

REGULAR MEETING OF THE OREGON PARK DISTRICT
BOARD OF COMMISSIONERS
TUESDAY, JANUARY 10, 2012, AT 7:00 P.M.
NASH RECREATION CENTER ROOM 4,
304 SO. FIFTH STREET, OREGON, ILLINOIS

AGENDA

- 1) CALL TO ORDER
 - 2) ROLL CALL
 - 3) RECOGNITION OF VISITORS
 - 4) APPROVAL OF MINUTES
 - A. REGULAR MEETING MINUTES, DECEMBER 13, 2011
 - 5) FINANCIAL
 - A. TREASURER'S REPORT
 - B. CLAIMS PAYABLE AND CHECKS DRAWN
 - 6) REPORTS
 - B. FINANCE COMMITTEE - NO REPORT
 - C. PERSONNEL & POLICY COMMITTEE - MEETING SCHEDULED FOR JANUARY 18TH AT 4:30PM
 - D. PARKS & FACILITIES COMMITTEE - NO REPORT
 - E. PROGRAM & SERVICE COMMITTEE - NO REPORT
 - F. PARKS REPORT - INCLUDED IN PACKETS
 - G. RECREATION REPORT - INCLUDED IN PACKETS
 - H. ENVIRONMENTAL SERVICES REPORT - INCLUDED
 - 7) UNFINISHED BUSINESS
 - 8) NEW BUSINESS
 - 8) COMMISSIONERS COMMENTS
 - 9) DIRECTORS COMMENTS
 - 10) PRESIDENTS COMMENTS
 - 11) ADJOURNMENT
- NEXT REGULAR MEETING - FEBRUARY 14, 2012

Oregon Park District Board of Commissioners
Nash Recreation Center
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
Tuesday, December 13, 2011

Steve Pennock, President, called the Regular Meeting to order at 7:00 p.m.

Present: Karen Churney, Gary Davis, Steve Pennock, Dave Bakener

Absent: Mark Tremble

OTHERS PRESENT: Jim Coutts, Executive Director; Dan Griffin, Business Manager; Erin Folk, Superintendent of Recreation; Don Griffin, Superintendent of Environmental Services; Andy Egyed, Superintendent of Parks; Kim Krahenbuhl, District Attorney; Don Fuller, Treasurer; Brittany Tucker, Secretary to the Board

RECOGNITION OF VISITORS: no visitors

APPROVAL OF MINUTES

Motion by Dave Bakener, seconded by Karen Churney, the regular meeting minutes of November 8, 2011 be approved as printed. Roll Call: Karen Churney, Gary Davis, Steve Pennock, Dave Bakener - yes. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Mr. Fuller said the bond interest fund balance was \$405,000 last month and \$5,000 this month. He said this was due to a \$400,000 item that had not cleared last month, but everything is now in line.

Motion by Karen Churney, seconded by Gary Davis, the Treasurer's Report be approved. Roll Call: Gary Davis, Steve Pennock, Dave Bakener, Karen Churney - yes. MOTION PASSED UNANIMOUS.

Claims Payable

Motion by Gary Davis, seconded by Dave Bakener, the Claims Payable be approved as presented. Roll Call: Steve

Pennock, Dave Bakener, Karen Churney, Gary Davis - yes.
MOTION PASSED UNANIMOUS.

REPORTS

Finance Committee - Steve Pennock stated that the Finance Committee is scheduled to meet on January 4th at 4:30pm.

Personnel and Policy Committee - No report

Parks and Facilities Committee - No report

Program and Service Committee - No report

Mr. Pennock said that no other committee meetings need to be scheduled.

Parks Report - included in board packets.
Mr. Egyed said he would like to make a few comments regarding the recent coyote spotting in the parks. Mr. Egyed said a police officer had obtained pictures and videos of a coyote. He also said some people have reported seeing coyotes. He commented this is likely caused by the reintroduction of more natural areas in the parks, therefore causing more wildlife to be present.

Mr. Egyed pointed out that there have been coyotes spotted in the parks in the past, but with the new trail extension and boardwalk feature, people now have access to areas that before were less traveled. Mr. Egyed said he does not believe the coyotes would attack people or dogs on leashes, as they are more likely to be scared of people. Mr. Egyed said there are not any trail cameras currently in the parks, but the District is looking into purchasing cameras for this, as well as other reasons.

Mrs. Churney said this is very informative for people to know.

Mr. Pennock asked if there had been any citizen complaints.

Mr. Egyed said there had not and that Mrs. Churney said she saw a coyote in Park West while out running.

Mrs. Churney said she was not scared, but certainly felt concerned for people in the parks who may let their dogs off leashes.

Mr. Bakener commented that he has noticed that wild animals are not as afraid of people as they used to be.

Mr. Coutts said there will be an article in the paper soon regarding the coyote issue in the parks.

Mrs. Churney said she has seen the article and felt it was a good approach to inform people without panicking them.

Mr. Davis commented that people see deer and think it is a beautiful sight, but tend to feel scared when they see coyotes. He said he feels it is a matter of perception.

Mr. Krahenbuhl said the woods behind his residence backs up to Mud Creek Road and he has witnessed a variety of wildlife.

Mrs. Churney commented that she thinks it is a good idea to make people aware, especially for pet owners.

Mr. Pennock asked if there were any additional questions for Mr. Egyed.

Mr. Bakener asked if there were plans to install a playground at Williams Park.

Mr. Egyed said the playground has been delivered to the maintenance shop and will be installed in the spring.

Recreation Report - included in board packets.
Mrs. Folk thanked Dan Griffin and Sarah Jones for all of their work on the Staff Christmas Party. She said it was a very well-organized event that everyone enjoyed.

Mrs. Folk commented that she received an email from Mr. Davis over the weekend regarding a Bike Rack Grant. She said the application has been filled out and preliminary findings show the District will be guaranteed six bike racks for downtown Oregon. Mrs. Folk said she expects verification of this news at the first of the year.

Mrs. Churney said she was pleased to see the overall 95% approval rating in the Fitness Center Survey. She commented that one woman in particular had good suggestions and asked if that woman's identity was known.

Mrs. Folk said she would sit down with Jena Grover and review the Fitness Center Surveys to see who left emails.

Mr. Bakener commented that it was nice to see when the busy times are in the fitness center.

Mr. Pennock said Debbie Leffelman did an exceptional job with the Breakfast with Santa. He said there were over 100 people there and Mrs. Leffelman may have to move it to the Coliseum to accommodate next year. Mr. Pennock commented that it was a great event and thanked all the volunteers who helped.

Mrs. Folk said Breakfast with Santa the previous year had an attendance in the 60's and this year attendance had to be cut off at 103.

Mr. Pennock commented that staff did a nice job.

Environmental Services - included in board packets. Don Griffin wished everyone a Merry Christmas and echoed Mrs. Folk's comments regarding the Staff Christmas Party. He said his family had a great time and he thought it was a very nice event. Mr. Griffin also said he has heard positive comments around town regarding the Candlelight Walk.

Administrative Report - included in board packets. Dan Griffin said he hoped everyone had a great time at the Staff Christmas Party. He had nothing to add to his submitted report.

BUSINESS - (unfinished)

BUSINESS - (new)

Ordinance 11-12-13

Motion by Gary Davis, seconded by Karen Churney, to approve the Ordinance 11-12-13. Roll Call: Dave Bakener, Karen Churney, Gary Davis, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

Approve Annual Conference Expenses

Motion by Dave Bakener, seconded by Karen Churney, to approve Annual Conference Expenses. Roll Call: Karen

Churney, Gary Davis, Steve Pennock, Dave Bakener - yes.
MOTION PASSED UNANIMOUS.

Museum Operating Agreement

Motion by Karen Churney, seconded by Dave Bakener to renew the lease and Museum Operating Agreement. Roll Call: Aye 4, opposed 0. MOTION PASSED UNANIMOUS.

Employee Hospitalization Coverage

Motion by Gary Davis, seconded by Dave Bakener, to approve Employee Hospitalization Coverage. Roll Call: Gary Davis, Steve Pennock, Dave Bakener, Karen Churney - yes. MOTION PASSED UNANIMOUS.

COMMISSIONERS COMMENTS

Mr. Bakener echoed the compliments about the Christmas Party. He said there are not a lot of companies who still host family Christmas parties. He commented that the party was excellent.

Mrs. Churney agreed with Mr. Bakener. She thanked Dan Griffin and Sarah Jones especially for all of their hard work. Mrs. Churney said it was nice to see the young people stay and bowl instead of simply eating and leaving. Mrs. Churney also thanked Don Griffin, Erin Folk and everyone else responsible for helping with the Candlelight Walk. She said it was another success.

Mr. Davis wished everyone a Merry Christmas and congratulated Brittany Tucker on the news that she is expecting. Mr. Davis said Debbie Leffelman did an extraordinary job with the Candlelight Walk. He said District employees from the top down did a marvelous job and he appreciated all of the hard work from everyone.

DIRECTORS COMMENTS

Mr. Coutts had nothing to add.

PRESIDENTS COMMENTS

Mr. Pennock echoed Mrs. Churney's comment that it was nice to see the young employees stay and enjoy the Christmas party.

ADJOURN

Motion by Dave Bakener, seconded by Karen Churney, the meeting adjourn at 7:17 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,

Brittany Tucker, Secretary to the Board

Approved _____

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10, 2012

Parks Report

Snow Removal

During the month of December we have only had to plow and remove snow one day so far. When winter does arrive, our goal is to keep all parking stalls open for events held at Nash and the Blackhawk Center. We also attempt to clear the Blackhawk Parking lot so that student assigned parking is clearly visible. We will keep all parks open and clear of snow to include all bike paths at Oregon Park West and Fairgrounds Park but a reminder that we do not salt bike trails because of cost, turf damage and is not healthy for pets to walk on. We will try to keep the boardwalk in Hawk Prairie cleared off, although it still could remain slippery and obviously because it is wood we can not use any salt to prevent ice buildup. We will do our best to keep it open and safe to walk on without damaging the wood decking.

Our salt supply is doing well thanks to a break in the weather for December. At this time if the weather pattern stays consistent we will not need to order more salt before the winter season is over. Although we will not know what weather will hit us in January and February?

Christmas Tree Recycling Program

Once again this year we participated in the Ogle County Christmas Tree Recycling Program. Trees can be dropped off at the maintenance garage from December 26 - January 7th. This year the Oregon FFA students will pick up undecorated trees in Mt. Morris and Oregon on January 7th. They will be delivered to the Maintenance garage. After chipping the trees the recycled material will be taken to the Rock River Senior Center. They intend to use the chipped material for a walking path.

Winter/Spring Activity Guide

This year the Park District is again hosting an indoor archery league at the Oregon Coliseum. Last year the Parks Department had fabricated most of the equipment needed to put on this league. This will accommodate the 40 shooters for the night which will be made up of 10 teams with 4 men on a team. The Parks Department has been responsible for setting up and taking down equipment used in the archery league. We also have been helping the Recreation Department with other set up for programs that are in the Coliseum. The archery league will start on Monday January 9th, and will last 8 weeks, please stop in and see what it is all about. This year we are going to attempt creating and maintaining an ice skating rink. We have already assembled the 2x10 frame work at Park West just south of the skate park. The frame work will hold a poly liner and this liner is what will hold the water. The liner is 50' x 100' and is 6 mil thick, which is recommended for this application. If the

weather will cooperate the plan is that once we see that the temperatures will stay below freezing the fire department will fill the rink with water. This could take a couple of visits to get the thickness we desire. They may put in a couple inches of water in first, let it freeze. Then come back and do a few more inches and let it freeze. Again this is going to be up to the temperatures and also this will be a learning experience for us as we go. What we don't want to do is fill it and not have it freeze. This could be dangerous to have 2-4 inches of just water in the rink, plus if someone was to go into the rink at this time it will damage the liner and water will leak out before it freezes. It will be fun if it turns out but again timing with weather will be the key to a good ice skating rink.

 **Holiday Clean up**

We will begin to take down all of the holiday decorations soon and put them back into storage for another year. Hope everyone had a Happy New Year!!!!

Respectfully submitted,

Andy Egyed
Superintendent of Parks

MEMORANDUM TO THE BOARD OF COMMISSIONERS


January 10, 2012

Superintendent of Recreation Report


 **Ice Skating Rink**

Entry signage has been purchased for the new ice rink at Park West to include the hours of operation and rink rules. The design is consistent with the new signage that was installed at Park West as part of the 2011 park improvements. The sign will be 3' x 4' and installed when the rink is ready to open. A sample of the sign is included in your packet.

The ice rink hours are designed to accommodate those who are interested in recreational skating and those interested in playing ice hockey. Time is set aside on Tuesday, Thursday, Saturday and Sunday for ice hockey and 7 days a week for recreational skating. Ice rink rules were developed based on recommendations from IPARKS. Park security will be patrolling the ice rink to enforce skating hours and rules. Now we just need the temperatures to stay below freezing!

 **Park Security**

The Board approved to levy the police fund tax for the 2011 levy allowing staff to provide a higher level of protection to park users. Providing an increased level of security requires staff to complete a higher level of training. The Police Training Institute (PTI) will satisfy that need. Staff is currently working with the Illinois State Standards & Training Board to work out all necessary details to allow OPD to enroll staff in PTI. Once the details have been worked out, staff will identify 1-2 individuals to enroll in PTI for the spring session (April - June). While these individuals are in training, we would utilize the services of the current park security officers to uphold ordinances and ensure safety of park users.

 **Oregon Coliseum**

Beginning January 9th the Coliseum will be utilized at least 4 nights per week by Oregon Park District programs and remain open for rentals on the weekends. Programs at the Coliseum include archery league, tumbling (6 different classes), and yoga to name a few. Staff is working diligently to fill that space and drive traffic to the downtown area.

 **Tumbling**

The winter session of tumbling begins on January 10th. Tumbling programs will again be offered in cooperation with Kids Spot, Inc. Kids Spot signed an agreement with OPD to offer programs through October 2012. We hope that the continued success of the program will entice Kids Spot to renew the agreement annually. The combination of the talented staff at Kids Spot, an increase in class offerings and the positive feedback from fall participants is sure to create a bright future for tumbling in Oregon.

Respectfully Submitted,

Erin Folk
Superintendent of Recreation

MEMORANDUM TO THE BOARD OF COMMISSIONERS

Jan. 10, 2012

Environmental Services

Environmental/EDC/Coliseum Projects

Staff projects this month include: An emergency light was installed in the basement and we are in process on updating emergency lighting and exit lighting for rest of building. All of the lower level ceiling fan blades which are dark brown in color are warped will be replaced. The inspection of fans also found blades frames loose or bent. The fans are being repaired and the new blades will be white in color. The handy capped lift was registered with the state fire marshal, inspected and certified for use. The EDC Charrette was which held last November and previously reported on resulted in a conceptual plan for our down town "life style center". This also resulted in creating five groups consisting of volunteers to move the project forward in the community starting in January. The following groups presented by Dave Diamond were, relocation, publicity, property facilitation, finance, and promenade. We have receiving the preliminary report from the SWOT and Charrette from Ron Sorce and are in the process of reviewing the report.

Nash Center

Building systems and operations are meeting expectations at this time. The following projects were completed this month: New light fixtures were installed in the short hallway by the gym restrooms which significantly improved lighting in the area. The hallway ramp handrails, door frames, and white walls by gym were repainted to comply with our painting scheme. Repairs were also completed to eliminate roof leaks and ceiling tiles replaced. We have been spending time cleaning out areas at Nash in preparation for the PARC project. Areas include: tunnels, garage area, boiler room, maintenance room, ice bank room and electrical areas. The spa filter pump and motor were repaired and repairs were also completed on fitness air handler and fire alarm panel phone line. All OSHA safety inspections were completed for the month.

Blackhawk Center

The building operations and systems are working well and the following projects were completed this month: All lockers and rooms were cleaned during Christmas break and any needed repairs in the areas were completed. Several failed clocks in the facility were repaired or replaced. The east hallway floor by concessions area was also refinishing during the break. All OSHA inspections were completed for the month.

Respectfully submitted,



Don Griffin
Superintendent of Environmental Services

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10, 2012

Business Administration Report

🍁 District Finances

The District continues to be in good financial shape. The General Checking balance is inflated due to the outstanding Park West improvement checks to Georges Landscaping. Permanent fiscal year transfers will be completed in January, paving the way for the final quarter of the fiscal year.

The District submitted and verified the 2011 tax levy to the Ogle County Clerk. The first tax disbursement is planned for early July, in the next fiscal year.

The District has formally submitted for the OSRAD grant reimbursement. The reimbursement packet, including an independent audit report completed by Wipfli LLC was included. The District also formally invited our grant administrator, Susan Eubanks, for a site visit. The District should receive the reimbursement prior to fiscal year end.

🍁 Calendar Year End

The administrative department will prepare and release the District's annual tax requirements prior to Jan 31st. The District employed 119 full-time, part-time and seasonal employees in 2011. The District also contracted with an additional 29 independent contractors, such as referees and umpires.

The District administers an employee Section 125 Cafeteria plan to assist employees in managing their benefits. The plan allows employees to withhold income pretax for specific expenses, such as daycare and uninsured medical expenses. Enrollment in the plan concluded prior to the first pay period of 2012.

🍁 Winter Spring Activity Guide

The District released the 2011-12 Winter Spring Activity Guide on December 11th. The guide was distributed in the Ogle County Life. This distribution method has been cost effective and reaches the majority of the Districts service area. Registration for our Winter Spring session began on December 20th.

Respectfully Submitted,



Dan Griffin
Business Manager

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10th

Health Activities Coordinator Report

Blood Drive

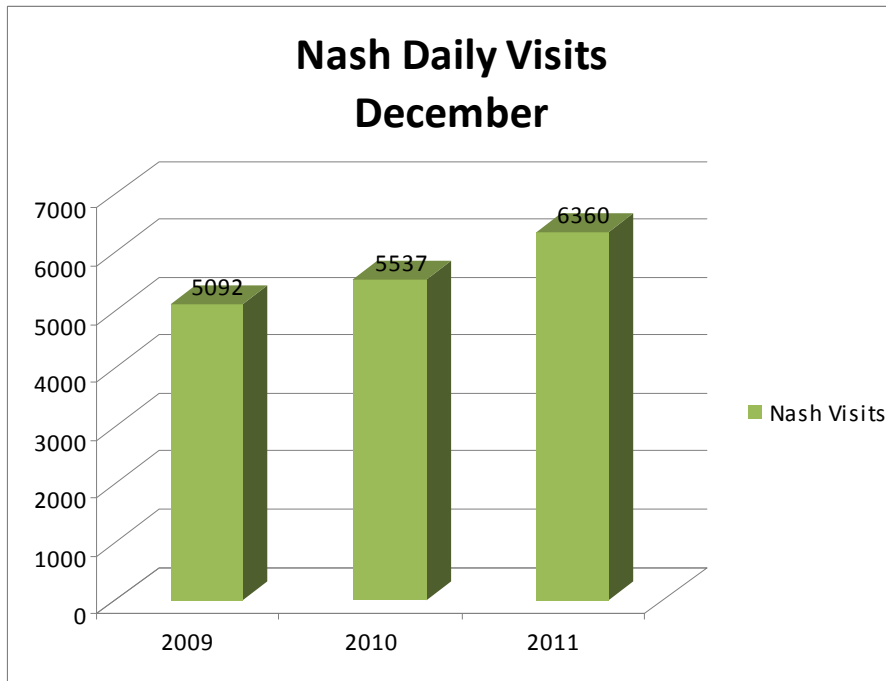
We will be hosting our biannual blood drive for the Rock River Valley Blood Center on Wednesday January 11th from 2-6pm in the River room. The pool staff has called and recruited donors. Twenty-four donors have been recruited so far. New this year is the ability to complete your donation questionnaire at home the day of the blood drive in order to make your donation process quicker.

Blackhawk Center Weight Room

The Blackhawk Center Weight Room opened on January 2nd in order to relieve some of the crowding at Nash. The weight room will be open Monday through Friday from 4-7pm, which is one of our busiest times in the fitness center. Fitness staff continues to remind patrons of the additional facility option. Staff has also added signs at the main entrance and a sign that points into the weight room that can be seen when patrons enter the gym. These signs will help patrons that are not familiar with Blackhawk Center find the weight room and also remind those attending sporting events that the weight room is a option we offer.

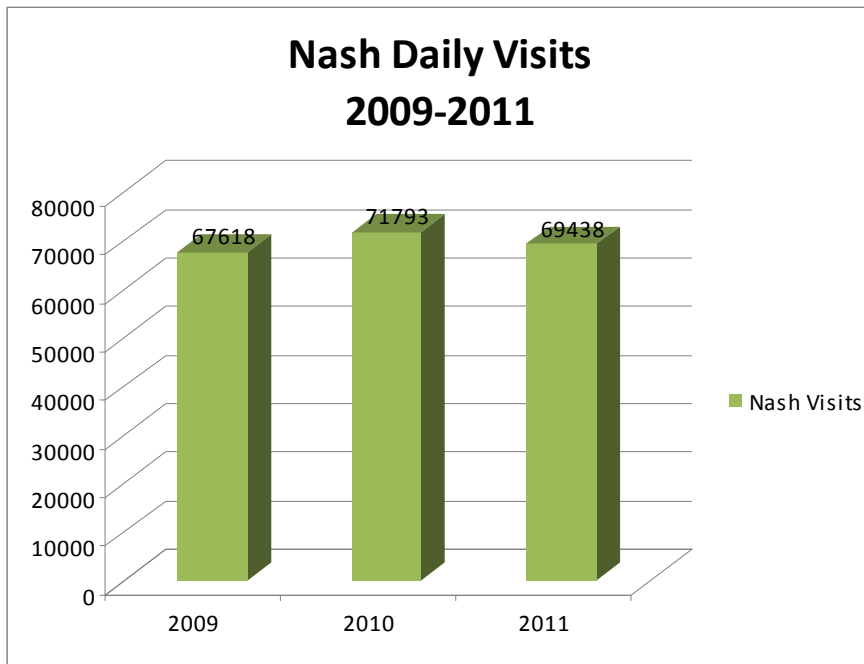
Nash Recreation Center Visits

Members and Patrons paying a daily fee for the facility, aerobic classes or pool for the month of December. Patron usage in December 2011 increased by 13% compared to December 2010.



🌟 Nash Recreation Center Yearly Comparison

Members and Patrons paying a daily fee for the facility, aerobic classes or pool from 2009 to 2011. Patron usage in 2011 decrease by 3% which is less than 6 people per day. The staff is not concerned with this minimal decrease since compared to 2009 the attendance has actually increased by about 5 people per day.



Respectfully Submitted,
Jena Grover
Health Activities Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10, 2012

Athletics Facility Manager Report

Girls Basketball

The girl's basketball seasons are underway! Our two 3rd/4th grade teams will be starting their season on January 7th in Dixon. We also have enough participants in the 6th grade competitive basketball program to be able to have two teams. The girls will be split up in an "A" and "B" teams just like it will be done in Junior High. The 6th grade competitive team is set up to mirror how everything is done at the Junior High level so that the girls are better prepared for what to expect when they get to Junior High basketball.

Oregon has been the only town in the league that has not put a true "A" and "B" team together simply due to the amount of participants that we have had. Everyone is very excited for the opportunity for us to be able to do this. These girls start their season on January 17th at the Nash Recreation Center.

Blackhawk Center

January is another very busy month for the Blackhawk Center. Not only are we in full swing with Oregon High School boys and girls basketball practices and games, we have wrestling meets and tournaments along with track open gyms, and softball and baseball open gyms.

The Oregon Park District's four club volleyball teams start practice on January 4th and have either practices or tournaments on every Sunday starting January 8th and ending on April 1st. These girls will definitely keep the Blackhawk Center busy!

For the first time ever the Oregon High School will be hosting a cheerleading competition. The event will be on January 19th. This will be hosted at the Blackhawk Center and should be a really great event for our facility and community.

January Athletic Activities

January is a busy month for athletic activities to begin. Our fun and always entertaining 1st/2nd grade basketball program will be starting on Saturday January 21st. For the second year our indoor archery league will be starting on Monday January 9th. I encourage everyone to come and observe this league at least one night during the season. The league is every Monday starting January 9th and shooting begins at 6pm in the Coliseum. The transformation that they do for this league to the Coliseum is truly amazing and with the archers using all of the upstairs for their league it's a great sight!

Doubles badminton league is back for a second straight year but at a new time and day to try to better maximize the number of participants that may be interested in joining the league. The ever popular racquetball league is also starting in January. There are plenty of sporting events for everyone to come and observe!

Respectfully Submitted,

Jonathan Bakener, Athletic Facility Manager

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 9, 2012

Events Report

Holiday Lights House Decorating Contest

This was the third year for the Light Contest. There were 6 entries this year compared to 4 the first year and 5 last year. Three local businesses: Lauer's, Merlin's, and Ace Hardware, co-sponsor this event with the Park District. Each business provides a judge. There were 3 entries in the "Clark Griswold" Category with Barbara Graham on Mongan Dr. declared the winner. Of the three "Traditional" entries, Mike and Deb Daleiden on Pines Rd. won in their category (second year in a row). Chris Johnson, photographer from Ogle County Newspaper, and I delivered the winners their prizes and signs for their yards. See photos.

Letters to Santa

The elves placed a decorated mailbox to mail letters to Santa Claus in the lobby at Nash in November. A volunteer (Carol Wyatt) collects the mail and responds to the Children's letters. We received 21 letters this year.

Trips

Upcoming trips include: the teen ski trip to Chestnut Mountain on Jan 19 (MLK Day), the Chicago Gangland Trip on Feb 15, and the Flower & Garden Show at Navy Pier on February 22.

Breakfast with Santa

The 4th annual Breakfast with Santa on December 10 was a success. We had 103 participants at the event this year which was twice as many as last year. Some of the food was donated by McDonalds and Casey's. "Santa" gave each child that visited with him a goodie bag provided by the Park District. Volunteer elves helped serve the food, check people in, helped with a craft and read stories. This is a fun event for young children to see and visit with Santa Claus. With the growth of this event, plans may include moving to the Coliseum and including a service organization to help with food. See photos.

Other

A second holiday tea was added last month due to the popularity and limited seating at the Patchwork Inn. There were three entries in the Winter photo contest and new information is out for the Winter/Spring contest. I am hoping that there are people working on birdhouses for the contest this coming spring. I am not aware of any definite entries at this time. Plans are currently underway for spring events such as the Flower and Plant Sale, The Amazing Chase program for teens in April, and both Easter Egg Hunts. Planning is also underway for summer to include the Concerts in the Park, Brown Bag Lunches, Touch-A-Truck and Slam-N-Jam.

Respectfully Submitted,

Debbie Leffelman
Event Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10, 2012

Natural Resources Report

Prairie Seeds

This past fall I was able to harvest over 20 varieties of common species prairie seeds from our very own prairies. Each seed is unique to our area. The raw seed will be run through a hammer mill. The hammer mill is lent to us by Nachusa Grasslands. The hammer mill separates the seed from the hull allowing us to re-package the seeds and provide to the community for planting this spring. The seed can also be used on park property to re-establish prairie areas.

Maple Syrup

To increase production of maple syrup in 2012 the District has purchased a new evaporator (the old evaporator was traded in). The new evaporator is twice as big as the old and will allow us to produce twice as much syrup. The 2012 maple syrup operation will be housed at the community garden shed. The shed provides an indoor space for me, my volunteers, and students to avoid the winter elements while participating in the process. To help direct traffic to the new location I have been working on signage to be placed around town. Maple syrup production typically begins at the end of February.

All of this year's syrup will be used at a waffle breakfast that is being sponsored by the Kiwanis at the Coliseum in early April. This is a great way to cap off the maple syrup season and allow the community to taste our very own blend! More details will follow.

Community Garden

The community garden was very successful in 2011. In 2012, we want to build on this success and open the plots up to the community and allow them to come in and take ownership. I have been working on a rental contract so that anyone who would be interested in planting one of the beds can rent the space and tend to it during the growing season. This is a great way to encourage participation of gardeners who have no place to garden.

In 2011 I had no access to water on site at the community garden. I will be working with the City to gain permission to have a well installed with an old fashioned hand pump. This would also serve as another teaching tool on site. In addition, I will be installing a rain gutter on the barn that will transfer water in to a rain barrel allowing rain water to be available to gardeners.

Respectfully Submitted,

John Barnhart
Natural Resource Manager

MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 10, 2012

Recreation Program Manager Report

 **Extended Time Before & After School Program**

Extended Time is at maximum enrollment as 2012 begins, with individuals on the waiting list! OCUSD has been gracious enough to allow the ET program to use the Jefferson gym for indoor activities as our gym time at the Blackhawk Center is very limited. The additional space allows the kids to exercise and burn off energy during the upcoming cold months. This gym will be utilized daily for structured games, and also free time for children to use their imaginations.

December was a successful month with many crafts and games in the ET Room. On December 16 a Kids Off The Couch Day was held where all participants swam at Nash.


January will be full of fun and adventure as we start off the new year. On January 16, as part of a Recreate & Celebrate Day, we will be attending a Rockford Icehogs Game.

 **Older Adult Programs**

Keebler's Kids made a spectacular performance for the Friday Fun event on December 9, and brought a large crowd!

The Summit Snowshoe Club, weather permitting, will kick off the season on January 14 at Park West. This specific location is geared towards older adults, but all are welcome!

The Friday Fun event for January will be on chiropractic and nutrition. On January 24 there will be a Wii Winter Social for all seniors. A Financial Seminar will be held in the afternoon of January 31.

 **Children's Programs**

Toddler Gym, Preschool Gym, Little Stars Acting Club, Snow, Kittens, & Mittens, 3D Art, Junior Actors Club, Ballooning, and Young Magicians all begin in January. The diversity of these activities should spark multiple people's interests!

Respectfully Submitted,

Candice Holbrook
Recreation Program Manager