Youth Tumbling	14,000.00	1,562.00	15,574.70	-1,574.70	111
12-60-491288 Youth Recreation	11,000.00	350.00	6,399.96	4,600.04	58
12-60-491376 Summer Camp	37,000.00	0.00	29,002.24	7,997.76	78
12-60-491388 Adult Recreation	26,000.00	6,526.40	25,471.30	528.70	98
12-60-491414 General Bus Trips	3,000.00	-68.00	486.00	2,514.00	16
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	0.00	9,370.00	1,380.00	87
12-60-491511 Spl Events - Holiday	2,500.00	26.00	-18.00	2,518.00	-1
12-60-491512 Spl Events - Spring/Summer	800.00	91.00	239.00	561.00	30
12-60-491513 Spl Events - Fall/Winter	4,500.00	39.00	5,539.00	-1,039.00	123
12-60-491521 Farm Market / Plant	1,500.00	0.00	231.00	1,269.00	15
<b>60 General Recreation Subtotal</b>	<b>\$183,800.00</b>	<b>\$11,283.40</b>	<b>\$144,488.23</b>	<b>\$39,311.77</b>	<b>79</b>
<b>70 Concessions</b>					
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
<b>70 Concessions Subtotal</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$261.09</b>	<b>-\$61.09</b>	<b>131</b>
<b>80 Rental</b>					
12-80-441100 Nash Rental	6,000.00	810.00	10,152.50	-4,152.50	169
12-80-441110 Outside Rentals	3,500.00	87.00	3,753.00	-253.00	107
12-80-441130 Dog Park Fees	700.00	110.00	1,836.00	-1,136.00	262
<b>80 Rental Subtotal</b>	<b>\$10,200.00</b>	<b>\$1,007.00</b>	<b>\$15,741.50</b>	<b>-\$5,541.50</b>	<b>154</b>
<b>90 Fitness</b>					
12-90-491309 Personal Training	3,000.00	17.00	3,845.20	-845.20	128
12-90-491310 Early Morning Aerobics	5,000.00	868.50	7,785.75	-2,785.75	156
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
<b>90 Fitness Subtotal</b>	<b>\$11,000.00</b>	<b>\$885.50</b>	<b>\$11,630.95</b>	<b>-\$630.95</b>	<b>106</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$938,910.00</b>	<b>\$72,976.01</b>	<b>\$712,253.40</b>	<b>\$226,656.60</b>	<b>76</b>
<b>Revenue Subtotal</b>	<b>\$938,910.00</b>	<b>\$72,976.01</b>	<b>\$712,253.40</b>	<b>\$226,656.60</b>	<b>76</b>
<b>Revenue</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-480100 Transfers From Other Funds	250,000.00	0.00	0.00	250,000.00	0
<b>10 Administration Subtotal</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
<b>Expenditure</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-511000 Salary Full-Time	65,550.00	4,791.26	49,718.00	15,832.00	76

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12-10-512000 Rec Wages Part Time	5,000.00	97.75	4,594.50	405.50	92
12-10-513300 Wages Building Supervisor	32,400.00	3,057.77	31,157.51	1,242.49	96
12-10-522100 Advertising/Promotional/Volunteer	16,550.00	133.77	12,660.22	3,889.78	76
12-10-524100 Credit Card/Bank Charges	17,000.00	1,364.98	13,877.42	3,122.58	82
12-10-526000 Dues & Subscriptions	2,250.00	0.00	540.00	1,710.00	24
12-10-527000 Car/Phone Allowance	4,750.00	395.61	3,548.13	1,201.87	75
12-10-527100 Staff Training	4,000.00	938.96	2,477.49	1,522.51	62
12-10-527200 Travel Expenses	300.00	0.00	160.32	139.68	53
12-10-531000 Office Supplies	2,000.00	9.99	456.27	1,543.73	23
12-10-532000 Community Outreach Programs	5,000.00	104.09	2,124.45	2,875.55	42
12-10-535000 First Aid Supplies	5,100.00	293.02	1,520.62	3,579.38	30
12-10-538000 Recreation Supplies	2,500.00	39.90	1,403.69	1,096.31	56
12-10-540000 Rec Activities & Engagement	6,000.00	40.19	2,855.33	3,144.67	48
12-10-541000 Electric	51,000.00	7,511.61	46,114.35	4,885.65	90
12-10-542000 Water & Sewer	20,000.00	0.00	14,193.92	5,806.08	71
12-10-543000 Natural Gas	22,000.00	951.05	13,969.82	8,030.18	63
12-10-544000 Telephone/Internet	5,750.00	391.99	3,724.43	2,025.57	65
12-10-587000 Sundry Expenses	100.00	0.00	0.00	100.00	0
12-10-590000 Capital Expenditures	2,500.00	752.09	1,751.84	748.16	70
<b>10 Administration Subtotal</b>	<b>\$269,750.00</b>	<b>\$20,874.03</b>	<b>\$206,848.31</b>	<b>\$62,901.69</b>	<b>77</b>
<b>30 Maintenance</b>					
12-30-511000 Salary Full-Time	205,425.00	14,215.28	144,581.11	60,843.89	70
12-30-513000 Wages Part-Time	24,000.00	1,744.89	17,102.02	6,897.98	71
12-30-521000 Software Maintenance	2,850.00	2,837.00	2,837.00	13.00	100
12-30-521100 Building Maintenance	30,000.00	-1,855.75	28,592.44	1,407.56	95
12-30-521200 Equipment Maintenance	12,000.00	0.00	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	1,524.25	16,615.19	18,884.81	47
12-30-527000 Car/Phone Allowance	1,000.00	161.92	956.92	43.08	96
12-30-527100 Staff Training	1,200.00	350.00	1,400.14	-200.14	117
12-30-533000 Tools / Equipment	1,500.00	99.79	1,323.66	176.34	88
12-30-533100 Custodial Equipment	4,000.00	149.95	642.15	3,357.85	16
12-30-534000 Building Supplies	15,000.00	2,873.96	7,531.33	7,468.67	50
12-30-534400 Equipment Supplies	6,000.00	1,559.69	4,827.44	1,172.56	80
12-30-534500 Custodial Supplies	15,000.00	637.97	6,954.86	8,045.14	46
<b>30 Maintenance Subtotal</b>	<b>\$360,475.00</b>	<b>\$24,298.95</b>	<b>\$252,977.69</b>	<b>\$107,497.31</b>	<b>70</b>
<b>40 Aquatics</b>					
12-40-513200 Aquatic Management Fees	37,375.00	3,250.00	24,803.00	12,572.00	66
12-40-513500 Aquatic Operation Fees	117,500.00	11,834.14	84,183.74	33,316.26	72
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	351.87	9,668.45	-1,668.45	121
12-40-534600 Aquatic Supplies	18,000.00	2,177.45	14,499.72	3,500.28	81
12-40-591512 Pool Special Events	1,200.00	0.00	335.00	865.00	28
<b>40 Aquatics Subtotal</b>	<b>\$182,825.00</b>	<b>\$17,613.46</b>	<b>\$134,039.91</b>	<b>\$48,785.09</b>	<b>73</b>
<b>50 Athletics</b>					
12-50-511000 Salary Full-Time	50,735.00	3,709.20	38,490.00	12,245.00	76
12-50-513000 Wages Part-Time	5,000.00	0.00	4,592.25	407.75	92
12-50-513300 Wages Field Supervisor	500.00	29.25	406.25	93.75	81
12-50-527100 Staff Training	4,000.00	0.00	1,155.74	2,844.26	29
12-50-538000 Recreation Supplies	250.00	0.00	88.96	161.04	36
12-50-591210 Little Athletes	1,320.00	1,078.75	1,326.00	-6.00	100
12-50-591240 Soccer	20,000.00	5,849.85	17,357.48	2,642.52	87
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	220.03	1,434.94	-134.94	110
12-50-591246 Little League	3,000.00	0.00	2,712.97	287.03	90
12-50-591247 Jr. Girls Softball	3,775.00	0.00	3,064.53	710.47	81
12-50-591248 Intermediate Girls Softball	2,600.00	0.00	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	1,845.00	12,813.16	-1,063.16	109
12-50-591265 Girls Minor League	2,600.00	0.00	2,186.18	413.82	84
12-50-591268 Jr High X Country	1,350.00	489.50	1,092.50	257.50	81
12-50-591278 Youth Volleyball	1,000.00	300.00	603.00	397.00	60
12-50-591350 Adult Recreation Leagues	6,800.00	798.47	3,051.51	3,748.49	45
12-50-591530 Sports Special Events	5,000.00	32.13	2,904.87	2,095.13	58
12-50-596240 Other Program Equipment	1,000.00	151.84	322.00	678.00	32
12-50-596250 Baseball Program Equipment	500.00	477.97	441.77	58.23	88
<b>50 Athletics Subtotal</b>	<b>\$139,180.00</b>	<b>\$14,981.99</b>	<b>\$108,229.02</b>	<b>\$30,950.98</b>	<b>78</b>
<b>60 General Recreation</b>					
12-60-511000 Salary Full Time	93,575.00	6,979.68	70,532.80	23,042.20	75
12-60-513000 Wages Part Time	5,100.00	0.00	4,387.50	712.50	86
12-60-527100 Staff Training	9,500.00	1,773.92	4,690.33	4,809.67	49
12-60-538000 Recreation Supplies	500.00	16.81	56.60	443.40	11
12-60-591100 Children's Center P.S	41,100.00	3,973.84	28,486.09	12,613.91	69
12-60-591101 CC Summer Camp/Computer Class	1,000.00	0.00	52.61	947.39	5
12-60-591201 Extended Time	23,750.00	1,933.27	13,474.81	10,275.19	57
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	2,331.00	11,964.60	35.40	100
12-60-591288 Youth Recreation	8,000.00	1,042.56	4,393.22	3,606.78	55
12-60-591376 Summer Camp	25,500.00	8.75	20,094.16	5,405.84	79
12-60-591388 Adult Recreation	20,000.00	4,587.40	18,256.87	1,743.13	91
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	0.00	411.01	1,838.99	18
12-60-591512 Spl Events - Spring/Summer	2,000.00	129.00	1,432.86	567.14	72
12-60-591513 Spl Events - Fall/Winter	4,000.00	0.00	3,283.95	716.05	82
12-60-591521 Farm Market/Plant/Misc	1,500.00	0.00	123.35	1,376.65	8
<b>60 General Recreation Subtotal</b>	<b>\$265,475.00</b>	<b>\$22,776.23</b>	<b>\$192,455.65</b>	<b>\$73,019.35</b>	<b>72</b>
<b>70 Concessions</b>					
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
<b>70 Concessions Subtotal</b>	<b>\$25.00</b>	<b>\$0.00</b>	<b>\$4.00</b>	<b>\$21.00</b>	<b>16</b>
<b>80 Rental</b>					
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
<b>80 Rental Subtotal</b>	<b>\$2,650.00</b>	<b>\$0.00</b>	<b>\$1,166.50</b>	<b>\$1,483.50</b>	<b>44</b>
<b>90 Fitness</b>					
12-90-513400 Wages Fitness Center Suprs	40,500.00	2,556.13	31,122.77	9,377.23	77
12-90-534600 Fitness Maintenance	4,000.00	476.00	767.47	3,232.53	19
12-90-534700 Fitness Maintenance Supplies	3,000.00	0.00	2,520.00	480.00	84
12-90-538000 Recreation Supplies	200.00	0.00	171.23	28.77	86
12-90-591309 Personal Training	2,700.00	120.00	3,307.50	-607.50	123
12-90-591310 Early Morning Aerobics	3,500.00	283.00	3,638.00	-138.00	104
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
<b>90 Fitness Subtotal</b>	<b>\$56,900.00</b>	<b>\$3,435.13</b>	<b>\$41,546.87</b>	<b>\$15,353.13</b>	<b>73</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$1,277,280.00</b>	<b>\$103,979.79</b>	<b>\$937,267.95</b>	<b>\$340,012.05</b>	<b>73</b>
<b>Expenditure Subtotal</b>	<b>\$1,277,280.00</b>	<b>\$103,979.79</b>	<b>\$937,267.95</b>	<b>\$340,012.05</b>	<b>73</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$588,370.00</b>	<b>-\$31,003.78</b>	<b>-\$225,014.55</b>	<b>38</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$588,370.00</b>	<b>-\$31,003.78</b>	<b>-\$225,014.55</b>	<b>38</b>
<b>13 Audit Fund</b>					
<b>Revenue</b>					
<b>13 Audit Fund</b>					
<b>10 Administration</b>					
13-10-410100 Real Estate Taxes	18,000.00	1,394.02	11,089.40	6,910.60	62

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13-10-430100 Interest Savings	250.00	6.76	54.49	195.51	22
<b>10 Administration Subtotal</b>	<b>\$18,250.00</b>	<b>\$1,400.78</b>	<b>\$11,143.89</b>	<b>\$7,106.11</b>	<b>61</b>
<b>13 Audit Fund Subtotal</b>	<b>\$18,250.00</b>	<b>\$1,400.78</b>	<b>\$11,143.89</b>	<b>\$7,106.11</b>	<b>61</b>
<b>Revenue Subtotal</b>	<b>\$18,250.00</b>	<b>\$1,400.78</b>	<b>\$11,143.89</b>	<b>\$7,106.11</b>	<b>61</b>
<b>Expenditure</b>					
<b>13 Audit Fund</b>					
<b>10 Administration</b>					
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
<b>10 Administration Subtotal</b>	<b>\$21,800.00</b>	<b>\$0.00</b>	<b>\$27,575.00</b>	<b>-\$5,775.00</b>	<b>126</b>
<b>13 Audit Fund Subtotal</b>	<b>\$21,800.00</b>	<b>\$0.00</b>	<b>\$27,575.00</b>	<b>-\$5,775.00</b>	<b>126</b>
<b>Expenditure Subtotal</b>	<b>\$21,800.00</b>	<b>\$0.00</b>	<b>\$27,575.00</b>	<b>-\$5,775.00</b>	<b>126</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$3,550.00</b>	<b>\$1,400.78</b>	<b>-\$16,431.11</b>	<b>463</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$3,550.00</b>	<b>\$1,400.78</b>	<b>-\$16,431.11</b>	<b>463</b>
<b>14 Liability Fund</b>					
<b>Revenue</b>					
<b>14 Liability Fund</b>					
<b>10 Administration</b>					
14-10-410100 Real Estate Taxes	130,000.00	10,066.12	80,075.67	49,924.33	62
14-10-430100 Interest Savings	2,000.00	244.08	2,964.24	-964.24	148
<b>10 Administration Subtotal</b>	<b>\$132,000.00</b>	<b>\$10,310.20</b>	<b>\$83,039.91</b>	<b>\$48,960.09</b>	<b>63</b>
<b>14 Liability Fund Subtotal</b>	<b>\$132,000.00</b>	<b>\$10,310.20</b>	<b>\$83,039.91</b>	<b>\$48,960.09</b>	<b>63</b>
<b>Revenue Subtotal</b>	<b>\$132,000.00</b>	<b>\$10,310.20</b>	<b>\$83,039.91</b>	<b>\$48,960.09</b>	<b>63</b>
<b>Expenditure</b>					
<b>14 Liability Fund</b>					
<b>10 Administration</b>					
14-10-511000 Salary Full-Time	85,240.00	4,370.30	54,757.51	30,482.49	64
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	0.00	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	0.00	3,837.00	-587.00	118
14-10-557000 Workers Comp Insurance.	23,500.00	5,808.00	20,129.00	3,371.00	86
14-10-558000 Unemployment Insurance	8,000.00	0.00	5,669.08	2,330.92	71
<b>10 Administration Subtotal</b>	<b>\$162,990.00</b>	<b>\$10,178.30</b>	<b>\$126,955.09</b>	<b>\$36,034.91</b>	<b>78</b>
<b>14 Liability Fund Subtotal</b>	<b>\$162,990.00</b>	<b>\$10,178.30</b>	<b>\$126,955.09</b>	<b>\$36,034.91</b>	<b>78</b>
<b>Expenditure Subtotal</b>	<b>\$162,990.00</b>	<b>\$10,178.30</b>	<b>\$126,955.09</b>	<b>\$36,034.91</b>	<b>78</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$30,990.00</b>	<b>\$131.90</b>	<b>-\$43,915.18</b>	<b>142</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$30,990.00</b>	<b>\$131.90</b>	<b>-\$43,915.18</b>	<b>142</b>

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Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
<b>15 Imrf Fund</b>					
<b>Revenue</b>					
<b>15 Imrf Fund</b>					
<b>10 Administration</b>					
15-10-410100 Real Estate Taxes	80,000.00	6,750.87	53,275.15	26,724.85	67
15-10-430100 Interest Savings	1,800.00	4.98	604.74	1,195.26	34
<b>10 Administration Subtotal</b>	<b>\$81,800.00</b>	<b>\$6,755.85</b>	<b>\$53,879.89</b>	<b>\$27,920.11</b>	<b>66</b>
<b>15 Imrf Fund Subtotal</b>	<b>\$81,800.00</b>	<b>\$6,755.85</b>	<b>\$53,879.89</b>	<b>\$27,920.11</b>	<b>66</b>
<b>Revenue Subtotal</b>	<b>\$81,800.00</b>	<b>\$6,755.85</b>	<b>\$53,879.89</b>	<b>\$27,920.11</b>	<b>66</b>
<b>Expenditure</b>					
<b>15 Imrf Fund</b>					
<b>10 Administration</b>					
15-10-518000 IMRF	60,000.00	6,466.87	39,694.12	20,305.88	66
<b>10 Administration Subtotal</b>	<b>\$60,000.00</b>	<b>\$6,466.87</b>	<b>\$39,694.12</b>	<b>\$20,305.88</b>	<b>66</b>
<b>15 Imrf Fund Subtotal</b>	<b>\$60,000.00</b>	<b>\$6,466.87</b>	<b>\$39,694.12</b>	<b>\$20,305.88</b>	<b>66</b>
<b>Expenditure Subtotal</b>	<b>\$60,000.00</b>	<b>\$6,466.87</b>	<b>\$39,694.12</b>	<b>\$20,305.88</b>	<b>66</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$21,800.00</b>	<b>\$288.98</b>	<b>\$14,185.77</b>	<b>65</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$21,800.00</b>	<b>\$288.98</b>	<b>\$14,185.77</b>	<b>65</b>
<b>16 Scholarship Fund</b>					
<b>Revenue</b>					
<b>16 Scholarship Fund</b>					
<b>10 Administration</b>					
16-10-430100 Interest Savings	125.00	5.26	48.10	76.90	38
16-10-470110 Scholarship Donations	1,000.00	0.00	710.00	290.00	71
16-10-470300 Memorial Donations	750.00	0.00	0.00	750.00	0
<b>10 Administration Subtotal</b>	<b>\$1,875.00</b>	<b>\$5.26</b>	<b>\$758.10</b>	<b>\$1,116.90</b>	<b>40</b>
<b>16 Scholarship Fund Subtotal</b>	<b>\$1,875.00</b>	<b>\$5.26</b>	<b>\$758.10</b>	<b>\$1,116.90</b>	<b>40</b>
<b>Revenue Subtotal</b>	<b>\$1,875.00</b>	<b>\$5.26</b>	<b>\$758.10</b>	<b>\$1,116.90</b>	<b>40</b>
<b>Expenditure</b>					
<b>16 Scholarship Fund</b>					
<b>10 Administration</b>					
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
<b>10 Administration Subtotal</b>	<b>\$2,750.00</b>	<b>\$0.00</b>	<b>\$680.75</b>	<b>\$2,069.25</b>	<b>25</b>
<b>16 Scholarship Fund Subtotal</b>	<b>\$2,750.00</b>	<b>\$0.00</b>	<b>\$680.75</b>	<b>\$2,069.25</b>	<b>25</b>
<b>Expenditure Subtotal</b>	<b>\$2,750.00</b>	<b>\$0.00</b>	<b>\$680.75</b>	<b>\$2,069.25</b>	<b>25</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$875.00</b>	<b>\$5.26</b>	<b>\$77.35</b>	<b>-9</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$875.00</b>	<b>\$5.26</b>	<b>\$77.35</b>	<b>-9</b>
<b>18 Fica Fund</b>					
<b>Revenue</b>					

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<b>18 Fica Fund</b>					
<b>10 Administration</b>					
18-10-410100 Real Estate Taxes	60,000.00	4,644.85	36,949.59	23,050.41	62
18-10-430100 Interest Savings	2,200.00	358.34	3,157.19	-957.19	144
<b>10 Administration Subtotal</b>	<b>\$62,200.00</b>	<b>\$5,003.19</b>	<b>\$40,106.78</b>	<b>\$22,093.22</b>	<b>64</b>
<b>18 Fica Fund Subtotal</b>	<b>\$62,200.00</b>	<b>\$5,003.19</b>	<b>\$40,106.78</b>	<b>\$22,093.22</b>	<b>64</b>
<b>Revenue Subtotal</b>	<b>\$62,200.00</b>	<b>\$5,003.19</b>	<b>\$40,106.78</b>	<b>\$22,093.22</b>	<b>64</b>
<b>Expenditure</b>					
<b>18 Fica Fund</b>					
<b>10 Administration</b>					
18-10-519000 FICA	82,500.00	5,412.36	57,546.45	24,953.55	70
18-10-519100 Medicare	20,000.00	1,265.80	13,458.51	6,541.49	67
<b>10 Administration Subtotal</b>	<b>\$102,500.00</b>	<b>\$6,678.16</b>	<b>\$71,004.96</b>	<b>\$31,495.04</b>	<b>69</b>
<b>18 Fica Fund Subtotal</b>	<b>\$102,500.00</b>	<b>\$6,678.16</b>	<b>\$71,004.96</b>	<b>\$31,495.04</b>	<b>69</b>
<b>Expenditure Subtotal</b>	<b>\$102,500.00</b>	<b>\$6,678.16</b>	<b>\$71,004.96</b>	<b>\$31,495.04</b>	<b>69</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$40,300.00</b>	<b>-\$1,674.97</b>	<b>-\$30,898.18</b>	<b>77</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$40,300.00</b>	<b>-\$1,674.97</b>	<b>-\$30,898.18</b>	<b>77</b>
<b>19 Police Fund</b>					
<b>Revenue</b>					
<b>19 Police Fund</b>					
<b>10 Administration</b>					
19-10-410100 Real Estate Taxes	5,000.00	385.84	3,069.36	1,930.64	61
19-10-430100 Interest Savings	500.00	140.91	1,156.88	-656.88	231
<b>10 Administration Subtotal</b>	<b>\$5,500.00</b>	<b>\$526.75</b>	<b>\$4,226.24</b>	<b>\$1,273.76</b>	<b>77</b>
<b>19 Police Fund Subtotal</b>	<b>\$5,500.00</b>	<b>\$526.75</b>	<b>\$4,226.24</b>	<b>\$1,273.76</b>	<b>77</b>
<b>Revenue Subtotal</b>	<b>\$5,500.00</b>	<b>\$526.75</b>	<b>\$4,226.24</b>	<b>\$1,273.76</b>	<b>77</b>
<b>Expenditure</b>					
<b>19 Police Fund</b>					
<b>10 Administration</b>					
19-10-512000 Safety Event Expense	1,500.00	0.00	880.00	620.00	59
19-10-524000 Other Prof Services	1,750.00	0.00	1,211.80	538.20	69
19-10-590000 Captial Expenditures	5,000.00	0.00	1,277.70	3,722.30	26
<b>10 Administration Subtotal</b>	<b>\$8,250.00</b>	<b>\$0.00</b>	<b>\$3,369.50</b>	<b>\$4,880.50</b>	<b>41</b>
<b>19 Police Fund Subtotal</b>	<b>\$8,250.00</b>	<b>\$0.00</b>	<b>\$3,369.50</b>	<b>\$4,880.50</b>	<b>41</b>
<b>Expenditure Subtotal</b>	<b>\$8,250.00</b>	<b>\$0.00</b>	<b>\$3,369.50</b>	<b>\$4,880.50</b>	<b>41</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$2,750.00</b>	<b>\$526.75</b>	<b>\$856.74</b>	<b>-31</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$2,750.00</b>	<b>\$526.75</b>	<b>\$856.74</b>	<b>-31</b>
<b>20 Paving/Lighting Fund</b>					
<b>Revenue</b>					
<b>20 Paving/Lighting Fund</b>					

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<b>10 Administration</b>					
20-10-410100 Real Estate Taxes	33,000.00	2,571.73	20,458.07	12,541.93	62
20-10-430100 Interest Savings	150.00	5.25	45.60	104.40	30
<b>10 Administration Subtotal</b>	<b>\$33,150.00</b>	<b>\$2,576.98</b>	<b>\$20,503.67</b>	<b>\$12,646.33</b>	<b>62</b>
<b>20 Paving/Lighting Fund Subtotal</b>	<b>\$33,150.00</b>	<b>\$2,576.98</b>	<b>\$20,503.67</b>	<b>\$12,646.33</b>	<b>62</b>
<b>Revenue Subtotal</b>	<b>\$33,150.00</b>	<b>\$2,576.98</b>	<b>\$20,503.67</b>	<b>\$12,646.33</b>	<b>62</b>
<b>Expenditure</b>					
<b>20 Paving/Lighting Fund</b>					
<b>10 Administration</b>					
20-10-564000 Park Improvements	37,000.00	30,000.00	32,176.50	4,823.50	87
<b>10 Administration Subtotal</b>	<b>\$37,000.00</b>	<b>\$30,000.00</b>	<b>\$32,176.50</b>	<b>\$4,823.50</b>	<b>87</b>
<b>20 Paving/Lighting Fund Subtotal</b>	<b>\$37,000.00</b>	<b>\$30,000.00</b>	<b>\$32,176.50</b>	<b>\$4,823.50</b>	<b>87</b>
<b>Expenditure Subtotal</b>	<b>\$37,000.00</b>	<b>\$30,000.00</b>	<b>\$32,176.50</b>	<b>\$4,823.50</b>	<b>87</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$3,850.00</b>	<b>-\$27,423.02</b>	<b>-\$11,672.83</b>	<b>303</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$3,850.00</b>	<b>-\$27,423.02</b>	<b>-\$11,672.83</b>	<b>303</b>
<b>35 Long Term Capital Replacement</b>					
<b>Revenue</b>					
<b>35 Long Term Capital Replacement</b>					
<b>10 Administration</b>					
35-10-430100 Interest Savings	7,000.00	0.00	6,674.47	325.53	95
<b>10 Administration Subtotal</b>	<b>\$7,000.00</b>	<b>\$0.00</b>	<b>\$6,674.47</b>	<b>\$325.53</b>	<b>95</b>
<b>35 Long Term Capital Replacement Subtotal</b>	<b>\$7,000.00</b>	<b>\$0.00</b>	<b>\$6,674.47</b>	<b>\$325.53</b>	<b>95</b>
<b>Revenue Subtotal</b>	<b>\$7,000.00</b>	<b>\$0.00</b>	<b>\$6,674.47</b>	<b>\$325.53</b>	<b>95</b>
<b>Revenue</b>					
<b>35 Long Term Capital Replacement</b>					
<b>10 Administration</b>					
35-10-480100 Transfer From Other Funds	70,000.00	0.00	0.00	70,000.00	0
<b>10 Administration Subtotal</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>0</b>
<b>35 Long Term Capital Replacement Subtotal</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>0</b>
<b>Revenue Subtotal</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>0</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$63,000.00</b>	<b>\$0.00</b>	<b>\$6,674.47</b>	<b>-11</b>
<b>37 Bond &amp; Int Fund</b>					
<b>Revenue</b>					
<b>37 Bond &amp; Int Fund</b>					
<b>10 Administration</b>					
37-10-410100 Real Estate Taxes	1,577,250.00	122,167.31	971,836.97	605,413.03	62
37-10-430100 Interest Savings	11,000.00	2,978.33	5,026.74	5,973.26	46
<b>10 Administration Subtotal</b>	<b>\$1,588,250.00</b>	<b>\$125,145.64</b>	<b>\$976,863.71</b>	<b>\$611,386.29</b>	<b>62</b>
<b>37 Bond &amp; Int Fund Subtotal</b>	<b>\$1,588,250.00</b>	<b>\$125,145.64</b>	<b>\$976,863.71</b>	<b>\$611,386.29</b>	<b>62</b>
<b>Revenue Subtotal</b>	<b>\$1,588,250.00</b>	<b>\$125,145.64</b>	<b>\$976,863.71</b>	<b>\$611,386.29</b>	<b>62</b>

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<b>Expenditure</b>					
<b>37 Bond &amp; Int Fund</b>					
<b>10 Administration</b>					
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
<b>10 Administration Subtotal</b>	<b>\$1,553,033.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,553,033.00</b>	<b>0</b>
<b>37 Bond &amp; Int Fund Subtotal</b>	<b>\$1,553,033.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,553,033.00</b>	<b>0</b>
<b>Expenditure Subtotal</b>	<b>\$1,553,033.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,553,033.00</b>	<b>0</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$35,217.00</b>	<b>\$125,145.64</b>	<b>\$976,863.71</b>	<b>2,774</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$35,217.00</b>	<b>\$125,145.64</b>	<b>\$976,863.71</b>	<b>2,774</b>
<b>46 Park Improvement Fund</b>					
<b>Revenue</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-430100 Interest Savings	74,000.00	12,186.63	98,245.59	-24,245.59	133
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
<b>10 Administration Subtotal</b>	<b>\$3,614,200.00</b>	<b>\$12,186.63</b>	<b>\$3,127,245.59</b>	<b>\$486,954.41</b>	<b>87</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$3,614,200.00</b>	<b>\$12,186.63</b>	<b>\$3,127,245.59</b>	<b>\$486,954.41</b>	<b>87</b>
<b>Revenue Subtotal</b>	<b>\$3,614,200.00</b>	<b>\$12,186.63</b>	<b>\$3,127,245.59</b>	<b>\$486,954.41</b>	<b>87</b>
<b>Expenditure</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-524000 Other Professional Services	28,500.00	0.00	28,343.00	157.00	99
46-10-525000 Engineering	438,000.00	745.00	21,167.97	416,832.03	5
46-10-560000 Computer Upgrades	75,000.00	0.00	74,933.86	66.14	100
46-10-564000 Park/Building Improvements	1,040,330.00	2,500.00	192,196.37	848,133.63	18
46-10-567700 Vehicles Equipment	24,000.00	0.00	22,526.00	1,474.00	94
<b>10 Administration Subtotal</b>	<b>\$1,605,830.00</b>	<b>\$3,245.00</b>	<b>\$339,167.20</b>	<b>\$1,266,662.80</b>	<b>21</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$1,605,830.00</b>	<b>\$3,245.00</b>	<b>\$339,167.20</b>	<b>\$1,266,662.80</b>	<b>21</b>
<b>Expenditure Subtotal</b>	<b>\$1,605,830.00</b>	<b>\$3,245.00</b>	<b>\$339,167.20</b>	<b>\$1,266,662.80</b>	<b>21</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$2,008,370.00</b>	<b>\$8,941.63</b>	<b>\$2,788,078.39</b>	<b>139</b>
<b>Other Financing Use</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-588000 Transfers to Other Funds	520,000.00	0.00	0.00	520,000.00	0
<b>10 Administration Subtotal</b>	<b>\$520,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$520,000.00</b>	<b>0</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$520,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$520,000.00</b>	<b>0</b>
<b>Other Financing Use Subtotal</b>	<b>\$520,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$520,000.00</b>	<b>0</b>

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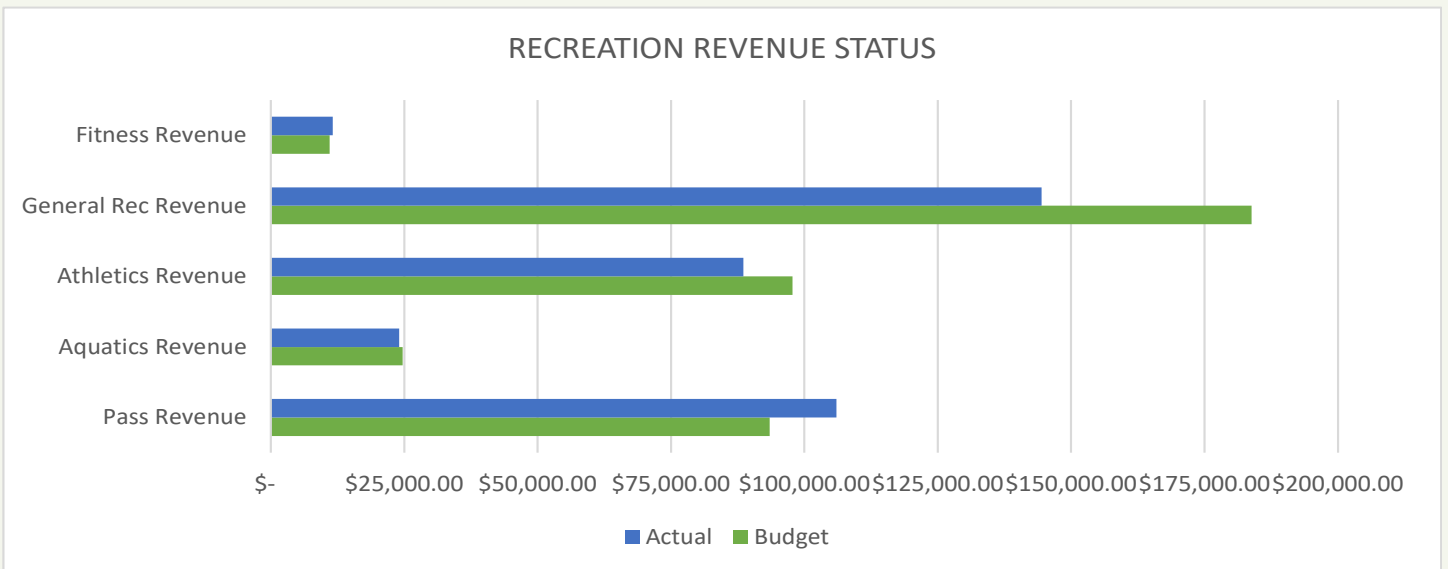
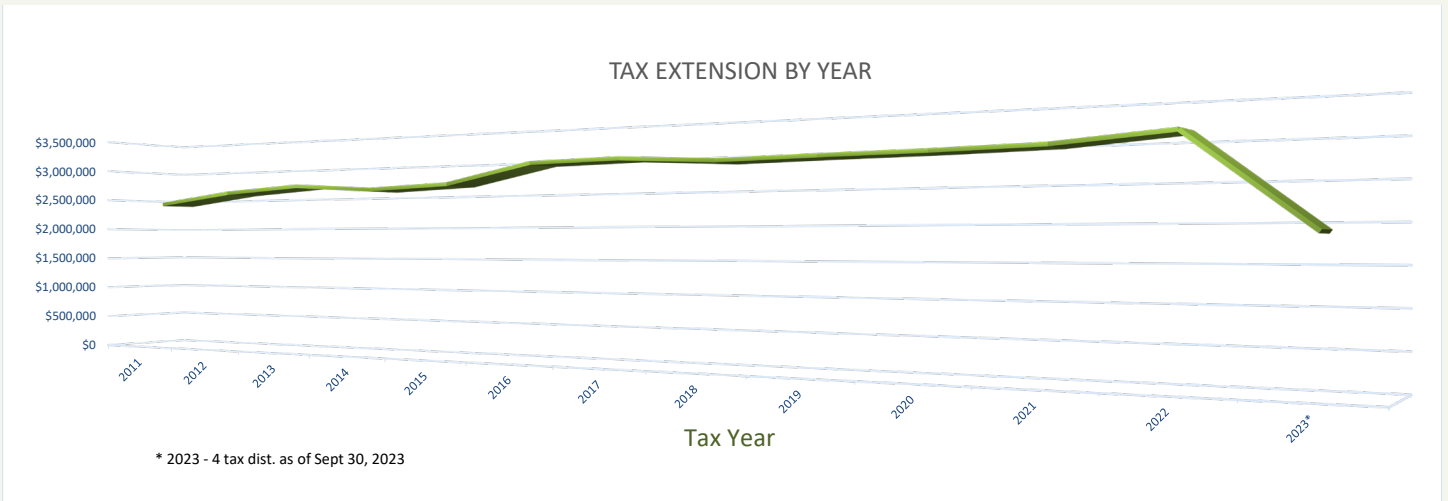
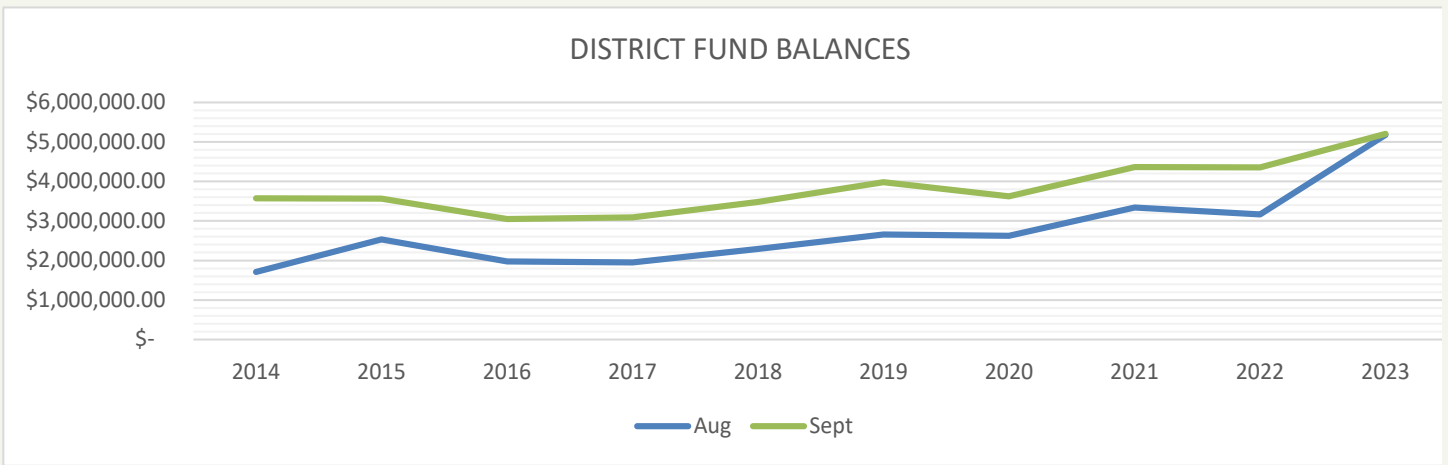
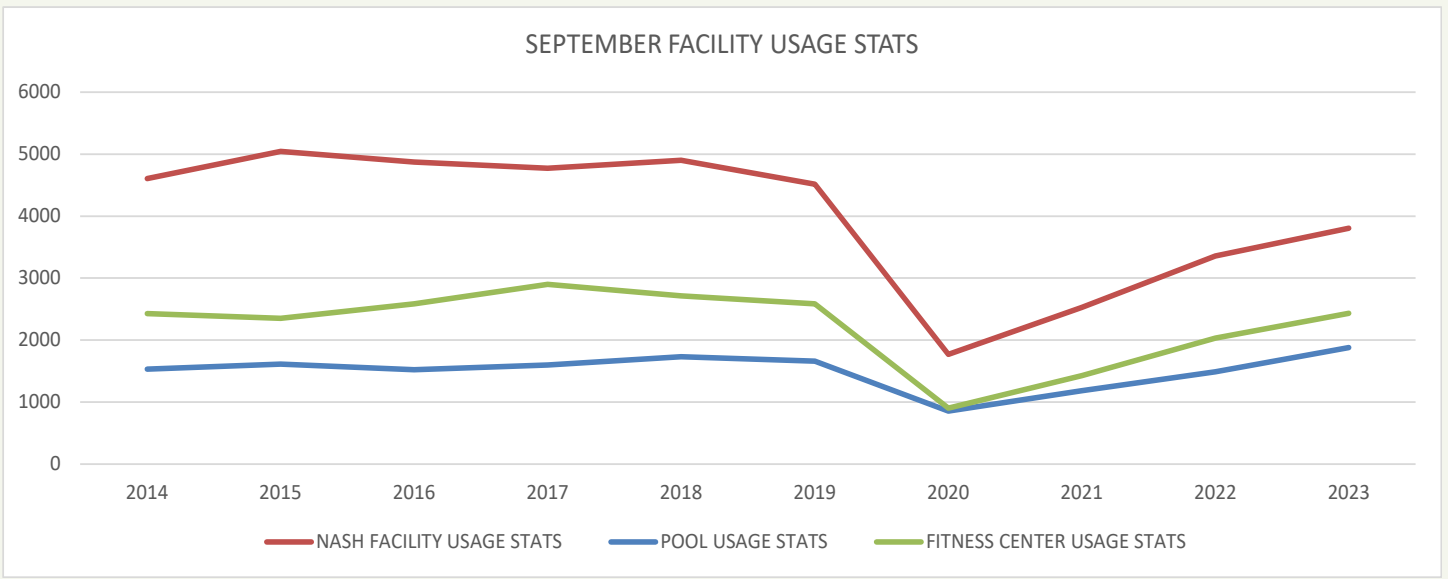
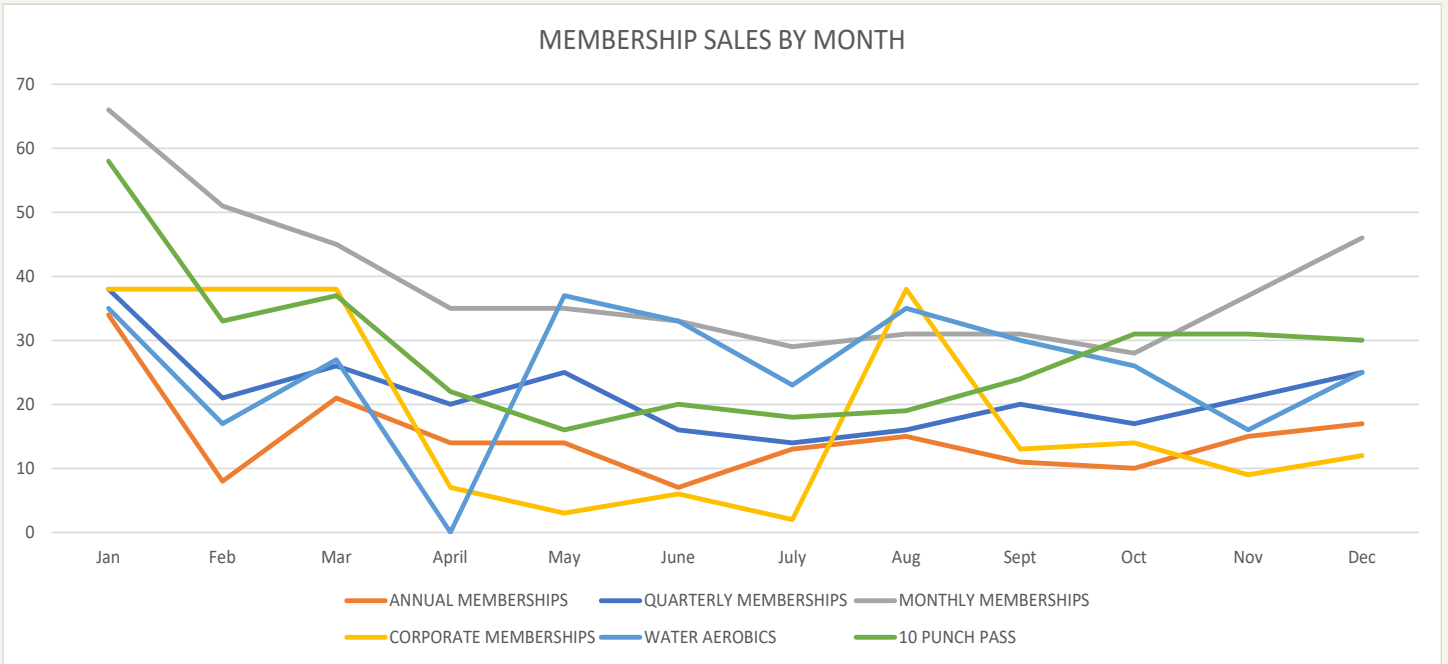
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>\$1,488,370.00</b>	<b>\$8,941.63</b>	<b>\$2,788,078.39</b>	<b>187</b>

# MONTHLY BOARD REPORT DASHBOARD

Report Period: September 2023





## MEMORANDUM TO THE BOARD OF COMMISSIONERS

October 17, 2023

Parks Report



### Sports

OPD soccer and co-ed softball has ended for the season at Park West. OHS cross country and soccer are still utilizing Park West through the end of the month. Oregon has been chosen to host Sectionals in both cross country and soccer this year! OHS soccer will also be hosting Regionals at Park West. Park staff will be maintaining and painting the soccer fields for both events.



### Projects

The Kiwanis step project has been completed. Park staff removed the old wooden steps and deck that went down to riverbank off the parking lot. Steps were becoming a safety issue for use with rotting posts and framework. Benesh's poured a concrete slab in place of the deck and a concrete footing at the bottom to set the new steps on. Beesing Welding built a new set of metal steps and handrail to mount on to the concrete pads. Beesing delivered and set the steps in place.

Staff closed and winterized the splashpad. Staff also drained Mix Park fountain and winterized it. Trees were starting to drop lots of leaves and debris into it daily. The leaves and debris will plug the filter and restrict water flow to the pump and could burn the pump up.

Staff took down all our uptown flower baskets and disposed of the flowers. Flower waste has been dumped behind the maintenance shop into a compost pile to be recycled. Compost will then be added to our pumpkin patch next spring. Staff will start pulling all the annual flower beds throughout our parks and uptown as needed.

Staff helped supply AOP with picnic tables, bench's, bleachers, tent, garbage cans, tables and chairs. Staff also had to tear down and put away everything they supplied to AOP. Following completion of the annual festival, staff will aerate the Courthouse lawn.

Park staff have been working on tree replacement at Mix Park. All the existing ash trees were severely damaged and dyeing due to the emerald ash borer. The Ash trees were starting to shoot suckers up from the trunks of the trees, branches were dyeing off, bark was full of holes created by the emerald ash borer and falling off. Staff has removed all the effected ash trees, stumps will be ground, holes will be filled with dirt and reseeded in grass. Staff will be replacing all the ash trees with other species of trees. We chose a variety of different species of trees to help prevent any future issues with disease or bug infestations. In the case that ever happens we would only lose that species of tree not all the newly planted trees. One of the large pin oak trees by the statue seems to have a disease (oak wilt). Over half of the tree is dead already. To prevent it from spreading to the existing oak trees around it the tree will be removed by a tree contractor. This tree will also be replaced by staff.



**General**

The staff is doing a great job this fall tackling all the different duties.

Respectfully submitted,


A handwritten signature in black ink that reads "Brent Suter". The signature is written in a cursive style with a large initial 'B' and a long horizontal stroke at the end.

Brent Suter  
Superintendent of Parks and Facilities

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

October 17<sup>th</sup>, 2023

Nash Facilities Report

 **Nash Facility**

On September 11<sup>th</sup> and 12<sup>th</sup>, we experienced pool chemical imbalances that caused us to shutdown the pool. It was identified that the chlorine test probe was not reading correctly causing the chlorine to overfeed. It took a day to get a new probe and once it was installed, we were able to confirm that was the issue. Then we were able to add a chlorine reducing agent to the water that brought our chemistries back within range and allowed us to open the next morning. The test probes do have a shelf life, but I am in talks with our vendor about the potential of trading them in as they get close to expiration. This will allow us to keep spare parts on hand and achieve a faster reopening when the probes fail in the future.

On September 20<sup>th</sup> we identified a leak in one of our spa pumps. We were able to temporarily repair the unit until Friday September 22<sup>nd</sup> to avoid having a shut down during open hours. On the 22<sup>nd</sup> the pump was rebuilt, correcting the leak, and replacement parts have been restocked.

 **General**

We are currently seeking a weekend custodian. This has been a difficult position to find candidates for due to the hours. (Saturday and Sunday evenings.) We have conducted interviews and identified a promising individual that will start upon return of the background check.

The terrazzo floors are being re-waxed. We are investigating a different product and procedure for the future. This procedure is a simpler process that will lessen the need and time of maintenance as well as allow for fewer flaws.

New Banners have been installed in the Gymnasium identifying the East and West courts. These are intended to help patrons know where to go.

Respectfully Submitted,


*Matthew Downing*

Deputy Superintendent of Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

October 17, 2023

Superintendent of Recreation Report

 **Recreation Department**

September participation numbers increased by 44% with a jump of 230 participants. As you can see from the chart below, with 3 months to go for 2023, we have surpassed 2022 participation numbers. Staff continues to meet weekly to brainstorm the direction of programming and assistance each of us can provide to help staff.

September was a busy month for the recreation staff. Programming that was newly added this month included Grandparents Night, Bingo, Oktoberfest, Wild Wednesdays, Friday Night Hikes, Taft Storybook Night, and Educational Programming for VOP and OCEC. These new programs were in addition to programming that was continued from September 2022. Staff worked many evenings and weekends to bring this new programming to the community. Staff continue to flex when they can to compensate for the additional hours. I appreciate everyone’s willingness to work outside normal office hours.

	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
September	523	753	44%	230.00
October	955		-100%	(955.00)
November	1190		-100%	(1190.00)
December	566		-100%	(566.00)
Total	13469	13811	3%	342.00

All full-time recreation staff will be attending the NRPA Conference. Caleb, Kelley and I will attend in person and Lesley will be attending virtually. Staff appreciate the board supporting these educational opportunities. I am excited to have the entire recreation staff participate and see what new ideas we can implement in 2024. Staff are continuing to work on the Winter/Spring guide.

 **Aquatics**

Swimming lesson numbers for October are 126.

A Family Fun Night was held on Thursday, October 5. This was in collaboration with the OHS Senior Class. I have been working with members planning since July. Students were guided on the planning process, donations, and implementation. We are excited to offer Hector’s Chips and Salsa, popcorn, Bingo, Super Mario Bros. in the pool, inflatables, and games in the gym. The cost to the district were the movie rights for \$335,

movie, popcorn supplies and staffing. The class supplied 16 volunteers to work the evening in the gym, bingo, snacks and patrolling the hallways. Admission fees are \$5 for adults and \$3 for students. All admission will go to the senior class for Prom and other activities.

Fall Fun with Rosann (originally Spa Day) will be held on October 25. We currently have 67 registered and are working to plan a fun day for the participants. The increase in numbers, up from 43 in 2022, is a direct result of the increase in our water aerobics classes. Classes are filled with 18-24 people in each class. We continue to get compliments on our teachers Rosanna, Carron and Kim!

Open swims were held during no school days on Friday, Oct. 6 and Monday, Oct. 9. New rescue tubes and water aerobics jogger belts were replaced this month due to wear.

A pizza party was held for the aquatics staff during their September Inservice training to celebrate the 5 Star Rating received in August. Thank you to Erin Folk for personally funding the party.



### **Fitness Center**

Early Rise with Aimee filled in October with 12 participants. Tai Chi has 8 participants. 7<sup>th</sup>/8<sup>th</sup> Grade Orientation filled with 1 participant in October.

We are in the process of training a new fitness center staff member. Karen Miller will be leaving us after five years in October. Karen has been an asset and both patrons and staff will miss her. We wish her well as she enjoys her retirement!

OJHSH has been working with us to communicate expectations with junior high students. Students are now required to show their student ID's when using the fitness center. Due to an increase in younger students trying to use the fitness center, students must now show their student ID upon entrance if their grade is unknown by staff. The school shares this information during daily announcements and encourages appropriate behavior when using Nash Recreation Center.



### **Marketing**

Ogle County Life held their Best of the Best competition and the Concerts in the Park won for Best Free Event in Ogle County. Businesses could choose to advertise to promote themselves prior to voting and we chose not to do this. Winning was solely by nomination and over 30,000 votes were cast. We did place an ad in their Thank You Section announcing us as the winning event.

Facebook followers increased to 7285 this past month. We are averaging 48 posts per week. The Children's Center video caused our numbers to skyrocket for September reaching 392,100 people! A normal month reaches between 31,000-35,000 people.

Stahr Media has provided a variety of logos for review to include the core values. Look for implementation soon.

Staff had a great time participating in the Homecoming Parade. Candy and cards promoting our Halloween events were handed out. Special thank you

to staff that walked and help with the float: Brent Suter, Nick McPhail, Megan Wolfe, Kelley Huston, Lesley, Sheffield, Erin Folk, Caleb Jenks, and myself. We were also assisted by volunteers Kinsley Folk and Abi Kalnins.

### **Children's Center**

The Children's Center 4-year-old program went on their first field trip with a walking tour of Oregon during O week. We walked and were word detectives looking for the letter O. We visited the Oregon Police Department, Oregon City Hall, the new mural at the Oregon Chamber of Commerce and Oregon Post office. The students loved finding O's everywhere they went! Thank you to Chief Deputy Matt Kalnins for the tour! The 4-year-old program will visit the Oregon Fire Station this month for Fire Prevention Week and the 3-year-old program will have a visit from the Fire Department at Nash.

### **Blood Drive and Safety**

A blood drive was held on Monday, October 16 with the Rock River Valley Blood Center. Numbers were not yet available.

I am currently researching AEDs for options for Nash Recreation Center. Our current AED's have been discontinued and we are looking at our best option for replacement when batteries and pads are no longer in production. We have time, as they must give 3 years notice when they discontinue making the replacement items.

A new AED has been purchased for recreation use and as a trial. With increased programming off-site, the new unit has a 7-year battery life and weighs 2.5 pounds. The unit was recommended by Daniel Welle and in use at several fire departments. The cost of the unit was \$1350, and batteries do not need replaced for 7 years. Our current units need batteries every 2 years. With the longer battery life in the new unit it will pay for itself instead of replacing batteries.

### **Programming**

Bingo, Brownies, and Booze was held at River's Edge Experience in September and brought in 99 people. Businesses have been very generous with donating prizes and everyone in attendance compliments the event. Our next Bingo night is set for Nov. 2 at Cork and Tap.

Our first Oktoberfest pairing was held on September 29 and had 38 people in attendance. Participants were treated to food from Jen's Artisan Breads, Ralfie's BBQ, Hazel's and Noble Cakery. Each item was paired with a 5 oz. beer chosen by Cork and Tap. Pairings are a cooperative effort of Teresa Nehr Korn, Caleb Jenks and myself.

A meeting was held with Rustic Ridge Axe Throwing to provide both youth and beginner adult league/lessons. We look forward to introducing this in our Winter/Spring brochure to offer a new type of after school activity for kids that isn't sports focused.

Respectfully Submitted,

*Tina L. Ketter*

Tina Ketter, CPRP  
Superintendent of Recreation

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

October 17, 2023

Business Administration Report

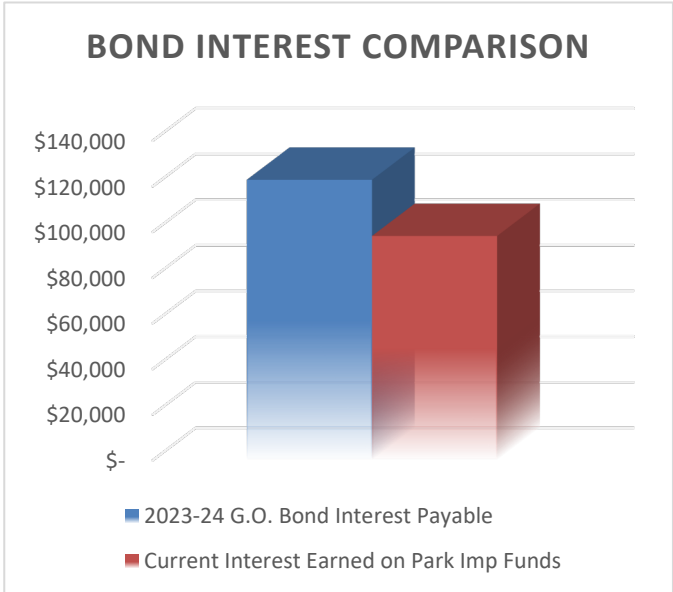


**Financial Review**

The September 2023 Treasurers Report is included in the Board Packet. The District finished the month of September with a fund balance of \$5,200,728.49, which represents an increase of \$21,332.09 (0.5%) from the month of August.

The District again realized an increased interest rate earned in September. The Illinois Park District Liquid Asset Fund (IPDLAF) earned an interest yield of 5.2% in September, up from 5.24% in September.

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 \$12,185.98 in Park Imp. Funds in September. The total interest earned in the Park Imp. Fund since the bond sale is \$98,277.74.



The District will repay the first installment of the 2023 General Obligation Bond on November 1<sup>st</sup>. The total debt service payment of \$1,553,002.99 will be comprised of the principal payment of \$1,477,000 as well as the interest payment of \$76,002.99 (at an interest rate of 3.1%). The District will again levy the Bond and Interest on the 2023 Tax Levy to finalize the second installment of the 2023 Bonds that will occur on November 1<sup>st</sup>, 2024.



**2022 Property Tax Status / 2023 Tax Levy**

The District received its fourth tax distribution of the 2022 tax year, totaling \$237,442.15. The distribution represents 66.51% of the current taxes expected to be received this fiscal year. The District did not receive the Constellation property tax that is typically received with the September Tax Distribution. The County Collector is reviewing the Byron Power Station Real Property Tax Assessment Settlement Agreement and making the necessary software and distribution adjustments. Therefore, the Districts September Treasurers Report will have negative changes in fund balances for most funds as compared to the year before. The Districts fund balance trend will improve following the tax distribution in October.

The District did receive the estimated 2023 Equalized Assessed Value (EAV) in preparation for its 2023 tax levy. The Districts 2023 estimated EAV is \$676,602,560. The overall EAV increased by approximately 1.5% from 2022. The Byron Power Station Real Property Tax Assessment Settlement Agreement will give the District a Credit Trigger that will be taken into account when developing the 2023 Tax Levy. The Levy will be developed over the next few weeks and presented to the Finance Committee in November.





## **2024 Budget and Evaluation Status**

The District kicked off its opening budget meeting the first week of October. Key updates are noted below:

- **Budget Planning:** The staff is reviewing current budget estimates for 2024 as well as a complete review of the long-term capital plan and current year capital status.
- **G.O. Bonds/BINA:** The District will not be required to complete the BINA Act or plan to issue a General Obligation Bond in 2024.
- **Tax Levy:** The District will present to the tentative 2023 Tax Levy to the Finance Committee in November. The District will approve the Tax Levy at the December Regular Board Meeting.
- **Personnel Evaluations:** The staff is currently beginning the evaluation process for both part-time and full-time staff. The evaluations will be presented to the Personnel and Policy Committee in late November/early December.
- **Final Budget:** The District is on course to approve the Budget and Appropriations ordinance at the February 2024 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 prior to passage.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Griffin". The signature is written in a cursive, flowing style.

Dan Griffin,  
Finance & Technology Administrator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

October 17th, 2023

### Administrative Services Report



#### **Front Counter and Fall Registration**

Registration for the fall guide has been keeping the front counter busy. Online registration continues to be popular at over 65% of the fall season registrations. Youth education programs have the highest online enrollment at over 87% online registration. Water aerobics registrations are picking up as Fall sets in.

Continued process improvements and training are taking place with the front desk team. Examples include utilizing OneNote for the team with detailed notes relating to Corporate Memberships and account updates. We are working toward detailed notes to avoid reaching out multiple times and keeping track of the communication timeline. To assist with streamlined communication, our staff is now listing the dates and times our patrons are called.



#### **Corporate Memberships**

Serenity Hospice has re-initiated their Corporate Membership. The enrollment period is open for the month of October. KSB corporate membership is open for the month of October as well. Both Oregon Tool/Woods and the Ogle County Education Cooperative (OCEC) Corporate Memberships wrapped up in September.



#### **Website Updates and Marketing**

The website contains a link to all of the Halloween events in one place, easily accessed from our main page. We have also added the new promotional video on our October 1<sup>st</sup> e-blast and main webpage as we showcase our values of Caring, Creative, and Community-Focused.



#### **PerfectMind Training**

On October 2<sup>nd</sup>, I participated in a refresher course for PerfectMind/Xplor Recreation. This training will be helpful in updating programming and creating the most convenient ways to register participants. One area of improvement will be registration with single sign-up courses such as water aerobics. There is a more efficient way to register from point of sale which allows our staff to book multiple dates in one transaction. This will save the front desk time and create a faster process for any participants waiting. Additional training dates will be planned. The trainer mentioned that we have an organized system and good understanding of PerfectMind. I look forward to learning how to make PerfectMind work for our community needs easily and making sure the front desk is informed of the capabilities of the system.

Sincerely,

A handwritten signature in black ink that reads "Megan Wolfe".

Megan Wolfe  
Administrative Services Coordinator

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**

October 10th, 2023

Event and Adult Recreation Coordinator Report



**Special Events- Halloween**

As of this report, our Halloween Storywalk scheduled for October 18<sup>th</sup> is at 199 registered children with three days remaining to register. We had 189 children registered last year, and I am pleased to have surpassed last year's totals. I have also had excellent turnout from student volunteers and am grateful to all part time and full-time staff who have committed to helping at the event. The Owl-O-Ween night-walk at LOMC is at 29 registrations, which I consider a great turnout for a first-time event.



**Fall Adult Programs and Outdoor Education**

I was proud to be able to offer an inclusive outdoor education program last month for Village of Progress and Ogle County Education Cooperative themed around monarch butterflies. We had over 60 total attendees, and caught and released three butterflies for the Monarch Watch research project. Roughly 1 of every 100 butterflies tagged in the U.S. is recovered in Mexico, and I am hoping for news of a tag recovery to share with program participants.

Following our summer backyard wildlife safari series, I have received requests from homeschool and preschool groups for educational programs, and I am pleased to report that the first homeschool group field trip is scheduled for November 15<sup>th</sup>.

The renewed interest in adult cooking and crafting programs is remaining strong through the month of October. New partner Aunt B's Baking has 17 registered attendees for a halloween themed cookie decorating program, and our October cooking class with Lynn Kaufman has the highest attendance of any cooking class in the last year. Christmas programs for November and December are off to a strong start for registrations, with 24 places already filled for our porch pot classes and 5 places filled for ceramic Christmas tree painting.



**Looking Ahead.**

I am looking forward to some professional development later this month at the National Recreation and Parks Association Conference in Dallas, TX.

Respectfully submitted.

A handwritten signature in black ink, appearing to read 'Caleb Jenks'.

Caleb Jenks  
Events & Adult Programming Coordinator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

October 5th, 2023

### Athletic Coordinator Report



#### **Fall Soccer**

Our Fall 2023 Soccer season will be concluding on October 7th, with regular games for U6, U7 and U8. U9 will be having a tournament in Byron. We will be hosting the tournaments for U11, U13 and U15. A huge thank you to the Parks Department for converting the practice field at the south end of the Varsity field into a second U11 field, which allows us to host all 14 U11 teams in a one-day tournament. This League is run in conjunction with Byron Park District and features teams from Stillman Valley, Winnebago, Pecatonica and Polo.



#### **6<sup>th</sup> Grade Volleyball**

Our 6<sup>th</sup> Grade Girls volleyball program ended a successful season on Thursday September 26th. Thank you to our coach Rachel Nelson. Coach Nelson was secured through the varsity OHS volleyball coach Farrell Cain as she was a new OES gym teacher who had expressed an interest in coaching volleyball. The growth and development of all the players under the leadership of Coach Nelson and the guidance of the OHS Volleyball program was very successful and is a direction that we would love to see our 6<sup>th</sup> grade competitive sports continue to move towards. Tina Ketter and I have recently met with Dr. Deininger and Mr Lawton to explore options for closer collaboration in the future with our 6<sup>th</sup> grade programs.



#### **Fall Basketball Camp/ OHS Clinic**

Our fall basketball camp for ages 4-9 year olds, which is offered in conjunction with the OHS Lady Hawks basketball team concluded on Monday October 2nd. This camp was a huge success and a big Thank you to Coach Olyvia Donahue and her team. The proceeds of the camp, \$1355.75, was donated to the school program. The OHS boys basketball coaches also offered a one night clinic for 6-8<sup>th</sup> graders on October 6th. We had 13 participants, in comparison to 6 last year, in this intensive skills clinic, and proceeds will be donated to the program. The HS basketball programs continue to be dedicated to working with our youth players, and help develop their skills.



#### **PreK- 1<sup>st</sup> Grade Basketball**

Our Pre K through 1<sup>st</sup> grade basketball program will start on Saturday October 23<sup>rd</sup> and we have a total of 55 kids registered, in comparison to 61 last year. Coaches have been secured and preparations for the season are well underway.



#### **6<sup>th</sup> Grade Boys Basketball**

Practices have begun for our 6<sup>th</sup> Grade Boys Competitive basketball program. Volunteer coaches, Hope Hitchcock and Thomas Izer are preparing the boys for their season opener on October 19th. This program mirrors the Junior High basketball schedule and we have 7 players registered.



#### **New Open Gym Offerings**

This week sees 2 new open gym offerings to better serve our patrons. Mondays from noon to 1:30pm will now feature a beginners pickleball

open gym time. This will provide patrons wishing to learn how to play a non competitive environment to learn the basics and hone their skills. Our first open gym on Monday October 2<sup>nd</sup> saw 7 patrons who had never played before, take advantage of this opportunity! We are planning on offering this every Monday through the end of the year to see if it is popular with our patrons.

Thursday October 5th, we started an open volleyball gym time on Thursday afternoons to allow our youth to continue to work on their volleyball skills now that many of their seasons have ended. In the first hour we had 22 kids playing on our court!

A handwritten signature in cursive script that reads "Lesley Sheffield".

Lesley Sheffield  
Athletic Coordinator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

October 4, 2023

### Recreation Program Coordinator Report



#### **Grandparents Day**

On September 8, fifteen grandparents and sixteen grandchildren came to Nash to celebrate grandparents day. Activities included a pizza dinner, large sized games, paper and pencil table activities, making a hand tracing memory page and playing Bingo. All the participants stated they had a great time and this event will be continued in the future.



#### **Emoji Crafts**

On September 27, a group of fifteen kids came after school to make emoji crafts. We made stress balls from balloons and flour and magnets using poster and construction paper. A variety of emoji faces from smiles to minions to laughing faces were made by the participants. All the kiddos and the parents who stayed to assist reported having a great time.

After the public time, the thirty campers from ET came over to make the crafts. Again there was a variety of faces created. The campers played in the River Room while they waited for pickup.



#### **Tumbling**

A new season of tumbling with Kidsspot Inc. began this month. This season Kidsspot limited the number of registrations for tiny tumblers to 6 due to staffing issues. All three classes are filled with waiting lists. The beginning- novice classes are averaging six for each class as well. This is a popular program and Kidsspot is a great organization to work with.



#### **Extended Time**

September was a busy month for ET. We are averaging 23 campers on Mondays, Tuesdays, Thursdays and Fridays and are full at 30 on Wednesdays. We continued to follow obscure holidays for our plans. Did you know that Pet Rocks are celebrated on September 6? The campers celebrated by making Pet Rocks. On September 13 we celebrated Roald Dahl's 107<sup>th</sup> birthday by making chocolate slime.



#### **Looking ahead**

We will continue our monthly crafting time in October with pumpkin crafts and in November with our annual gingerbread house workshop of all ages. We have Nerf nights planned for kids, families and adults.

New partnerships are being formed to offer more programming and opportunities of kiddos in the spring and beyond. Stay tuned for more information about these programs.

I am looking forward to attending the NPRA conference in Dallas as I write this. I enjoy conferences because I learn new things every time I attend one and plus now that I have my CPRP the opportunity to get continuing education credits is important. Thank you for providing these opportunities.

Respectively submitted,

A handwritten signature in cursive script that reads "Kelley Huston". The signature is written in a dark ink and is positioned to the left of the typed name.

Kelley Huston  
Recreation Program Coordinator