



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

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) RECOGNITION OF VISITORS
- 4) APPROVAL OF MINUTES
 - A. REGULAR MEETING MINUTES OF NOVEMBER 14, 2023
 - B. EXECUTIVE SESSION MINUTES OF NOVEMBER 14, 2023-
APPROVAL BUT NOT RELEASE
 - C. FINANCE COMMITTEE MINUTES OF NOVEMBER 28, 2023
 - D. PERSONNEL COMMITTEE MINUTES OF NOVEMBER 28, 2023
 - E. SPECIAL MEETING MINUTES OF NOVEMBER 28, 2023
- 5) FINANCIAL
 - A. TREASURER'S REPORT
 - B. CLAIMS PAYABLE AND CHECKS DRAWN
- 6) REPORTS
 - A. DIRECTORS REPORT
 - B. FINANCE COMMITTEE - MET NOVEMBER 28, 2023, MINUTES
INCLUDED IN PACKET
 - C. PERSONNEL & POLICY COMMITTEE - MET NOVEMBER 28, 2023,
MINUTES INCLUDED IN PACKET
 - 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. ORDINANCE 23-12-12: 2023 TAX LEVY APPROVAL
 - B. RESOLUTION 23-12-12 (A): RELEASE OF EXECUTIVE SESSION
MINUTES

C. RESOLUTION 23-12-12 (B): PERMANENT FUND TRANSFER

D. JOHN DEERE MOWER BID APPROVAL

E. ENTER 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).

C. EXIT EXECUTIVE SESSION

D. 2024 SALARY AND WAGE APPROVALS

E. EMPLOYEE 2024 HEALTH AND BENEFITS APPROVAL

9) COMMISSIONERS COMMENTS

10) DIRECTORS COMMENTS

11) PRESIDENTS COMMENTS

12) ADJOURNMENT

NEXT REGULAR MEETING - JANUARY 9, 2024 @ 6 PM

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
November 14, 2023**

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

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

ABSENT: None.

OTHERS PRESENT: Erin Folk, Executive Director; Dan Griffin, Finance Administrator; Tina Ketter; Supt. of Recreation, Brent Suter, Supt. of Parks; Adam Metz, Treasurer; Steve Adams, Attorney; Haley Mizner, Board Secretary

VISITORS PRESENT: Beth Simeone, Roger Cain, Amanda Zimmerman, Scott Zimmerman, Rhonda Himert

RECOGNITION OF VISITORS:

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

APPROVAL OF MINUTES

Regular Meeting Minutes, Executive Session Minutes, & Parks & Facilities Committee Meeting Minutes

Motion by Mark Tremble, seconded by Dan Engelkes, the Regular Meeting Minutes of October 17, 2023, Executive Session Minutes of October 17, 2023- approval but not release, and the Parks & Facilities Committee Meeting Minutes of November 1, 2023, be approved as presented. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Mr. Beckman stated that the October Treasurer's report has been submitted and released in the monthly board packet and posted at oregonpark.org.

Mr. Beckman asked Mr. Metz if there was anything that he wished to add.

Mr. Metz stated that they received the fifth tax disbursement in late October. He stated that on November 1, 2023, they paid the first installment of principal and interest for the 2023 General Obligation Bond, which will be reflected in next month's report.

There was no further discussion.

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

Accounts Payable

Mr. Beckman asked Ms. Folk if there were any updates on the accounts payable that she wanted to provide.

Ms. Folk stated that they had a \$442.50 bill for ASCAP. She stated that ASCAP provides them with their annual license every year to be able to play music in the facility and at their events. She stated that it seems pricey, but it allows them to continue to have the rights to play music throughout the public facility.

Ms. Folk stated that they did pay their annual staff memberships bill to IPRA last month. She stated that the total for that was \$1,470.00, which is in addition to the billings that they pay IAPD. She stated that IAPD has a different membership base for the board and executive director than they do with staff. She stated that they serve two different sides of the staff.

Ms. Folk stated that there was a bill for Benesh & Sons for \$3,500. She stated that that was to finish the Kiwanis stairs concrete footings at the base and at the top. She stated that she is assuming that next month they will see the bill from Beesing Welding for the actual stairs.

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 October of 2023 be approved as presented. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Dan Engelkes, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

REPORTS

Director's Report- Ms. Folk stated that she wanted to give an update on ITEP. She stated that as they projected, things are moving very slowly. She stated that they have started updated Phase I Engineering. She stated that there were a few things that they needed to update with the new grant. She stated that they are looking at the realignment along River Road to make sure they are adhering to any safety concerns. She stated that in addition, they did receive notification that the biological sign off with DOT has been received, so they are good to go there. She stated that they are still dealing with a few endangered species as they go through the park. She stated that those three endangered species are the Indiana Bat, the Northern Long-eared Bat, and the Tricolored Bat. She stated that the only impact that that is going to have on the trail project will be construction. She stated that they will not be able to do any tree removal from April 1st-September 30th. She stated that the engineers, IDOT, DNR, and themselves all know that, so they are planning accordingly.

Ms. Folk stated that full-time staff will be serving the Village of Progress Consumers Ed Staff a Thanksgiving meal tomorrow. She stated that she approached the staff a couple of weeks ago about giving back to the community and ideas for what they would like to see them do as a district in the community. She stated that one of the ideas that came up from a staff meeting was providing a Thanksgiving dinner for the VOP consumers. She stated that a lot of them live in group homes and they don't have family to celebrate with. She stated that she believes that staff is very proud of the opportunity. She stated that they will be providing an activity from 10:00A.M.-11:00A.M., followed by lunch being served from 11:00 A.M.-noon. She stated that they are estimating that there will be about 85 consumers and staff attending from VOP. She stated that she was very proud of the staff for their interest in giving back to the community and falling in line with their values of caring, creative, and community focused.

Mr. Tremble stated that at the Village of Progress banquet, there was a girl who said that Halloween was her favorite holiday because all the other holidays have to do with family, and she doesn't have any. He stated that it is nice that the staff is coming up with ideas like this Thanksgiving meal.

Ms. Folk stated that the Finance Committee Meeting is coming up on November 28, 2023, at 5:00 P.M. She stated that the finance meeting will be utilized to discuss the upcoming tax levy for approval at the December 12, 2023, Regular Board Meeting. She stated that the Personnel & Policy Committee will meet November 28, 2023, at 5:45 P.M. She stated that that meeting will be utilized to discuss evaluations, wage increases for Fiscal Year 2024, as well as the Health Insurance Package that they are proposing for staff. She stated that information for both of those meetings will be sent out next Wednesday in preparation for their review.

Ms. Folk stated that the final billing came through for the Strategic Plan and it was about \$4,600 less than what they had contracted with Amber Johnson. She stated that Amber's explanation for that was how easy the park district was to deal with. She stated that she said it was one of the smoothest strategic plans she has ever gone through, and with the work that they did on the backend she did not need to bring in additional facilitators. Ms. Folk stated that it was nice to hear that she was very pleased with how the staff cooperated and worked together on that process.

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

Parks Report - Included in Board Packet. Mr. Suter stated that he had nothing to add to the reports but welcomed any questions.

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

Recreation Report - Included in Board Packet. Mrs. Ketter stated that she wanted to highlight the Recreation Department as they had a banner weekend this past weekend. She stated that normally people's work weeks end at 5:00 P.M., but Friday night they kicked off a succulent planting program. She stated that on Saturday they had a Christmas tree class, wrapped up Pre-K- 1st grade basketball, the Fall production of Annie with 553 attending the two performances, and the first ever Holiday Market & Brunch. She stated that along with the Holiday Market & Brunch, local businesses gave coupons to those in attendance. She stated that Merlin gave away a 4inch Poinsettia coupon, and at 2:00 P.M. on Saturday he had 69 of them redeemed out of 85 participating in the brunch. She stated that they are planning to pair their plant and flower sale in May with an indoor market and brunch as well.

Mrs. Ketter highlighted that everything that the recreation department put on this weekend was impressive.

Mrs. Ketter stated that they have now started a field trip program. She stated that Caleb is very outdoor oriented, and he has his first field trip tomorrow with a homeschool group.

Mrs. Ketter welcomed any additional questions from commissioners.

There were no additional questions or comments for Mrs. Ketter.

Administrative Report - Included in Board Packet. Mr. Griffin stated that they are wrapping up their budget meetings so they can secure their tentative budget. He highlighted that they are continuing to make sure that they are meeting their fund balance goals. He stated that they are on target to meet all of their goals at this point in time.

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

BUSINESS (unfinished)- None.

BUSINESS (new) -

Resolution 23-11-14 (A) Naming Oregon Park West Tennis Courts after Mr. Bill Hinkle

Mr. Beckman stated that the Parks & Facilities Committee met on November 1, 2023, to review a recommendation to name the Park West Tennis Courts after Mr. Bill Hinkle. He stated that as a result, the district has proposed Resolution 23-11-14 (A).

Motion by Dan Engelkes, seconded by Josh Messenger, Resolution 23-11-14 (A), naming the Tennis Courts the Bill Hinkle Tennis Courts be approved. Roll Call: Maia Johnson, Josh Messenger, Dan Engelkes, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Mr. Beckman read the resolution in full as follows.

"RESOLUTION 23-11-14 (A)

A RESOLUTION AUTHORIZING NAMING THE OREGON PARK WEST TENNIS COURTS IN HONOR OF MR. BILL HINKLE

WHEREAS, the Oregon Park District Board of Park Commissioners (the "Board") is an elected body established to formulate and approve policies for the operation, control, improvement, and planning of the park and recreation facilities;

WHEREAS, the Board recognizes the parks and facilities of the District are an important part of the community life and the selection of names for these recreation areas is a matter of importance to the District.

WHEREAS, the Board sees fit to name certain public park amenities in honor of outstanding public servants whose exemplary lives have contributed to the community.

WHEREAS, Mr. Bill Hinkle, was a devoted citizen whose love for tennis and teaching the youth of our community spanned more than 50 years and led to the creation of the Oregon Tennis Open, the first tournament in over 35 years.

WHEREAS, the Board officially recognizes Bill Hinkle for his contributions to the Oregon Park District and Oregon Community and should be appropriately honored.

WHEREAS, the Board officially authorizes and directs the Executive Director to execute this resolution, including to carry out and effectuate the purpose of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Oregon Park District, Ogle County, Illinois, hereby approves naming the Oregon Park West tennis courts, the Bill Hinkle Tennis Courts.

APPROVED, ADOPTED AND PASSED by the Oregon Park District Board of Commissioners, Ogle County, Illinois, and approved this 14th day of November 2023."

Resolution 23-11-14 (B) Naming Lions Park Field after Mr. Larry Young

Mr. Beckman stated that the Parks & Facilities Committee met on November 1, 2023, to review a recommendation to name Lions Park Softball field after Larry Young. He stated that as a result, Resolution 23-11-14 (B) has been proposed.

Motion by Mark Tremble, seconded by Maia Johnson, Resolution 23-11-14 (B) naming the Lions Park Field Larry Young Field be approved. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble, Maia Johnson, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Mr. Beckman read the resolution in full as follows.

"RESOLUTION 23-11-14 (B)

A RESOLUTION AUTHORIZING NAMING THE LIONS PARK FIELD IN HONOR OF MR. LARRY YOUNG

WHEREAS, the Oregon Park District Board of Park Commissioners (the "Board") is an elected body established to formulate and approve

policies for the operation, control, improvement, and planning of the park and recreation facilities;

WHEREAS, the Board recognizes the parks and facilities of the District are an important part of the community life and the selection of names for these recreation areas is a matter of importance to the District.

WHEREAS, the Board sees fit to name certain public park amenities in honor of outstanding public servants whose exemplary lives have contributed to the community.

WHEREAS, Mr. Larry Young, began his career as an umpire at Lions Park at 13 Years old and served as a Major League Baseball Umpire for 24 years and umpired two World Series, two all-star games and nine division and league championship series and created the Larry Young and Friends charity to provide support for community organizations.

WHEREAS, the Board officially recognizes Larry Young for his contributions to the Oregon Park District and Oregon Community and should be appropriately honored.

WHEREAS, the Board officially authorizes and directs the Executive Director to execute this resolution, including to carry out and effectuate the purpose of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Oregon Park District, Ogle County, Illinois, hereby approves naming the field at Lions Park, Larry Young Field.

APPROVED, ADOPTED AND PASSED by the Oregon Park District Board of Commissioners, Ogle County, Illinois, and approved this 14th day of November 2023."

Mr. Engelkes asked if at some time if there would be an unveiling of signage or dedication to the individuals. Ms. Folk stated that there would be. She stated that she will work with each individual family to set up a special recognition day. She stated that once everything is approved, they will go over wording, signage, and everything else with the families.

Resolution 23-11-14 (C) Amends the Previously Approved Park Improvement Fund Expenses

Mr. Beckman asked Ms. Folk to please provide additional details regarding Resolution 23-11-14 (C).

Ms. Folk stated that Resolution 23-11-14 (C) authorizes them the opportunity to amend the park improvement fund expenses. She stated that they had originally identified \$834,080 for the OSLAD grant project at Park East. She stated that unfortunately, those funds were not necessary, and they are hoping to push those off to

Fiscal Year 2024. She stated that they would like to use \$380,700 of those funds for the purchase of air handler one replacement. She stated that this resolution would allow them to amend the expenses and use those funds accordingly.

There were no additional questions or comments.

Motion by Dan Engelkes, seconded by Josh Messenger, Resolution 23-11-14 (C) be approved. Roll Call: Dan Engelkes, Mark Tremble, Maia Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Strategic Plan 2024-2027 Approval

Mr. Beckman stated that a copy of the strategic plan for Fiscal Year 2024-2027 has been provided to each board member by the executive director. Mr. Beckman asked Ms. Folk if there was anything she wanted to add.

Ms. Folk stated that throughout the majority of Fiscal Year 2023 they have been working through the Strategic Planning process with Amber Johnson. She stated that the district engaged Amber Johnson and her company to begin the strategic plan process in early 2023. She stated that the district went through a values-based planning session where they approved the Caring, Creative, and Community Focused values in July of 2023. She stated that following that, in September they approved the updated Mission and Vision statement. She stated that she has presented each of them with the strategies and goals along with those other items in its entirety to approve in preparation for 2024-2027.

Motion by Mark Tremble, seconded by Brian Beckman, the 2024-2027 Strategic Plan be approved. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Dan Engelkes, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Air Handler BID Approval

Mr. Beckman stated that the district opened bids on November 3, 2023, to replace the air handler one unit responsible for HVAC operations in the pool area. He stated that the recommendation presented by staff and 20/10 Engineering is to award the bid to Windy City Reps for Dectron equipment in the amount of \$380,700, and to reject the alternate bid for a pool water heat exchanger in the amount of \$7,900.

Motion by Josh Messenger, seconded by Dan Engelkes, the board to approve the low bid in the amount of \$380,700 to Windy City Reps, and reject the bid of \$7,900 for the pool water heat exchanger. Roll Call: Maia Johnson, Josh Messenger, Dan Engelkes, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

Enter 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).

Motion by Dan Engelkes, seconded by Mark Tremble, the board to enter Executive Session at 6:22 P.M. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

Mr. Beckman asked only the District Attorney, Mr. Adams, to be present in the Executive Session.

Exit Executive Session

Motion by Dan Engelkes, seconded by Maia Johnson, the board to exit Executive Session at 7:50 P.M. All Commissioners signified by saying Aye to exit Executive Session. MOTION PASSED UNANIMOUS.

COMMISSIONERS COMMENTS

Ms. Johnson had no additional comments.

Mr. Engelkes stated that he thought it was great that they were hosting a Thanksgiving event for VOP.

Mr. Tremble stated that he attended the Annie play and it was outstanding, and his wife and daughter attended the ceramic painting class as well and enjoyed it.

Mr. Messenger stated that he is excited to see how the Thanksgiving event with VOP goes.

DIRECTOR'S COMMENTS

Ms. Folk stated that she had no additional comments.

PRESIDENT'S COMMENTS

Mr. Beckman stated that he has heard great things about the play.

ADJOURN

Motion by Dan Engelkes, seconded by Josh Messenger, the meeting adjourned at 7:52 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
Finance Committee Meeting Minutes
November 28, 2023**

Dan Engelkes, Chair, called the Finance Committee meeting to order at 5:00 p.m.

COMMITTEE MEMBERS PRESENT: Josh Messenger, Mark Tremble, Dan Engelkes

COMMITTEE MEMBERS ABSENT: None.

OTHER COMMISSIONERS PRESENT: Brian Beckman

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

VISITORS PRESENT: None.

2023 Tax Levy Review

Ms. Folk stated that their only agenda item for this evening was the proposed Tax Levy.

Ms. Folk stated that as a park district they have the power to levy and collect taxes on all of the taxable properties in the district. She stated that they don't collect sales tax, property taxes are the only thing that they actually get to collect off of. She stated that it is the largest source of revenue for the park district. She stated that this year it looks to be about 75% of their total revenue that they are anticipating collecting. She stated that they collect in 2024 the taxes from 2023. She stated that they are identifying the values as of January 1, 2023, even though those assessments aren't distributed to them until early October. She stated that the proposed levy will be finalized after this meeting, and Dan will formalize everything into a packet that will include all of this information that they have discussed. She stated that it will then be on the agenda for the December 12, 2023, Regular Board Meeting. She stated that after that, they will be filing with the Ogle County Clerk. She stated that this year it is a little tricky with the Exelon agreement and they are

trying to hammer some things out to make sure that they don't have any issues as they roll into tax season.

Ms. Folk stated that this year the EAV was set at \$676,602,560 which is a \$12,000,000 increase from 2022.

Mr. Griffin stated that the majority of the increase was split between industrial and residential, with a little bit of corporate.

Ms. Folk stated that the increase is not coming from Exelon as Exelon was already locked in at \$5,000,000 this year. She stated that while the \$12,000,000 in EAV seems like a lot, it is only going to generate about another \$57,000 in revenue for the district.

Ms. Folk welcomed any questions on the discussed items. There were no additional questions or comments.

Ms. Folk stated that even though they have given them their EAV, it can fluctuate once the tax bills roll out next year. She stated they have had some incremental increases over the last 18 years. She stated that a lot of the fluctuations can be contributed to Exelon.

Ms. Folk stated that the agreement with Constellation is from 2022-2027, and for those five years they are locked at the \$500,000,000 EAV. She stated that even though they are locked at the \$500,000,000 for EAV, it doesn't matter what they do with their tax rate within those five years, they are locked in at the annual trigger amount which is the \$2,196,742. She stated that if they raise their tax rate, that will only be taxed on all other taxpayers in the district, Exelon will not be impacted whatsoever. She stated that the \$2,196,742 will come from Exelon and not a penny more.

Mr. Griffin stated that with the original agreement they lost \$111,000 last year, but they are making up almost half of that with the increase of the EAV this year. He stated that when they talk about a disproportionate rate, if they levy too much more on the other side that falls only on all other taxpayers, it makes it disproportionate and makes their rate so much higher on the other side. He stated that they are doing the best they can to match last year's rate. He stated that it is going to be a blended rate. He stated that Exelon's rate is going to be one thing, and everyone else's is going to be different.

Ms. Folk stated that the Byron School District's attorney has offered to provide any guidance to them related to ensuring that the tax levy is correct with the filing. She stated that the biggest impact is going to be on the General Obligation Bonds and how those are paid back to them. Ms. Folk highlighted that it is a new situation with new people who are all trying to figure out the best course of action to make sure things are handled appropriately.

Ms. Folk stated that from 2022-2023 the total district levy is only increasing by 1.94%. She stated that that does not include a tax rate increase on their part, they are keeping the tax rate consistent with 2022. She stated that those are additional dollars that are coming their way because of property values going up. She stated that the total debt service of 1.57 is locked in as part of the agreement when they went through the process of issuing the two-year bond, so they don't have any course of changing that at this point.

Mr. Griffin stated that the bond and interest fund is supposed to be the first thing paid back with property taxes.

Ms. Folk stated that for the total taxes collected they are estimating about \$3,011,974. She stated that they are moving in the right direction even though they know they would have to take a potential loss from Constellation this year with that agreement. She highlighted that overall, it is in good shape.

Ms. Folk stated that they did adjust the individual rates a little bit within the specialty funds. She stated that IMRF is one that did change significantly. She stated that their IMRF fund is very healthy, but they don't dictate the rate, the rate is dictated to them. She stated that because the fund is so healthy, they have been able to reduce the amount they are levying for that so that they can increase the amount they are levying in other areas to catch up. She highlighted that the overall rate is going to remain unchanged.

Mr. Griffin stated that they could levy less, and Constellation would still have to pay them the full amount. He stated that it will remain the exact same throughout the five-year agreement.

Ms. Folk stated that Exelon is going to be taxed at \$0.43 and everyone else is going to be taxed at \$0.46, for the overall rate of \$0.44.

Mr. Griffin stated that for every year of the agreement, they will try to match the rate as best as they can.

Mr. Griffin stated that the only two funds that are going to lose any potential gain that they could have collected on are the Recreation and Corporate funds. He stated that those will drop a little bit this year. He stated that they will have the opportunity again next year to take a look at it as a whole as they will be going through a whole new General Obligation Bond cycle and will be able to adjust those things again.

Ms. Folk stated that when they look at the overall tax rate calculation one of the things that they keep in mind is their fund balance goals. She stated that for the Corporate and Recreation fund balances, they are exceeding those goals. She stated that her and Dan have worked very hard over the last couple of years to be very conservative because they are trying to maximize the fund balances as much as possible. She stated that for Corporate and Recreation they require 50% of the year in expenses, while the other ones require a quarter of a year in expenses. She stated that paving and lighting is going to fluctuate each year. She stated that the police fund continues to be really strong even though it has been dialed back. She stated that they use this fund for security in the summer at some of the bigger events as well as the cameras around the facility and parks.

Ms. Folk stated that the real estate taxes will continue to be the bulk of their revenue, at 75%, mainly because they have one large taxpayer within the district. She stated that the grant proceeds continue to be strong, and program fees, facility rentals, and facility passes all continue to increase. She stated that it is nice to see that they are making the attempt, and staff does a great job of being aware of what the community can afford and trying to maximize the program offerings from that regard. She stated that they are very careful to educate themselves on what area facilities are charging and making sure they remain competitive.

Ms. Folk stated that in regards to expenses, they have their debt service which is issued every year. She stated that the last two years was a little different of a situation where they were trying to capitalize on the market, and it didn't work in their favor. She stated that in regards to capital expenses, they try to hit that \$900,000 mark every year. She stated that the rest of the debt service funding is going straight to maintenance of the facility and parks. She stated that the other big expense is people. She stated that they continue to employ great people and

they pay them well, but there is a cost of having all full-time employees and a good chunk of part-time employees.

Ms. Folk stated that the tax levy rate by year is reflective of what their EAV has done. She stated that it has been steady. She stated that there is usually 3-4 years that are level, followed by a small increase. She stated that from an overall standpoint, the district has done a nice job controlling those expenses. She stated that they understand that they want to continue to provide great services but don't want it to come at a significant expense to the community.

Mr. Griffin stated that it is a good sign that they have been able to keep the rate steady and predictable.

Ms. Folk stated that last year in 2023 they issued a two-year bond. She stated that they were banking on the opportunity that they could pay interest on a two-year bond but invest the money to be able to get the interest back so it would come at no cost to the district. She stated that so far that has worked in their favor.

Mr. Griffin stated that by the end of this calendar year they should be able to exceed interest earned over what they are paying.

Ms. Folk stated that by law, the General Obligation bonds are used to purchase property. She stated that they are not looking to purchase property, they are utilizing the General Obligation bonds for building, maintaining, and protecting the properties and facilities that they have. She stated that they are utilizing those funds for capital improvements every year, but they are also making transfers into the corporate and rec funds for maintenance of their facilities and parks. She stated that staff does a great job of maintaining their facilities. She stated that they did schedule the General Obligation bonds to have three payments. She stated that the first payment was made on the first of this month. She stated that the second payment will be May 1st, and the final payment will be November of next year. She stated that the intent will be to issue another General Obligation bond in December or January. She stated that the current interest rate on the bond is 3.1%. She stated that Stillman Bank has been very good to them over the years with the bonds.

Ms. Folk stated that the majority of their tax revenue does come from Constellation. She stated that they are only making up 4.48% of the overall tax bill to a city of Oregon taxpayer. She stated that with their tax implications on the average homeowner, there

will not be any increases on anybody whose property value did not increase.

Mr. Griffin stated that this is the first year that Rock Valley College jumped them and are now in a bigger part of the percentage.

Ms. Folk stated that the average homeowner is only going to pay \$164 to the park district on their tax bill. She stated that for the services, parks, and facilities that they are able to provide it is a pretty good deal on the annual tax bill.

Ms. Folk welcomed any questions related to the levy.

Mr. Messenger said he was glad to see that there wasn't a huge change for anybody.

Ms. Folk stated that they are feeling really good about their fund balances and the goals that they have set by policy. She stated that they are in great shape moving forward. She stated that the staff has done a fantastic job of being economical savvy in how they are dealing with the different things that are coming their way. She stated that they were happy to keep the tax rate level.

There were no additional questions or comments.

Motion by Mark Tremble, seconded by Dan Engelkes, the Finance Committee in agreement on recommending the proposed 2023 Tax Levy to the full board for approval. Roll call: Mark Tremble, Josh Messenger, Dan Engelkes- yes. MOTION PASSED UNANIMOUS.

ADJOURN

Motion by Josh Messenger, seconded by Mark Tremble, the Finance Committee meeting adjourned at 5:28 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,



Haley Mizner
Board Secretary

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ Board Room
304 So. Fifth Street
Oregon, Illinois
Personnel & Policy Committee Meeting Minutes
November 28, 2023**

Mark Tremble, Chair, called the Personnel & Policy Committee meeting to order at 5:45 p.m.

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

COMMITTEE MEMBERS ABSENT: None.

OTHER COMMISSIONERS PRESENT: Josh Messenger, Dan Engelkes

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

VISITORS PRESENT: Roger Cain arrived at 6:13, Chris Martin arrived at 6:15, Kent Lawrence arrived at 6:15

Enter 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).

Motion by Brian Beckman, seconded by Maia Johnson, the Personnel & Policy Committee to enter Executive Session at 5:46 P.M. Roll Call: Brian Beckman, Maia Johnson, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

Mr. Suter, Mrs. Ketter, Mr. Griffin, Mr. Metz, Ms. Folk, Ms. Mizner, Mr. Tremble, Mr. Beckman, Ms. Johnson, Mr. Engelkes, and Mr. Messenger were all present in the executive session.

Exit Executive Session

Motion by Brian Beckman, seconded by Mark Tremble, the Personnel & Policy Committee to exit Executive Session at 5:55 P.M. Roll

Call: Maia Johnson, Brian Beckman, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

2024 Wage Recommendations

Ms. Folk stated that each committee member had received the overall wage recommendations for each full-time position that the district has. She stated that the recommendations all align with the benchmarking structure that was provided by HR Source last September. She stated that the employee percentage increases are all determined using the salary adjustment guide that they had approved in September. She stated that the employee percentage increase is based on the individual performance, as well as their corresponding location on the pay grade scale. She stated that if there was an individual who had exceeds expectations and they fall in the lower third of the pay scale, they would be in line for a 3.5% wage increase. She stated that all of the wage increases have been itemized out on the wage recommendation.

Ms. Folk welcomed any questions on the first part of the wage recommendation.

There were no additional questions or comments.

Ms. Folk stated that for the second part of the wage recommendation, they realized that with the new study created by HR Source last fall they had a significant number of employees that were falling in the lower third. She stated that the ones that were falling in the lower third were some that were tenured employees and some that were new employees. She stated that her and Dan discussed the potential for a pay grade equalization. She stated that within the packet they provided graphs of every pay grade that identified over the five years if they would qualify for a 4% increase every year, and some of them were still not getting out of the lower third. She stated that their concern is, if they do nothing and they get to five years and HR Source comes back to do another benchmarking study, they are still going to have employees with an updated pay range and wage scale that are still going to be in the lower third. She stated that they don't want to have someone who has been employed for a very long time, and they are still falling into the lower third with the newer employees. She stated that because of that, they structured the pay grade equalization where employees can receive the additional 1%, or they could receive an additional 1% on both sides for an additional 2% total. She stated that the first 1% of it was if they fell in the lower third of the pay grade after their initial salary adjustment, and they've been with the district for more

than five years, they would like to recommend an additional 1%. She stated that the second percent would come if that individual fell in the lower third after the salary recommendation and they have an exceeds expectations or higher. She stated that the third factor was that they had two employees that fell below the minimum with the new pay grade ranges. She stated that they do not want to have a pay range and have employees below the minimum, so they have assigned an additional 3% to those individuals. She stated that those individuals are both very new to their positions, but they still fall below the new minimum. She stated that those positions would be the Deputy Superintendent of Parks and the Deputy Superintendent of Facilities that they are recommending the additional 3%.

Ms. Folk welcomed any questions on the pay grade equalization or the initial merit increase.

Mr. Messenger asked if this was something they would continue every year by voting on it today. Ms. Folk stated that it would not continue, and it is just a one-time thing for this year. She stated that this would be adding to the salary in a small increment trying to catch them up. She stated that they are trying to incrementally get people closer to the middle third that have been with the district and are exceeding expectations. She highlighted that each year the recommendation may look a little bit different.

Mr. Tremble stated that in the Finance Committee meeting they talked about how they aren't getting as much money, and then in this meeting they are talking about paying out more.

Ms. Folk stated that the proposed wage increases are actually less than what they are currently paying for salaries in 2023. She stated that the approved wages for 2023 were \$881,622. She stated that the proposed, with the increases that they just discussed, would be \$841,185 for 2024. She stated that they were a little heavy loaded last year because they were in preparation for a transition. She stated that some of those positions have fallen off and will remain off of the payroll. She stated that for the year they are going to be at about a 4.95% reduction from 2023-2024.

Mr. Beckman asked if the percentage included anticipated retirements, which Ms. Folk stated that it does.

Ms. Johnson asked if any new positions were going to be added in 2024 to which Ms. Folk stated that there was not.

Ms. Folk stated that last year they were heavy in the parks department in preparation for the transition, and they are now back to status quo. She stated that they are now a little heavy in the maintenance department in preparation for that transition, and once that retirement occurs, they will be back to status quo with no intention of hiring more staff.

Ms. Folk stated that with the way that the salary adjustment guide works, there is a skilled parks laborer who is meeting expectations but because of them being in the upper third, they did not qualify for a percentage increase based on the scale that the board has approved. She stated that she would like to recommend, with the board's approval, the additional 2% for that employee to allow them to have some type of wage increase as she does not think it is good to just let employees carry over from year to year without a wage increase when they are doing their job.

Ms. Folk stated that with the salary adjustment guide that they utilize, upper third and a meets expectation does not qualify for an increase. She asked if the board would be amendable to allowing that employee to get 2% as a cost-of-living adjustment.

Ms. Johnson stated that the individual with exceeds expectations will receive 2.5%, which is only .5% more than the meets expectations would get. She asked how long they have each worked for the district. Ms. Folk stated that one has been with them for a year, and the other one has been with them for 3 years.

Mr. Tremble and Mr. Beckman asked Mr. Suter to speak on the employees review and give his opinion.

Ms. Folk stated that they cannot talk about an employees review in open session.

Mr. Beckman asked Mr. Suter his opinion as their supervisor on what they are discussing.

Mr. Suter stated that his personal opinion is that with the cost of living going up so much, he thinks that the 2% for the employee who has been here for 3 years would be fair.

Mr. Beckman stated that when he saw it, he emailed Erin about it. He stated that his personal opinion is that if the employee is meeting expectations and doing his job, going an annual period without any type of increase is not good. He stated that that sends a message that they as a park district don't want to send.

Mr. Tremble, Ms. Johnson, and Mr. Suter agreed.

Ms. Johnson stated that showing up for work and doing your job is worth something.

Motion by Mark Tremble, seconded by Brian Beckman, the Personnel & Policy Committee in agreement on recommending the presented 2024 Wage Recommendations, with the additional 2% for the skilled parks laborer, to the full board for approval. Roll Call: Brian Beckman, Maia Johnson, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

2024 Health Insurance Benefits Review

Ms. Folk stated that this was an unusual year for the district because they were notified by Humana that they were no longer going to be providing group coverage. She stated that their broker started looking for coverage in September. She stated that access to local area providers was important to them so that employees could utilize the doctors in the networks that they choose. She stated that deductibles were also important to them. She stated that they were lucky with their previous care as they were grandfathered in after the affordable care act. She stated that they were looking at very high deductible plans and trying to figure out how to reduce the impact on the employee. She stated that the district expense was also important. She stated that they wanted to minimize that impact on their budget and control that moving forward. She stated that it was also important to minimize the impact on the employees with what their premiums were going to be on a monthly basis.

Ms. Folk stated that the Blue Cross Blue Sheild Policy, Blue Options Platinum PPOSM 403, seems like a good fit for their organization. She stated that it is very similar in overall premiums, but it is significantly higher to the employee. She stated that right now the coverage that the district has approved on an annual basis is that the employee contributes 20% of that premium for employee and employee and children, and 25% for family coverage. She stated that the recommendation includes the district rate pass for the existing dental. She stated that the VSP went up by 6.1%, at a two-year rate guarantee. She stated that the employee reimbursement portion would be \$173 for employee only. She stated that when looking at these numbers to keep in mind that they have 13 total lives on their health insurance plan. She stated that nine of those lives are employee only coverage. She stated that the majority of their employees fall within employee only. She stated that the employee and children and the employee and family have three and one.

Ms. Folk stated that the total premium for the district would be \$153,262 for the year.

Ms. Folk stated that the current employee premium for employee only is \$108 a month. She stated that with that, the staff got a significant reduction from their Human Go 365 program. She stated that the employees were participating in health challenges, tracking their steps, getting physicals, and going to the dentist which was saving money on the premium.

Ms. Folk stated that due to the increase in insurance for the staff, they are recommending a \$1,000 premium decrease per employee. She stated that for 2024, employee only would be \$90.54, employee children would be \$288, and employee and family would be \$601 a month. She stated that that was the employee contribution. She stated that after the \$1,000 premium rate reduction, employee only is actually saving money on this plan. She stated that the only ones that it will impact are employee and children and employee and family. She stated that they are comfortable with this because the majority of their employees will actually be saving money on their monthly premium with the \$1,000 decrease.

Ms. Folk stated that the benefits of this plan versus the old plan is the deductible is at \$250 for single, \$750 for family and that is if they stay in network. She stated that they were very pleased with this deductible. She stated that this plan also reduces their medical co-pays. She stated that primary will be \$15, specialty will be \$30, and urgent care is \$75. She stated that the current plan that they are on for 2023 was \$25 primary, \$55 specialty, and \$75 urgent. She stated that the co-insurance will remain the same at 90/10 after they hit the deductible. She stated that they would like to still continue with the employee reimbursements where they reimburse every employee for 3 primary care visits, 2 specialty care visits, and one urgent care visit. She stated that everyone also gets a prescription reimbursement up to \$5 per prescription. She stated that that has always been handled internally by the district where the employee would turn their receipts into Dan and Dan would then cut the check. She stated that they are now going to use a company called Envision. She stated that that will be set up directly through them.

Ms. Folk welcomed any questions on the premium or the benefits.

Mr. Beckman asked if there was a cost associated with Envision. Ms. Folk stated that it is about \$1,000 a year.

Mr. Griffin stated that it would be good to keep the district out of that process. He stated that the reimbursements will be directly deposited back to the employee.

Mr. Messenger stated that it would also be less of a burden and time on Dan's part. He stated that seeing what every single person is getting prescribed could also make things difficult.

Ms. Folk stated that with Humana for 2023, with everything that they offer for the employees, their total premium for the year was \$175,303.40. She stated that going to the new Blue Cross Blue Shield plan in 2024, it will go to \$168,209.11. She stated that there would then be a total savings for the district of \$7,094.29. She stated that even with providing what they feel is a very rich plan that is good for their employees, they are still going to be saving money.

Ms. Folk welcomed any questions on that recommendation.

Mr. Griffin stated that traditionally they have been between 3.5%-4.5% increases annually with health insurance, so a reduction would be great.

Ms. Folk highlighted that this plan is benefiting the majority of their employees.

Ms. Folk stated that they do have a spousal carve out where if an employee's spouse has access to insurance, then they cannot be on the district's insurance. She stated that that has allowed them to control expenses greatly over the years.

Ms. Folk highlighted that they will be saving money while providing a much richer program than they thought they were going to be able to.

There were no additional questions, comments, or concerns.

Motion by Maia Johnson, seconded by Brian Beckman, the Personnel & Policy Committee in agreement on recommending the proposed 2024 Health Insurance to the full board for approval. Roll Call: Maia Johnson, Brian Beckman, Mark Tremble- yes. MOTION PASSED UNANIMOUS.

There were no additional questions or comments.

ADJOURN

Motion by Brian Beckman, seconded by Maia Johnson, the Personnel & Policy Committee meeting adjourned at 6:19 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
Special Board Meeting Minutes
November 28, 2023

Brian Beckman, President, called the Special Board Meeting to order at 6:30 p.m.

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

ABSENT: None.

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

VISITORS PRESENT: Roger Cain, Chris Martin, Kent Lawrence, Merlin Hagemann, Amanda Zimmerman, Scott Zimmerman

RECOGNITION OF VISITORS:

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

Enter Executive Session

Mr. Beckman stated that he would entertain a motion to enter Executive Session if any of the board members felt the need to enter into Executive Session.

There was no motion to enter into Executive Session. The board did not enter Executive Session.

Executive Director Employment Contract

Mr. Beckman entertained a motion to approve the Employment contract with the Executive Director as previously discussed.

Motion by Mark Tremble, seconded by Dan Engelkes, the board to approve the Employment Contract for the Executive Director. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble, Maia Johnson, Brian Beckman- yes. MOTION PASSED UNANIMOUS.

ADJOURN

Motion by Dan Engelkes, seconded by Josh Messenger, the meeting adjourned at 6:31 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

FISCAL YEAR
2023

MONTHLY FINANCIAL REPORT

November 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

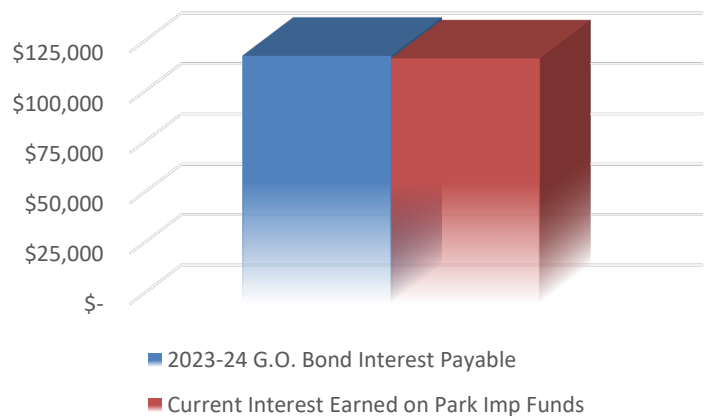
FUND	NOV 2023	OCT 2023	NOV 2022	-	% CH.	NOV 2021
General Checking	\$50,862.93	\$33,978.73	\$62,529.49	↓	-18.66%	\$16,803.14
Payroll Checking	\$83,372.64	\$75,890.46	\$48,727.14	↑	71.10%	\$64,257.22
Corporate Fund	\$497,980.74	\$328,195.10	\$743,544.45	↓	-33.1%	\$687,235.98
Recreation Fund	\$514,601.19	\$327,518.39	\$494,121.83	↑	4.14%	\$531,033.54
Audit Fund	\$3,857.36	\$18,812.77	\$13,970.93	↓	-72.39%	\$24,257.30
Liability Fund	\$134,655.72	\$142,916.76	\$161,402.95	↓	-16.57%	\$171,481.65
IMRF Fund	\$215,213.84	\$218,487.81	\$190,099.71	↑	13.21%	\$162,692.62
Scholarship Fund	\$66,022.81	\$63,366.32	\$64,079.08	↑	3.03%	\$62,438.12
Social Security Fund	\$105,431.35	\$112,940.80	\$137,819.34	↓	-23.5%	\$172,436.05
Police Fund	\$39,249.38	\$39,242.09	\$36,632.93	↑	7.14%	\$37,033.96
Paving Fund	\$6,676.83	\$16,612.77	\$6,724.97	↓	-0.72%	\$33,903.47
Long-Term Capital	\$363,537.13	\$290,800.76	\$279,633.10	↑	30.01%	\$206,517.45
Bond/Int Fund	\$14,488.07	\$1,564,674.60	\$10,576.76	↑	36.98%	\$16,413.14
Park Imp Fund	\$2,392,690.98	\$2,851,177.87	\$170,078.33	↑	1306%	\$205,144.75
TOTAL	\$4,488,640.97	\$6,084,615.23	\$2,419,941.01	↑	85.49%	\$2,391,648.39

Financial Notes:

Overall District fund balances will continue to trend above prior years as the District prepares for large capital improvement projects in 2024-25. The District received its sixth and final tax distribution of the 2022 tax year, totalling \$5,391.73 in November. The District also received \$8,045.47 in interest for the funds held with county. The 1st General Obligation (G.O.) Bond & Interest payment of \$1,553,002.99 was completed on November 1st and reflected in the current statement. Overall fund balances were reduced by 26.23% (\$1,595,974.26) in November, primarily due to the G.O. Bond payment.

Stillman Banks interest rate during November varied between 0.10% - 1.09%, while Illinois Park District Liquid Asset Fund (IPDLAF) was 5.29%. The total Interest earned was \$16,094.00. The District has earned \$121,588.46 of interest in the Park Improvement Fund in 2023, representing 98.94% of the Bond Interest Payable for the 2023-24 General Obligation Bond Sales approved in December 2022.

BOND INTEREST COMPARISON



Adam Metz, Treasurer

MONTHLY BUDGET REPORT

11/01/2023 To 11/30/2023

Oregon Park District

FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
01 Corporate Fund					
Revenue					
01 Corporate Fund					
10 Administration					
01-10-410100 Real Estate Taxes	663,250.00	9,213.42	647,896.81	15,353.19	98
01-10-410200 Replacement Tax Current	55,000.00	0.00	97,479.19	-42,479.19	177
01-10-430100 Interest Savings	8,000.00	1,173.76	13,298.13	-5,298.13	166
01-10-460100 Misc Income	1,500.00	0.00	2,020.75	-520.75	135
01-10-470100 Grants	4,000.00	1,500.00	5,058.00	-1,058.00	126
10 Administration Subtotal	\$731,750.00	\$11,887.18	\$765,752.88	-\$34,002.88	105
20 Parks					
01-20-460100 Misc. Income	50.00	0.00	0.00	50.00	0
20 Parks Subtotal	\$50.00	\$0.00	\$0.00	\$50.00	0
01 Corporate Fund Subtotal	\$731,800.00	\$11,887.18	\$765,752.88	-\$33,952.88	105
Revenue Subtotal	\$731,800.00	\$11,887.18	\$765,752.88	-\$33,952.88	105
Expenditure					
01 Corporate Fund					
10 Administration					
01-10-511000 Salary Full-Time	223,775.00	21,817.84	203,916.80	19,858.20	91
01-10-513000 Wages Part-Time	63,500.00	4,980.21	61,460.57	2,039.43	97
01-10-515000 Health/Life Insurance	195,000.00	17,464.82	192,500.67	2,499.33	99
01-10-521000 Software/Website Maint	35,000.00	628.50	34,610.06	389.94	99
01-10-521200 Equipment Maintenance	5,750.00	432.62	4,866.62	883.38	85
01-10-522000 Printing / Publication	9,350.00	568.65	6,234.15	3,115.85	67
01-10-522100 Community Planning/Events	12,500.00	0.00	13,914.22	-1,414.22	111
01-10-523000 Legal Fees	40,000.00	1,391.00	20,290.70	19,709.30	51
01-10-524000 Other Professional Services	18,000.00	350.69	15,390.81	2,609.19	86
01-10-526000 Dues & Subscriptions	13,000.00	880.00	12,840.17	159.83	99
01-10-527000 Car/Phone Allowance	6,750.00	586.77	6,917.25	-167.25	102
01-10-527100 Staff Training	9,000.00	1,681.10	8,672.46	327.54	96
01-10-527200 Travel Expenses	500.00	0.00	486.23	13.77	97
01-10-529000 Postage / Rental	1,250.00	22.30	811.27	438.73	65
01-10-531000 Office Supplies	1,250.00	0.00	1,183.96	66.04	95
01-10-533000 Tools / Equipment	250.00	0.00	455.62	-205.62	182
01-10-541000 Electric	51,000.00	4,766.07	58,388.10	-7,388.10	114
01-10-542000 Water & Sewer	20,000.00	2,009.61	18,338.17	1,661.83	92
01-10-543000 Natural Gas	22,000.00	1,930.53	17,289.03	4,710.97	79
01-10-544000 Telephone/Internet	5,750.00	372.15	4,886.23	863.77	85
01-10-587000 Sundry / Bank Exp	500.00	12.30	444.98	55.02	89
01-10-589000 Commissioners Expenses	1,000.00	0.00	1,136.85	-136.85	114

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
01-10-589100 Commissioners Conference	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$735,875.00	\$59,895.16	\$685,034.92	\$50,840.08	93
20 Parks					
01-20-511000 Salary Full-Time	222,700.00	18,490.38	216,855.18	5,844.82	97
01-20-513000 Wages Part-Time	41,700.00	3,198.14	30,048.17	11,651.83	72
01-20-514100 Wages Part-Time Seasonal	37,450.00	0.00	23,991.75	13,458.25	64
01-20-521100 Contractual Maintenance	16,000.00	100.00	12,033.00	3,967.00	75
01-20-527100 Staff Training/Dues	6,500.00	0.00	6,024.44	475.56	93
01-20-527200 Uniforms/Cell/Travel	2,750.00	180.01	3,764.50	-1,014.50	137
01-20-529200 Toilet Rental	7,800.00	681.00	7,394.00	406.00	95
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	1,011.68	23,272.15	727.85	97
01-20-534200 Athletics/Grounds Supplies	39,500.00	781.00	38,788.38	711.62	98
01-20-534500 Park Development/Construction	10,000.00	0.00	2,762.62	7,237.38	28
01-20-536000 Gas & Oil	20,000.00	1,921.32	15,514.48	4,485.52	78
01-20-545000 Garbage Disposal	7,500.00	487.00	5,734.08	1,765.92	76
20 Parks Subtotal	\$446,900.00	\$26,850.53	\$399,196.64	\$47,703.36	89
01 Corporate Fund Subtotal	\$1,182,775.00	\$86,745.69	\$1,084,231.56	\$98,543.44	92
Expenditure Subtotal	\$1,182,775.00	\$86,745.69	\$1,084,231.56	\$98,543.44	92
Before Transfers	Deficiency Of Revenue Subtotal	-\$450,975.00	-\$74,858.51	-\$318,478.68	71
Other Financing Source					
01 Corporate Fund					
10 Administration					
01-10-480100 Transfer From Other Funds	200,000.00	200,000.00	200,000.00	0.00	100
10 Administration Subtotal	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	100
01 Corporate Fund Subtotal	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	100
Other Financing Source Subtotal	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	100
After Transfers	Excess Of Revenue Subtotal	-\$250,975.00	\$125,141.49	-\$118,478.68	47
12 Recreation Fund					
Revenue					
12 Recreation Fund					
10 Administration					
12-10-410100 Real Estate Taxes	497,250.00	876.01	479,888.50	17,361.50	97
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	4,033.69	34,448.36	-9,448.36	138
12-10-420111 Nash Non-Res Annual	8,000.00	1,033.42	9,947.33	-1,947.33	124
12-10-420112 Nash Resident Quarterly	10,000.00	1,071.00	12,966.68	-2,966.68	130
12-10-420113 Nash Non-Res Quarterly	3,500.00	321.00	3,464.50	35.50	99
12-10-420114 Nash Resident Daily	12,500.00	1,629.00	19,051.17	-6,551.17	152
12-10-420115 Nash Non-Res Daily	5,500.00	510.00	6,762.00	-1,262.00	123

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

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	651.00	8,421.20	-2,421.20	140
12-10-420117 Nash Non-Res Monthly	3,000.00	145.00	1,797.00	1,203.00	60
12-10-420156 Nash Corporate	20,000.00	1,894.07	31,752.43	-11,752.43	159
12-10-420157 \$1 Day / 10 Punch	6,500.00	877.00	9,866.24	-3,366.24	152
12-10-430100 Interest Savings	6,000.00	1,304.98	7,831.37	-1,831.37	131
12-10-441110 Locker Rentals	200.00	84.00	1,252.00	-1,052.00	626
12-10-441150 Court Fees	300.00	33.00	531.00	-231.00	177
12-10-460000 Sponsorship Donations	5,000.00	0.00	5,000.00	0.00	100
12-10-460100 Miscellaneous Income	1,000.00	15.00	2,545.50	-1,545.50	255
10 Administration Subtotal	\$611,250.00	\$14,478.17	\$635,525.28	-\$24,275.28	104
40 Aquatics					
12-40-491230 Swim Lessons Level I thru VI	9,500.00	0.00	10,160.66	-660.66	107
12-40-491331 Water Aerobics	14,000.00	2,403.00	21,110.24	-7,110.24	151
12-40-491512 Pool Special Events	1,200.00	0.00	0.00	1,200.00	0
40 Aquatics Subtotal	\$24,700.00	\$2,403.00	\$31,270.90	-\$6,570.90	127
50 Athletics					
12-50-491210 Little Athletes	1,320.00	0.00	1,397.00	-77.00	106
12-50-491240 Soccer	30,000.00	1,076.00	34,312.65	-4,312.65	114
12-50-491241 K - 1st Grade Basketball	2,800.00	0.00	2,874.00	-74.00	103
12-50-491243 Basketball 2-6 Boys	3,500.00	505.00	5,505.00	-2,005.00	157
12-50-491244 Basketball 2-6 Girls	3,000.00	150.00	4,118.50	-1,118.50	137
12-50-491245 T-Ball	3,200.00	0.00	3,007.50	192.50	94
12-50-491246 Little League	2,950.00	0.00	3,073.00	-123.00	104
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	1,500.00	1,700.00	47
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	4,532.00	-832.00	122
12-50-491258 Athletic Camps	12,000.00	0.00	13,272.50	-1,272.50	111
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	0.00	1,816.50	-916.50	202
12-50-491278 Youth Volleyball	1,500.00	0.00	1,713.50	-213.50	114
12-50-491350 Adult Recreation Leagues	8,500.00	50.00	6,895.00	1,605.00	81
12-50-491530 Sports Special Events	6,750.00	30.00	3,847.00	2,903.00	57
50 Athletics Subtotal	\$97,760.00	\$1,811.00	\$101,720.65	-\$3,960.65	104
60 General Recreation					
12-60-491100 Children's Center P.S.	29,000.00	3,157.50	28,611.51	388.49	99
12-60-491101 CC Summer Camp/Computer Class	1,500.00	0.00	313.00	1,187.00	21
12-60-491201 Extended Time	39,250.00	1,576.00	31,940.52	7,309.48	81
12-60-491214 No School Days	2,000.00	768.00	3,615.00	-1,615.00	181

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-60-491215 Youth Tumbling	14,000.00	451.00	17,516.70	-3,516.70	125
12-60-491288 Youth Recreation	11,000.00	2,597.60	10,593.06	406.94	96
12-60-491376 Summer Camp	37,000.00	0.00	29,563.84	7,436.16	80
12-60-491388 Adult Recreation	26,000.00	4,627.80	37,435.20	-11,435.20	144
12-60-491414 General Bus Trips	3,000.00	0.00	428.00	2,572.00	14
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	9,650.00	1,100.00	90
12-60-491511 Spl Events - Holiday	2,500.00	0.00	-44.00	2,544.00	-2
12-60-491512 Spl Events - Spring/Summer	800.00	0.00	467.00	333.00	58
12-60-491513 Spl Events - Fall/Winter	4,500.00	0.00	6,438.00	-1,938.00	143
12-60-491521 Farm Market / Plant	1,500.00	0.00	236.00	1,264.00	16
60 General Recreation Subtotal	\$183,800.00	\$13,177.90	\$177,033.83	\$6,766.17	96
70 Concessions					
12-70-450100 Product Sales	100.00	0.00	261.09	-161.09	261
12-70-450130 Sales Commissions	100.00	54.87	54.87	45.13	55
70 Concessions Subtotal	\$200.00	\$54.87	\$315.96	-\$115.96	158
80 Rental					
12-80-441100 Nash Rental	6,000.00	1,337.50	13,853.00	-7,853.00	231
12-80-441110 Outside Rentals	3,500.00	0.00	4,679.00	-1,179.00	134
12-80-441130 Dog Park Fees	700.00	55.00	1,988.00	-1,288.00	284
80 Rental Subtotal	\$10,200.00	\$1,392.50	\$20,520.00	-\$10,320.00	201
90 Fitness					
12-90-491309 Personal Training	3,000.00	314.00	4,455.20	-1,455.20	149
12-90-491310 Early Morning Aerobics	5,000.00	913.00	9,796.36	-4,796.36	196
12-90-491323 Monthly Fitness Programming	1,500.00	0.00	0.00	1,500.00	0
12-90-491366 Misc PT/Fitness	1,500.00	0.00	0.00	1,500.00	0
90 Fitness Subtotal	\$11,000.00	\$1,227.00	\$14,251.56	-\$3,251.56	130
12 Recreation Fund Subtotal	\$938,910.00	\$34,544.44	\$980,638.18	-\$41,728.18	104
Revenue Subtotal	\$938,910.00	\$34,544.44	\$980,638.18	-\$41,728.18	104
Revenue					
12 Recreation Fund					
10 Administration					
12-10-480100 Transfers From Other Funds	250,000.00	-250,000.00	250,000.00	0.00	100
10 Administration Subtotal	\$250,000.00	-\$250,000.00	\$250,000.00	\$0.00	100
12 Recreation Fund Subtotal	\$250,000.00	-\$250,000.00	\$250,000.00	\$0.00	100
	\$250,000.00	-\$250,000.00	\$250,000.00	\$0.00	100
Expenditure					
12 Recreation Fund					
10 Administration					
12-10-511000 Salary Full-Time	65,550.00	6,228.64	60,737.90	4,812.10	93

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-10-512000 Rec Wages Part Time	5,000.00	466.25	5,120.25	-120.25	102
12-10-513300 Wages Building Supervisor	32,400.00	3,371.64	37,357.42	-4,957.42	115
12-10-522100 Advertising/Promotional/Volunteer	16,550.00	27.26	14,719.57	1,830.43	89
12-10-524100 Credit Card/Bank Charges	17,000.00	1,387.07	16,514.73	485.27	97
12-10-526000 Dues & Subscriptions	2,250.00	0.00	680.00	1,570.00	30
12-10-527000 Car/Phone Allowance	4,750.00	394.88	4,337.89	412.11	91
12-10-527100 Staff Training	4,000.00	502.20	3,586.69	413.31	90
12-10-527200 Travel Expenses	300.00	0.00	160.32	139.68	53
12-10-531000 Office Supplies	2,000.00	129.44	797.69	1,202.31	40
12-10-532000 Community Outreach Programs	5,000.00	0.00	2,206.44	2,793.56	44
12-10-535000 First Aid Supplies	5,100.00	0.00	2,860.75	2,239.25	56
12-10-538000 Recreation Supplies	2,500.00	0.00	1,403.69	1,096.31	56
12-10-540000 Rec Activities & Engagement	6,000.00	272.99	3,142.30	2,857.70	52
12-10-541000 Electric	51,000.00	4,766.03	57,989.64	-6,989.64	114
12-10-542000 Water & Sewer	20,000.00	2,009.61	18,338.20	1,661.80	92
12-10-543000 Natural Gas	22,000.00	1,930.52	17,288.45	4,711.55	79
12-10-544000 Telephone/Internet	5,750.00	372.15	4,468.73	1,281.27	78
12-10-587000 Sundry Expenses	100.00	0.00	0.00	100.00	0
12-10-590000 Capital Expenditures	2,500.00	383.52	2,135.36	364.64	85
10 Administration Subtotal	\$269,750.00	\$22,242.20	\$253,846.02	\$15,903.98	94
30 Maintenance					
12-30-511000 Salary Full-Time	205,425.00	17,823.36	190,316.33	15,108.67	93
12-30-513000 Wages Part-Time	24,000.00	1,920.39	21,195.93	2,804.07	88
12-30-521000 Software Maintenance	2,850.00	0.00	2,837.00	13.00	100
12-30-521100 Building Maintenance	30,000.00	1,826.31	28,646.46	1,353.54	95
12-30-521200 Equipment Maintenance	12,000.00	79.50	9,879.26	2,120.74	82
12-30-521300 Chiller Maint Startup	7,000.00	0.00	6,182.30	817.70	88
12-30-521400 Maintenance Agreements	35,500.00	5,778.97	25,381.68	10,118.32	71
12-30-527000 Car/Phone Allowance	1,000.00	149.29	1,255.31	-255.31	126
12-30-527100 Staff Training	1,200.00	0.00	1,400.14	-200.14	117
12-30-533000 Tools / Equipment	1,500.00	0.00	1,323.66	176.34	88
12-30-533100 Custodial Equipment	4,000.00	28.99	146.87	3,853.13	4
12-30-534000 Building Supplies	15,000.00	397.59	12,889.74	2,110.26	86
12-30-534400 Equipment Supplies	6,000.00	56.61	3,201.71	2,798.29	53
12-30-534500 Custodial Supplies	15,000.00	0.00	7,874.98	7,125.02	52
30 Maintenance Subtotal	\$360,475.00	\$28,061.01	\$312,531.37	\$47,943.63	87
40 Aquatics					
12-40-513200 Aquatic Management Fees	37,375.00	3,250.00	31,303.00	6,072.00	84
12-40-513500 Aquatic Operation Fees	117,500.00	11,467.54	105,147.73	12,352.27	89
12-40-527100 Staff Training	750.00	0.00	550.00	200.00	73

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-40-533200 Aquatic Equip/Maint	8,000.00	956.68	12,095.18	-4,095.18	151
12-40-534600 Aquatic Supplies	18,000.00	3,429.19	18,064.30	-64.30	100
12-40-591512 Pool Special Events	1,200.00	19.44	354.44	845.56	30
40 Aquatics Subtotal	\$182,825.00	\$19,122.85	\$167,514.65	\$15,310.35	92
50 Athletics					
12-50-511000 Salary Full-Time	50,735.00	4,821.96	47,021.16	3,713.84	93
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	0.00	432.25	67.75	86
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	0.00	1,326.00	-6.00	100
12-50-591240 Soccer	20,000.00	91.00	20,752.50	-752.50	104
12-50-591241 K - 1st Co-Ed Basketball	1,300.00	286.40	1,407.60	-107.60	108
12-50-591243 Basketball 2-6 Boys	3,300.00	2,125.56	4,295.81	-995.81	130
12-50-591244 Basketball 2-6 Girls	2,600.00	958.06	3,227.77	-627.77	124
12-50-591245 T-Ball	1,300.00	0.00	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	0.00	13,012.16	-1,262.16	111
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	0.00	1,389.50	-39.50	103
12-50-591278 Youth Volleyball	1,000.00	0.00	603.00	397.00	60
12-50-591350 Adult Recreation Leagues	6,800.00	210.00	4,245.36	2,554.64	62
12-50-591530 Sports Special Events	5,000.00	0.00	2,904.87	2,095.13	58
12-50-596240 Other Program Equipment	1,000.00	0.00	322.00	678.00	32
12-50-596250 Baseball Program Equipment	500.00	0.00	441.77	58.23	88
50 Athletics Subtotal	\$139,180.00	\$8,492.98	\$126,714.27	\$12,465.73	91
60 General Recreation					
12-60-511000 Salary Full Time	93,575.00	8,417.61	85,930.09	7,644.91	92
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	1,924.15	8,204.48	1,295.52	86
12-60-538000 Recreation Supplies	500.00	0.00	127.57	372.43	26
12-60-591100 Children's Center P.S	41,100.00	3,953.85	36,574.86	4,525.14	89
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	1,726.07	17,553.80	6,196.20	74
12-60-591214 No School Days	1,800.00	64.27	1,768.69	31.31	98

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-60-591215 Youth Tumbling	12,000.00	47.70	15,249.60	-3,249.60	127
12-60-591288 Youth Recreation	8,000.00	1,360.03	7,045.85	954.15	88
12-60-591376 Summer Camp	25,500.00	0.00	20,094.16	5,405.84	79
12-60-591388 Adult Recreation	20,000.00	6,716.41	28,391.36	-8,391.36	142
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	32.20	918.55	1,331.45	41
12-60-591512 Spl Events - Spring/Summer	2,000.00	0.00	1,432.86	567.14	72
12-60-591513 Spl Events - Fall/Winter	4,000.00	107.24	4,685.40	-685.40	117
12-60-591521 Farm Market/Plant/Misc	1,500.00	0.00	123.35	1,376.65	8
60 General Recreation Subtotal	\$265,475.00	\$24,349.53	\$242,123.70	\$23,351.30	91
70 Concessions					
12-70-538100 Product Vending Expense	25.00	0.00	0.00	25.00	0
12-70-582000 Taxes / Sales	0.00	0.00	4.00	-4.00	*100
70 Concessions Subtotal	\$25.00	\$0.00	\$4.00	\$21.00	16
80 Rental					
12-80-521200 Equipment Maintenance	800.00	0.00	0.00	800.00	0
12-80-538000 Recreation Supplies	1,850.00	0.00	1,166.50	683.50	63
80 Rental Subtotal	\$2,650.00	\$0.00	\$1,166.50	\$1,483.50	44
90 Fitness					
12-90-513400 Wages Fitness Center Suprs	40,500.00	2,929.69	36,812.21	3,687.79	91
12-90-534600 Fitness Maintenance	4,000.00	0.00	801.45	3,198.55	20
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	195.00	3,727.50	-1,027.50	138
12-90-591310 Early Morning Aerobics	3,500.00	304.00	4,233.00	-733.00	121
12-90-591323 Monthly Fitness Programming	1,300.00	0.00	0.00	1,300.00	0
12-90-591366 Misc. P.T. Challenges/Classes	1,500.00	0.00	0.00	1,500.00	0
12-90-599300 Aerobics Materials	200.00	0.00	19.90	180.10	10
90 Fitness Subtotal	\$56,900.00	\$3,428.69	\$48,285.29	\$8,614.71	85
12 Recreation Fund Subtotal	\$1,277,280.00	\$105,697.26	\$1,152,185.80	\$125,094.20	90
Expenditure Subtotal	\$1,277,280.00	\$105,697.26	\$1,152,185.80	\$125,094.20	90
Before Transfers	Excess Of Revenue Subtotal	-\$588,370.00	\$178,847.18	\$78,452.38	-13
After Transfers	Excess Of Revenue Subtotal	-\$588,370.00	\$178,847.18	\$78,452.38	-13
13 Audit Fund					
Revenue					
13 Audit Fund					
10 Administration					
13-10-410100 Real Estate Taxes	18,000.00	31.66	17,341.10	658.90	96

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
13-10-430100 Interest Savings	250.00	6.74	68.41	181.59	27
10 Administration Subtotal	\$18,250.00	\$38.40	\$17,409.51	\$840.49	95
13 Audit Fund Subtotal	\$18,250.00	\$38.40	\$17,409.51	\$840.49	95
Revenue Subtotal	\$18,250.00	\$38.40	\$17,409.51	\$840.49	95
Expenditure					
13 Audit Fund					
10 Administration					
13-10-524000 Other Professional Services	1,800.00	0.00	1,800.00	0.00	100
13-10-528000 Audit	20,000.00	0.00	25,775.00	-5,775.00	129
10 Administration Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
13 Audit Fund Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
Expenditure Subtotal	\$21,800.00	\$0.00	\$27,575.00	-\$5,775.00	126
Before Transfers	Excess Of Revenue Subtotal	-\$3,550.00	\$38.40	-\$10,165.49	286
After Transfers	Excess Of Revenue Subtotal	-\$3,550.00	\$38.40	-\$10,165.49	286
14 Liability Fund					
Revenue					
14 Liability Fund					
10 Administration					
14-10-410100 Real Estate Taxes	130,000.00	228.58	125,218.62	4,781.38	96
14-10-430100 Interest Savings	2,000.00	250.67	3,468.67	-1,468.67	173
10 Administration Subtotal	\$132,000.00	\$479.25	\$128,687.29	\$3,312.71	97
14 Liability Fund Subtotal	\$132,000.00	\$479.25	\$128,687.29	\$3,312.71	97
Revenue Subtotal	\$132,000.00	\$479.25	\$128,687.29	\$3,312.71	97
Expenditure					
14 Liability Fund					
10 Administration					
14-10-511000 Salary Full-Time	85,240.00	5,681.39	69,681.12	15,558.88	82
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	0.00	20,129.00	3,371.00	86
14-10-558000 Unemployment Insurance	8,000.00	0.00	7,227.83	772.17	90
10 Administration Subtotal	\$162,990.00	\$5,681.39	\$143,437.45	\$19,552.55	88
14 Liability Fund Subtotal	\$162,990.00	\$5,681.39	\$143,437.45	\$19,552.55	88
Expenditure Subtotal	\$162,990.00	\$5,681.39	\$143,437.45	\$19,552.55	88
Before Transfers	Deficiency Of Revenue Subtotal	-\$30,990.00	-\$5,202.14	-\$14,750.16	48
After Transfers	Deficiency Of Revenue Subtotal	-\$30,990.00	-\$5,202.14	-\$14,750.16	48

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
15 Imrf Fund					
Revenue					
15 Imrf Fund					
10 Administration					
15-10-410100 Real Estate Taxes	80,000.00	140.75	77,103.05	2,896.95	96
15-10-430100 Interest Savings	1,800.00	568.91	5,722.75	-3,922.75	318
10 Administration Subtotal	\$81,800.00	\$709.66	\$82,825.80	-\$1,025.80	101
15 Imrf Fund Subtotal	\$81,800.00	\$709.66	\$82,825.80	-\$1,025.80	101
Revenue Subtotal	\$81,800.00	\$709.66	\$82,825.80	-\$1,025.80	101
Expenditure					
15 Imrf Fund					
10 Administration					
15-10-518000 IMRF	60,000.00	3,983.63	47,654.41	12,345.59	79
10 Administration Subtotal	\$60,000.00	\$3,983.63	\$47,654.41	\$12,345.59	79
15 Imrf Fund Subtotal	\$60,000.00	\$3,983.63	\$47,654.41	\$12,345.59	79
Expenditure Subtotal	\$60,000.00	\$3,983.63	\$47,654.41	\$12,345.59	79
Before Transfers	Deficiency Of Revenue Subtotal	\$21,800.00	-\$3,273.97	\$35,171.39	161
After Transfers	Deficiency Of Revenue Subtotal	\$21,800.00	-\$3,273.97	\$35,171.39	161
16 Scholarship Fund					
Revenue					
16 Scholarship Fund					
10 Administration					
16-10-430100 Interest Savings	125.00	5.27	58.77	66.23	47
16-10-470110 Scholarship Donations	1,000.00	1,000.00	1,710.00	-710.00	171
16-10-470300 Memorial Donations	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$1,875.00	\$1,005.27	\$1,768.77	\$106.23	94
16 Scholarship Fund Subtotal	\$1,875.00	\$1,005.27	\$1,768.77	\$106.23	94
Revenue Subtotal	\$1,875.00	\$1,005.27	\$1,768.77	\$106.23	94
Expenditure					
16 Scholarship Fund					
10 Administration					
16-10-570110 Scholarship Donations	2,000.00	0.00	1,260.25	739.75	63
16-10-570300 Memorial Donations	750.00	0.00	0.00	750.00	0
10 Administration Subtotal	\$2,750.00	\$0.00	\$1,260.25	\$1,489.75	46
16 Scholarship Fund Subtotal	\$2,750.00	\$0.00	\$1,260.25	\$1,489.75	46
Expenditure Subtotal	\$2,750.00	\$0.00	\$1,260.25	\$1,489.75	46
Before Transfers	Excess Of Revenue Subtotal	-\$875.00	\$1,005.27	\$508.52	-58
After Transfers	Excess Of Revenue Subtotal	-\$875.00	\$1,005.27	\$508.52	-58
18 Fica Fund					
Revenue					

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
18 Fica Fund					
10 Administration					
18-10-410100 Real Estate Taxes	60,000.00	105.46	57,780.03	2,219.97	96
18-10-430100 Interest Savings	2,200.00	364.94	3,894.63	-1,694.63	177
10 Administration Subtotal	\$62,200.00	\$470.40	\$61,674.66	\$525.34	99
18 Fica Fund Subtotal	\$62,200.00	\$470.40	\$61,674.66	\$525.34	99
Revenue Subtotal	\$62,200.00	\$470.40	\$61,674.66	\$525.34	99
Expenditure					
18 Fica Fund					
10 Administration					
18-10-519000 FICA	82,500.00	2,670.50	67,795.12	14,704.88	82
18-10-519100 Medicare	20,000.00	624.55	15,855.38	4,144.62	79
10 Administration Subtotal	\$102,500.00	\$3,295.05	\$83,650.50	\$18,849.50	82
18 Fica Fund Subtotal	\$102,500.00	\$3,295.05	\$83,650.50	\$18,849.50	82
Expenditure Subtotal	\$102,500.00	\$3,295.05	\$83,650.50	\$18,849.50	82
Before Transfers	Deficiency Of Revenue Subtotal	-\$40,300.00	-\$2,824.65	-\$21,975.84	55
After Transfers	Deficiency Of Revenue Subtotal	-\$40,300.00	-\$2,824.65	-\$21,975.84	55
19 Police Fund					
Revenue					
19 Police Fund					
10 Administration					
19-10-410100 Real Estate Taxes	5,000.00	8.78	4,799.74	200.26	96
19-10-430100 Interest Savings	500.00	143.41	1,446.89	-946.89	289
10 Administration Subtotal	\$5,500.00	\$152.19	\$6,246.63	-\$746.63	114
19 Police Fund Subtotal	\$5,500.00	\$152.19	\$6,246.63	-\$746.63	114
Revenue Subtotal	\$5,500.00	\$152.19	\$6,246.63	-\$746.63	114
Expenditure					
19 Police Fund					
10 Administration					
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	144.90	1,450.62	299.38	83
19-10-590000 Captial Expenditures	5,000.00	0.00	1,277.70	3,722.30	26
10 Administration Subtotal	\$8,250.00	\$144.90	\$3,608.32	\$4,641.68	44
19 Police Fund Subtotal	\$8,250.00	\$144.90	\$3,608.32	\$4,641.68	44
Expenditure Subtotal	\$8,250.00	\$144.90	\$3,608.32	\$4,641.68	44
Before Transfers	Excess Of Revenue Subtotal	-\$2,750.00	\$7.29	\$2,638.31	-96
After Transfers	Excess Of Revenue Subtotal	-\$2,750.00	\$7.29	\$2,638.31	-96
20 Paving/Lighting Fund					
Revenue					
20 Paving/Lighting Fund					

MONTHLY BUDGET REPORT
11/01/2023 To 11/30/2023

Oregon Park District
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
10 Administration					
20-10-410100 Real Estate Taxes	33,000.00	58.41	31,991.38	1,008.62	97
20-10-430100 Interest Savings	150.00	5.65	56.63	93.37	38
10 Administration Subtotal	\$33,150.00	\$64.06	\$32,048.01	\$1,101.99	97
20 Paving/Lighting Fund Subtotal	\$33,150.00	\$64.06	\$32,048.01	\$1,101.99	97
Revenue Subtotal	\$33,150.00	\$64.06	\$32,048.01	\$1,101.99	97
Expenditure					
20 Paving/Lighting Fund					
10 Administration					
20-10-564000 Park Improvements	37,000.00	0.00	32,176.50	4,823.50	87
10 Administration Subtotal	\$37,000.00	\$0.00	\$32,176.50	\$4,823.50	87
20 Paving/Lighting Fund Subtotal	\$37,000.00	\$0.00	\$32,176.50	\$4,823.50	87
Expenditure Subtotal	\$37,000.00	\$0.00	\$32,176.50	\$4,823.50	87
Before Transfers	Excess Of Revenue Subtotal	-\$3,850.00	\$64.06	-\$128.49	3
After Transfers	Excess Of Revenue Subtotal	-\$3,850.00	\$64.06	-\$128.49	3
35 Long Term Capital Replacement					
Revenue					
35 Long Term Capital Replacement					
10 Administration					
35-10-430100 Interest Savings	7,000.00	1,439.77	11,744.17	-4,744.17	168
10 Administration Subtotal	\$7,000.00	\$1,439.77	\$11,744.17	-\$4,744.17	168
35 Long Term Capital Replacement Subtotal	\$7,000.00	\$1,439.77	\$11,744.17	-\$4,744.17	168
Revenue Subtotal	\$7,000.00	\$1,439.77	\$11,744.17	-\$4,744.17	168
Revenue					
35 Long Term Capital Replacement					
10 Administration					
35-10-480100 Transfer From Other Funds	70,000.00	-70,000.00	70,000.00	0.00	100
10 Administration Subtotal	\$70,000.00	-\$70,000.00	\$70,000.00	\$0.00	100
35 Long Term Capital Replacement Subtotal	\$70,000.00	-\$70,000.00	\$70,000.00	\$0.00	100
Revenue Subtotal	\$70,000.00	-\$70,000.00	\$70,000.00	\$0.00	100
After Transfers	Excess Of Revenue Subtotal	-\$63,000.00	\$71,439.77	\$81,744.17	-130
37 Bond & Int Fund					
Revenue					
37 Bond & Int Fund					
10 Administration					
37-10-410100 Real Estate Taxes	1,577,250.00	2,774.13	1,519,713.39	57,536.61	96
37-10-430100 Interest Savings	11,000.00	42.33	8,732.25	2,267.75	79
10 Administration Subtotal	\$1,588,250.00	\$2,816.46	\$1,528,445.64	\$59,804.36	96
37 Bond & Int Fund Subtotal	\$1,588,250.00	\$2,816.46	\$1,528,445.64	\$59,804.36	96
Revenue Subtotal	\$1,588,250.00	\$2,816.46	\$1,528,445.64	\$59,804.36	96

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
Expenditure					
37 Bond & Int Fund					
10 Administration					
37-10-524000 Other Professional Services	30.00	0.00	0.00	30.00	0
37-10-588000 Principal	1,477,000.00	1,477,000.00	1,477,000.00	0.00	100
37-10-588100 Interest	76,003.00	76,002.99	76,002.99	0.01	100
10 Administration Subtotal	\$1,553,033.00	\$1,553,002.99	\$1,553,002.99	\$30.01	100
37 Bond & Int Fund Subtotal	\$1,553,033.00	\$1,553,002.99	\$1,553,002.99	\$30.01	100
Expenditure Subtotal	\$1,553,033.00	\$1,553,002.99	\$1,553,002.99	\$30.01	100
Before Transfers	Deficiency Of Revenue Subtotal	\$35,217.00	-\$1,550,186.53	-\$24,557.35	-70
After Transfers	Deficiency Of Revenue Subtotal	\$35,217.00	-\$1,550,186.53	-\$24,557.35	-70
46 Park Improvement Fund					
Revenue					
46 Park Improvement Fund					
10 Administration					
46-10-430100 Interest Savings	74,000.00	10,787.57	121,556.31	-47,556.31	164
46-10-460100 Misc. Income	0.00	53,205.54	53,205.54	-53,205.54	*100
46-10-470100 Grants	511,200.00	0.00	0.00	511,200.00	0
46-10-470120 Bond Proceeds	3,029,000.00	0.00	3,029,000.00	0.00	100
10 Administration Subtotal	\$3,614,200.00	\$63,993.11	\$3,203,761.85	\$410,438.15	89
46 Park Improvement Fund Subtotal	\$3,614,200.00	\$63,993.11	\$3,203,761.85	\$410,438.15	89
Revenue Subtotal	\$3,614,200.00	\$63,993.11	\$3,203,761.85	\$410,438.15	89
Expenditure					
46 Park Improvement Fund					
10 Administration					
46-10-524000 Other Professional Services	28,500.00	0.00	28,343.00	157.00	99
46-10-525000 Engineering	438,000.00	8,230.17	29,398.14	408,601.86	7
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	19,473.50	222,146.29	818,183.71	21
46-10-567700 Vehicles Equipment	24,000.00	0.00	22,526.00	1,474.00	94
10 Administration Subtotal	\$1,605,830.00	\$27,703.67	\$377,347.29	\$1,228,482.71	23
46 Park Improvement Fund Subtotal	\$1,605,830.00	\$27,703.67	\$377,347.29	\$1,228,482.71	23
Expenditure Subtotal	\$1,605,830.00	\$27,703.67	\$377,347.29	\$1,228,482.71	23
Before Transfers	Excess Of Revenue Subtotal	\$2,008,370.00	\$36,289.44	\$2,826,414.56	141
Other Financing Use					
46 Park Improvement Fund					
10 Administration					
46-10-588000 Transfers to Other Funds	520,000.00	520,000.00	520,000.00	0.00	100
10 Administration Subtotal	\$520,000.00	\$520,000.00	\$520,000.00	\$0.00	100
46 Park Improvement Fund Subtotal	\$520,000.00	\$520,000.00	\$520,000.00	\$0.00	100

MONTHLY BUDGET REPORT

11/01/2023 To 11/30/2023

Oregon Park District

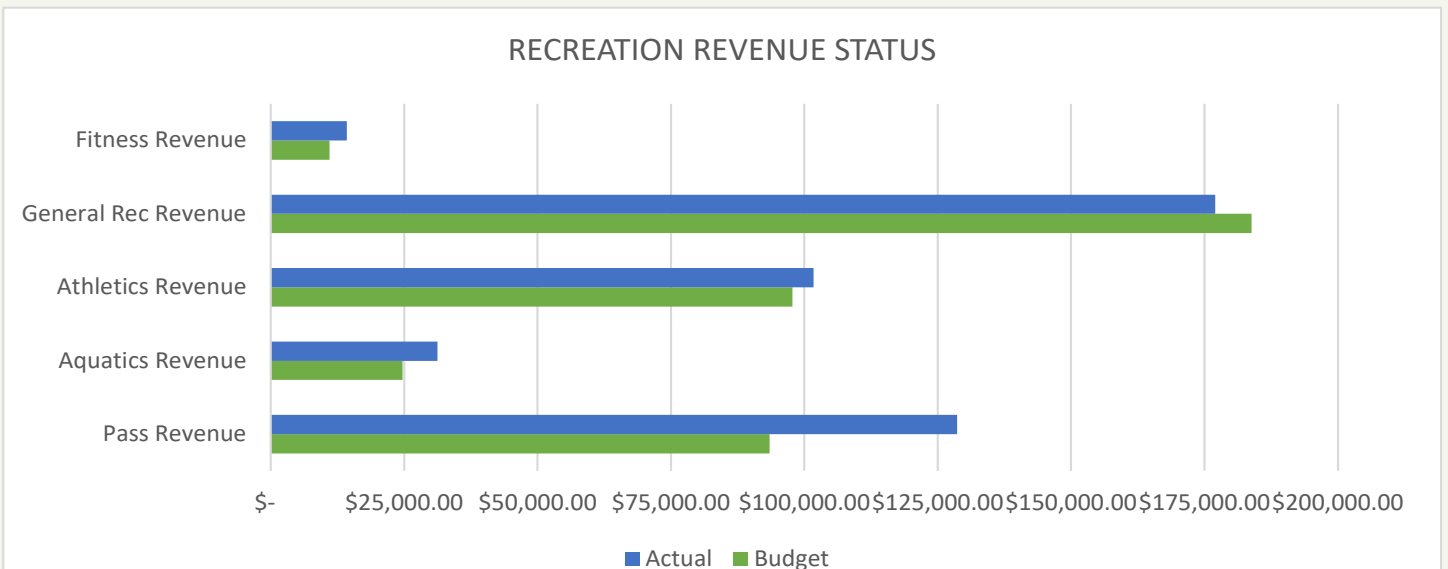
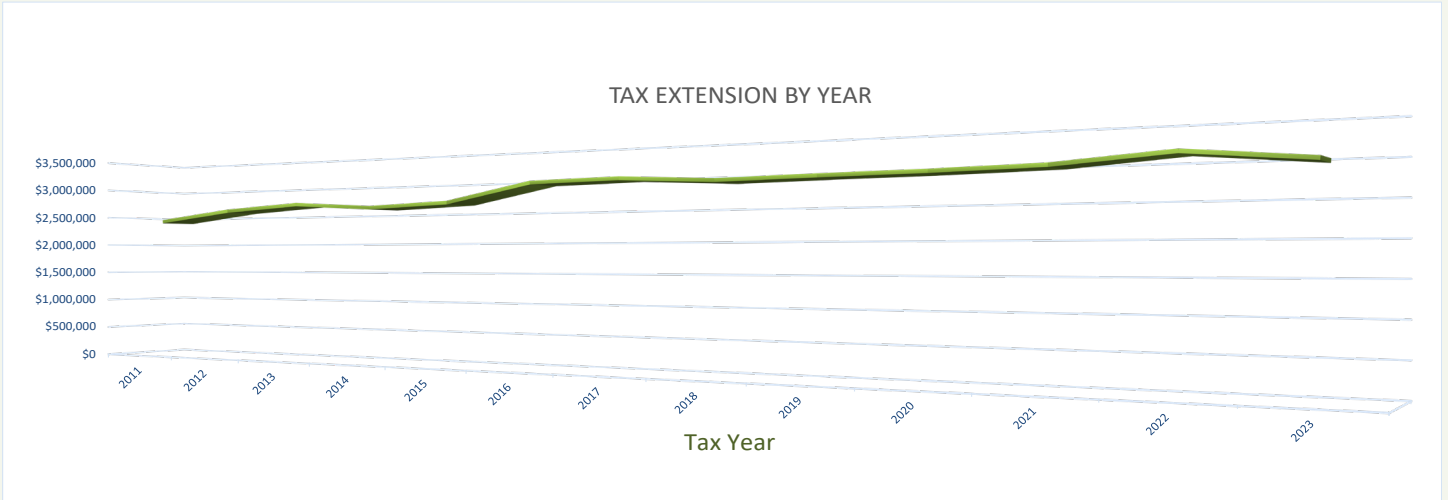
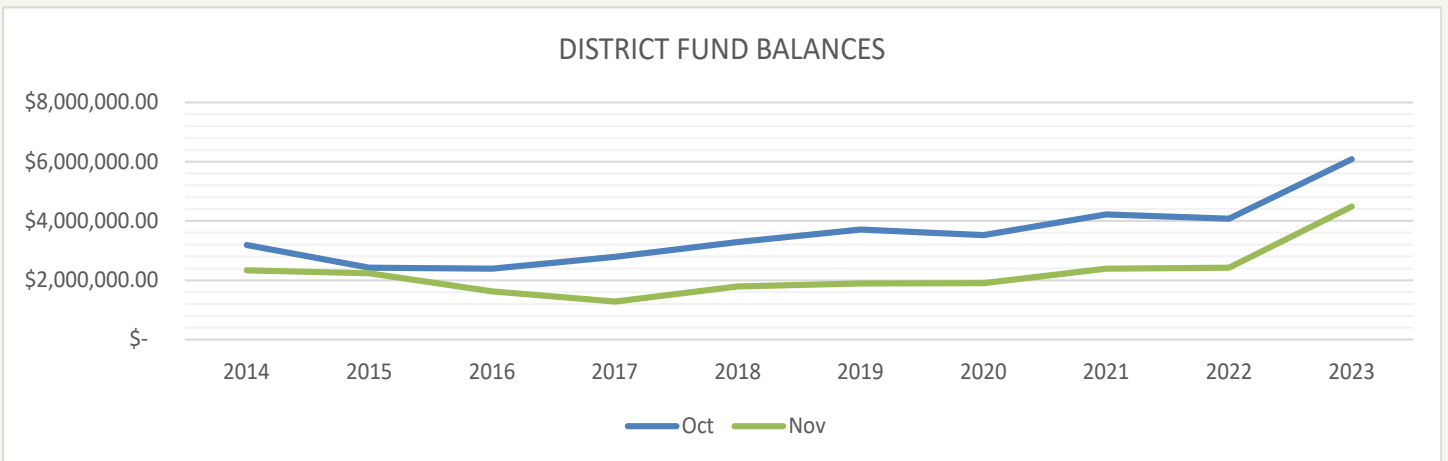
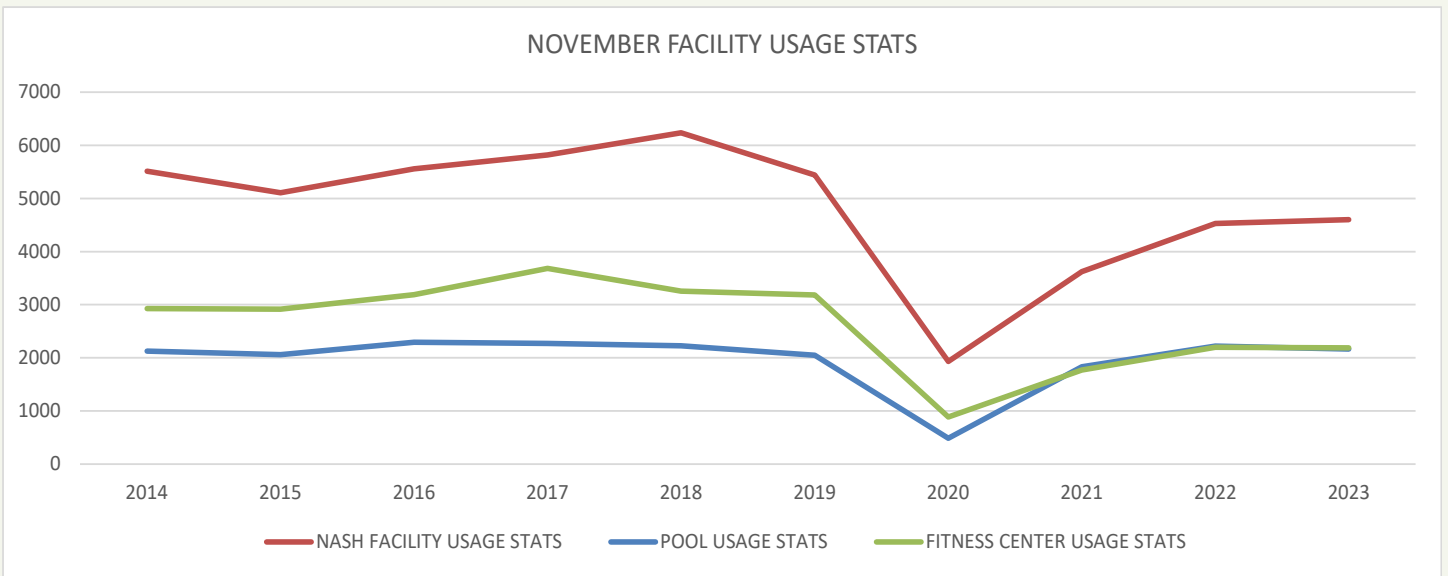
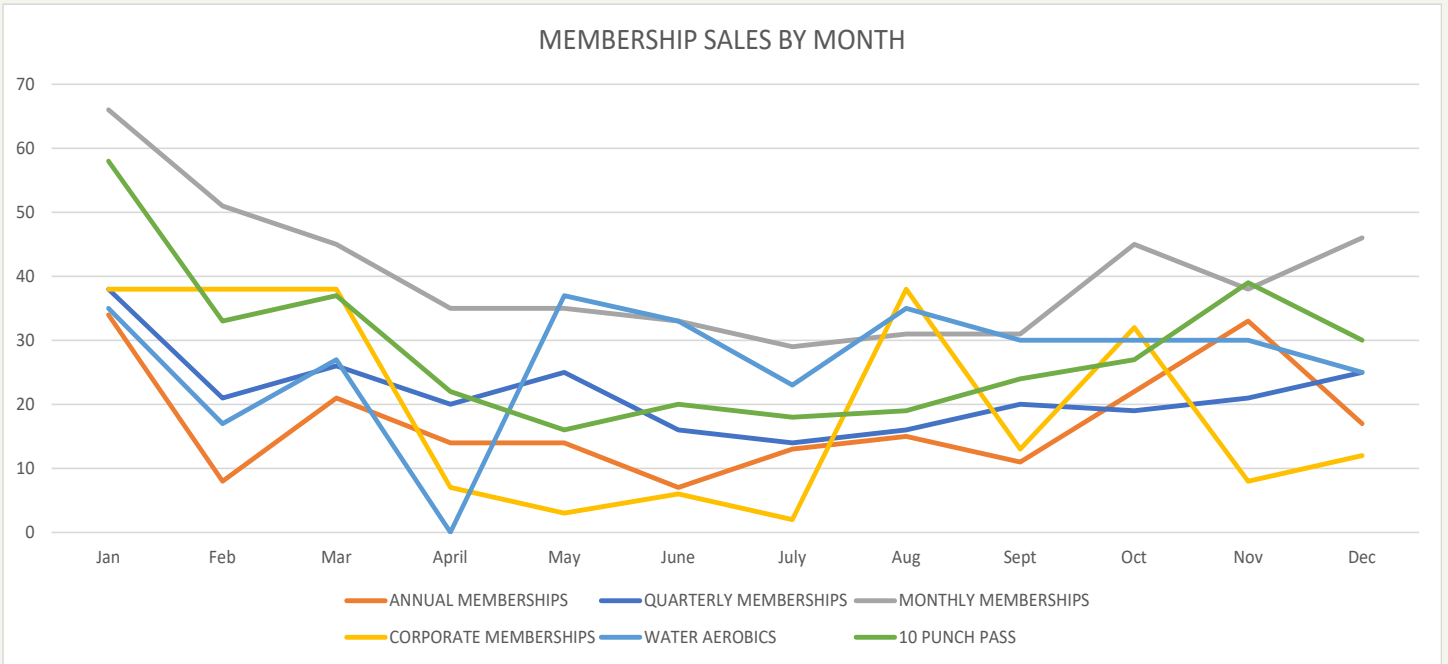
FY 2023

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
Other Financing Use Subtotal	\$520,000.00	\$520,000.00	\$520,000.00	\$0.00	100
After Transfers	Deficiency Of Revenue Subtotal	\$1,488,370.00	-\$483,710.56	\$2,306,414.56	155

MONTHLY BOARD REPORT DASHBOARD

Report Period: November 2023



MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12, 2023

Parks Report



Projects

Staff has been busy getting all Christmas decorations working and put into place. Décor and lighting have been put out at Mix Park, Nash, Coliseum, Courthouse lawn, and lower Park East deck. Staff assisted the Candlelight Walk committee with the setup of three additional Christmas trees on the courthouse lawn this year as well as the normal delivery and pickup of picnic tables, garbage cans, cocoa hut, and fire pits.

Staff have started a tree restoration project at Park West. The existing rows of pine trees along the far southwest section of park from the sand volleyball courts down to the Cleary building are quickly starting to die out. Several have had to be completely removed and lots of the existing trees have branches that are dying out from the bottom up. These trees create a great barrier between our park and the open crop fields to the west. Slowing the wind and stopping lots of debris from blowing into our park. Staff has planted a double row of columnar English Oak trees in the middle section this fall. We will continue in the spring to finish the remaining barrier to the north and south. Starting this now will provide time for the new trees to grow together to create a new barrier before all the pines die out or need to be limbed up.

All park restrooms have been shut down and drained for the winter. All portable restrooms have been removed from parks except at lower Park East and Fairgrounds Parks. This will be the first year of having a portable restroom at Fairgrounds Park for the winter months, there are a lot of patrons that continue to regularly walk the paths throughout the winter there.

Staff will be starting on vehicle and equipment maintenance soon. Maintenance will include changing oils, air filters, greasing, sharpening mower blades, washing, replacing any parts as needed to make sure everything is in top shape for the next busy season. Staff have brought all the snow equipment into the shop and made sure it's in good working order. We are ready for snow!



General

Nick Karper will be taking his CPSI (Certified Playground Safety Inspector) exam on December 20th. Nick does all the routine safety inspections throughout the parks and on all our playgrounds. All the parks' staff will be attending a 10-hour OSHA training session on Jan. 16th and 17th. Three parks' staff will be taking an on-line pesticide training course with a test to follow. All parks' staff must obtain a license to spray chemicals on public property.


Respectfully submitted,

A handwritten signature in black ink that reads "Brent Sutes". The signature is written in a cursive style with a large, looped 'B' and 'S'.

Brent Suter
Superintendent of Parks and Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12th, 2023
Nash Facilities Report

 **Nash Facility**

Air Handler Unit 1 Update

On Wednesday November 29th we received the contract for the purchase of equipment from our attorney. We have forwarded this on to Jeff Chamberlin from 20/10 Engineering for execution and are awaiting a response.

A new floor auto scrubber machine has been purchased. This machine is narrower and more maneuverable, allowing it to be used in areas the larger machine cannot, such as the fitness center and locker rooms. It also has the ability to vacuum at the same time as scrubbing, which will allow us to eliminate a step in the cleaning process. This will make cleaning the fitness center process more efficient. This machine also has a separate brush that can be used to clean grout.

The generator that serves The Nash Center developed a leak in the head gasket and water pump rendering it out of service. We have located a mechanic who has pulled the motor and is inspecting it to let us know if we can rebuild the current motor or if we should replace it with a new motor. Until this project is completed we will operate without generator protection.

 **General**

On January 16th and 17th, I will be attending OSHA training with the parks staff.

Respectfully Submitted,


Matthew Downing

Deputy Superintendent of Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12, 2023

Superintendent of Recreation Report

 **Recreation Department**

November participation numbers increased by 25% with a jump of 302 participants. As you can see below, we are currently 27% over last year's overall numbers and many programs still to count for December.

New programming added in November that created the increase included the Holiday Brunch and Market. "Annie" our fall musical recorded highest attendance ever with 553 attending between the two shows.

	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	1420	49%	465.00
November	1190	1492	25%	302.00
December	566	359	-37%	(207.00)
Total	13469	17082	27%	3613.00

The recreation staff was excited to coordinate activities for our Village of Progress Thanksgiving. Karaoke and crafts were enjoyed by all, and we appreciated all staff's help in executing.

Staff have been working on budgets. Everyone has worked hard this year to stay within budgets while offering more quality programming. The 2023 budget shows and I appreciate their efforts working on the 2024 budget.

Staff will be implementing a Holiday Schedule for Winter Break in the facility. The flyer is included in the board packet. With the success of our open volleyball on Thursdays we will be offering open swimming, gaga ball, basketball and volleyball in the afternoons during break. With programmed activities, we have found fewer behavioral issues and more families using the facility. We are excited to implement this and see how many families make Nash a destination during Winter Break for something to do!

 **Aquatics**

Swimming lesson numbers for December are 122. We ended the year with total participation in swim lessons at 1550 participants and revenue of \$9927.94 and increase of \$427.94 over what was budgeted. Participation numbers for 2023 versus 2022 were down slightly due to the 6-week pool closure in April

and early May. Many participants took a break and didn't re-enroll until fall. Lessons will take a winter break from December 19 through January 2. December fees were down due to only 2 ½ weeks of lessons.

Open swims will be held during the school's winter break on Dec. 26-29 and Jan. 2-5 in addition to our Saturday swims. The pool will be closed on Sunday, Dec. 24 and 31.

The diving board remains closed. Matthew Downing will be repairing the grit surface after supplies arrive. Once completed the diving board will reopen.



Children's Center

The Children's Center has been very busy and are preparing for the holidays. The giving project this year will be birthday kits for Lifeline Food Pantry. Students are given the option if they would like to bring in any supplies and staff will be assembling individual kits for Lifeline to utilize for patrons during birthdays. In addition to the giving project, Mrs. Crandall and Mrs. Teresa work very hard to come up with creative gifts for the students to make for their families each year.



Blood Drive and Safety

Our December blood drive was held on Monday, December 11. We do not have final numbers yet; those will be reported in January. Thank you to student volunteer and lifeguard Emma Schlittmann for volunteering with the Rock River Valley Blood Bank to make phone calls for the drive.

We will be working to begin replacement of AEDs in 2024. Currently we have 10 AEDs in the facility and parks. We will slowly phase out the old units to stagger when units expire to spread costs.



Programming

Our Gingerbread House building event was held on November 29 to kick off the holiday. Everyone enjoyed the candy bar, and we would like to thank Matthew Downing for stepping in as Santa for the event. We look forward to utilizing Matthew's holiday talents in the future!

Christmas Sweets and Cocktail Treats was held on December 8. This event lasted a month prior to the deadline and had 90 participants with a waiting list. Thank you to our bakers including Jen's Artisan Breads, Noble Bakery, Jackie's Delish Desserts and CheeseKake Ko. Our events continue to attract participants from all over the area. Of the 90 registered, only 29 were residents. These events showcase how wonderful the community and park district are. We continue to receive compliments on what an amazing community we have!



Fitness Center

Kim Henry is back with personal training with Jason Donegan. Kim also added a Cybex Christmas Chaos class that was filled with a waiting list. The class runs for 4 weeks and began on November 28. Kim will be offering a variety of classes in the new year including fitness geared towards our Silver Sneaker members.

As part of our values and logo roll-out, the Fitness Center will be receiving a new muraled wall featuring professional photos of our parks. We are excited for the addition on the wall.

The fitness center will be fully staffed during the day during winter break. Abi Virgil will be returning from college and helping us out on her holiday break.



Marketing

Dan Griffin and I have been working with Stahr Media to implement the logo and values rollout on December 18. Stahr Media has redesigned logos, business cards and is creating a branding package for staff to utilize. These additional items are included in the marketing retainer we pay monthly.

We are excited for the Winter/Spring guide release and showcasing the third painting by Chloe Gale of Winter at Park West. This is the final in our three-brochure series of Park West, and they will be displayed in the facility once framed.

Respectfully Submitted,

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

Tina Ketter, CPRP
Superintendent of Recreation

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12, 2023

Business Administration Report



Financial Review

The November 2023 Treasurers Report is included in the Board Packet. The Districts overall fund balances remain healthy as the District enters the last month of the fiscal year. Early year-ending fund balances are positive for almost all funds. The District closed the month of November with unaudited fund balances of \$4,488,640.97 (85% greater than the prior year).

The reduction in overall fund balances from the prior month of 26.23% was primarily due to the Districts repayment of the first installment of the 2023 General Obligation Bond on November 1st. The total debt service payment was for \$1,553,002.99.

The District received the 6th and final tax disbursement of the 2022 tax year on November 27th. The receipt was for \$5,391.73. The District has received \$2,953,687.15 in total for the 2022 tax year. The District did recognize reduced budgeted tax receipts in all funds due to the Byron Power Station Real Property Tax Assessment Settlement Agreement approved in June 2023. The overall reduction was approximately \$111,358.



Fiscal Year Financial Items

The following operational approvals will be required over the next few months.

- **Tax Levy:** The 2023 Tax Levy was presented to the Finance Committee on November 28th. The District's Equalized Assessed Value (EAV) increased 1.5% to \$676,602,560. The Tax Levy was prepared with special consideration given to the Byron Power Station Real Property Tax Assessment Settlement Agreement and the impact on our taxpayers. The District will not be required to complete the Truth in Taxation proceedings for the 2023 levy. The tax levy is required to be filed with the Ogle County Clerk by the last Tuesday of December.

The District has been in contact with the Ogle County Clerk and Ogle County Treasurer in an attempt to confirm how the agreement with Constellation will directly impact the District Levy for the 2023 tax year. Significant preparation and thoughtfulness to our taxpayers has been put into the 2023 levy. There is still some concern with how the levy request will be processed by the Clerk and Treasurer this year. I will keep the Board updated as conversations continue.

- **Transfer Resolution:** The District must pass a resolution authorizing the permanent transfer of funds from the Corporate Fund to the Bond and Interest Fund. The Districts 2022 Tax Levy disbursement was equally reduced by the Ogle County Treasurer following the agreement with Constellation. This reduction left the Bond and Interest Fund without the funds available to complete the first G.O. Bond payment. The District must approve a transfer of \$35,000 to fulfill the bond and interest obligations approved in January 2023. The District did receive \$8,045.47 in interest from Ogle County's handling of tax funds. The interest funds were received by the Corporate and will assist in offsetting the permanent transfer to the Bond and Interest Fund.

- Budget & Appropriations Ordinance: The full Budget and Appropriations Packet will be prepared for Finance Committee discussion in early January. The budget will then be released for public inspection prior to passage at the February regular meeting.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Dan Griffin".

Dan Griffin,
Finance & Technology Administrator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12th, 2023

Administrative Services Report



Front Counter and Fall Registration

Private rentals have been picking up for reservations outside of our normal hours. I have created an email template with a streamlined questionnaire list to help make these more seamless and avoid additional questions.

Recently we have seen an uptick in reservations making their own decisions the day of the reservation. While we are always willing to help discuss options to include in a reservation, we are unable to accommodate everything and want to reiterate the rules regarding our facilities and party reservations. Our reservations webpage has been updated with frequently asked questions. We have proactively informed patrons of the requirements in addition to the contract being sent for signature. The goal is to make sure that all reservations are aware of the requirements and that the front desk and facilities do not run into any questions.



Community Outreach

Val Jones has decorated our front window with a fun elf on the shelf portrait and we are excited to be a drop off location for letters to Santa again. Letters to Santa are offered through December 15th.

During the holiday season we have donated to the Angel Ball, the Candlelight Walk and some more local organizations for raffle baskets. In addition, we hosted a Thanksgiving with the Village of Progress. It was a great way for us to give back to our community and provide a festive meal and activities.



Website Updates and Marketing

We will be showcasing our values and working on updating our website and material to be cohesive with our values and logo.



Winter/Spring Guide Preparation

The 2024 Winter/Spring Guide programs are entered into PerfectMind/Xplor Recreation. The first proof of the guide will be received by the time of this meeting. We are reviewing details such as questionnaires, codes, and age requirements. The final proof is due on December 20th. The guide is to be released by December 26th. Registration will start on January 8th for pass holders, and public registration opens January 9th. The programs are quite full, and we are excited to offer more fitness classes and times. Our typical e-blast email will be moved to the date of the new guide.

Sincerely,

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

Megan Wolfe
Administrative Services Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 12th, 2023

Event and Adult Recreation Coordinator Report



Holiday Programs

As of the preparation of this report, 125 people are registered to attend the Flannel, Flapjacks, and Santa Christmas program at the Lorado Taft Field Campus. 109 people attended this event last year and I am pleased with the increase over last year's participation.

Christmas and holiday themed adult programming has been well received by the community. Our nostalgic ceramic Christmas tree class sold out, and our annual winter porch pot class drew 59 registrations despite the fact that Hagemann Horticulture increased their price from previous years. The December Christmas sweets pairing has sold out and has a waitlist, even after capacity was expanded to 90, making it our largest pairing to date.



Adult Programs and Outdoor Education

The homeschool group field trip at Park East on November 15th went very smoothly. Multiple parents expressed positive feedback, and I am hopeful that they will request another program in the spring. Group field trips by appointment will be offered in the upcoming brochure cycle and beyond, with the long-term goal being to generate sufficient revenue to support purchases of new outdoor education equipment.

Social programs continue to generate excellent participation, as our first bingo brownies & booze game night for 2024 only has 7 available seats. The upcoming brochure will feature the return of programs with Happily Handmade Studio, and new partner Hidden Timber Gardens. I hope that featuring new partners will generate more participation for crafting and hobby programs.



Looking ahead.

The first special events for the 2024 season will be the Eagle-watching brunches at the Lorado Taft Field Campus. For 2024, we have expanded to three seatings due to high participation last year. Registration is open, and over 35 people are already registered to attend. These events have sold out in previous years, and I am hoping to continue that pattern in the future.

Respectfully submitted.

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

Caleb Jenks
Events & Adult Programming Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

December 6, 2023

Athletic Coordinator Report



Fall Pickleball League

We had a very successful Fall pickleball League with a maximum roster of 8 teams. This 6 week league played on Tuesday mornings and ended their season on Tuesday November 28th. This league provided an opportunity for a high level of competitive play that was enjoyed by everyone involved. Congratulations to Gerry Bowers and Kathy Owens who won the league. Both daytime and evening leagues are planned in our next brochure.



Youth Basketball 2-5th Grade

We have 95 players, making up a total of 12 teams. Our first games of the season were held here at Nash on Saturday December 2nd, and the season will run through January 20th. Lifeworks Imaging have already taken our team photos. Youth nights have also been planned for January, with our teams scrimmaging at the half time of OHS games, with hotdogs and door prizes for our players!



6th Grade Boys Basketball

The season ended for 6th Grade Boys Basketball on Thursday November 30th. Thank you for our volunteer coaches, Hope Hitchcock and Tom Izer for donating their time and talents to help the boys improve their skills. As a fun finishing note to their season, the team was introduced at half time of OHS Varsity Game on Tuesday December 5th in front of the home crowd in the Blackhawk Center. OPD also provided a hotdog for the team at the game. We appreciate the continued partnership with the OHS basketball teams and the AD, Mike Lawton, to provide this fun opportunity for the players.



Coach Development

One of the areas identified that I will be working on this year is coach/ref development for our core youth sports: soccer, basketball and baseball/softball. I'd like to share new resources offered during Youth basketball season. After meeting with previous coaches and referees prior to the season, rules and guidelines were discussed. After this feedback, I developed a one page guide for the Oregon Park District and Byron Park District league that will be distributed to league participants, coaches and parents at the games explaining what fouls are called, times of quarters and general rules that apply or differ for 2/3 grade and 4/5 grade. This is in addition to our full written rules and provides an easy to reference snapshot for coaches, officials, and parents. At the preseason coaches meeting, an age specific skills and drills handout, developed by OHS Varsity coach Jarrett Reynolds, was distributed. Information on a free Coach Mentoring online training was also distributed. This training takes around 45 minutes and

was developed by the US Soccer foundation but is not sports specific. Having taken the course, I found it to be very helpful in offering positive coaching tactics with an inclusive recreational focus. This training was offered in the past without anyone utilizing. This season, in an effort to encourage participation, an incentive of a prize drawing for a quarterly family pass for coaches who completed the training was given. We had 4 of 18 coaches complete the training. Congratulations to Coach Nesemeier who won the pass. All coaches were also offered an officiated preseason scrimmage game to prepare their team for the season, and we did have the 2/3 grade girls teams take advantage of this offer.

Happy and Healthy holidays to you and your families!

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

Lesley Sheffield
Athletic Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 14, 2023

Recreation Program Coordinator Report



Toddler Drop in and Play

More families are attending this program on Friday mornings as the weather continues to cool down. Many of the parents use it as a time to network with other parents while giving their preschoolers and toddlers someone to play with. I have heard again from many parents how pleased they are with this program.



Toddler Gym with Nancy

This program designed to get toddlers ready for preschool began again in November. The kiddos enjoy singing, dancing and playing with Nancy Crandall. I appreciate her coming in and using her expertise with these small kiddos and their parents. This program will be repeated in December and January.



Gingerbread Workshop

Thank you to Tina, Caleb and Lesley with assistance from Matthew for running this program while I was out of town assisting family.



Extended Time

November was another busy month in ET. The campers are becoming a handful so I am looking into new ways of behavior modification. Stay tuned as more details emerge.



Looking ahead

I am very excited for the new partnership we are forming with Do Art from Rochelle. They are coming in the spring to do two comic book events. I am also looking forward to more Art with Kara events as well as the Wednesday crafting classes.

I am working on plans for Winter Camp which will occur over Christmas break. I have also begun looking ahead towards summer, planning day camp and summer STEM.

Respectively submitted,

A handwritten signature in cursive script that reads "Kelley Huston".

Kelley Huston
Recreation Program Coordinator

Join us at Nash for

HOLIDAY FUN

Wed. December 20

- Holiday crafting in the River Room: 2:30-4 pm;
Sponsored by E.D. Etnyre
- Open Swim: 2:30-4:30 pm

Tues. December 26

- Open Swim: 2-3:30 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)

Wed. December 27

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (West Side)
- Open Basketball in the Gym: 12-4 pm (East Side)

Thurs. December 28

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side);
- Open Swim 1:30-3:30 pm

Fri. December 29

- Open Swim: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)

Tues. January 2

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)
- Open Swim: 2-3:30 pm

Wed. January 3

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)
- Open Swim: 2:30-4:30 pm

Thurs. January 4

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)
- Open Swim: 1:30-3:30 pm

Fri. January 5

- Open Gaga Ball in the Prairie Room: 1-3 pm
- Open Volleyball in the Gym: 12-4 pm (East Side)
- Open Basketball in the Gym: 12-4 pm (West Side)
- Open Swim: 1-3 pm

Daily Admission Fee or FREE for Members!



Register online at www.oregonpark.org
or call 815-732-3101.



←
scan to
register!

Oregon Park District and Byron Park District

Youth Basketball Coach and Referee Guidelines



	2ND/3RD GRADE	4TH/5TH GRADE
BASKET HEIGHT	9 FT	10 FT
FORMAT	5 ON 5	5 ON 5
SCORE	SCORE KEPT- NO 3 PTS	SCORE KEPT- 3 PTS ALLOWED
TIME	(4) 8 MINS QUARTERS RUNNING CLOCK CLOCK STOPS ON FIRST OF SHOOTING FREE THROW SCOREBOARD TURNED OFF IF TEAM 20PTS AHEAD- SCORE STILL KEPT AT TABLE AND BOOK	(4) 10 MINS QUARTERS RUNNING CLOCK DURING LAST MIN OF EACH 1/4 CLOCK STOPS ON REFS WHISTLE 3 MIN HALF- 1 MIN BETWEEN QUARTERS
TIME OUTS	1 MINUTE T/O PER QUARTER	THREE 1 MINUTE T/O'S PER GAME
OVERTIME	RUNNING MINUTES- CLOCK STOPS LAST MINUTE ON WHISTLE 2ND OVERTIME, SUDDEN DEATH	3 RUNNING MINUTES- CLOCK STOPS LAST MINUTE ON WHISTLE- 2ND OVERTIME, SUDDEN DEATH
PLAYING TIME	ALL PLAYERS SHOULD PLAY 50% OF THE GAME	ALL PLAYERS SHOULD PLAY 50% OF THE GAME
POSSESSION	JUMP BALL AT START OF GAME ALTERNATE POSSESSION AT QUARTER AND TIE-UP	JUMP BALL AT START OF GAME ALTERNATE POSSESSION AT QUARTER AND TIE-UP
BALL SIZE	27.5"	28.5"
FREE THROW	12 FT	12 FT
FOULS	CALL FOULS TO TEACH GAME AND FOR SAFETY- COACHES AND PARENTS WOULD RATHER SEE THEM CALLED INDIVIDUAL FOULS WILL BE KEPT. A PLAYER WILL FOUL OUT ON 5TH FOUL	
FOUL SHOTS	SHOOTING FOULS- 2 SHOTS. OTHER FOULS- BALL TAKEN OUT OF BOUNDS	
TECHNICALS	TECHNICAL FOULS ON PLAYER, COACH OR SPECTATOR- AUTOMATIC 2 POINTS AND BALL POSSESSION TO OPPONENTS	
TRAVEL	CALL OBVIOUS	CALL ALL SEASON
DOUBLE DRIBBLE	CALL OBVIOUS	CALL ALL SEASON
DEFENSE	MAN TO MAN NO FULL COURT PRESS NO DOUBLE TEAM	MAN TO MAN OR ZONE FULL COURT PRESS ONLY IN LAST 2 MINS OF 4TH QUARTER. IF WINNING TEAM IS AHEAD BY 10PTS NO PRESS
SUBSTITUTION	ENTER AT SCOREKEEPER ON DEAD BALL	ENTER AT SCOREKEEPER ON DEAD BALL
WARMUPS	ON GOAL OPPOSITE YOUR TEAM BENCH	ON GOAL OPPOSITE YOUR TEAM BENCH
COACHING	ONLY ROSTERED COACHES AND PLAYERS ALLOWED BY BENCH AREA, ONLY ONE COACH COMMUNICATES WITH OFFICIAL	
GENERAL	THIS IS A RECREATION YOUTH LEAGUE USED TO TEACH FUNDAMENTAL SKILLS OF BASKETBALL IN A SAFE/FUN ENVIRONMENT ZERO TOLERANCE REGARDING INAPPROPRIATE ACTIONS AND LANGUAGE	