

REGULAR MEETING OF THE OREGON PARK DISTRICT
BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 8, 2016, AT 6:00 P.M.
NASH RECREATION CENTER BOARD ROOM,
304 SO. FIFTH STREET, OREGON, ILLINOIS

REGULAR MEETING

1) CALL TO ORDER

2) ROLL CALL

3) APPROVAL OF MINUTES

A. REGULAR MEETING MINUTES, OCTOBER 11, 2016

5) FINANCIAL

A. TREASURER'S REPORT

B. CLAIMS PAYABLE AND CHECKS DRAWN

6) REPORTS

B. FINANCE COMMITTEE - NO REPORT

C. PERSONNEL & POLICY COMMITTEE - NO REPORT

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

I. ADMINISTRATIVE REPORT - INCLUDED

7) UNFINISHED BUSINESS

8) NEW BUSINESS

A. ROCK 'N RIVER FESTIVAL DISCUSSION

8) COMMISSIONERS COMMENTS

9) DIRECTORS COMMENTS

10) PRESIDENTS COMMENTS

11) ADJOURNMENT

NEXT REGULAR MEETING - DECEMBER 13, 2016

Oregon Park District Board of Commissioners
Nash Recreation Center
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
October 11th 2016

Steve Pennock, President, called the Regular Meeting to order at 6:00 p.m.

PRESENT: Dan Engelkes, Dave Bakener, Mark Tremble, Steve Pennock

ABSENT: Gary Davis

OTHERS PRESENT: Erin Folk, Executive Director; Dan Griffin, Finance & Technology Administrator; Andy Egyed, Supt. of Parks; Brian Beckman, Supt. of Environmental Services; Kim Krahenbuhl, District Attorney; Andrea Messenger, Secretary to the Board

RECOGNITION OF VISITORS:

APPROVAL OF MINUTES

Motion by Mark Tremble, seconded by Dan Engelkes, the regular meeting minutes of September 13, 2016 be approved as printed. Roll Call: Dave Bakener, Dan Engelkes, Mark Tremble, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Motion by Dan Engelkes, seconded by Dave Bakener, the Treasurer's Report be approved. Roll Call: Dave Bakener, Mark Tremble, Dan Engelkes, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

Claims Payable and Checks Drawn

Motion by Dave Bakener, seconded by Mark Tremble, the Claims Payable be approved as presented. Roll Call: Mark Tremble, Dan Engelkes, Dave Bakener, and Steve Pennock - yes. MOTION PASSED UNANIMOUS.

REPORTS

Mrs. Folk stated that there will be a Finance Committee Meeting scheduled towards the end of November.

Parks Report - Included in Board Packets. Mr. Egyed had nothing to add.

Recreation Report - Included in Board Packets. Mrs. Folk stated she will have the first round of interviews tomorrow afternoon.

Environmental Report - Included in Board Packets. Mr. Beckman stated he had a meeting with Mike Mudge regarding the gas contracts. The current rates, if the district were to sign right away, would show a \$10,000 savings. He recommended to sign a 3 year contract with Direct Energy to lock in the lower rate for the Nash and Blackhawk building.

Administrative Report - Included in Board Packets. Mr. Griffin had nothing to add but said he would be happy to answer any questions.

BUSINESS (unfinished)

BUSINESS (new)

Natural Gas Supply Contract

Mrs. Folk recommended the 3 year contract for Nash and Blackhawk with Direct Energy and for the Maintenance building a 3 year contract with Constellation based on the rates that were bid.

Motion by Dan Engelkes, seconded by Dave Bakener, the board approve the natural gas supply contract. Roll Call Vote: Dave Bakener, Dan Engelkes, Mark Tremble, Steve Pennock - yes. MOTION PASSED UNANIMOUS

Enter Executive Session

Motion by Mark Tremble, seconded by Dave Bakener, the board enter executive session at 6:05 p.m. Roll Call Vote: Dave Bakener, Gary Davis, Dan Engelkes, Mark Tremble, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

"To discuss litigation, when an action against, affecting, or on behalf of the particular public body has been filed or is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting." 5 ILCS 120/2 (c) (11).

Return to Regular Session

Motion by Dan Engelkes, seconded by Mark Tremble, the board return to regular session at 6:16 p.m. Roll Call

Vote: Dan Engelkes, Mark Tremble, Steve Pennock, Dave Bakener - yes. MOTION PASSED UNANIMOUS.

COMMISSIONERS COMMENTS

Mr. Bakener thanked the Park District for all of their help with the TOSOC Fundraiser, they had around 325 bikers. It was very successful and everything went well.

Mr. Engelkes had nothing to add

Mr. Tremble commented that he helped at the TOSOC Fundraiser as well, he heard great feedback about the parks. He commented on how well the Parks crew has Park West looking.

DIRECTOR'S COMMENTS

Mrs. Folk commented on the Parking Lot update. They sent a letter to the contractor today stating that if the project is not completed by the end of the day Friday there will be a \$1,250 charge per day. Community engagement for the online platform for the Master Plan will begin Saturday. Hitchcock will monitor this engagement so that it doesn't get out of hand.

PRESIDENT'S COMMENTS

Mr. Pennock stated that he appreciates the Park District offering flu shots again this year.

ADJOURN

Motion by Dan Engelkes, seconded by Mark Tremble, the meeting adjourn at 6:23 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,

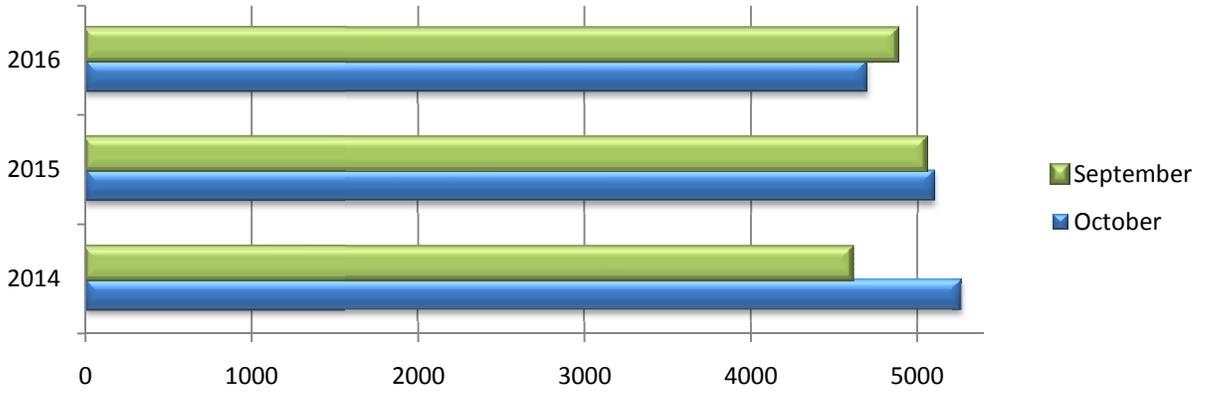
Andrea Messenger
Secretary to the Board of Commissioners

MEMORANDUM TO THE BOARD OF COMMISSIONERS

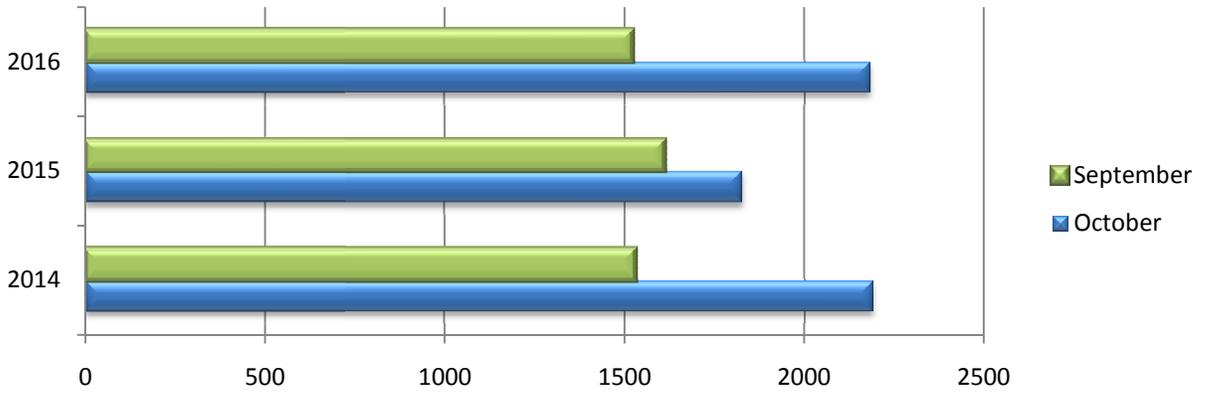
November 8, 2016

Facility Statistics Report

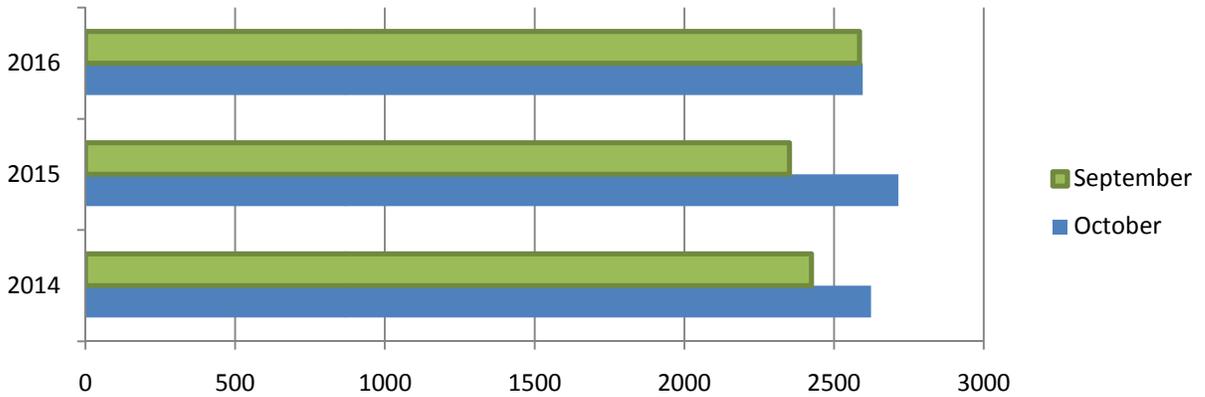
★ Nash Recreation Center Facility Statistics



★ Nash Pool Usage Statistics



★ Nash Fitness Center Statistics



MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Parks Report

Sports

All sporting events have come to a close for the year. Co-ed softball as well as soccer is all wrapped up for the season. The ball diamonds have been raked and groomed for the winter. The soccer equipment has all been put away and stored for the season also. We will be rolling and aerating the sports turf before the year is over.

Projects

Our main focus the last 4 weeks has been the installation of the playground at the Elementary school. The first two weeks we had to get the area to grade to match the existing playground, which involved removing over 60 truckloads of dirt. We then marked the holes that were needed to be dug per layout. The playground has 75 holes that needed to be dug, gravel placed in the hole and compacted to grade and then posts were installed. To be sure the holes were in proper alignment we constructed the playground as we went and then poured the concrete in the holes. There are 5 play features other than the main playground. At this time the majority of the play features are in place. Additional dirt work, mulch, final touches and playground inspection are being scheduled. The weather, mulch delivery and the inspection date will play a factor in the completion.

We treated all of the new concrete at Nash with a protective Silane based product which causes concrete to become repellant to water, chloride, ions and waterborne contaminants, preventing premature deterioration. The reason for this is to mainly protect the new concrete from the salt that will be applied to the concrete this winter. The product is called "ATS 190 LV" and is environmentally friendly with low odor.

We are preparing for the holiday season checking Christmas lights and displays for bad bulbs. Again this year we will be putting out displays and lights at Mix, Nash, and Park east. We will also be cutting a tree and placing it at the courthouse for candle light walk. The hanging baskets will also be decorated and placed back on the poles up town. Most of the decorating will be done the week of November 14th through the 18th.

We will soon be pulling the fishing pier from the river at Jacks Landing. The pier is stored on the property on higher ground to keep ice or logs from damaging the dock.

General

Because of the higher than normal temperatures this November the rest rooms and drinking fountains are still open. As the weather changes we will make sure they are winterized to reduce damage to the facilities.

Respectfully submitted,

Andy Egyed
Superintendent of Parks

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8th , 2016
Environmental Services

★ **Nash Center**

Now that the heat of the summer is behind us, the chiller plant has been shut down and the cooling tower drained. Both have been properly winterized and estimates are being gathered to repair all of the deficiencies. Repairing the ice box chiller is being considered while a permanent plan can be put into effect for the HVAC system at Nash. The pool pump has blown a seal and is leaking currently, and estimates are being gathered to repair the pump back to normal operation. We do not believe there will be any interruption in service during this repair. During the rain storm on 10/26/2016 we received over 1.5" of rain which caused some significant leaks in the roof. I have contacted the warranty holder and representatives from the roofing installer and warranty holder have made inspections and believe that the issues have been resolved. The sprinkler project has been completed and the annual sprinkler test has been completed with three minor deficiencies that will be resolved this year.

★ **Blackhawk Center**

The exterior doors that were contracted to be installed through T.D. Kurtz Glass have still not been completed to the Park Districts satisfaction (dating back to last year). I have met with another company that is going to complete that work along with other items in an effort to rectify the situation for us. All equipment has been safety and functionality inspected with the exception of the exhaust fans. I plan to borrow a lift from OCUSD in order to perform our preventative maintenance on those exhaust fans.

★ **Environmental Services Staff**

I plan to start a monthly training session with all Environmental Services Staff on safety and emergency Procedures. I am developing a plan to get all employees together and discuss emergency procedures to ensure that in the event of an emergency all employees have the knowledge to assist our patrons and mitigate liability.

Respectfully submitted,



Brian Beckman
Superintendent of Environmental Services

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Business Administration Report

★ **Financial Review**

The October 2016 Treasurers Report is included in the board packet. The District's budget as compared to actual operating statement is included in the packet as well. Overall, the budget is on track with expectations as we hit the half way mark of the fiscal year.

The District received the fifth tax distribution for the 2015 tax levy. The total receipt was \$11,712.03. The total receipt thus far for the tax year is \$2,649,239.68 or 99.68% of the total collection.

★ **2016 Levy / BINA / Bond**

The District will have an additional agenda item at the November 22nd special board meeting. The District must undergo the Bond and Information Notification Act (BINA) notice process. The BINA notice will be published in the November 2nd edition of the Republican Reporter. The purpose of the agenda item will be for public comment on the Districts intention of selling non-referendum General Obligation Bonds. The District typically completes the proceeding every three years (the maximum length of time the act allows for notification). The District will publish the BINA for 2.5 Million to allow for the District to use the estimated General Obligations bonds projection over the next two to three years.

The District has finalized its 2016 tax levy. The 2016 Tax Levy Packet will be released the first week of November in preparation for the November 22nd Finance Committee Meeting. The District has forecast its annual operating needs for the next fiscal year and inserted those taxation needs into the 2016 tax year levy. The District utilized the assessors office early EAV estimates when preparing the levy.

The District will go through the Truth in Taxation proceedings this levy year. The overall estimated increase in property tax receipt estimates is 105.14%. The District is required by the Truth in Taxation act to disclose by publication and to hold a public hearing on its intention to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended or estimated to be extended in the prior levy year. The 'Black Box' publication will be in the November 30th edition of the Republican Reporter. The public hearing for public comment will occur prior to the December 13th regular board meeting. The District will approve its 2016 tax levy at its December Board Meeting. The levy must be filed with the Ogle County Clerk by the last Tuesday in December.

The District is also in the midst of planning the 2016-17 General Obligation Bond issue. The District will approve the Bond Parameters Ordinance at its regular meeting on January 10th, 2017. The District will then release the public offering to local banks at the end of January. The final term sheet will be executed by February 24th. The District will receive all funds and complete the process by March 1st, 2017.

Respectfully Submitted,



Dan Griffin, Finance & Technology Administrator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Marketing & Communications Report

★ Facebook & Marketing

Followers on facebook increased from 3227 to 3330, a 103 increase this month. We continue to market through the monthly school newsletter, weekly newspaper articles and monthly ads. We have had great response to the foam core boards we have printed and displayed with various events, help wanted etc. Marketing will begin shortly for Candlelight Walk and the 50th anniversary. The staff Christmas photo was taken by Niki Hunt and turned out great! The board will have photos taken on November 22 at 5:45 p.m. Holiday party date has been set, mark Saturday, January 7 on your calendar. Party will be held at Town & Country Lanes beginning at 7 p.m.

★ NRPA Conference

Thank you for the opportunity to attend the NRPA Conference last month. Every session I attended had multiple speakers that engaged the group and I came away with many new ideas. The most prominent you will notice is the use of name tags that have already been incorporated with full-time and customer service staff and will be in place for part-time staff by December. The purpose of the name tags is to make employees more approachable to patrons, whether just to say hi or ask a question. With the name tags, employees will be recognized at all times and be accountable for their behavior and helpful to patrons. We have already had positive feedback from patrons on the tags. I am currently researching several different customer service trainings to present to both full and part-time staff. From all departments we need to offer top notch customer service and be ambassadors for the Park District. The conference prompted or reinforced many things I would like to change and it was a worthwhile experience!

★ Facility/Corporate Memberships

Ten tours were given this month and three passes sold. Ogle County Government completed their membership drive in October. We had an excellent response. We went from 9 memberships in 2015 to 48 memberships in 2016. Fees increased from \$1144 to \$5665.

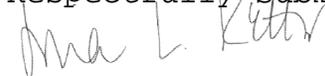
★ Anniversary Guide

Work has begun on the Anniversary Guide that will feature programming from December 2016 to July 2017. The guide will go live November 18 and registration will begin on November 28. We are excited to promote the guide during our open house at Candlelight Walk and are offering many new programs.

★ Front Counter

Sherry retired on October 28 and we held both a staff luncheon and an open house in her honor. The open house was well attended and we served Cliff's Apple Cider Donuts and cider and coffee. Thank you to everyone that attended. Andrea Messenger is excited to begin working full-time. Emily Gundersen has begun training to add an additional body to the staff to cover days off, etc.

Respectfully Submitted,



Tina Ketter, Marketing & Communications Supervisor

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Aquatics Coordinator Report

✿ **Christmas Movies in the Pool**

This holiday season we will be offering two opportunities for the community to participate in 'Movies in the Pool'. The first movie will feature 'Elf' on November 26th as part of our Candlelight Walk family fun night. The 2nd will be 'The Santa Clause' during our 50th Anniversary Open House celebration. The pool will be festivity decorated for these two events and throughout the holiday season. Both evenings will also feature pool games on the deck and Santa will be stopping by during our open house in his tropical attire!

✿ **New to The Guide**

As you flip through your anniversary issue of our guide later this month you will notice a few new things in the aquatics section. For the winter and spring sessions of swimming lessons we will offer Saturday morning lessons for our most popular levels. You will also notice we are offering a super sprint this year to get even younger athletes involved in our triathlon! The Super Sprint will be a great opportunity for younger participants to experience a triathlon with or without a parent.

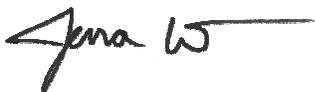
✿ **AngelFish Program**

Last month 4 lifeguards completed the AngelFish training for students with disabilities. There are currently two students who are benefiting from this training. Both are enjoying being in the water and love to swim! They have both already made many improvements in their swimming skills in the first half of our session.

✿ **Spa Day**

Spa day was a huge success again this year! We had 61 participants registered for this event. This year was all about self reflection and taking a look at the mask we all wear on a daily basis. All participants had an emoji mask to wear and everyone left with a take home gift of hand and foot cream and a coupon for a free item to a local business. Many participants also went home with the larger gifts donated from the local business and the big winner (or loser as some said) for the day went home with a private one on one training session with Rosann!

Respectfully Submitted,



Jena Wehmhoefer, CPRP
Aquatics Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8th, 2016

Athletic Facility Manager Report

✱ **Youth Athletics - Fall Soccer**

Fall Soccer concluded on October 22nd. Overall the season ran very smooth without many hiccups. An end of the season tournament was held for the older divisions, and 2 of our teams were able to finish 2nd in their respective age divisions. League rules and procedures will be reviewed during the offseason in hopes of improving the league and communication among the surrounding communities for 2017.

✱ **Youth Athletics - 3rd-6th Grade Boys Basketball**

3rd-4th Grade basketball has 36 participants making up 4 teams, and the 5th-6th Grade has 11 participants creating 1 team. Games began Saturday October 29th, and will continue on Saturdays with an end of season tournament scheduled for December 10th at the Blackhawk Center. These leagues are designed to continue development of basic basketball skills, before reaching a more competitive atmosphere.

The 6th Grade Competitive team is comprised of 7-6th Graders and 4-5th Graders. 5th graders were needed to make this team complete, but they were comfortable playing up a level. This will only help enhance their basketball experience next year.

✱ **Youth Athletics -Jr. NBA**

The Jr. NBA is a very basic basketball league for PreK-2nd grade children. This is the first step for kids to experience the up and down action of a real basketball game. A total of 67 participants signed up between the two divisions. Teams practice for the first 30 minutes and then play 2-10 minute halves each Saturday. This is great for children to begin understanding the game of basketball. The hope is to continue to grow numbers in the Jr. NBA to help feed into our older basketball programs.

✱ **Power Up Volleyball**

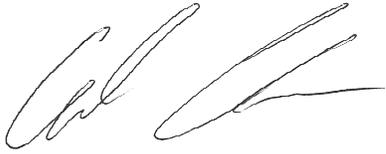
Power Up Volleyball will begin their season on December 4th. The arrangement between the park district and Power Up has changed significantly from last year to this year. Power Up is now considered to be an affiliate group, not a contracted service. As an affiliate group, Power Up will be required to submit a certificate of insurance, health department certificates, and pay rent for their approved use of the Blackhawk Center. Rental fees have been assessed for both practices and tournaments.

✱ **Adult Athletics - Women's Volleyball League**

The Women's Volleyball League had 9 teams sign up to participate. This is 2 more than we had last year. Due to the increased number of teams the Blackhawk Center will be

utilized more for games. Games started on October 27th. Teams will compete at the Blackhawk Center and Nash through January before a champion is crowned.

Respectfully Submitted,

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

Calvin Clothier
Athletic Facility Manager

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Events Report

★ **Halloween Carnivals**

A total of 200 children were in attendance for the annual Halloween Carnivals held at Nash on October 27. This is a great event which requires the help of much of the staff, about 41 volunteers and business support through donations. The maintenance staff does an excellent job helping with set up/clean up of the gym. The raffle brought in \$262.50 which helps to offset the cost of the supplies (candy, trinkets, décor). An additional \$196.50 in revenue came from additional game tickets sold at the carnivals. Every child is given 12 tickets and a Trick-or-Treat bag. The morning carnival volunteers consist of staff, non working parents and retirees. The after school carnival volunteers are mostly high school students in need of silver service hours. This always seems to be a favorite event and the costumes make for good photos. See photos.

★ **Howl'oween Canine Costume Contest**

The 5th Annual Canine Costume Contest was held at Wiggly Field on Tuesday, October 25th. Participation was low with only 13 dogs participating. Prizes were donated for the top three winners in each category by Pines Meadow Vet Clinic, A Perfect Parrot and Pet Supplies Plus. The judges for the contest were also from these three businesses. Everyone present received a treat (humans and canines) and there was hot chocolate available as well. See photos.

★ **Holiday Gift Fair**

Not only will Nash be open with activities for all during Candlelight Walk this year, but the Event Coordinator continues to help with the planning and coordinating of all of the Candlelight Walk Festivities. To date, 19 booth spaces are reserved for the Holiday Gift Fair on Saturday, November 26, 2016. The Gift Fair will be on the main level of the Coliseum from 4-8 p.m. The Kids Winter Quarter Carnival, Santa, a Balloon Artist, a kids "make n' take" table and the Gingerbread Kitchen can be found in the lower level of the Coliseum. I am responsible for the activity going on at the Coliseum, but this year will have the help of a couple volunteers so that I can be at Nash the majority of the time.

★ **Letters to Santa**

The elves will be putting out the mailbox to mail letters to Santa Claus on November 14. The letters are collected at Nash and will be given to a volunteer who reads and responds to the letters. Letters can be sent through December 15.

Respectfully Submitted,



Debbie Leffelman
Event Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Recreation Program Manager Report

✿ **Community Involvement**

On October 7, the district participated in the Rock River Center Wellness Fair. This all day event promoted our active adult programs and allowed all those in attendance a chance to ask questions and gather resources available at our table. Thank you to Calvin for also manning the district's booth at the event.

✿ **Extended Time**

Extended Time students have had two unique experiences this month. The 4-H club came to visit on October 11 to run a special educational series regarding animals and harvest activities. In addition, on October 28, Andy Eckardt and the high school marching band students came to Extended Time to run musical activities. K-2nd graders got to test out many different instruments and learn about their differences. K-6 all got a chance of learning marching skills in the OHS gym and making their own performances in correspondence with the Ghostbusters theme song. Moving into November, I am investigating the possibility of adding an on-site Director of Extended Time. This will bring more fluidity and consistency between the staff, parents and the students along with promoting more open communication from day to day. I expect high results from this position being added to the program.

✿ **Programs in October**

Our October tumbling program held 33 participants. Our toddler and preschool gym held 13 participants. Our after school gym has been holding 2-4 participants each Monday afternoon. Our childcare service has averaged approximately 5 children per day in October.

✿ **Continuing development**

On October 25, we attended two IPRA sessions at the Rockford Park District titled Motivate and Move and Words on Play. This informational session included playground studies, statistics, specifics and differing/modern options. This was interesting to all in attendance. This had broadened my horizon regarding the forefront.

✿ **Looking ahead**

Sixty students have been meeting every Monday and Thursday after school to run lines, practice songs and learn stage presence. Performance weekend for The Lion King will be on Veterans Day weekend at Etnyre Gym. I am looking forward to new programs this Winter into Summer from barn quilt painting to art in the park. Each week has been spent chipping away at the planning process. Along with planning new programs, I am anxious to get two new implementations off the ground this coming year. In November, I will be meeting with OCEC to discuss a potential partnership for a district wide inclusion program. I am also in communication with IBE and USDA to arrange for a summer lunch program for our community.

Respectfully Submitted,



Amanda Zimmermann, CPRP
Recreation Program Manager

MEMORANDUM TO THE BOARD OF COMMISSIONERS

November 8, 2016

Children's Center Report

★ **Fire Prevention Week and Fire Drills**

Firefighters Kevin Greene, Josh Lehrke, and Michael Hoffman from the Oregon Fire Department did a great job showing the MWF children a firefighter's gear and equipment, as well as reinforcing the concepts of 'STOP, DROP, and ROLL' and 'CRAWL IN SMOKE'. The children also had the opportunity to sit in the fire engine. All of the children received a hat and a water bottle.

I held Fire Drills during Fire Prevention Week for all of the groups. Each group went out to our "safe spot" on 6th Street. The children did an excellent job!

★ **Holly, the Therapy Dog**

Mrs. Pennock and Holly, her therapy dog, came to visit the MWF classes once again in October. The children love having them visit, like seeing Holly's tricks, enjoy hearing Mrs. Pennock's story, and love going out to the hallway to play with Mrs. Pennock's puzzles. We are already looking forward to their next visit in mid-November!

★ **Holiday Hope Chest**

The Children's Center is once again participating in the Holiday Hope Chest sponsored by Lutheran Social Services. Nancy will be receiving a list from LSSI of 35 names of children, ages 3-6, with a desired toy, book, or other needed clothing item listed for each name. After Thanksgiving the families from the Children's Center will be able to pick a child's name off of the Children's Center tree. Items will be picked up by LSSI during the second week of December for delivery to families before Christmas.

★ **What's For Dinner?**

My first session of 'What's For Dinner?' was held on Wednesday, October 19, for 10 first through third grade children. It was good to see some of my former preschoolers as well as meet some new chefs! Every family took home a lasagna dinner, salad, and Halloween cookies! Parents only had to preheat the oven, sit back and relax while their prepared dinner was cooked! I received many nice compliments about the class and dinner from the families! I am looking forward to our November and December sessions!

Respectfully Submitted,



Nancy Kerwin
Children's Center Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

Oct. 26th, 2016

Natural Resources Report

★ **Playground**

The playground is coming along well. With help its making thing move along. The skills that the staff brings to this project most municipalities don't have and must seek outside help. The amount of hardware is immense along with the grade work. One play feature in particular takes 24hrs to assemble. The old playground along with the new addition the perimeter is over 400 ft. Most of the play area had to be dug out (to make the playground level) with some areas up to 15 inches. This is for the 12"and 15" of protective surfacing (engineered wood fibers) the A.S.T.M. standards require. The playground is of high quality with the poles being warranted for 90 years. New toys (leisure products) is a company I'm familiar with and there service and quality is second to none.

★ **Rain barrels**

The rain barrels and planters have been taken down and placed in the storage yard .Every year the planters are emptied out then mixed with new soil. This amendment helps the flowers every year to continue to produce a

★ **Pumpkin carven**

This year's pumpkin carving class went well with a total of 9 signing up for the class. All had fun parents as well keeping the mess at the garden barn! Pumpkins again where donated this year. All left with their pumpkin creation as well extra pumpkins to take home!

★ **Farmers market**

The farmers market for 2017 will take place on Friday evenings. Many young families are unable to attend our farmers market on Saturdays this due to sporting events. Friday evenings would work for many of our regular customers as they are of the retired age. Most of our venders where receptive to it for the most part I believe Friday nights will work with good advertising and creative promotions.

Respectfully submitted

John Barnhart Natural Resources Manager

