



AGENDA  
REGULAR BOARD MEETING OF THE  
OREGON PARK DISTRICT BOARD OF COMMISSIONERS  
TUESDAY, FEBRUARY 13, 2024, 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 JANUARY 9, 2024
  - B. EXECUTIVE SESSION MINUTES OF JANUARY 9, 2024
  - C. FINANCE MEETING MINUTES OF JANUARY 17, 2024
- 5) FINANCIAL
  - A. TREASURER'S REPORT
  - B. CLAIMS PAYABLE AND CHECKS DRAWN
- 6) REPORTS
  - A. DIRECTORS REPORT
  - B. FINANCE COMMITTEE - MET JANUARY 17, 2024
  - C. PERSONNEL & POLICY COMMITTEE - NO REPORT
  - D. PARKS & FACILITIES COMMITTEE - NO REPORT
  - E. PROGRAM & SERVICE COMMITTEE - FEBRUARY 15, 2024
  - F. PARKS & FACILITY REPORT
  - G. RECREATION REPORT
  - H. ADMINISTRATIVE REPORT
- 7) UNFINISHED BUSINESS
- 8) NEW BUSINESS
  - A. LOCAL GOVERNMENT EFFICIENCY REPORT

9) COMMISSIONERS COMMENTS

10) DIRECTORS COMMENTS

11) PRESIDENTS COMMENTS

12) ADJOURNMENT

NEXT REGULAR MEETING - MARCH 12, 2024 @ 6 PM

**Oregon Park District Board of Commissioners**  
**Nash Recreation Center ~ Board Room**  
**304 So. Fifth Street**  
**Oregon, Illinois**  
**Regular Meeting Minutes**  
**January 9, 2024**

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; Haley Mizner, Board Secretary

VISITORS PRESENT: None.

RECOGNITION OF VISITORS:

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

APPROVAL OF MINUTES

Mr. Beckman asked if there was a motion to approve the Regular Meeting Minutes of December 12, 2023.

Motion by Dan Engelkes, seconded by Josh Messenger, the Regular Meeting Minutes of December 12, 2023, be approved as presented. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble (Abstain- wasn't present for December 12, 2023 Regular Board Meeting), Maia Johnson (Abstain- wasn't present for December 12, 2023 Regular Board Meeting), Brian Beckman- yes. MOTION PASSED UNANIMOUS.

Treasurer's Report

Mr. Beckman stated that the December 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 the year end balances for 2023 are higher than normal in anticipation for the large grant projects for 2024. He stated that those balances will level off in the coming months.

Motion by Mark Tremble, seconded by Maia Johnson, the December 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 was anything that she wanted to add to the accounts payable report.

Ms. Folk stated that they will notice that they had a large bill for Windy City Representatives that represents the air handler purchase for \$380,700.

Ms. Folk stated that the bill for Dominion Lighting for \$3,360 was for the lighting project that they are getting ready to complete in the TRX room and racquetball courts. She stated that they did a similar lighting project in the gym and the children's center earlier in the year, and the project turned out fantastic, so they are looking to carry out the lighting improvements throughout the facility. She stated that Matthew and Brent facilitated the project and she gave a thank you to them.

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

There were no additional questions regarding the Accounts Payable.

Motion by Dan Engelkes, seconded by Josh Messenger, the Accounts Payable for December 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 they are anxiously anticipating an announcement from IDNR at the end of the month from the OSLAD Grant application that they submitted earlier this year. She stated that just as a refresher, the application was for

\$600,000 in grant funds that they would use to improve the existing amenities at Park East. She stated that when talking about Park East they talk about it in two parcels, the river side and the inland side. She stated that the improvements will all be on the inland side southeast of the Chana school.

Ms. Folk stated that the employee recognition program was launched this week. She stated that it is a situation where she has really put the emphasis on full time staff to take charge and nominate people and try to engage the part-time staff in making those nominations as well. She stated that she would like this to be a collective effort from both part-time and full-time employees. She stated that if they can get the ball rolling and get some excitement generated with it, she thinks it will be a good program to continue to recognize those employees. She highlighted that she thinks they have a lot of great employees that do some tremendous things and deal with a lot of different attitudes throughout the day and continue to handle themselves in a professional manner. She stated that she is looking forward to nominating and recognizing those individuals. She stated that they will be inviting the reward recipients to the board meeting each month to be recognized.

Mr. Beckman asked what the form of recognition looks like. Ms. Folk stated that it is a \$50 gift card, highlight them in the employee newsletter, as well as invite them to the board meeting. She stated that they have a lot of staff that take great pride in what they do and they want to recognize that. She stated that they have identified the Caring, Creative, and Community Focused values as a team and they want to make sure that they can continue to carry those values out. She stated that she thinks the more that they emphasize them, the more the staff is going to buy in and continue to exhibit those in their daily work habits.

Mr. Tremble asked if it was one and done. Ms. Folk stated that they can win it multiple times. She stated that it would be a committee selection from the Employee Advisory Committee. She stated that they are starting a new year so they could potentially have new people sitting on that committee. She stated that all nominations will go to that committee and then they will select someone. She stated that the nominations do need to accompany specific examples of how the employee has displayed Caring, Creative, and Community Focused attributes. She stated that they want all employees to be recognized at some point.

Mr. Beckman stated that it was a great plan.

## Committee Meetings

Mr. Beckman stated that the Finance Committee was set to meet on January 17, 2024. He stated that the Program and Service Committee was set to meet on February 7, 2024.

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 the staff did a great job for 2023. She stated that the budget shows that their participation numbers were up, revenue was up, and staff did a really great job tracking everything. She stated that with the new guide, registration opened for everybody today. She stated that the new guide has a lot of different programming that they've never offered in the past and a lot of different variety. She stated that numbers today have been pretty impressive. She stated that they are excited about the offerings in the new guide.

Mrs. Ketter stated that they had no behavioral issues with the Christmas programming. She stated that they heard many compliments about how great the programming was. She stated that they are excited that this type of programming has taken off.

Mrs. Ketter welcomed any questions from commissioners.

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

Administrative Report - Included in Board Packet. Mr. Griffin stated that they ended the fiscal year last year in really good shape. He stated that they exceeded their expectations in pretty much every fund. He highlighted that it was a really good year all around financially. Stated that they will be working on finalizing the tentative budget to send out late this week to the Finance Committee. He stated that they continued to meet their fund balance goals.

Mr. Griffin welcomed any questions from commissioners.

Mr. Messenger stated that interest rates are dropping so it's great that they locked in the two-year deal. Mr. Griffin stated that they did actually exceed their interest income. He highlighted that it worked out really well.

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

BUSINESS (unfinished)- None.

BUSINESS (new)-

#### Resolution Adopting Envision Flexible Benefits Plan

Mr. Beckman stated that the Envision Healthcare Administrative Services agreement requires board authorization through resolution. He stated that the proposed resolution allows the district to enter into services to manage the Flexible Benefits Plan with Envision Healthcare.

Motion by Dan Engelkes, seconded by Brian Beckman, the Resolution authorizing district participation in the Envision Healthcare Flexible Benefits Plan be approved. Roll Call: Maia Johnson, Josh Messenger, Dan Engelkes, Mark Tremble, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### IPRA/IAPD Conference Expenses

Mr. Beckman stated that the district approved the Local Government Travel Expense Control Act on January 11, 2022, which outlines procedures and approved expenses in line with the Per Diem rates set forth by the U.S. General Services Administration. He stated that the ordinance remains in place and staff have provided updated rates for the annual IPRA Conference.

Mr. Beckman asked Ms. Folk to outline any changes that have occurred for 2024.

Ms. Folk stated that there really weren't any big changes from year to year. She stated that the daily per diem meals and incidentals are \$79 a day, meals are \$74 of that-\$5 of which are incidentals. She stated that in regard to lodging expenses, staff are booked at the Hyatt Regency, the conference hotel, which right now is at \$132 per night prior to taxes. She stated that one of the things that has come up over the past couple of years is why are they paying taxes as they are tax exempt. She stated that that is because it is a hotel and they do not extend the tax exempt to hotels or restaurants. She stated that mileage reimbursement will be \$0.67 a mile up to 200 miles which is part of the resolution that they passed 2 years ago. She stated that they have not identified parking just yet as they are waiting to see what happens. She stated that last year Hyatt Regency Parking had not been opened up because of construction so they had to park off

site. She stated that it wasn't too outrageous. She stated that they are going to wait to see how that shakes out and go with whatever is more convenient to the staff.

Ms. Folk welcomed any questions from commissioners.

Motion by Mark Tremble, seconded by Josh Messenger, the proposed expenses for the annual IPRA Conference be approved. Roll Call: Josh Messenger, Dan Engelkes, Mark Tremble, Maia Johnson, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### Local Government Efficiency Report

Mr. Beckman stated that no action would be taken at this time. He stated that the item will be discussed in February at the regularly scheduled Board Meeting.

#### Enter Executive Session

Mr. Beckman asked for a motion to enter Executive Session for 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 Maia Johnson, seconded by Josh Messenger, the Board to enter Executive Session at 6:13 P.M. Roll Call: Dan Engelkes, Mark Tremble, Maia Johnson, Josh Messenger, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### Exit Executive Session

Motion by Dan Engelkes, seconded by Brian Beckman, the Board to exit Executive Session at 6:54 P.M. Roll Call: Mark Tremble, Maia Johnson, Josh Messenger, Dan Engelkes, Brian Beckman - yes. MOTION PASSED UNANIMOUS.

#### COMMISSIONERS COMMENTS

Ms. Johnson had no comments.

Mr. Engelkes stated That he wanted to comment on the budget About how good of a job they did. He stated that it was a good job of Erin and her staff to keep things where they're at.



Mr. Tremble had no comments.

Mr. Messenger stated that The two year bond was great forward thinking. He stated that he thinks the new programming opportunities are cool and the community loves it.

#### DIRECTOR'S COMMENTS

Ms. Folk stated that they received a thank you from the Village of Progress. She stated that every year the Village of Progress comes out with a wish list and staff decided that they wanted to contribute to It. She stated that staff personally went out and purchased items with their own money and donated all of it to the Village of Progress. She stated that it is nice to see the staff giving back and continuing to be community focused.

#### PRESIDENT'S COMMENTS

Mr. Beckman stated that he thinks the employee recognition program is awesome. He stated that it is hard in smaller organizations to do stuff like that but he thinks giving it a shot is awesome and he's glad to hear about it.

#### ADJOURN

Motion by Mark Tremble, seconded Josh Messenger, the meeting adjourned at 6:56 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  
January 17, 2024**

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

COMMITTEE MEMBERS PRESENT: Josh Messenger, Dan Engelkes

COMMITTEE MEMBERS ABSENT: Mark Tremble

OTHER COMMISSIONERS PRESENT: None.

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.

Discussion of the 2024 Budget

Mr. Griffin stated that each commissioner received the 2024 budget packet. He stated that the financial planning cycle consists of the things that go into the Budget Appropriations Ordinance. He stated that the key to all of it is the tax levy. He stated that a big part of that is the General Obligation bond. He stated that typically they will have an annual rollover that they will do later that same year leading into the levy. He stated that to get it on to the prior year's tax levy, they have to have all the paperwork filed with the county by the end of February to the middle of March. He stated that to be safe, they have always gotten it in by the end of February.

Mr. Griffin stated that there are some financial challenges that he likes to bring up to discuss how they compound in some way every year. He stated that part-time wages are going to increase by \$1.00 next year to get to \$15.00 overall. He stated that he ran the percentage increase from when they started back at \$8.25 five years ago up to the \$15.00 next year, and it is an 82% increase. He stated that essentially, their part-time costs have doubled in the 5-6-year period. He stated that those expenses have to come from somewhere, and they continue to look for ways to operate more

efficiently and find things that they can cut back on. He stated that ultimately, those wages are what they are. He stated that they have one more \$1 increase next year and then they will hit that ceiling of \$15. He stated that another challenge that they face is limited revenue options. He stated that as a smaller community, there's only so much they can do to offer more programming and attract more people. He stated that they have a pool, and you can only fill it with so many people. He stated that they want to be cautious of offering too many programs. He stated that they want to offer great programs that continue to be profitable.

Mr. Griffin stated that with the equalized assessed values, they did get another small increase this year. He stated that as property values in the district continue to increase, their EAV will increase. He stated that the caveat to that is the Constellation tax agreement that gives them a tax cap on the tax revenue that they receive. He stated that even though their EAV continues to increase without increasing their tax rate, their actual tax collection will remain relatively flat for the next four years. He stated that another challenge that they face is inflation. He stated that everyone is dealing with it at home and in the offices. He stated that in the last years they have essentially seen a 10% rise in supplies and commodity costs. He stated that another challenge that they face is with capital improvements. Stated that it has been difficult to receive accurate quotes to really be able to plan. He stated that they continued to do the best they can to look forward and do projects when it is timely with their fund balances. He stated that the most essential goal that they have when it comes to their long-term financial stability is to make sure that they contribute to those fund balances and remain flexible. He stated that that helps them take advantage of opportunities when they come up. He stated that it is good to be financially flexible so they can accomplish things like capital improvements.

Mr. Griffin stated that last year the overall fund balances were up 17.84%. He stated that a lot of that is attributed to the capital improvements that they did not complete last year that they are carrying over to this year to complete. He stated that beyond that, every recreation department was exceeding expectations for last year. He highlighted that it was a good year overall. He stated that the facility, fitness center, pool, and program participation were all up. He stated that they continued to see their numbers increase after the impact of the pandemic to get them back to where they were in 2019.

Mr. Griffin stated that back in 2019 they established the long-term capital improvement fund, and they continue to contribute to that. He stated that he thinks that was a very wise decision on their part. He stated that they are up to \$365,000 in that fund. Mr. Messenger verified that they've never had to tap into that fund yet to which Mr. Griffin confirmed. He stated that they have contributed \$70,000 a year every year so far and the interest earnings over the last 18 months have really helped.

Mr. Griffin stated that their EAV continues to go up. He stated that the majority of the property values within the district get reassessed every three to four years.

Mr. Griffin stated that once they entered the agreement with constellation, their tax extension leveled off.

Mr. Griffin stated that they will continue to work with the county to make sure that their tax bills go out correctly. Ms. Folk stated that, however, as they know with the 2022 tax levy it did not occur that way. She stated that the transfer that they did at the end of the year in preparation for the conclusion of 2023 was to make bond and interest whole again. She stated that if that is something that they have to continue to do moving forward they will, but they're hoping that it doesn't come to that each year.

Mr. Griffin highlighted that the Constellation agreement was very important in giving them financial stability and wiping away previous tax objections. He stated that they did take a cut in their overall taxes. He stated that that does then kind of limit them when it comes to their debt service and general obligation bond process. He stated that they want to maintain the tax rate for the community.

Mr. Griffin stated that the EAV increased by 1.87%. He stated that realistically their tax will come down a little bit depending on how it works out once the county files the tax bills.

Mr. Griffin stated that the activity revenue continues to grow to get them close to where they were pre-covid. He stated that they try to be fairly conservative with their expectations. He stated that hopefully they can exceed their budgeted expectations this year like they did last year.

Mr. Griffin stated that the tick up at the end of the year ending fund balances is carry over from the two-year bond that they issued. He stated that typically they wouldn't have that extra

year of general obligation revenue that they would have carried over.

Mr. Griffin highlighted that they want to continue to meet their fund balance goals.

Mr. Griffin stated that they have two primary operating funds: the Corporate and Recreation funds, along with some other special use funds. Mr. Engelkes asked if there was a law or statute that says that their fund balance should not exceed a certain amount. Mr. Griffin stated that if they have goals and objectives, as well as policies and procedures in place as to why they are doing what they are doing, they should be covered.

Mr. Griffin stated that they have a couple of big capital improvement projects planned for this year. Ms. Folk stated that with the ITEP Engineering expenses, a significant amount of that will be reimbursed. She stated that for phase II, they will pay for the expenses up front, and ITEP will reimburse them. She stated that when they get to the construction phase, ITEP will pay up front and then they will reimburse them for their percentage. She stated that phase II engineering ended up being a little more than they had anticipated with what was approved for the grant. She stated that they had two options. She stated that they could take construction money and shift it to phase II and use that up front with phase II as part of the reimbursement, or keep the construction money as is that was approved by the state and that is what they chose to do. She stated that they thought they were better off keeping that money with construction not knowing what is coming in 2025. Ms. Folk stated that the OSLAD project engineering is just an estimate until they get into it and see what they are dealing with. Ms. Folk stated that they have identified that there were pieces in the pool flooring that were starting to crack and break away. She stated that every time that occurs, they patch it. She stated that now they have patch jobs all over the place. She stated that the engineers came in and took a look at it and said that they could continue to patch it but there will be a bunch of different patch spots throughout the pool deck, and they would probably be better off resurfacing the entire pool deck leading to the new play feature. She stated that the diving board cannot be replaced because the manufacturers will not sell them a new one with the current depth of the pool. She stated that these are the big projects that they are looking at for 2024.

Mr. Messenger asked what they found out about the grant for Park East. Ms. Folk stated that PARC grants were just released last week, and she thinks OSLAD will be announced next week.

Ms. Folk Stated that staff does a nice job with the revolving 5-year plan and updating and prioritizing things as they move through. She stated that staff does a nice job of identifying what needs to be done versus what can wait a little bit longer. She stated that they want to maximize the capital dollars that they have available to them.

Mr. Griffin stated that they have to have the appropriations ordinance available for public display for at least 30 days prior to passing. He stated that they have to hold a public hearing on the budget as well. He stated that they typically hold this hearing directly before the board meeting. He stated that this year they plan to pass the budget at the March meeting. He stated that they do have to have the budget appropriation ordinance passed within the first quarter of the fiscal year. He stated that once the ordinance is passed it will get filed with the county clerk. He stated that hopefully the planning that they did works out the way that they expect it to for the year, but if it does not, they do have the ability to amend the budget during the year.

Mr. Griffin stated that this fall they will again start the process with the general obligation bonds. He stated that with it being a new year, they will have a new interest rate.

Mr. Griffin stated that there are expenses this year that are much larger than their revenue that is coming in and that is because of the one-year bond that they normally would have passed. He stated that they are carrying over the funds that they normally would have been receiving this fiscal year.

Mr. Griffin and Ms. Folk welcomed any questions regarding the budget.

Mr. Engelkes thanked them for the presentation and the information.

ADJOURN

Motion by Josh Messenger, the Finance Committee meeting adjourned at 5:30 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Haley M. Mizner".

Haley Mizner



# OREGON PARK DISTRICT

FISCAL YEAR  
2024

## MONTHLY FINANCIAL REPORT

January 2024

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.

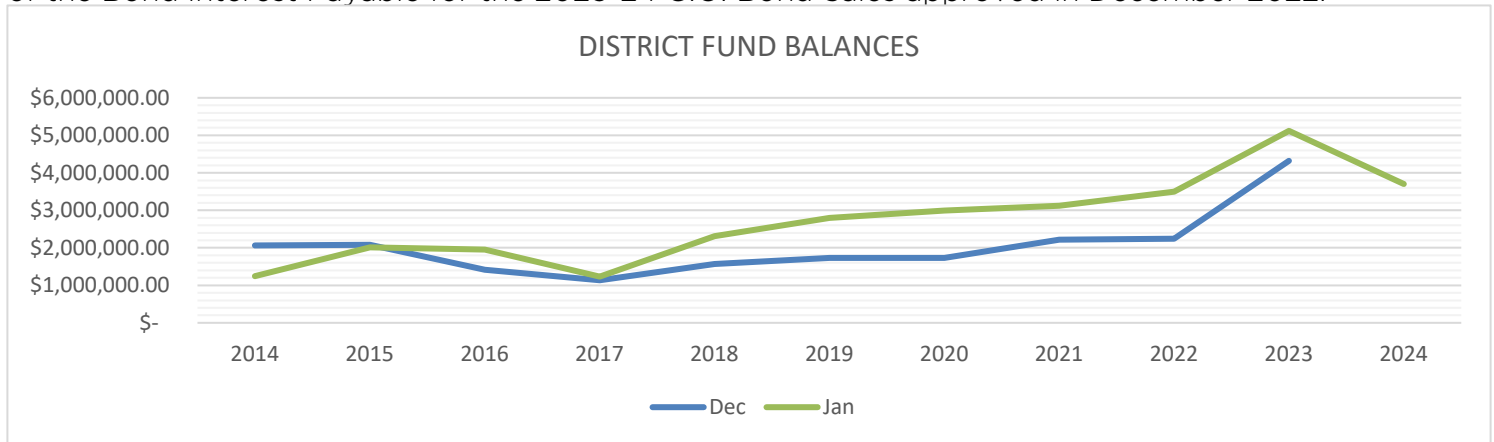
**BANKING FUND BALANCES**

FUND	JAN 2024	DEC 2023	JAN 2023	-	% CH.	JAN 2022
General Checking	\$44,437.15	\$416,239.66	\$142,716.88	↓	-68.9%	\$38,905.54
Payroll Checking	\$57,740.46	\$49,748.44	\$89,616.59	↓	-35.57%	\$96,153.43
Corporate Fund	\$324,369.77	\$441,733.81	\$605,632.16	↓	-46.4%	\$554,819.36
Recreation Fund	\$377,021.61	\$457,031.81	\$382,731.34	↓	-1.49%	\$414,428.22
Audit Fund	\$3,870.24	\$3,863.81	\$14,028.72	↓	-72.41%	\$14,259.75
Liability Fund	\$117,473.56	\$126,707.27	\$138,785.18	↓	-15.36%	\$152,959.19
IMRF Fund	\$207,350.06	\$210,741.28	\$179,608.75	↑	15.45%	\$148,668.47
Scholarship Fund	\$66,398.87	\$66,754.66	\$64,792.08	↑	2.48%	\$62,132.72
Social Security Fund	\$89,574.08	\$99,411.20	\$121,446.12	↓	-26.2%	\$158,231.40
Police Fund	\$25,564.45	\$36,211.88	\$36,575.00	↓	-30.10%	\$36,919.00
Paving Fund	\$6,687.80	\$6,682.32	\$6,809.67	↓	-1.79%	\$1,904.28
Long-Term Capital	\$366,773.58	\$365,156.86	\$281,578.06	↑	30.26%	\$206,527.14
Bond/Int Fund	\$24,644.60	\$24,556.43	\$14,058.74	↑	75.30%	\$8,914.19
Park Imp Fund	\$1,993,195.33	\$2,014,745.77	\$3,040,527.00	↓	-34.5%	\$1,599,713.78
TOTAL	\$3,705,101.56	\$4,319,585.20	\$5,118,906.29	↓	-27.62%	\$3,494,536.47

### Financial Notes:

The District concluded the first month of the 2024 Fiscal Year with fund balances 14.23% less than it began the year. The FY23 purchase of the Pool Air Handler Unit was processed in December following approval, but the funds withdrawal were not completed until January (which represented 63% of the fund balance decrease). Overall fund balances continue to be greater than the long term trend.

Stillman Banks interest rate during January varied between 0.10% - 0.52%, while Illinois Park District Liquid Asset Fund (IPDLAF) was 5.24 %. The total Interest earned was \$14,908.67. The District continues to earn significant interest on the 2023 General Obligation Bond Receipts, representing 118.9% of the Bond Interest Payable for the 2023-24 G.O. Bond Sales approved in December 2022.



  
Adam Metz, Treasurer

## MONTHLY BUDGET REPORT

01/01/2024 To 01/31/2024

Oregon Park District

FY 2024

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

Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
<b>01 Corporate Fund</b>					
<b>Revenue</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-410100 Real Estate Taxes	631,757.00	0.00	0.00	631,757.00	0
01-10-410200 Replacement Tax Current	64,000.00	8,062.91	8,062.91	55,937.09	13
01-10-430100 Interest Savings	12,000.00	1,396.35	1,396.35	10,603.65	12
01-10-460100 Misc Income	2,000.00	0.00	0.00	2,000.00	0
01-10-470100 Grants	4,000.00	0.00	0.00	4,000.00	0
<b>10 Administration Subtotal</b>	<b>\$713,757.00</b>	<b>\$9,459.26</b>	<b>\$9,459.26</b>	<b>\$704,297.74</b>	<b>1</b>
<b>20 Parks</b>					
01-20-460100 Misc. Income	50.00	0.00	0.00	50.00	0
<b>20 Parks Subtotal</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>0</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$713,807.00</b>	<b>\$9,459.26</b>	<b>\$9,459.26</b>	<b>\$704,347.74</b>	<b>1</b>
<b>Revenue Subtotal</b>	<b>\$713,807.00</b>	<b>\$9,459.26</b>	<b>\$9,459.26</b>	<b>\$704,347.74</b>	<b>1</b>
<b>Expenditure</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-511000 Salary Full-Time	235,497.00	26,559.81	26,559.81	208,937.19	11
01-10-513000 Wages Part-Time	67,500.00	8,080.45	8,080.45	59,419.55	12
01-10-515000 Health/Life Insurance	195,000.00	33,168.53	33,168.53	161,831.47	17
01-10-521000 Software/Website Maint	40,350.00	3,620.69	3,620.69	36,729.31	9
01-10-521200 Equipment Maintenance	6,000.00	482.61	482.61	5,517.39	8
01-10-522000 Printing / Publication	9,500.00	1,182.26	1,182.26	8,317.74	12
01-10-522100 Community Planning/Events	13,000.00	0.00	0.00	13,000.00	0
01-10-523000 Legal Fees	25,000.00	3,310.70	3,310.70	21,689.30	13
01-10-524000 Other Professional Services	18,000.00	197.19	197.19	17,802.81	1
01-10-526000 Dues & Subscriptions	13,000.00	7,566.38	7,566.38	5,433.62	58
01-10-527000 Car/Phone Allowance	7,250.00	586.85	586.85	6,663.15	8
01-10-527100 Staff Training	10,400.00	1,450.60	1,450.60	8,949.40	14
01-10-527200 Travel Expenses	500.00	0.00	0.00	500.00	0
01-10-529000 Postage / Rental	1,250.00	174.94	174.94	1,075.06	14
01-10-531000 Office Supplies	1,250.00	173.56	173.56	1,076.44	14
01-10-533000 Tools / Equipment	250.00	0.00	0.00	250.00	0
01-10-541000 Electric	65,000.00	4,313.09	4,313.09	60,686.91	7
01-10-542000 Water & Sewer	20,000.00	3,166.54	3,166.54	16,833.46	16
01-10-543000 Natural Gas	22,000.00	3,210.25	3,210.25	18,789.75	15
01-10-544000 Telephone/Internet	5,750.00	450.53	450.53	5,299.47	8
01-10-587000 Sundry / Bank Exp	500.00	16.90	16.90	483.10	3
01-10-589000 Commissioners Expenses	1,000.00	0.00	0.00	1,000.00	0



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01-10-589100 Commissioners Conference	750.00	0.00	0.00	750.00	0
<b>10 Administration Subtotal</b>	<b>\$758,747.00</b>	<b>\$97,711.88</b>	<b>\$97,711.88</b>	<b>\$661,035.12</b>	<b>13</b>
<b>20 Parks</b>					
01-20-511000 Salary Full-Time	190,295.00	22,194.51	22,194.51	168,100.49	12
01-20-513000 Wages Part-Time	42,000.00	0.00	0.00	42,000.00	0
01-20-514100 Wages Part-Time Seasonal	35,000.00	0.00	0.00	35,000.00	0
01-20-521100 Contractual Maintenance	16,000.00	250.00	250.00	15,750.00	2
01-20-526000 Dues & Subscriptions	8,000.00	2,000.00	2,000.00	6,000.00	25
01-20-527100 Staff Training/Dues	3,850.00	988.51	988.51	2,861.49	26
01-20-527200 Uniforms/Cell/Travel	4,000.00	653.01	653.01	3,346.99	16
01-20-529200 Toilet Rental	8,250.00	0.00	0.00	8,250.00	0
01-20-533000 Tools / Equipment	11,000.00	0.00	0.00	11,000.00	0
01-20-534000 Equip/Grounds Maint/Repair	25,000.00	2,220.93	2,220.93	22,779.07	9
01-20-534200 Athletics/Grounds Supplies	43,500.00	334.36	334.36	43,165.64	1
01-20-534500 Park Development/Construction	10,000.00	0.00	0.00	10,000.00	0
01-20-536000 Gas & Oil	21,000.00	0.00	0.00	21,000.00	0
01-20-545000 Garbage Disposal	8,000.00	487.00	487.00	7,513.00	6
<b>20 Parks Subtotal</b>	<b>\$425,895.00</b>	<b>\$29,128.32</b>	<b>\$29,128.32</b>	<b>\$396,766.68</b>	<b>7</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$1,184,642.00</b>	<b>\$126,840.20</b>	<b>\$126,840.20</b>	<b>\$1,057,801.80</b>	<b>11</b>
<b>Expenditure Subtotal</b>	<b>\$1,184,642.00</b>	<b>\$126,840.20</b>	<b>\$126,840.20</b>	<b>\$1,057,801.80</b>	<b>11</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$470,835.00</b>	<b>-\$117,380.94</b>	<b>-\$117,380.94</b>	<b>25</b>
<b>Other Financing Source</b>					
<b>01 Corporate Fund</b>					
<b>10 Administration</b>					
01-10-480100 Transfer From Other Funds	300,000.00	0.00	0.00	300,000.00	0
<b>10 Administration Subtotal</b>	<b>\$300,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300,000.00</b>	<b>0</b>
<b>01 Corporate Fund Subtotal</b>	<b>\$300,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300,000.00</b>	<b>0</b>
<b>Other Financing Source Subtotal</b>	<b>\$300,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300,000.00</b>	<b>0</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$170,835.00</b>	<b>-\$117,380.94</b>	<b>-\$117,380.94</b>	<b>69</b>
<b>12 Recreation Fund</b>					
<b>Revenue</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-410100 Real Estate Taxes	507,452.00	0.00	0.00	507,452.00	0
12-10-410700 Gift Certificates Sold	1,500.00	0.00	0.00	1,500.00	0
12-10-420110 Nash Resident Annual	30,000.00	4,959.68	4,959.68	25,040.32	17
12-10-420111 Nash Non-Res Annual	8,500.00	1,157.46	1,157.46	7,342.54	14
12-10-420112 Nash Resident Quarterly	11,000.00	1,040.00	1,040.00	9,960.00	9
12-10-420113 Nash Non-Res Quarterly	3,200.00	158.00	158.00	3,042.00	5
12-10-420114 Nash Resident Daily	17,500.00	2,414.50	2,414.50	15,085.50	14

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12-10-420115 Nash Non-Res Daily	6,000.00	1,488.00	1,488.00	4,512.00	25
12-10-420116 Nash Res Monthly	7,000.00	1,292.50	1,292.50	5,707.50	18
12-10-420117 Nash Non-Res Monthly	1,750.00	642.00	642.00	1,108.00	37
12-10-420156 Nash Corporate	25,000.00	1,513.04	1,513.04	23,486.96	6
12-10-420157 \$1 Day / 10 Punch	5,000.00	405.20	405.20	4,594.80	8
12-10-430100 Interest Savings	6,000.00	1,664.43	1,664.43	4,335.57	28
12-10-441110 Locker Rentals	750.00	84.00	84.00	666.00	11
12-10-441150 Court Fees	450.00	34.00	34.00	416.00	8
12-10-460000 Sponsorship Donations	5,000.00	0.00	0.00	5,000.00	0
12-10-460100 Miscellaneous Income	1,500.00	15.00	15.00	1,485.00	1
<b>10 Administration Subtotal</b>	<b>\$637,602.00</b>	<b>\$16,867.81</b>	<b>\$16,867.81</b>	<b>\$620,734.19</b>	<b>3</b>
<b>40 Aquatics</b>					
12-40-491230 Swim Lessons Level I thru VI	10,000.00	1,822.75	1,822.75	8,177.25	18
12-40-491331 Water Aerobics	18,000.00	4,938.00	4,938.00	13,062.00	27
12-40-491512 Pool Special Events	1,000.00	0.00	0.00	1,000.00	0
<b>40 Aquatics Subtotal</b>	<b>\$29,000.00</b>	<b>\$6,760.75</b>	<b>\$6,760.75</b>	<b>\$22,239.25</b>	<b>23</b>
<b>50 Athletics</b>					
12-50-491210 Little Athletes	1,350.00	296.00	296.00	1,054.00	22
12-50-491240 Soccer	33,000.00	5,392.00	5,392.00	27,608.00	16
12-50-491241 K - 1st Grade Basketball	2,800.00	0.00	0.00	2,800.00	0
12-50-491243 Basketball 2-6 Boys	4,400.00	0.00	0.00	4,400.00	0
12-50-491244 Basketball 2-6 Girls	3,200.00	75.00	75.00	3,125.00	2
12-50-491245 T-Ball	3,400.00	270.00	270.00	3,130.00	8
12-50-491246 Little League	3,200.00	90.00	90.00	3,110.00	3
12-50-491247 Jr. Girls Softball	3,800.00	94.50	94.50	3,705.50	2
12-50-491248 Intermediate Girls Softball	3,500.00	0.00	0.00	3,500.00	0
12-50-491250 Leon Gasmund	3,500.00	105.00	105.00	3,395.00	3
12-50-491251 Sandy Koufax	3,800.00	330.00	330.00	3,470.00	9
12-50-491255 Coaches Pitch	4,000.00	180.00	180.00	3,820.00	5
12-50-491258 Athletic Camps	13,000.00	320.00	320.00	12,680.00	2
12-50-491265 Girls Minor League	3,200.00	0.00	0.00	3,200.00	0
12-50-491268 6th Grade Sports	6,500.00	0.00	0.00	6,500.00	0
12-50-491278 Youth Volleyball	0.00	25.50	25.50	-25.50	*100
12-50-491350 Adult Recreation Leagues	8,500.00	1,200.00	1,200.00	7,300.00	14
12-50-491530 Sports Special Events	4,500.00	0.00	0.00	4,500.00	0
<b>50 Athletics Subtotal</b>	<b>\$105,650.00</b>	<b>\$8,378.00</b>	<b>\$8,378.00</b>	<b>\$97,272.00</b>	<b>8</b>
<b>60 General Recreation</b>					
12-60-491100 Children's Center P.S.	31,000.00	3,182.50	3,182.50	27,817.50	10
12-60-491101 CC Summer Camp/Computer Class	1,000.00	0.00	0.00	1,000.00	0
12-60-491201 Extended Time	40,000.00	2,688.00	2,688.00	37,312.00	7

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12-60-491214 No School Days	4,000.00	675.00	675.00	3,325.00	17
12-60-491215 Youth Tumbling	15,000.00	2,870.00	2,870.00	12,130.00	19
12-60-491288 Youth Recreation	12,000.00	403.85	403.85	11,596.15	3
12-60-491376 Summer Camp	35,000.00	0.00	0.00	35,000.00	0
12-60-491388 Adult Recreation	30,000.00	6,251.60	6,251.60	23,748.40	21
12-60-491414 General Bus Trips	3,000.00	0.00	0.00	3,000.00	0
12-60-491510 Spl Events - Concerts	10,000.00	0.00	0.00	10,000.00	0
12-60-491511 Spl Events - Holiday	2,700.00	0.00	0.00	2,700.00	0
12-60-491512 Spl Events - Spring/Summer	800.00	2,505.00	2,505.00	-1,705.00	313
12-60-491513 Spl Events - Fall/Winter	4,800.00	0.00	0.00	4,800.00	0
12-60-491521 Farm Market / Plant	150.00	35.00	35.00	115.00	23
<b>60 General Recreation Subtotal</b>	<b>\$189,450.00</b>	<b>\$18,610.95</b>	<b>\$18,610.95</b>	<b>\$170,839.05</b>	<b>10</b>
<b>70 Concessions</b>					
12-70-450100 Product Sales	250.00	0.00	0.00	250.00	0
12-70-450130 Sales Commissions	100.00	0.00	0.00	100.00	0
<b>70 Concessions Subtotal</b>	<b>\$350.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$350.00</b>	<b>0</b>
<b>80 Rental</b>					
12-80-441100 Nash Rental	12,500.00	2,838.50	2,838.50	9,661.50	23
12-80-441110 Outside Rentals	4,000.00	52.00	52.00	3,948.00	1
12-80-441130 Dog Park Fees	1,750.00	0.00	0.00	1,750.00	0
<b>80 Rental Subtotal</b>	<b>\$18,250.00</b>	<b>\$2,890.50</b>	<b>\$2,890.50</b>	<b>\$15,359.50</b>	<b>16</b>
<b>90 Fitness</b>					
12-90-491309 Personal Training	4,500.00	1,877.70	1,877.70	2,622.30	42
12-90-491310 Early Morning Aerobics	6,500.00	3,864.75	3,864.75	2,635.25	59
<b>90 Fitness Subtotal</b>	<b>\$11,000.00</b>	<b>\$5,742.45</b>	<b>\$5,742.45</b>	<b>\$5,257.55</b>	<b>52</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$991,302.00</b>	<b>\$59,250.46</b>	<b>\$59,250.46</b>	<b>\$932,051.54</b>	<b>6</b>
<b>Revenue Subtotal</b>	<b>\$991,302.00</b>	<b>\$59,250.46</b>	<b>\$59,250.46</b>	<b>\$932,051.54</b>	<b>6</b>
<b>Revenue</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-480100 Transfers From Other Funds	250,000.00	0.00	0.00	250,000.00	0
<b>10 Administration Subtotal</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>0</b>
<b>Expenditure</b>					
<b>12 Recreation Fund</b>					
<b>10 Administration</b>					
12-10-511000 Salary Full-Time	67,598.00	7,623.84	7,623.84	59,974.16	11
12-10-512000 Rec Wages Part Time	5,000.00	812.51	812.51	4,187.49	16
12-10-513300 Wages Building Supervisor	44,000.00	5,077.02	5,077.02	38,922.98	12

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12-10-522100 Advertising/Promotional/Volunteer	16,500.00	5,300.00	5,300.00	11,200.00	32
12-10-524100 Credit Card/Bank Charges	16,500.00	1,545.26	1,545.26	14,954.74	9
12-10-526000 Dues & Subscriptions	2,250.00	0.00	0.00	2,250.00	0
12-10-527000 Car/Phone Allowance	4,750.00	394.78	394.78	4,355.22	8
12-10-527100 Staff Training	4,000.00	296.00	296.00	3,704.00	7
12-10-527200 Travel Expenses	300.00	0.00	0.00	300.00	0
12-10-531000 Office Supplies	2,000.00	62.95	62.95	1,937.05	3
12-10-532000 Community Outreach Programs	5,000.00	0.00	0.00	5,000.00	0
12-10-535000 First Aid Supplies	5,000.00	2,996.18	2,996.18	2,003.82	60
12-10-538000 Recreation Supplies	2,500.00	1,075.36	1,075.36	1,424.64	43
12-10-540000 Rec Activities & Engagement	6,600.00	518.33	518.33	6,081.67	8
12-10-541000 Electric	65,000.00	4,313.09	4,313.09	60,686.91	7
12-10-542000 Water & Sewer	20,000.00	3,166.55	3,166.55	16,833.45	16
12-10-543000 Natural Gas	22,000.00	3,210.27	3,210.27	18,789.73	15
12-10-544000 Telephone/Internet	5,750.00	109.82	109.82	5,640.18	2
12-10-587000 Sundry Expenses	100.00	0.00	0.00	100.00	0
12-10-590000 Capital Expenditures	5,000.00	0.00	0.00	5,000.00	0
<b>10 Administration Subtotal</b>	<b>\$299,848.00</b>	<b>\$36,501.96</b>	<b>\$36,501.96</b>	<b>\$263,346.04</b>	<b>12</b>
<b>30 Maintenance</b>					
12-30-511000 Salary Full-Time	150,584.00	22,386.54	22,386.54	128,197.46	15
12-30-513000 Wages Part-Time	26,000.00	3,113.90	3,113.90	22,886.10	12
12-30-521000 Software Maintenance	2,850.00	0.00	0.00	2,850.00	0
12-30-521100 Building Maintenance	30,000.00	1,716.06	1,716.06	28,283.94	6
12-30-521200 Equipment Maintenance	12,000.00	0.00	0.00	12,000.00	0
12-30-521300 Chiller Maint Startup	7,500.00	1,922.60	1,922.60	5,577.40	26
12-30-521400 Maintenance Agreements	31,000.00	2,935.68	2,935.68	28,064.32	9
12-30-527000 Car/Phone Allowance	1,600.00	249.33	249.33	1,350.67	16
12-30-527100 Staff Training	3,500.00	224.95	224.95	3,275.05	6
12-30-533000 Tools / Equipment	1,500.00	42.15	42.15	1,457.85	3
12-30-533100 Custodial Equipment	4,000.00	129.99	129.99	3,870.01	3
12-30-534000 Building Supplies	15,500.00	113.20	113.20	15,386.80	1
12-30-534400 Equipment Supplies	8,000.00	0.00	0.00	8,000.00	0
12-30-534500 Custodial Supplies	15,000.00	3,183.13	3,183.13	11,816.87	21
<b>30 Maintenance Subtotal</b>	<b>\$309,034.00</b>	<b>\$36,017.53</b>	<b>\$36,017.53</b>	<b>\$273,016.47</b>	<b>12</b>
<b>40 Aquatics</b>					
12-40-513200 Aquatic Management Fees	39,600.00	3,250.00	3,250.00	36,350.00	8
12-40-513500 Aquatic Operation Fees	136,000.00	12,536.94	12,536.94	123,463.06	9
12-40-527100 Staff Training	1,500.00	0.00	0.00	1,500.00	0
12-40-533200 Aquatic Equip/Maint	8,500.00	869.52	869.52	7,630.48	10
12-40-534600 Aquatic Supplies	20,000.00	7,753.03	7,753.03	12,246.97	39

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12-40-591512 Pool Special Events	800.00	0.00	0.00	800.00	0
<b>40 Aquatics Subtotal</b>	<b>\$206,400.00</b>	<b>\$24,409.49</b>	<b>\$24,409.49</b>	<b>\$181,990.51</b>	<b>12</b>
<b>50 Athletics</b>					
12-50-511000 Salary Full-Time	52,332.00	5,902.14	5,902.14	46,429.86	11
12-50-513000 Wages Part-Time	5,500.00	77.00	77.00	5,423.00	1
12-50-513300 Wages Field Supervisor	600.00	147.00	147.00	453.00	25
12-50-527100 Staff Training	4,000.00	242.00	242.00	3,758.00	6
12-50-538000 Recreation Supplies	250.00	0.00	0.00	250.00	0
12-50-591210 Little Athletes	1,350.00	0.00	0.00	1,350.00	0
12-50-591240 Soccer	23,000.00	0.00	0.00	23,000.00	0
12-50-591241 K - 1st Co-Ed Basketball	1,500.00	0.00	0.00	1,500.00	0
12-50-591243 Basketball 2-6 Boys	4,200.00	882.50	882.50	3,317.50	21
12-50-591244 Basketball 2-6 Girls	3,000.00	721.00	721.00	2,279.00	24
12-50-591245 T-Ball	1,400.00	0.00	0.00	1,400.00	0
12-50-591246 Little League	3,000.00	0.00	0.00	3,000.00	0
12-50-591247 Jr. Girls Softball	3,500.00	0.00	0.00	3,500.00	0
12-50-591248 Intermediate Girls Softball	3,000.00	0.00	0.00	3,000.00	0
12-50-591250 Leon Gasmund	3,300.00	0.00	0.00	3,300.00	0
12-50-591251 Sandy Koufax League	3,600.00	0.00	0.00	3,600.00	0
12-50-591255 Coaches Pitch	3,000.00	0.00	0.00	3,000.00	0
12-50-591258 Athletic Camps	12,750.00	0.00	0.00	12,750.00	0
12-50-591265 Girls Minor League	2,600.00	0.00	0.00	2,600.00	0
12-50-591268 6th Grade Sports	7,000.00	0.00	0.00	7,000.00	0
12-50-591350 Adult Recreation Leagues	7,250.00	267.65	267.65	6,982.35	4
12-50-591530 Sports Special Events	3,200.00	86.22	86.22	3,113.78	3
12-50-596240 Other Program Equipment	1,000.00	0.00	0.00	1,000.00	0
12-50-596250 Baseball Program Equipment	500.00	0.00	0.00	500.00	0
<b>50 Athletics Subtotal</b>	<b>\$150,832.00</b>	<b>\$8,325.51</b>	<b>\$8,325.51</b>	<b>\$142,506.49</b>	<b>6</b>
<b>60 General Recreation</b>					
12-60-511000 Salary Full Time	96,325.00	10,863.75	10,863.75	85,461.25	11
12-60-513000 Wages Part Time	6,125.00	521.50	521.50	5,603.50	9
12-60-527100 Staff Training	9,500.00	618.00	618.00	8,882.00	7
12-60-538000 Recreation Supplies	500.00	42.57	42.57	457.43	9
12-60-591100 Children's Center P.S	44,000.00	6,209.74	6,209.74	37,790.26	14
12-60-591101 CC Summer Camp/Computer Class	200.00	0.00	0.00	200.00	0
12-60-591201 Extended Time	26,000.00	1,539.41	1,539.41	24,460.59	6
12-60-591214 No School Days	3,600.00	0.00	0.00	3,600.00	0
12-60-591215 Youth Tumbling	13,000.00	2,016.00	2,016.00	10,984.00	16
12-60-591288 Youth Recreation	9,000.00	109.38	109.38	8,890.62	1
12-60-591376 Summer Camp	26,000.00	0.00	0.00	26,000.00	0

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Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
12-60-591388 Adult Recreation	26,000.00	3,839.69	3,839.69	22,160.31	15
12-60-591414 General Bus Trips	2,600.00	0.00	0.00	2,600.00	0
12-60-591510 Spl Events - Concerts	9,000.00	0.00	0.00	9,000.00	0
12-60-591511 Spl Events - Holiday	2,500.00	34.99	34.99	2,465.01	1
12-60-591512 Spl Events - Spring/Summer	2,250.00	0.00	0.00	2,250.00	0
12-60-591513 Spl Events - Fall/Winter	4,400.00	0.00	0.00	4,400.00	0
<b>60 General Recreation Subtotal</b>	<b>\$281,000.00</b>	<b>\$25,795.03</b>	<b>\$25,795.03</b>	<b>\$255,204.97</b>	<b>9</b>
<b>70 Concessions</b>					
12-70-538100 Product Vending Expense	25.00	0.00	0.00	25.00	0
12-70-582000 Taxes / Sales	5.00	3.00	3.00	2.00	60
<b>70 Concessions Subtotal</b>	<b>\$30.00</b>	<b>\$3.00</b>	<b>\$3.00</b>	<b>\$27.00</b>	<b>10</b>
<b>80 Rental</b>					
12-80-521200 Equipment Maintenance	800.00	96.69	96.69	703.31	12
12-80-538000 Recreation Supplies	1,200.00	1,077.00	1,077.00	123.00	90
<b>80 Rental Subtotal</b>	<b>\$2,000.00</b>	<b>\$1,173.69</b>	<b>\$1,173.69</b>	<b>\$826.31</b>	<b>59</b>
<b>90 Fitness</b>					
12-90-513400 Wages Fitness Center Suprs	44,000.00	4,865.25	4,865.25	39,134.75	11
12-90-534600 Fitness Maintenance	4,000.00	370.00	370.00	3,630.00	9
12-90-534700 Fitness Maintenance Supplies	3,000.00	0.00	0.00	3,000.00	0
12-90-538000 Recreation Supplies	200.00	0.00	0.00	200.00	0
12-90-591309 Personal Training	4,000.00	2,250.00	2,250.00	1,750.00	56
12-90-591310 Early Morning Aerobics	4,500.00	451.00	451.00	4,049.00	10
12-90-599300 Aerobics Materials	200.00	0.00	0.00	200.00	0
<b>90 Fitness Subtotal</b>	<b>\$59,900.00</b>	<b>\$7,936.25</b>	<b>\$7,936.25</b>	<b>\$51,963.75</b>	<b>13</b>
<b>12 Recreation Fund Subtotal</b>	<b>\$1,309,044.00</b>	<b>\$140,162.46</b>	<b>\$140,162.46</b>	<b>\$1,168,881.54</b>	<b>11</b>
<b>Expenditure Subtotal</b>	<b>\$1,309,044.00</b>	<b>\$140,162.46</b>	<b>\$140,162.46</b>	<b>\$1,168,881.54</b>	<b>11</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$567,742.00</b>	<b>-\$80,912.00</b>	<b>-\$80,912.00</b>	<b>14</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$567,742.00</b>	<b>-\$80,912.00</b>	<b>-\$80,912.00</b>	<b>14</b>
<b>13 Audit Fund</b>					
<b>Revenue</b>					
<b>13 Audit Fund</b>					
<b>10 Administration</b>					
13-10-410100 Real Estate Taxes	24,000.00	0.00	0.00	24,000.00	0
13-10-430100 Interest Savings	75.00	6.43	6.43	68.57	9
<b>10 Administration Subtotal</b>	<b>\$24,075.00</b>	<b>\$6.43</b>	<b>\$6.43</b>	<b>\$24,068.57</b>	<b>0</b>
<b>13 Audit Fund Subtotal</b>	<b>\$24,075.00</b>	<b>\$6.43</b>	<b>\$6.43</b>	<b>\$24,068.57</b>	<b>0</b>
<b>Revenue Subtotal</b>	<b>\$24,075.00</b>	<b>\$6.43</b>	<b>\$6.43</b>	<b>\$24,068.57</b>	<b>0</b>
<b>Expenditure</b>					
<b>13 Audit Fund</b>					
<b>10 Administration</b>					

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13-10-528000 Audit	23,500.00	0.00	0.00	23,500.00	0
10 Administration Subtotal	\$23,500.00	\$0.00	\$0.00	\$23,500.00	0
13 Audit Fund Subtotal	\$23,500.00	\$0.00	\$0.00	\$23,500.00	0
Expenditure Subtotal	\$23,500.00	\$0.00	\$0.00	\$23,500.00	0
Before Transfers	Excess Of Revenue Subtotal	\$575.00	\$6.43	\$6.43	1
After Transfers	Excess Of Revenue Subtotal	\$575.00	\$6.43	\$6.43	1
14 Liability Fund					
Revenue					
14 Liability Fund					
10 Administration					
14-10-410100 Real Estate Taxes	120,000.00	0.00	0.00	120,000.00	0
14-10-430100 Interest Savings	2,250.00	256.40	256.40	1,993.60	11
10 Administration Subtotal	\$122,250.00	\$256.40	\$256.40	\$121,993.60	0
14 Liability Fund Subtotal	\$122,250.00	\$256.40	\$256.40	\$121,993.60	0
Revenue Subtotal	\$122,250.00	\$256.40	\$256.40	\$121,993.60	0
Expenditure					
14 Liability Fund					
10 Administration					
14-10-511000 Salary Full-Time	74,000.00	6,861.57	6,861.57	67,138.43	9
14-10-552000 Park/Facility Inspection Software M	2,600.00	0.00	0.00	2,600.00	0
14-10-553000 Building/Contents Insurance	30,000.00	0.00	0.00	30,000.00	0
14-10-554000 General Liability	15,000.00	1,852.00	1,852.00	13,148.00	12
14-10-555000 Public Official Insurance	750.00	0.00	0.00	750.00	0
14-10-556000 Automobile Insurance	4,500.00	0.00	0.00	4,500.00	0
14-10-557000 Workers Comp Insurance.	27,400.00	0.00	0.00	27,400.00	0
14-10-558000 Unemployment Insurance	10,500.00	776.54	776.54	9,723.46	7
10 Administration Subtotal	\$164,750.00	\$9,490.11	\$9,490.11	\$155,259.89	6
14 Liability Fund Subtotal	\$164,750.00	\$9,490.11	\$9,490.11	\$155,259.89	6
Expenditure Subtotal	\$164,750.00	\$9,490.11	\$9,490.11	\$155,259.89	6
Before Transfers	Deficiency Of Revenue Subtotal	-\$42,500.00	-\$9,233.71	-\$9,233.71	22
After Transfers	Deficiency Of Revenue Subtotal	-\$42,500.00	-\$9,233.71	-\$9,233.71	22
15 Imrf Fund					
Revenue					
15 Imrf Fund					
10 Administration					
15-10-410100 Real Estate Taxes	30,000.00	0.00	0.00	30,000.00	0
15-10-430100 Interest Savings	5,000.00	584.80	584.80	4,415.20	12
10 Administration Subtotal	\$35,000.00	\$584.80	\$584.80	\$34,415.20	2
15 Imrf Fund Subtotal	\$35,000.00	\$584.80	\$584.80	\$34,415.20	2

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Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
Revenue Subtotal	\$35,000.00	\$584.80	\$584.80	\$34,415.20	2
<b>Expenditure</b>					
<b>15 Imrf Fund</b>					
<b>10 Administration</b>					
15-10-518000 IMRF	55,000.00	3,976.02	3,976.02	51,023.98	7
10 Administration Subtotal	\$55,000.00	\$3,976.02	\$3,976.02	\$51,023.98	7
15 Imrf Fund Subtotal	\$55,000.00	\$3,976.02	\$3,976.02	\$51,023.98	7
Expenditure Subtotal	\$55,000.00	\$3,976.02	\$3,976.02	\$51,023.98	7
Before Transfers	Deficiency Of Revenue Subtotal	-\$20,000.00	-\$3,391.22	-\$3,391.22	17
After Transfers	Deficiency Of Revenue Subtotal	-\$20,000.00	-\$3,391.22	-\$3,391.22	17
<b>16 Scholarship Fund</b>					
<b>Revenue</b>					
<b>16 Scholarship Fund</b>					
<b>10 Administration</b>					
16-10-430100 Interest Savings	50.00	5.46	5.46	44.54	11
16-10-470110 Scholarship Donations	750.00	0.00	0.00	750.00	0
16-10-470300 Memorial Donations	1,500.00	0.00	0.00	1,500.00	0
10 Administration Subtotal	\$2,300.00	\$5.46	\$5.46	\$2,294.54	0
16 Scholarship Fund Subtotal	\$2,300.00	\$5.46	\$5.46	\$2,294.54	0
Revenue Subtotal	\$2,300.00	\$5.46	\$5.46	\$2,294.54	0
<b>Expenditure</b>					
<b>16 Scholarship Fund</b>					
<b>10 Administration</b>					
16-10-570110 Scholarship Donations	2,500.00	0.00	0.00	2,500.00	0
16-10-570300 Memorial Donations	1,800.00	0.00	0.00	1,800.00	0
10 Administration Subtotal	\$4,300.00	\$0.00	\$0.00	\$4,300.00	0
16 Scholarship Fund Subtotal	\$4,300.00	\$0.00	\$0.00	\$4,300.00	0
Expenditure Subtotal	\$4,300.00	\$0.00	\$0.00	\$4,300.00	0
Before Transfers	Excess Of Revenue Subtotal	-\$2,000.00	\$5.46	\$5.46	0
After Transfers	Excess Of Revenue Subtotal	-\$2,000.00	\$5.46	\$5.46	0
<b>18 Fica Fund</b>					
<b>Revenue</b>					
<b>18 Fica Fund</b>					
<b>10 Administration</b>					
18-10-410100 Real Estate Taxes	60,000.00	0.00	0.00	60,000.00	0
18-10-430100 Interest Savings	3,250.00	374.42	374.42	2,875.58	12
10 Administration Subtotal	\$63,250.00	\$374.42	\$374.42	\$62,875.58	1
18 Fica Fund Subtotal	\$63,250.00	\$374.42	\$374.42	\$62,875.58	1
Revenue Subtotal	\$63,250.00	\$374.42	\$374.42	\$62,875.58	1
<b>Expenditure</b>					



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<b>18 Fica Fund</b>					
<b>10 Administration</b>					
18-10-519000 FICA	76,000.00	8,276.02	8,276.02	67,723.98	11
18-10-519100 Medicare	18,000.00	1,935.52	1,935.52	16,064.48	11
10 Administration Subtotal	\$94,000.00	\$10,211.54	\$10,211.54	\$83,788.46	11
18 Fica Fund Subtotal	\$94,000.00	\$10,211.54	\$10,211.54	\$83,788.46	11
Expenditure Subtotal	\$94,000.00	\$10,211.54	\$10,211.54	\$83,788.46	11
Before Transfers	Deficiency Of Revenue Subtotal	-\$30,750.00	-\$9,837.12	-\$9,837.12	32
After Transfers	Deficiency Of Revenue Subtotal	-\$30,750.00	-\$9,837.12	-\$9,837.12	32
<b>19 Police Fund</b>					
<b>Revenue</b>					
<b>19 Police Fund</b>					
<b>10 Administration</b>					
19-10-410100 Real Estate Taxes	5,000.00	0.00	0.00	5,000.00	0
19-10-430100 Interest Savings	1,250.00	137.47	137.47	1,112.53	11
10 Administration Subtotal	\$6,250.00	\$137.47	\$137.47	\$6,112.53	2
19 Police Fund Subtotal	\$6,250.00	\$137.47	\$137.47	\$6,112.53	2
Revenue Subtotal	\$6,250.00	\$137.47	\$137.47	\$6,112.53	2
<b>Expenditure</b>					
<b>19 Police Fund</b>					
<b>10 Administration</b>					
19-10-512000 Safety Event Expense	1,000.00	0.00	0.00	1,000.00	0
19-10-524000 Other Prof Services	1,750.00	144.90	144.90	1,605.10	8
19-10-590000 Capital Expenditures	15,750.00	10,640.00	10,640.00	5,110.00	68
10 Administration Subtotal	\$18,500.00	\$10,784.90	\$10,784.90	\$7,715.10	58
19 Police Fund Subtotal	\$18,500.00	\$10,784.90	\$10,784.90	\$7,715.10	58
Expenditure Subtotal	\$18,500.00	\$10,784.90	\$10,784.90	\$7,715.10	58
Before Transfers	Deficiency Of Revenue Subtotal	-\$12,250.00	-\$10,647.43	-\$10,647.43	87
After Transfers	Deficiency Of Revenue Subtotal	-\$12,250.00	-\$10,647.43	-\$10,647.43	87
<b>20 Paving/Lighting Fund</b>					
<b>Revenue</b>					
<b>20 Paving/Lighting Fund</b>					
<b>10 Administration</b>					
20-10-410100 Real Estate Taxes	33,830.00	0.00	0.00	33,830.00	0
20-10-430100 Interest Savings	50.00	5.48	5.48	44.52	11
10 Administration Subtotal	\$33,880.00	\$5.48	\$5.48	\$33,874.52	0
20 Paving/Lighting Fund Subtotal	\$33,880.00	\$5.48	\$5.48	\$33,874.52	0
Revenue Subtotal	\$33,880.00	\$5.48	\$5.48	\$33,874.52	0
<b>Expenditure</b>					
<b>20 Paving/Lighting Fund</b>					

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<b>10 Administration</b>					
20-10-564000 Park Improvements	34,550.00	0.00	0.00	34,550.00	0
10 Administration Subtotal	\$34,550.00	\$0.00	\$0.00	\$34,550.00	0
20 Paving/Lighting Fund Subtotal	\$34,550.00	\$0.00	\$0.00	\$34,550.00	0
Expenditure Subtotal	\$34,550.00	\$0.00	\$0.00	\$34,550.00	0
Before Transfers	Excess Of Revenue Subtotal	-\$670.00	\$5.48	\$5.48	-1
After Transfers	Excess Of Revenue Subtotal	-\$670.00	\$5.48	\$5.48	-1
<b>35 Long Term Capital Replacement</b>					
<b>Revenue</b>					
<b>35 Long Term Capital Replacement</b>					
<b>10 Administration</b>					
35-10-430100 Interest Savings	7,500.00	1,616.72	1,616.72	5,883.28	22
10 Administration Subtotal	\$7,500.00	\$1,616.72	\$1,616.72	\$5,883.28	22
35 Long Term Capital Replacement Subtotal	\$7,500.00	\$1,616.72	\$1,616.72	\$5,883.28	22
Revenue Subtotal	\$7,500.00	\$1,616.72	\$1,616.72	\$5,883.28	22
<b>Revenue</b>					
<b>35 Long Term Capital Replacement</b>					
<b>10 Administration</b>					
35-10-480100 Transfer From Other Funds	70,000.00	0.00	0.00	70,000.00	0
10 Administration Subtotal	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
35 Long Term Capital Replacement Subtotal	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
	\$70,000.00	\$0.00	\$0.00	\$70,000.00	0
After Transfers	Excess Of Revenue Subtotal	-\$62,500.00	\$1,616.72	\$1,616.72	-3
<b>37 Bond &amp; Int Fund</b>					
<b>Revenue</b>					
<b>37 Bond &amp; Int Fund</b>					
<b>10 Administration</b>					
37-10-410100 Real Estate Taxes	1,576,444.00	0.00	0.00	1,576,444.00	0
37-10-430100 Interest Savings	7,500.00	88.17	88.17	7,411.83	1
10 Administration Subtotal	\$1,583,944.00	\$88.17	\$88.17	\$1,583,855.83	0
37 Bond & Int Fund Subtotal	\$1,583,944.00	\$88.17	\$88.17	\$1,583,855.83	0
Revenue Subtotal	\$1,583,944.00	\$88.17	\$88.17	\$1,583,855.83	0
<b>Expenditure</b>					
<b>37 Bond &amp; Int Fund</b>					
<b>10 Administration</b>					
37-10-524000 Other Professional Services	30.00	0.00	0.00	30.00	0
37-10-588000 Principal	1,552,000.00	0.00	0.00	1,552,000.00	0
37-10-588100 Interest	48,888.00	0.00	0.00	48,888.00	0
10 Administration Subtotal	\$1,600,918.00	\$0.00	\$0.00	\$1,600,918.00	0
37 Bond & Int Fund Subtotal	\$1,600,918.00	\$0.00	\$0.00	\$1,600,918.00	0

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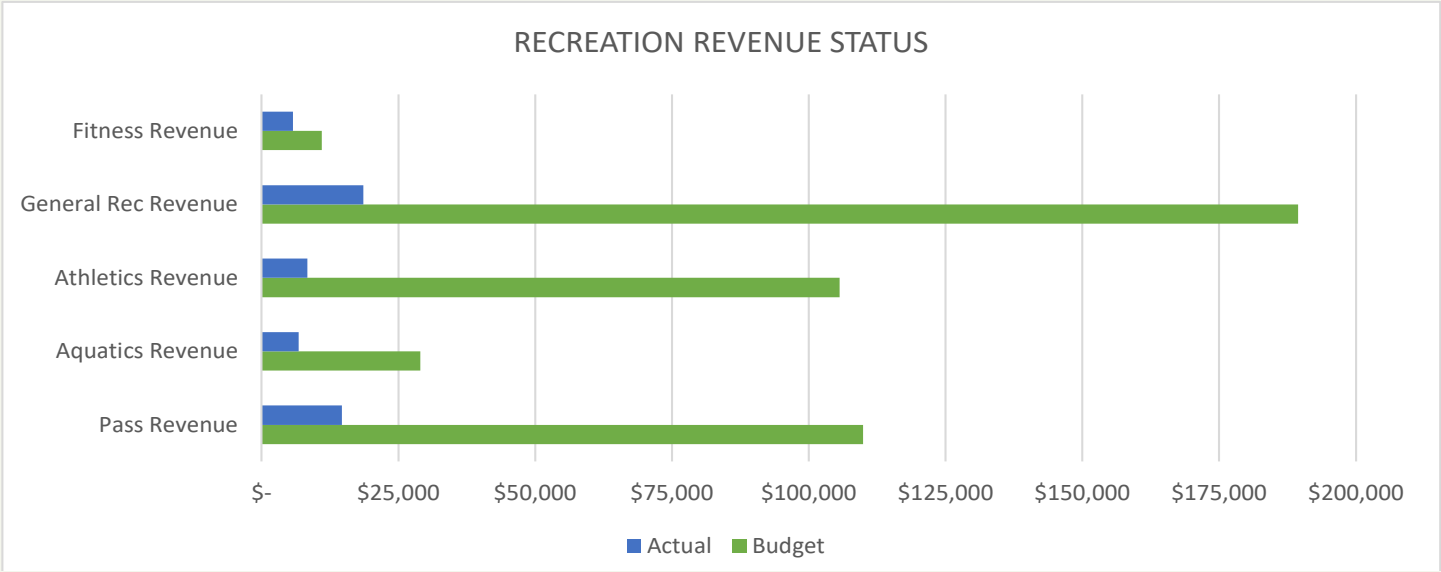
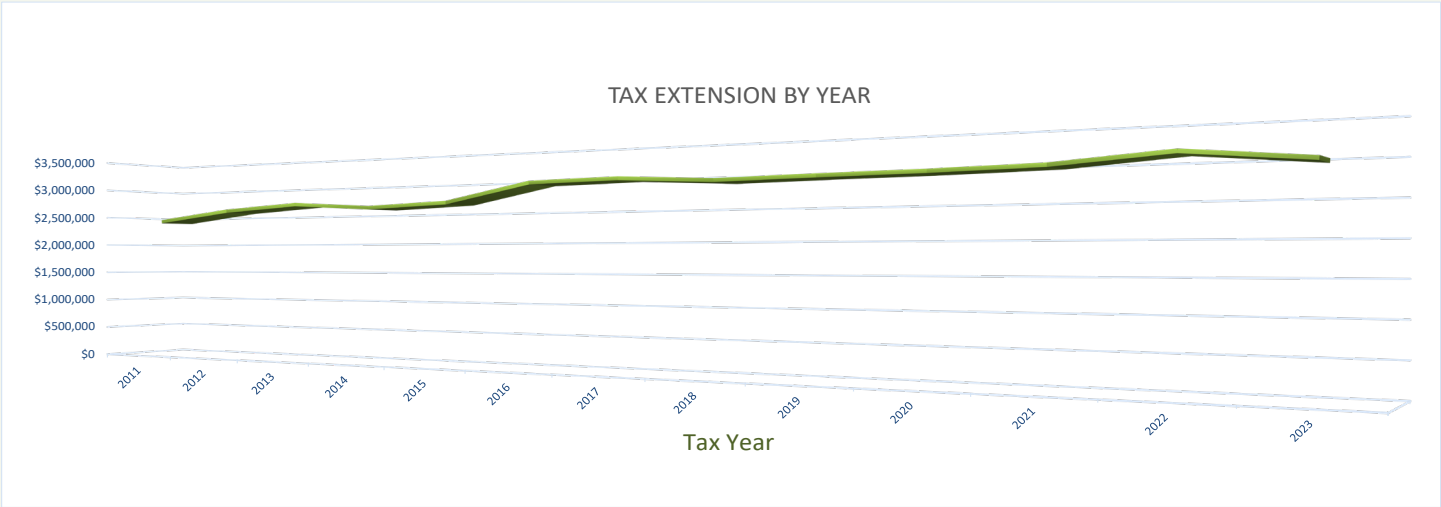
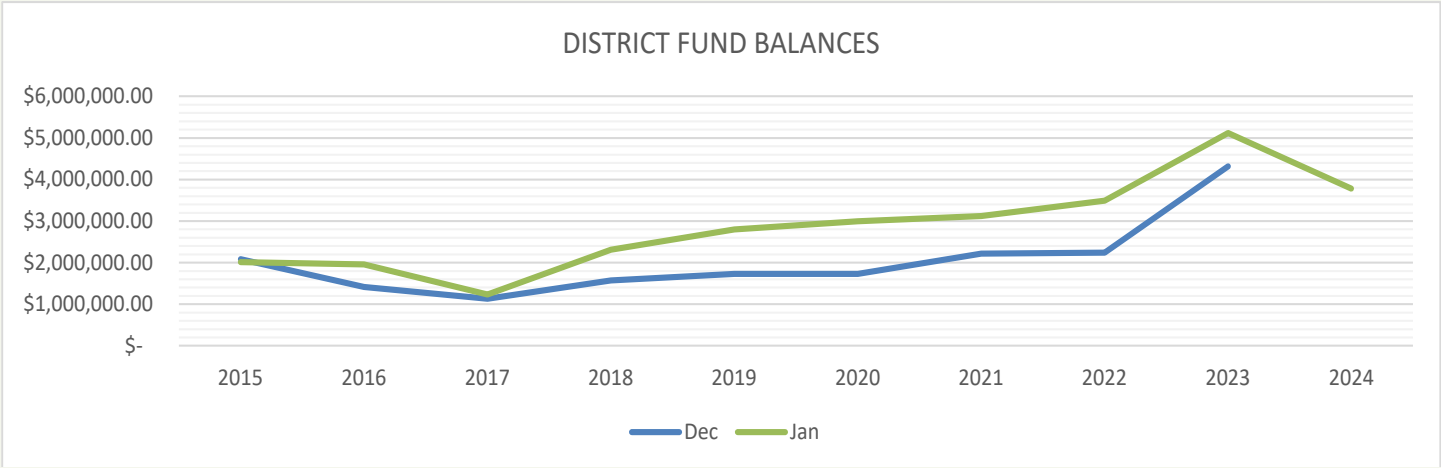
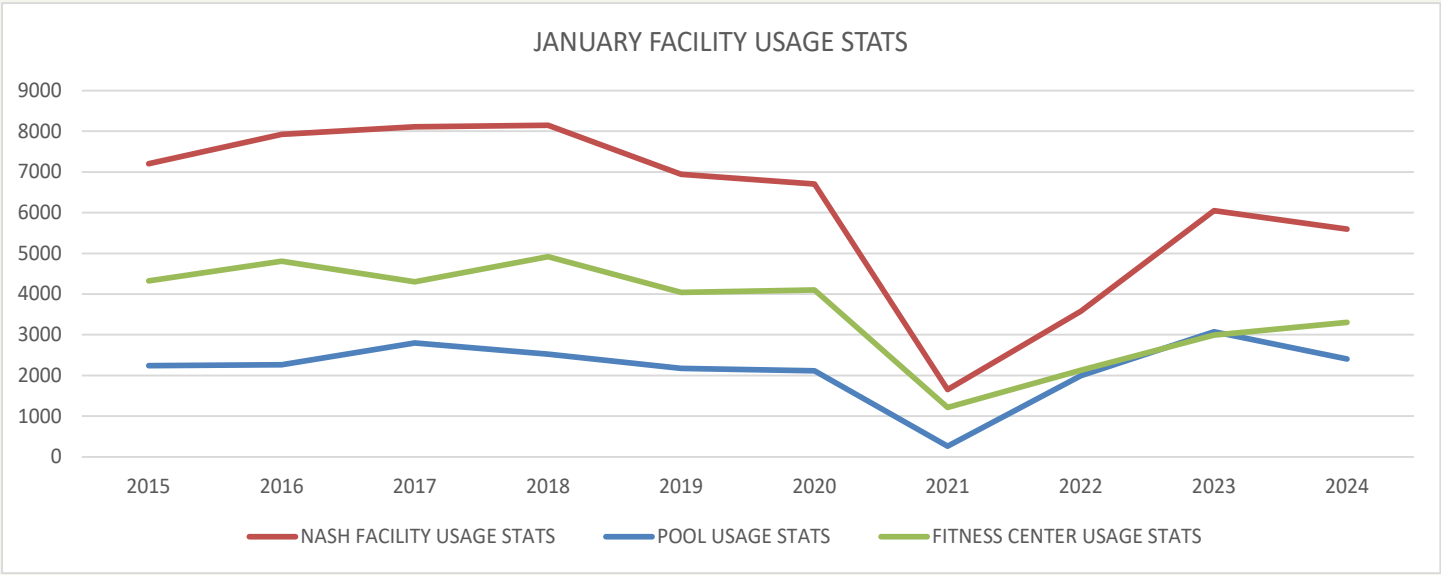
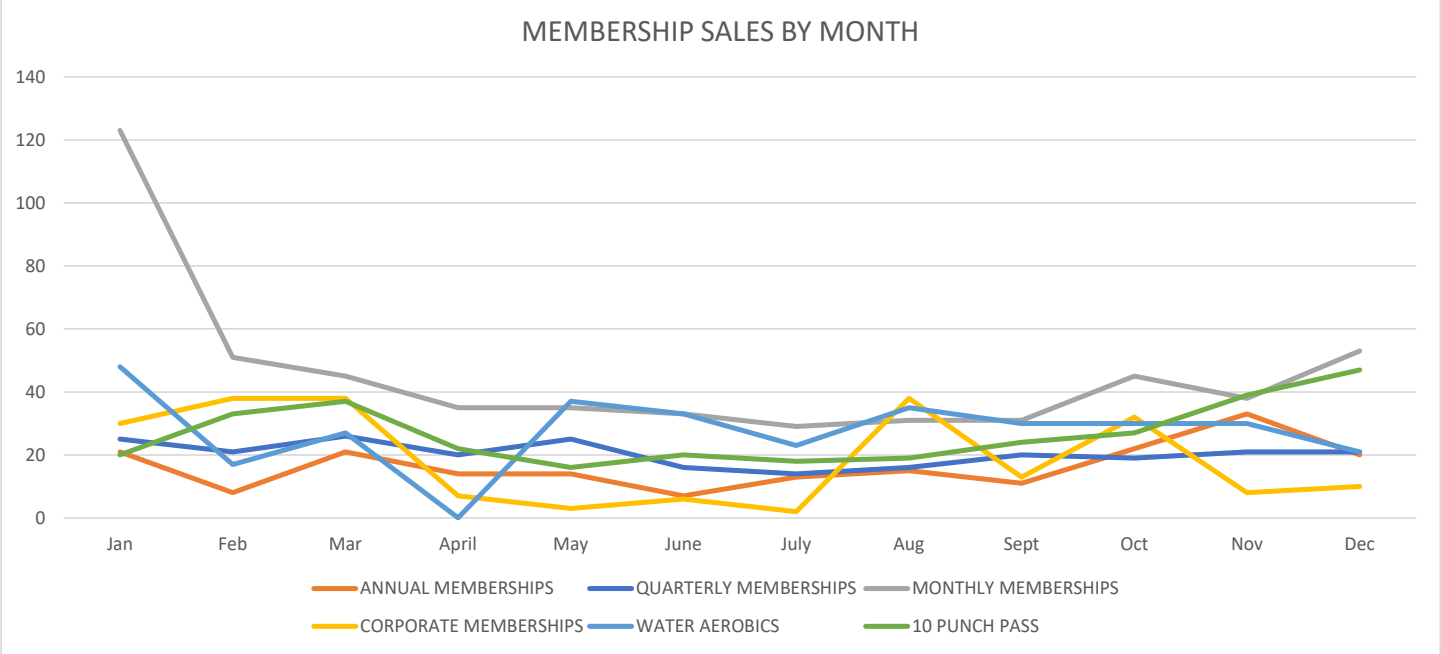
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Account	Budget (\$)	Current Period (\$)	YTD (\$)	Remaining Balance (\$)	% Used
<b>Expenditure Subtotal</b>	<b>\$1,600,918.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,600,918.00</b>	<b>0</b>
Before Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$16,974.00</b>	<b>\$88.17</b>	<b>\$88.17</b>	<b>-1</b>
After Transfers	<b>Excess Of Revenue Subtotal</b>	<b>-\$16,974.00</b>	<b>\$88.17</b>	<b>\$88.17</b>	<b>-1</b>
<b>46 Park Improvement Fund</b>					
<b>Revenue</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-430100 Interest Savings	70,000.00	8,772.54	8,772.54	61,227.46	13
46-10-470000 Intergovernmental Rev	211,000.00	0.00	0.00	211,000.00	0
46-10-470100 Grants	300,000.00	0.00	0.00	300,000.00	0
<b>10 Administration Subtotal</b>	<b>\$581,000.00</b>	<b>\$8,772.54</b>	<b>\$8,772.54</b>	<b>\$572,227.46</b>	<b>2</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$581,000.00</b>	<b>\$8,772.54</b>	<b>\$8,772.54</b>	<b>\$572,227.46</b>	<b>2</b>
<b>Revenue Subtotal</b>	<b>\$581,000.00</b>	<b>\$8,772.54</b>	<b>\$8,772.54</b>	<b>\$572,227.46</b>	<b>2</b>
<b>Expenditure</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-525000 Engineering	619,500.00	17,113.87	17,113.87	602,386.13	3
46-10-560000 Computer Upgrades	7,500.00	1,834.47	1,834.47	5,665.53	24
46-10-564000 Park/Building Improvements	705,720.00	11,374.64	11,374.64	694,345.36	2
46-10-567700 Vehicles Equipment	93,000.00	0.00	0.00	93,000.00	0
<b>10 Administration Subtotal</b>	<b>\$1,425,720.00</b>	<b>\$30,322.98</b>	<b>\$30,322.98</b>	<b>\$1,395,397.02</b>	<b>2</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$1,425,720.00</b>	<b>\$30,322.98</b>	<b>\$30,322.98</b>	<b>\$1,395,397.02</b>	<b>2</b>
<b>Expenditure Subtotal</b>	<b>\$1,425,720.00</b>	<b>\$30,322.98</b>	<b>\$30,322.98</b>	<b>\$1,395,397.02</b>	<b>2</b>
Before Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$844,720.00</b>	<b>-\$21,550.44</b>	<b>-\$21,550.44</b>	<b>3</b>
<b>Other Financing Use</b>					
<b>46 Park Improvement Fund</b>					
<b>10 Administration</b>					
46-10-588000 Transfers to Other Funds	620,000.00	0.00	0.00	620,000.00	0
<b>10 Administration Subtotal</b>	<b>\$620,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$620,000.00</b>	<b>0</b>
<b>46 Park Improvement Fund Subtotal</b>	<b>\$620,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$620,000.00</b>	<b>0</b>
<b>Other Financing Use Subtotal</b>	<b>\$620,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$620,000.00</b>	<b>0</b>
After Transfers	<b>Deficiency Of Revenue Subtotal</b>	<b>-\$1,464,720.00</b>	<b>-\$21,550.44</b>	<b>-\$21,550.44</b>	<b>1</b>



# MONTHLY BOARD REPORT DASHBOARD

Report Period: January 2024



## MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 13, 2024

Parks Report



### **Maintenance**

Preventative maintenance on all vehicles and equipment is almost complete. Maintenance performed included oil and filter changes, repairing any broken or faulty parts, greasing, washing, and blade sharpening. The maintenance building has been cleaned and organized.

Park staff completed a 10-hour OSHA General Industry Safety and Health class on January 16/17<sup>th</sup>. The staff is currently working on updating all our SDS (Safety Data Sheets). We are required to have on hand for every chemical that we currently have or use and kept for a minimum of 30 years. Almost everything we use from gasoline, oils, paints, cleaning supplies, etc. has an SDS sheet. We will be addressing any issues we come across to be OSHA compliant and make for a safe workplace.

The old shop that we currently use for storage that is to the East of the new maintenance shop sustained damage from the snow load with the heavy wet snow in January. The wall on the southeast side of the building started tipping out causing the metal to pop off on the top side which was allowing snow/rain to come inside the building. The existing trusses which support the roof were close to falling off the wall which would have resulted in the roof collapsing. Park staff was able to take pressure off the wall by jacking up on the trusses, then being able to pull the walls back in straight, setting the trusses back on the wall and reinforcing properly.

The parks staff are currently still doing garbage cleanup and disposal in all our parks along with bathroom maintenance in pit toilets at Park West.

The Park District again participated in the Christmas tree recycling program. Trees could be dropped off in front of the maintenance building. Park staff mulched trees and the mulch is available free to anyone in the community. Pickup only.



### **Waste Removal Services**

After reviewing the pros and cons of transitioning between waste disposal companies, the district will remain with Republic Services. I had an opportunity to review the billing with representatives from Republic and we discovered discrepancies between our equipment and the equipment we were being billed for. After completing a dumpster analysis with Republic Services, they issued a \$500 service credit and realigned our monthly billing to reflect the most efficient and effective services based on our current need. This will result in \$100/month savings.



### **General Departmental Happenings**

Nick Karper is currently taking an on-line study course to become a CPSI (Certified Playground Safety Inspector). He will be taking an exam later this month.

We are currently accepting applications for part-time summer staff. Summer hiring is expected to be completed in the next month in preparation for work to begin in late May.

Respectfully submitted,

A handwritten signature in black ink, reading "Brent Suter". The signature is written in a cursive style with a large initial "B" and a long, sweeping underline.

Brent Suter  
Superintendent of Parks and Facilities

# MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 13<sup>th</sup>, 2024

## Nash Facilities Report

### **Nash Generator**

The rebuilt generator was installed on January 19<sup>th</sup>. The generator is being tested weekly by staff to ensure proper operation in case of an emergency situation.

### **Diving Board**

Safety strips were installed on the diving board to prolong the life of the board as staff begins to plan for replacement in August. The strips are a product sold by 3M and were installed on the diving board in accordance with 3M instructions for diving boards. The diving board reopened on February 5<sup>th</sup>.

### **Facility Floor Mats**

New floor mats were installed at key areas in the facility to reduce wear and tear on the flooring from the elements and to spruce up the appearance of the facility. With these we also placed two new mats with our new logo, one at the front reception desk and one at the fitness center desk.

### **Air Handler One Update**

On Saturday January 27<sup>th</sup> the variable speed drive for the supply fan to air Handler 1 failed and cannot be repaired. We were able to make a temporary adjustment to the system that is keeping the air handler operational. We are gathering information and costs to determine the best course of action and develop efficient operations in preparation of replacement in August.

### **IAPD/IPRA Conference**

January 24<sup>th</sup>-January 26<sup>th</sup>, I had the opportunity to attend my first IPRA conference. This was a great experience. I sat in on many presentations. Some of these provided ideas for areas of improvement in the facility and others provided a lot of education on the legal processes park districts have to adhere to. This time also provided a great time to connect with co-workers outside of the office.

Respectfully Submitted,

*Matthew Downing*

Deputy Superintendent of Facilities

# MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 12, 2024

## Superintendent of Recreation Report

### **Recreation Department**

The recreation department began 2024 with a 13% increase over 2023. The increase in numbers is due to a sports night, additional fitness opportunities, addition of Gaga Ball open days and the Souper Bowl Pairing. Due to cold weather many classes and programs were cancelled in addition to a facility closure. This directly affected numbers with cancellations, and we were very excited to still surpass January 2023.

	2023	2024		Change
January	900	1017	13%	117.00

Staff planning is ongoing for Summer 2024. A staff brainstorming session was planned to develop new ideas and programs. Program masters are due March 8. Staff will be busy next month coordinating and planning to create a summer of experiences for our patrons. As we begin our second summer together as a staff, we look forward to bringing new ideas and old favorites back.

The recreation staff meets weekly to discuss programming and happenings within our department. Additionally, I will be meeting with each staff member individually each month to discuss concerns, budgets, goals and general programming. This dedicated time will allow us to focus on their programs and goals for the year.

Heather Braden will be returning as our Recreation Intern for Summer 2024. She joined us in January to begin planning for our popular Art in the Park series. Additionally she will work to expand our summer learning programs for elementary school age children.

Thank you for the opportunity for myself and staff to attend the IPRA/IAPD Conference. It was great to brainstorm and attend sessions with different staff members and look forward to implementing new ideas over the next year to benefit our department.

### **Aquatics**

Swimming lesson numbers for February are at 138. Open swim was held on Martin Luther King Day and will also be held on no school days February 16 and 19. On average 100-120 people utilize the pool during these open swim times. Our Wednesday early dismissal swim from 2:30-4:30 p.m. continues to struggle with attendance regularly hitting between 15-25 kids. We are continuing to monitor and will reevaluate in April.

Water aerobics pass sales had a significant increase in January prior to prices increasing on January 16. We brought in 27% of our budgeted goal for 2024 in one month. This is attributed to the quality of our classes and instructors.

We are currently reviewing pool rules to follow StarGuard recommendations and will be posting new guidelines in March.





## **Children's Center**

P Week was quite the Party in the Children's Center. Everyone enjoyed our pool party, and we were joined by parents and grandparents to help monitor and swim with the students in the pool. The Pizza Party was a hit with pizza, pineapple, pink cookies, popcorn, and pop. Special thank you to Robin Champlain for bringing in the popcorn popper and showing the kids how it worked. They were able to identify all five senses with Robin as she made the popcorn. We ended the week with pajamas and pancakes. This unique learning experience is possible with our creative and talented coordinators, Mrs. Crandall and Mrs. Teresa. They never miss a learning opportunity and always make it fun and memorable! An open house will be held on Tuesday, February 20 from 4:30-6 p.m. for prospective students to meet the teachers and tour the facility. Registration will be held on Saturday, March 2 at 7:30 am.



## **Blood Drive and Safety**

The February Blood Drive Report is included in the board packet. We exceeded our collection goal with a total of 31 units collected and 36 registered. Our next drive will be on April 1, 2024. Special thank you to Emma Schlittman, OHS senior, who volunteered and made the calls for the drive. An email from our coordinator John stated, "I am happy to say you beat your goal and had your best drive since April of last year! It couldn't have happened without your team, and we are all very appreciative of all your support. Just today, one of the phlebotomists told me it's one of her favorite drives and I couldn't agree more." Our staff, from maintenance to front counter, work effortlessly during drive days setting up, directing, and answering questions. The success of these drives is truly a group effort!

We have completed the purchase of replacing all AED's for OPD use. All AED pads and batteries are now good for 5 years. AED locations were changed to allow for better visibility for the public. Dan Welle will be attending the March full-time staff meeting to demonstrate the Zoll units to staff and show how the ambulance staff will utilize our equipment and integrate into theirs in an emergency.

Two CPR classes were held for 13 staff members in January. Additionally, we worked with Lori Jasper of Northern Illinois CPR and First Aid to provide CPR and First Aid certification to a hearing-impaired employee. The company was great to work with and was nice to offer the ability to offer in-house training.



## **Programming**

The February league with Rustic Ridge Axe Throwing was cancelled due to low participation numbers. The open house had 6 people and we had 2 register. We will continue to market the April league.

Teresa Nehrkorn is working to secure sponsorship for Concerts in the Park for the summer as well as bands for the concerts and Music and More at

the Market. We will be kicking off the Music and More at the Market with Burn and Bush on June 6!

We will once again be offering our Special Needs Camp this summer with Florissa and Easter Seals. Planning has begun and we are excited for Caleb Jenks to join us to teach an outdoor nature class as one of the components to the week-long camp. In addition, we will be offering swimming lessons/swim time each day and a game time with the Village of Progress will be added.



### **Fitness Center**

The Fitness Center has been busy and new classes added have been well received. Senior Workouts with Kim jumped from 4 participants in January to 8 in February. Kim Henry's Women's Weightlifting Club had 7 for the 6-week program and has already filled at maximum of 8 for the Feb. 26 class. Tai Chi stayed consistent for February with 8 in the Tuesday evening class and 8 in the Saturday morning class. Early Rise with Aimee had 11 people registered for February.

In addition, January brought 50 clients through on Personal Training compared to 17 in 2023. Kim Henry and Jason Donegan are working together to meet the needs of our patrons.

Additional classes with Kim Henry will be offered in March including a lunch-time class. This is something that has been asked for and we are excited to see if we have any interest.



### **Marketing**

The Summer/Fall 2023 Survey results are included in the board packet. We had 58 people respond. This number is down compared to previous surveys. The survey was sent through Perfect Mind and may have been seen as junk through providers. In the past, we collected all program participants emails and sent out emails in bulks of 100 from the Superintendent of Recreation email. In trying the software, while easier, I believe we pooled a larger amount doing personal emails. All surveys that had questions or concerns will be responded to with responses.

We continue to utilize Stahr Media for our flyers and pre-selected marketing through a marketing outline we provide. An article submitted on the OSLAD grant was featured on the front page of the Ogle County Life recently.

Respectfully Submitted,

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

Tina Ketter, CPRP  
Superintendent of Recreation

# MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 13, 2024

## Business Administration Report



### **2024 Fiscal Year Implementation Status**

The District is nearing the finish line on the 2024 Fiscal Year implementation. The annual Combined Budget and Appropriation Ordinance for 2024 has been released for public review. The ordinance must be made available for at least 30 days prior to passage. Ordinance 24-03-12 will be approved at the Regular March Board Meeting following a public hearing.

- **2024 Annual Budget:** The Annual Budget Packet is being revised for 2024. The new formatting will be released with the March Board Packet. The full 2024 budget was released to the Finance Committee in January.
- **2023 Tax Cycle Update:** Whitt Law released a document with direction on how our local taxing bodies should work with the Ogle County Clerk and Treasurer regarding the most recent tax levy. The District will utilize the soon to be released tax computation report to verify the tax calculations requested with the 2024 Tax Levy.
- **Capital Plan:** The 2024 Capital Plan will be included with the Budget Packet. The Plan will include several previously determined improvements as well significant engineering planning in preparation for the Park East OSLAD Grant Improvements and Heritage Trail Projects in 2025. The District will pursue General Obligation Bond funding in late 2024 in preparation for the projects.



### **Financial Operations Status**

- **2023 Financial Audit**

The District has engaged with Wipfli LLP to begin its annual audit process. Onsite work will be limited as more and more processes have moved online through a virtual hub. The audit should be completed and prepared for presentation at the April Regular Meeting.
- **Annual Conference**

The IAPD/IPRA Annual Conference was held in Chicago in late January. The annual conference provides a great learning opportunity for staff as well as networking and vendor connections opportunities. I was able to keep up to date with many of the legal and legislative requirements and procedures as well as experience how AI will impact the Parks and Recreation field. The conference is always a good opportunity to 'get outside the box', keep in touch with Recreation trends and share insight into how others are handling everyday challenges.
- **Procedures Review**

The administration department will be reviewing our internal customer service procedures during 2024. Our intent is to identify areas for improvement, streamline processes, enhance productivity, and ensure we are following all Park District Policies.

Respectfully Submitted,



Dan Griffin,  
Finance & Technology Administrator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 13, 2024

### Administrative Services Report



#### **Front Counter and Winter/Spring Registration**

The front counter continues processing Winter/Spring registrations. There are a few special promotions that they must handle internally, including an early bird discount for outdoor vendors at the spring market and tai chi discounts for patrons signing up for both tai chi programs in the same month. Kudos to the team for handling these special circumstances and reaching out to the program coordinators as necessary.



#### **Research**

I am reviewing comparable Park Districts and other providers to gather information on their programs, prices, and rentals. This will help to gather information on where we stand in pricing along with potential areas of growth in our rentals and marketing of our programs.



#### **Conference**

I attended the Illinois Park and Recreation Association conference. While there I attended many sessions for development in leadership, organization, communication, and specific programs. The session on financial assistance was helpful and brought forward many ideas to consider within our own financial assistance program. Other sessions included organization and tips for using Outlook email, showcasing data, different interpersonal skills for working with ADHD and mental health, and an overall team in general.



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

I am working with Stahr Media on updating our bi-monthly email (E-Blast). With the new logo we are looking for a fresh design and to shorten the E-Blast to be more impactful. They currently have our ideas and are preparing a draft for review. One reason for this is to also have a cohesive marketing design to match our logo and colors.

Multiple flyers are being created to market different programs. This includes a flyer to showcase membership discount opportunities from our healthcare partnerships and military discounts. I am creating a marketing flyer to advertise our financial assistance program(s).



#### **Corporate Memberships**

Our Corporate Memberships are beginning for this year with returning corporate membership partners. For the month of February, E.D. Etnyre & Co. has a corporate membership enrollment period. In March the enrollment period is open for Ogle County government employees.

Sincerely,

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

Megan Wolfe

Administrative Services Coordinator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 13, 2024

### Event and Adult Recreation Coordinator Report



#### **Early 2024 Special Events**

The three seatings of Eagle Watching Brunches at the Lorado Taft Field Campus combined for 163 attendees. 2023 had 161 attendees with two seatings, and we will likely return to doing two seatings in 2025. Eagle-watching brunches reliably draw many non-resident registrations, which resulted in a roughly \$550 profit for the Park District.

Registration is open through the end of this week for the mother-son date night and daddy-daughter dance at River's Edge Experience Friday and Saturday March 1<sup>st</sup> and 2<sup>nd</sup>. These dances drew 85 and 115 children respectively in 2023, and I anticipate a slight increase over last year's participation. We will also put on a dance for the students at Ogle County Education Cooperative and Village of Progress consumers on Monday March 4<sup>th</sup>. I appreciate all full and part-time staff who have volunteered extra time to make these events possible, and the generosity of River's Edge Experience in donating the use of the venue on Monday.



#### **Adult Programming**

Social programs and food/drink pairings continue to be the largest source of participation numbers and revenue for adult programming. February's Galentine Day sweets and cocktails pairing sold out at 90 attendees, and the March 14<sup>th</sup> bingo brownies and booze program is sold out at 65 seats.

Participation is much slower for adult crafting, cooking, and outdoor programs. Our current guide features new programs with Happily Handmade Studio, Nachusa Grasslands, and Hidden Timber Gardens, plus a trip to the Fireside Dinner Theater. New programs are always the most challenging to fill, and I am cautiously optimistic that community interest and participation will increase as the season progresses.



#### **Looking ahead.**

Planning is underway for the 2024 summer season. I am especially looking forward to expanding our pop-up and play programming, and hosting the 2<sup>nd</sup> annual family campout in Park West.

Respectfully submitted.



Caleb Jenks  
Events & Adult Programming Coordinator

## MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 5th, 2024

### Athletic Coordinator Report



#### **IPRA Annual Conference**

Thank you for offering the opportunity for me to attend the IPRA Annual Conference, "Soaring to New Heights", January 25-27 in Chicago. As always, I gained lots of new ideas from sessions and peers and I am excited to bring those back to the district.



#### **OHS Pickleball Clinic**

On Monday January 29<sup>th</sup>, we hosted a 2-hour pickleball clinic here in Nash. This skills clinic was presented by OCUSD JH and HS teachers Mrs. O'Neil, Mr. Boyer, Mrs. Mahoney and Mr. Larson. This clinic had 16 participants, and all proceeds were donated to the Oregon HS and JH Physical Education Departments.



#### **Youth Basketball 2-5<sup>th</sup> Grade**

Our Youth Basketball season ended on Saturday January 20<sup>th</sup> at BPD. It was a successful season for our players, and thank you to all our volunteer coaches, our officials, and our scorekeepers for their hard work.



#### **Womens Volleyball**

Our Women's Volleyball league ended its season on Thursday January 18<sup>th</sup>, with an exciting end of season tournament. Congratulations to Team Cozzi who won the trophy and gift card. Thank you to Robin Keene who was our official for the season.



#### **OHS Youth Basketball Nights**

We continued our partnership with OHS and had our boy's Youth Basketball night on January 16<sup>th</sup>, and our girl's night on Monday Jan 29<sup>th</sup>. Our players were able to scrimmage during half time at the JV and Varsity games in front of the OHS basketball fans at the Blackhawk Center. Drawings for door prizes were held, and all the players received a complimentary hotdog or popcorn from concessions. Thank you to OHS and the Basketball programs for this opportunity.



#### **6th Grade Girls Basketball**

The season is underway for our Girls 6<sup>th</sup> Grade basketball team. Thank you to our volunteer coaches, Bubba Shafer and Rocky Rivers for mentoring our girls. They are off to a strong start to the season, and I am excited to see all they can accomplish! Their season ends on February 29<sup>th</sup>.



#### **Indoor Soccer**

Our indoor soccer program will start on Feb 10<sup>th</sup> at Nash and run through March 9<sup>th</sup>. We have 54 players registered, in comparison to 56 in 2023. Coaches have been secured for our 7

teams, and each player will also receive their own ball to use and keep at the end of the season.



### **CO-Ed Volleyball**

The Adult Co-Ed Volleyball league starts on Thursday Feb 8<sup>th</sup>. We have 6 teams registered in comparison to 4 in 2023 and will welcome back Robin Keene as our season official, with Jim Nalley officiating on the second court.



### **Snowman Contest**

During the month of January, we offered a snowman building competition. We received a flurry of entries in early January with the larger snowfalls. The competition is open until Feb 16<sup>th</sup> for entries.

A handwritten signature in black ink that reads "Lesley Sheffield". The script is cursive and fluid.

Lesley Sheffield  
Athletic Coordinator

**MEMORANDUM TO THE BOARD OF COMMISSIONERS**  
February 13, 2024  
Youth Recreation Program Coordinator Report



**Extended Time**

The month of January was an interesting one for ET. Cold days, snow days and other weather days led to the cancellation of five days from the month. This led to changes in activity schedules and the cancelling of some days of snack from the food bank.

In late December I instituted a new behavior plan that involved the campers getting a play dollar each day and keeping it for good behavior. They then have the opportunity to exchange those dollars that are accumulated for candy, prize box or special activities in ET. The campers have all "bought in" to the program and look forward to counting their money and seeing what they can buy. They also look for ways to be caught doing something good so they can earn additional dollars.



**Tumbling**

Tumbling has rebounded and 29 participants registered for February. The kids who attend report enjoying the program and look forward to each class.



**Drop in and Play**

This continues to be a popular activity with preschoolers and toddlers and their parents. The number of attendees depends upon weather and what else is going on, but averages about 15 people a week.



**IPRA Conference**

Thank you for the opportunity to attend this conference. I came back with ideas not only from the sessions that I attended but from those who were in the vendor area. I am in the process of developing some of these ideas into possible programs, so please stay tuned for that to happen.



**Valentine Crafts for Kids**

On January 31 our Wednesday crafting for kids classes started back up. Kids made red no sew pillows from fleece and decorated



plastic heart suncatchers. All did a good job of making their crafts. We even had time for a couple of games of Bingo.



### **Upcoming Programs for January and February**

Toddler Gym with Nancy has 8 participants regisitered for February and class began on Tuesday, February 6<sup>th</sup>.

Our popular Art with Kara series from last summer is returning. She will be doing a monthly painting class for those aged 5-9 and for those aged 10-12.

We are beginning a new partnership with Do Art productions from Rochelle. They will be offering a one day comic book workshop in Febraury, March, April and May. This is the result of the community requesting additional program oportunties outside of youth athletics.

Respectively submitted,

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

Kelley Huston  
Recreation Program Coordinator

# 2023 SUMMER/FALL PARTICIPANT SURVEY



58

Total Participant Responses

70.7%

Resident Responses

## OVERALL SATISFACTION:

93%

Of respondents were 'very satisfied' or 'satisfied' with recreation opportunities

## FEES CHARGED:

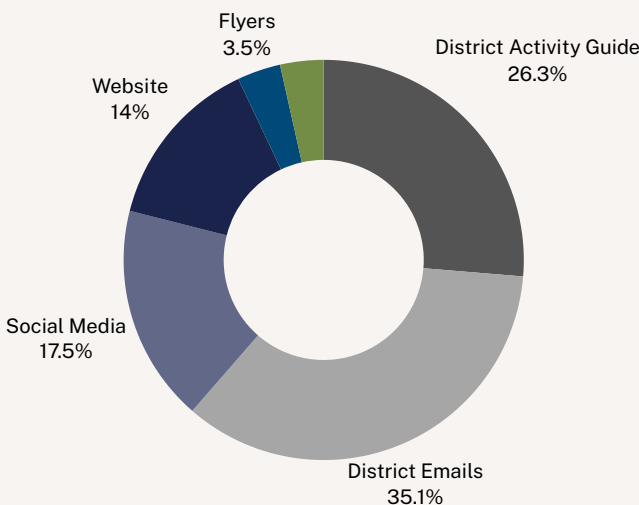
86%

Of respondents felt the fees charged were a good value. 1 respondent did not agree and 12.7% were unsure.



7 OF EVERY 10

households believe the Oregon Park District improves their property value and quality of life.



## BREAKDOWN

Preferred method for patrons to learn about park district activities.



## CLEANLINESS

98% of Survey respondents rated the facility maintenance and cleanliness 'excellent' or 'good'.

The Oregon Park District distributed the summer and fall survey to all pass holders and registered program participants for programs occurring May - December 2023. An additional district survey will be distributed following the conclusion of the winter/spring guide in April.

# Survey

## COMMENTS

- School District employees can buy a discounted pass, but it would be great if we could just pay a dollar or get a discounted punch card.
- Excellent Facility.
- Expansion of hours. More availability of basketball courts. Too many kids would like to utilize, but limited or pickleball has taken over.
- Nash is doing an excellent service for our community.
- Adult sports outside of business hours.
- Keep the current water aerobics instructor - Carron.
- 24/7 Fitness Center
- Better prices
- Too many non-native plants. Focus on native plantings.
- Quarterly visits made to schools/adult clubs/various organizations to review Nash fitness upcoming/continuous opportunities. Believe many students aren't aware of what is offered. Adults not aware if they don't seek it out.
- Bigger splash pad or outdoor pool.
- Price increase for twinges was too high. Need paper copies of the activity guide for seniors.
- I enjoy walking in Oregon Park West in the summer and using Nash workout gym.
- More pickleball times.
- Better morning hours for lap swim.
- 13 and up can use free weight areas.
- Bring back childcare so caregivers can workout or let mom's push babies in strollers inside.
- More lap swim times.
- Don't feel like there is much offered for members. I don't like I can't swim when I want to with my kids.
- More trips for seniors to plays, museums, art exhibits, and unique restaurants.
- Wish there were open swim hours in the mornings to bring grandchildren.
- I can't afford water aerobics since you raised prices.
- After 7pm water aerobics classes.
- Please get a sauna.
- More pickleball times.
- Improve the workout area.





Rock River Valley

**BLOOD CENTER**

*Straight From the Heart*



*Thank you!*

## Mobile Blood Drive Report

**February 5, 2023**

**Oregon Park District**

<b>WHOLE BLOOD DRIVE</b>	<b># UNITS</b>
<b>Collection Goal</b>	<b>27</b>
<b>Registrations</b>	<b>36</b>
<b>Units Collected</b>	<b>31</b>
<b>First Time Donors</b>	<b>0</b>



## A big thank you to those who donated!

Gina Pedraza

Mark Hawkins

Joseph Rico

Elizabeth Elliot

Melissa Reecher

Sherri Egan

Lance Lefevre

John Sweeney

Janice Kereven-Potts

Elwood Mott

Beverly Olson

Roger Cain

Thomas Schabacker

Cherie Bertsch

Everett Albright

Lori Smith

Laurie Ryland

Jennifer Schlichtmann

Mary Dwyer

Danial Dwyer

Lloyd Bellows

Mark Lawler

Katrina Bresemann

Mary Pierce

Philip Pedraza

Bradley Bauer

April Rivers

Amanda Jacinto

Carol Erickson

Elizabeth Bach

Joanne Pennock

Denise Winterland

Jason Donegan

Noel Bruns

Todd Wehler

Roi Degner

**Your next blood drive is scheduled for Monday, April 1st! Thank you!**