



AGENDA

A PUBLIC HEARING & REGULAR MEETING OF THE
OREGON PARK DISTRICT BOARD OF COMMISSIONERS

TUESDAY, FEBRUARY 9, 2021, AT 6:00 P.M.

ONSITE MEETING: RIVER ROOM

DUE TO THE COVID-19 PANDEMIC AND PHASE 4 OF THE GOVERNOR'S
RESTORE ILLINOIS PLAN THE REGULAR MEETING OF THE BOARD WILL
ALSO BE AVAILABLE VIRTUALLY THROUGH ZOOM

ZOOM MEETING CALL IN: (312)626-6799

MEETING ID: 891 1148 8278 PASSWORD: 698872

PUBLIC HEARING

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) RECOGNITION OF VISITORS WISHING TO PRESENT TESTIMONY ON
BUDGET & APPROPRIATIONS ORDINANCE 21-02-09

DUE TO THE COVID-19 PANDEMIC, THE BOARD WILL TAKE PUBLIC
COMMENTS ONSITE OR SENT TO THE DISTRICT EMAIL:
INFO@OREGONPARK.ORG BY 12:00 P.M. THE EVENING OF THE
MEETING. ANY COMMENTS RECEIVED WILL BE READ DURING THE
MEETING.

- 4) ADJOURN

REGULAR MEETING AGENDA

- 5) CALL TO ORDER
- 6) ROLL CALL
- 7) RECOGNITION OF VISITORS
DUE TO THE COVID-19 PANDEMIC, THE BOARD WILL TAKE PUBLIC
COMMENTS ONSITE OR SENT TO THE DISTRICT EMAIL:
INFO@OREGONPARK.ORG BY 12:00 P.M. THE EVENING OF THE
MEETING. ANY COMMENTS RECEIVED WILL BE READ DURING THE
MEETING.
- 8) APPROVAL OF MINUTES

A. REGULAR MEETING MINUTES OF JANUARY 12, 2021

- 5) FINANCIAL

- A. TREASURER'S REPORT
- B. CLAIMS PAYABLE AND CHECKS DRAWN

6) REPORTS

- A. FINANCE COMMITTEE - MET JANUARY 12, 2021
- B. PERSONNEL & POLICY COMMITTEE - NO REPORT
- C. PARKS & FACILITIES COMMITTEE - NO REPORT
- D. PROGRAM & SERVICE COMMITTEE - NO REPORT
- E. PARKS & FACILITY REPORT - INCLUDED IN PACKET
- F. RECREATION REPORT - INCLUDED IN PACKET
- G. ADMINISTRATIVE REPORT - INCLUDED IN PACKET

7) UNFINISHED BUSINESS

8) NEW BUSINESS

A. EXECUTIVE SESSION

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Open Meetings Act Par. 120/2. c(1).

B. EXECUTIVE SESSION

Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and 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. Open Meetings Act Par. 120/2. c(2).

C. BOARD SECRETARY APPOINTMENT

D. BUDGET AND APPROPRIATIONS; ORDINANCE 21-02-09

E. CONSOLIDATED ELECTION POLLING PLACE APPROVAL

8) COMMISSIONERS COMMENTS

9) DIRECTORS COMMENTS

10) PRESIDENTS COMMENTS

11) ADJOURNMENT

NEXT REGULAR MEETING - MARCH 9, 2021

**Oregon Park District Board of Commissioners
Nash Recreation Center ~ River Room
304 So. Fifth Street
Oregon, Illinois
Regular Meeting Minutes
January 12, 2021**

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

PRESENT: Mark Tremble, Steve Pennock

VIRTUALLY ATTENDING: Scott Stephens, Dave Bakener

ASSENT: Dan Engelkes

OTHERS PRESENT: Erin Folk, Executive Director; Dan Griffin, Secretary; Andy Egyed, Supt. of Parks; Tina Ketter, Supt. of Recreation; Steve Adams, Attorney

RECOGNITION OF VISITORS: Haley Mizner

APPROVAL OF MINUTES

Motion by Mark Tremble, seconded by Steve Pennock, the regular meeting minutes of December 8, 2020 be approved as printed. Roll Call: Dave Bakener, Mark Tremble, Scott Stephens, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

Motion by Scott Stephens, seconded by Mark Tremble, the special meeting minutes of December 23, 2020 be approved as printed. Roll Call: Dave Bakener, Mark Tremble, Scott Stephens, Steve Pennock - yes. MOTION PASSED UNANIMOUS.

FINANCIAL

Treasurer's Report

Mr. Griffin said the administrative staff was very happy with how the District finished the fiscal year considering the effect of the Pandemic.

Motion by Steve Pennock, seconded by Scott Stephens, the Treasurer's Report be approved. Roll Call: Mark Tremble, Scott Stephens, Dave Bakener, 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: Scott

Stephens, Dave Bakener, Mark Tremble, Steve Pennock - yes.
MOTION PASSED UNANIMOUS.

REPORTS

Parks Report - Included in Board Packets. Mr. Egyed said the Nash Recreation Center was running on an older electric boiler to keep temperatures up. The new boilers were installed and are now running manually to increase the heat to full building. The new boiler will be programmed to the building soon and begin fully heating the pool.

Mr. Egyed said the District did not typically salt any of the park paths. Unfortunately, the department did have to salt a small section at Park West because of the continuously melting and freezing over a busy section of path. The District does not expect to continue salting. Mr. Pennock asked if the District ever considered using sand to help instead of salt. Mr. Egyed said there were concerns and issues with both salt and sand on District paths.

Recreation Report - Included in Board Packets. Mrs. Ketter stated that the Recreation staff was in limbo until the state entered phase 2 of the recover Illinois plan. Hopefully volleyball programming and swim lessons can begin the following week.

Administrative Report - Included in Board Packets. Mr. Griffin highlighted the low interest rate the District received on the annual rollover General Obligation Bond. Both Stillman Bank and Sauk Valley Bank issued the low rate of 0.45%.

BUSINESS (unfinished)

BUSINESS (new)

COMMISSIONERS COMMENTS

Mr. Stephens had no comments.

Mr. Bakener mentioned the difficulty in budgeting during the pandemic.

Mr. Tremble had no comments.

DIRECTOR'S COMMENTS

Mrs. Folk had no comments.

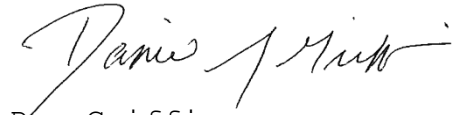
PRESIDENT'S COMMENTS

Mr. Pennock congratulated the staff on their work and instructed them to keep it up.

ADJOURN

Motion by Dave Bakener, seconded by Scott Stephens, the meeting adjourn at 6:12 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,

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

Dan Griffin
Board Secretary

Oregon Park District
Finance Committee Meeting
Nash Recreation Center ~ Staff Lounge
Tuesday, January 12th, 2021

Mark Tremble, called the meeting to order at 5:06 p.m.

Board Members Present: Mark Tremble

Board Members Virtually Present: Dave Bakener, Scott Stephens

Committee Members Absent: Dan Engelkes

Others Present: Erin Folk, Dan Griffin

Discussion of the 2021 Tentative Budget and Capital Improvements Review

Mr. Griffin started off the meeting by sharing a power point presentation to both those in attendance onsite and virtually. Mr. Griffin stated that he felt the administrative staff was very pleased with the way the District finished the fiscal year. The challenges of the pandemic and associated financial impact were handled well.

Mr. Griffin said the future planning for both the 2021 fiscal year and years beyond were made with consideration to Covid-19 pandemic as well as the potential closure of the Byron Nuclear Plant. The Districts current budget was constructed to remain flexible. The District will receive more information in the coming months.

The District's 2019 tax levy was discussed regarding the Byron Nuclear Plant. The District has not had a tax agreement since the 2012 tax year. The Byron Nuclear Plant and surrounding Exelon properties made up 78% of the Districts 2019 tax levy. The large tax concentration on a single taxpayer is extremely concerning.

Mr. Griffin explained the annual budget planning process and the current status. The District 2019 tax impact on local Oregon homeowners was also discussed. For every \$1 that a typical city of Oregon homeowner paid real estate taxes, only 4.3 cents of that dollar was directed to the Park District. The District tax levy rate has remained stable over the last decade. Most increases in that tax rate has been the result of an increasing EAV.

The 2021 Tentative Budget is very different from prior years. There are no qualified trends to compare to. The District has

recently transitioned to a calendar year fiscal year and combined with the significant budgeting changes related to the Pandemic, there are no good trends to compare to. Mr. Griffin then provided a breakdown of all the primary revenues and expenses within the 2021 tentative budget.

The District utilized a reduction formula to help budget for all fiscal year programming. The assumption that was used was that the first half of the fiscal year would continue to be limited programming wise, while the second half of the fiscal year would return to near normal programming. Therefore, the budget for the 2021 fiscal year was heavily reduced as compared to the prior years budget.

The majority of Corporate and Recreation Departments budgets have remained stable. The District has remained flexible regarding all capital improvements as it moves through the year. This process will allow the District to realign its capital priorities if more information regarding the pandemic or the Exelon closure is received. All funds, with the exception of the Paving and Lighting fund, is budgeted to meet its fund balance goals for 2021. The Paving Fund will be heavily utilized to complete many paving projects in FY 2021.

The District has remained flexible with its capital improvement plans through the use of annual rollover General Obligation Bonds. The District has historically approved, passed, sold, received and repaid its G.O. Bonds in a single fiscal year. This allows the District to maximize the size of the sale and minimize the overall interest paid on the annual bonds.

Mr. Griffin discussed the impact of minimum wage on the Districts budget. The minimum wage increased to \$11 an hour in 2021. The District relies heavily on part time labor to operate its facilities and recreation programming. The overall impact of the increases will continually be monitored.

Mr. Griffin then spoke about the Districts Capital Improvement Program. There are currently over six million in outstanding capital improvement projects that have been identified throughout the District. The 2021 fiscal year budget is currently slated to complete almost \$950,000 in capital improvements. The majority of the improvements can be flexible as far as timing is concerned.

The District has done its best to financially prepare for a situation such as the Pandemic and potential Exelon closure. The District created sustainable fund balance goals and has met those

goals annually. The fund balances allow the District to still make wise decisions in the event of a deficit. The District has also done its best to control its employment costs. The District currently has 13 full time employees, while there were twice that many full-time employees a decade ago. The District has also maximized its annual bonding flexibility to best fit the District annual needs. The use of technology and building efficiencies are also serving as a great benefit to the District. And finally, the District had the foresight to establish a long-term capital improvement fund. This fund currently has around \$150,000 but will hopefully grow in the future.

Mr. Bakener asked some questions regarding individual line items within the proposed budget. Mr. Bakener asked what the increase in grant funding was in the Corporate Fund for fiscal year 2020. Mr. Griffin answered that the unexpected increase was for CURE Act funds received for cleaning and safety measures related to the pandemic. Mr. Bakener asked about the reduction in Parks part time labor expected for fiscal year 2021. Mr. Griffin responded that the Parks department is expected to operate differently as related to its pandemic operations. Much of the summer operations are expected to remain restricted due to the Covid 19 Pandemic.

Mr. Bakener asked how the recreation department as able to estimate its revenue. Mr. Griffin said the department estimated under the assumption that half the year would continue to be under pandemic restrictions and the other half it would be able to operate normally. Mr. Bakener then asked why the capital improvements account within each department were significantly different from the prior year. Mr. Griffin responded that the capital improvements recommended for completion annually change departmentally. Each year the capital improvements funds fluctuate among departments.

Mr. Bakener questioned the increased building supervisor expenses. Mr. Griffin said the maintenance department estimated increases wages primarily due to the increased cleaning procedures related to the pandemic. Mr. Bakener asked why the aquatics department was budgeted so different from the prior year. Mr. Griffin said the aquatics department was a good example of how the District does not have good history to compare to this year. The aquatics department transitioned to management of the pool from an outside source. The management group also took over registrations for pool programming as well. The District will now only receive revenue from its share of program operations.

Mr. Bakener then questioned revenue and expense changes within the General Recreation Department and the Fitness Department. Mr. Griffin stated that there several changes in both staffing and pandemic related changes. Mr. Bakener questioned the reduction in unemployment and workers comp insurance in the Liability Fund. Mr. Griffin said that both were expected to decrease primarily due to FY 21 expected overall wage reductions and associated expense ratios.

Mr. Griffin asked if any other board members had any questions regarding the fiscal year 2021 tentative budget and appropriations.

ADJOURN

Motion by Mark Tremble, seconded by Dave Bakener, the meeting adjourn at 5:32 p.m. ALL WERE IN FAVOR.

Respectfully Submitted,

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

Dan Griffin
Secretary to the Board

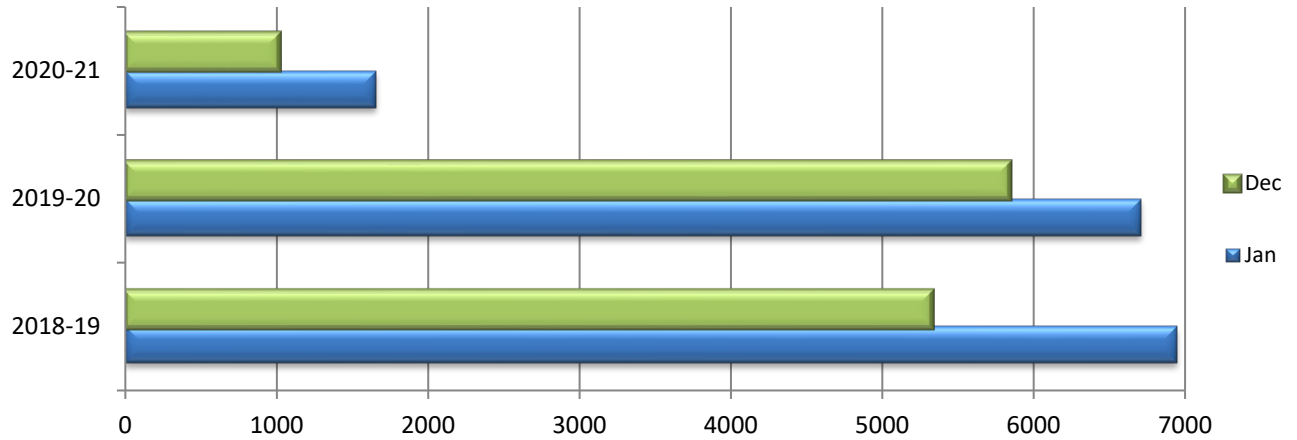
MEMORANDUM TO THE BOARD OF COMMISSIONERS

January 2021

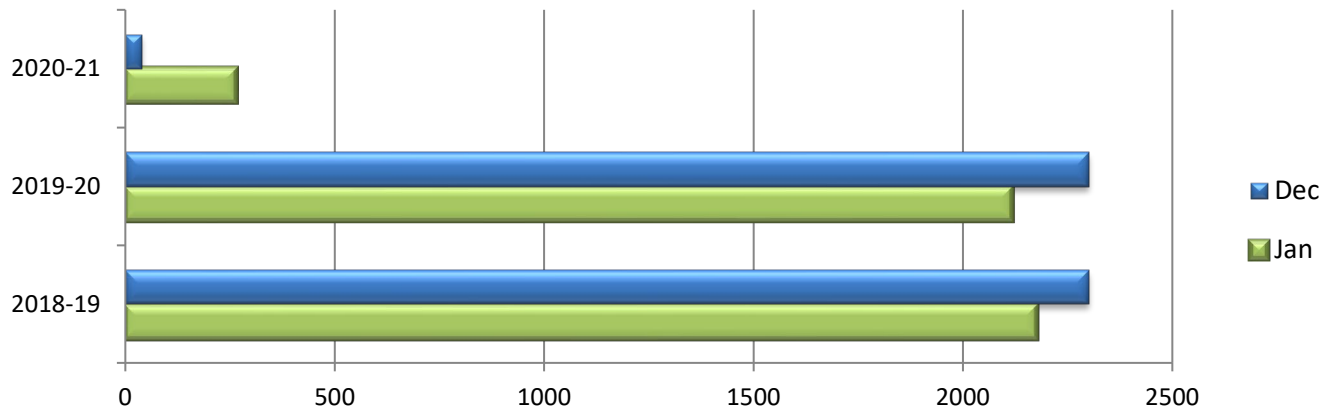
Facility Statistics Report



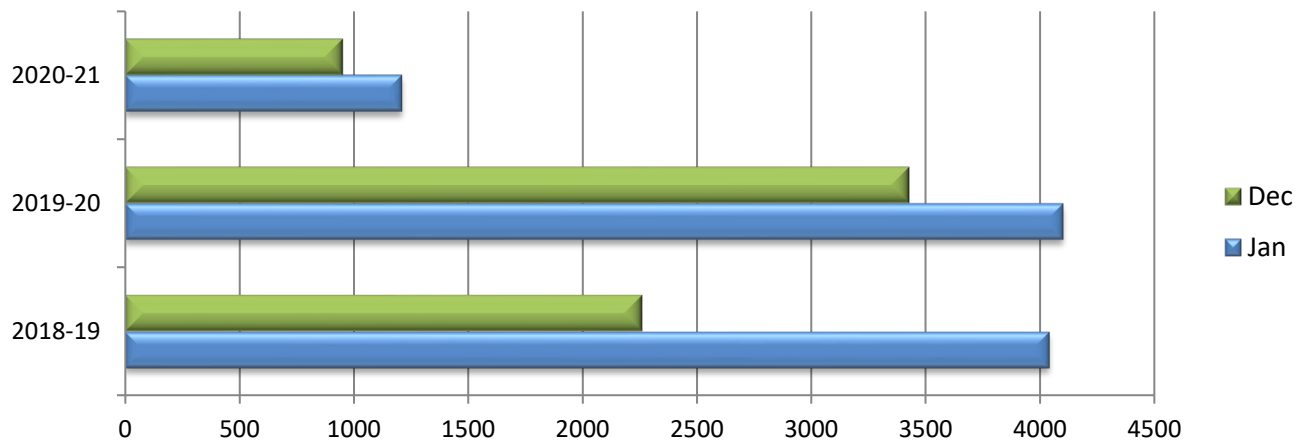
Nash Recreation Center Facility Statistics



Nash Pool Usage Statistics



Nash Fitness Center Statistics



Facility Notes

The Nash Recreation Center began closing the facility at 8:00 p.m. on weeknights in May 2019 and closing on Sundays until November.
Covid Pandemic - Facility Closed March 14th - July 7th / Reduced facility operations began on July 8th. Tier 3 Mitigation began Nov 20th and ended Jan 15th, 2021.

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 10, 2021

Parks Report



Maintenance

Maintenance on fleet vehicles and equipment is almost complete. All equipment from 2-cycle motors to the truck fleet has been thoroughly gone through. Maintenance included repairs, cleaning, oil and filter changes. Keeping equipment clean and in good condition will make them safe for operation and increases the longevity of all our equipment. The maintenance garage has also been cleaned, organized and any issues were repaired.

Snow and ice removal had kept us busy this past month. Snow removal has gone smooth with few mechanical issues with equipment. We have a good supply of salt on hand and do not foresee us having to purchase any more salt this season. The ice storms we had this year is what eats up a lot of salt. We use loader and dump trucks to remove the snow piles from around Nash to make room for more. The snow is dumped along Hawk Prairie behind 10th street.



Projects

We are again this year participated in the Christmas tree recycle program with the county. Trees were dropped off at the Maintenance garage and FFA students picked them up from the curb and delivered to the shop. Parks staff mulched 50 trees this year which is way down from last year. All mulch is free to the community just stop by and take what you want.

Staff is now focusing on tree trimming and all tree Maintenance. Staff has also removed all Holiday decorations and displays and put them back in storage for the season.



General Maintenance

We are still running garbage clean up and restroom maintenance at pit toilets. Staff can't wait for the weather to break and start spring clean-up.

Respectfully Submitted,

A handwritten signature in black ink that reads 'Andy Egyed'. The signature is written in a cursive style with a large, stylized 'A' and 'E'.

Andy Egyed
Superintendent of Parks and Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 10, 2021

Nash Facilities Report

Nash Facility

The new Lochenvar boilers have been installed and are both running full capacity. The boilers are now programmed and hooked into the controllers. They can now be controlled by the HVAC software. After a week of chasing air pockets in the system we finally have all air handlers receiving hot water with maximum temperatures. The pool water temperature is also dialed in and holding steady at 83 degrees. We have a maintenance and training day scheduled for staff to attend by the Manufacturer of the boilers. Staff will be trained on boiler maintenance, start up, shut down and operation.

We are in the process of replacing the automatic pool filler controller. This controller quit working six months ago and now requires staff to constantly monitor the pool water depth and manually add water when needed. By not being able to add water a little at a time like the controller does we have been doing it daily which adds a lot of water at once which throws off the pool chemicals and water temperature. Once the controller has been installed it should keep the water level at a constant depth, keep water temperature from fluctuating up and down and will help with pool chemicals to stay constant.

When the water first enters the building, it goes through an Iron filter. This iron filter has media in it which filters out the rusty water coming into the building. This filter is 11 years old and has never been cleaned out or had the media replaced, which from what I understand should be cleaned every 6 years. With that said we are having a company come in and pump out the old media, clean tank and replace with fresh media. They are also going to replace a leaking valve that is on the filter. When the filter is full of media the tank weigh's 1200 pounds so this will be a large undertaking. A problem I notice is when the city flushes hydrants it breaks loose rust build up inside the pipes and that ends up in our building and is filtered out by our iron filter. After 11 years of this it is time to replace media. Currently, I am working with the company to get us on a schedule for this maintenance. There are bypass valves that will bypass the filter when they are doing the maintenance, so there will still be water to the building during this time.

Fitness Center

The fitness center air handler had a pump fail. This pump has been recently replaced but when starting up the pump the coils were leaking water. They do not have coils sitting on a shelf for this old of an air handler, therefore the coil had to be

custom made for our application. This coil was installed recently, and the air handler is back running again, and temperatures are running at set point in the fitness center.

 **General**

I would like to thank Bill, Mary and all the part time staff for keeping up with custodial, maintenance and now with the building starting to open they are setting up for events. Sorry I can not be at this board meeting as I will be on a father son trip chasing critters on the frozen prairies of South Dakota. Have a great day!!

Respectfully Submitted,



Andy Egyed
Superintendent of Parks and Facilities

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 9, 2021

Superintendent of Recreation Report



Recreation Department

The recreation department has been busy with the move to Phase 4 and adjusting procedures as necessary for programming. Phase 4 allows the recreation department the opportunity to provide more programming than under tiered mitigations. This has resulted in increased participation and much more excitement at Nash.

Following the move to phase 4, a no-sew pillow class was added on February 3rd. This was well received, and participants are excited for additional opportunities being released.

Tumbling is back this month and only has 1 opening remaining under current capacity limits. Tumbling had been on hiatus since October.

The Taft brunch scheduled for January 31st was rescheduled to February 7, not due to COVID but snow received that weekend. With the date change, we still were able to fill the entire brunch. Thank you to Erin Folk for helping me with the program on Sunday.

Volleyball Camp was held the week of 1/18 and 1/25. This was a huge hit with all ages. Special thank you to OHS Head Coach Farrell Cain and her team of OHS students for a quality camp experience. A check for \$2188 was given to the volleyball program. We hope to team up in the future to offer additional opportunities for our youth.

Amanda continues her maternity leave with an anticipated return date of March 1.



Children's Center

Priority registration has begun for the Children's Center for families currently enrolled. We have 7 spots filled for the 4 year old program. Open registration will be held on Saturday, March 6. Alyssa Barringer and I will hold registration while Nash is closed to promote social distancing. Promotion has begun with an article and ad in the Ogle County Life and promotions will begin next week on facebook with information on the Children's Center and what we offer. Feedback has been positive on expanding the program to include lunch one day a week and the additional time for our Tuesday/Thursday program.

Individual evaluations will be done in early April for our preschoolers who will be attending OCUSD in the fall. The OES kindergarten team will visit our classroom to assist in this process.

A field trip "after hours" will also occur in late April/early May to give our preschoolers a trip to the elementary school when students are not in attendance to meet the teachers and see the building. A special thank you to Mrs. Virgil for helping to coordinate this field trip.

Dental hygiene month is in February. Instead of our regular field trip to Deforest Dental, Mrs. Crandall and I will be visiting the

office and videoing her experience for the students. DeForest Dental will also be providing goodie bags for the students after they watch the video. Special thank you to Erin Sellers for helping us creatively have this field trip.



Fitness

The fitness center numbers continue to climb with an increase in all timeslots. The 5:30 a.m. slot was once our busiest, but we continue to increase participation in the other slots. This past week was our busiest week attendance wise since reopening in July!



Aquatics

Swimming lesson numbers grew from 39 in January to 71 in February. We are excited to see this growth and continue to retain and gain new patrons through the swim program.



CPRP Exam/Conference

In preparation for the District's Distinguished Agency Certification in 2021, I successfully completed passed the Certified Parks and Recreation Professional Exam.

Thank you for the opportunity to pursue this certification. I also would like to thank the board for the opportunity to attend the IPRA/IAPD Conference virtually. While it was a different experience virtually, I have enjoyed sharing the information with staff on new ideas we can implement. The sessions are available through February and I am excited to still attend sessions that conflicted with others I attended.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tina L. Ketter".

Tina Ketter
Superintendent of Recreation

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 9, 2021

Business Administration Report



Financial Review

The January 2020 Treasurers Report is included in the Board Packet. The Districts fund balances continue to be healthy at 4.27% greater than at the same time last year.

The District received the 2021 General Obligation Bond on January 28th. The Bond received an interest rate of 0.45% from Sauk Valley Bank and Stillman Bank. The funds will be used for park and building maintenance and the 2021 capital improvements to be approved with the annual budget and appropriations ordinance.



Upcoming Financial Activities

➤ **2021 Fiscal Year Budget**

The District will approve the Combined Annual Budget and Appropriations Ordinance 21-02-09 at the February Regular Meeting. The ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the District may incur in its next budget year. The Ordinance was made conveniently available for public inspection beginning on January 8th, complying with the required 30 days of availability needed prior to final action.

The District will hold the required public hearing regarding the Ordinance before it can take any final action on it. Notice of the public hearing was posted at the Nash Recreation Center and published in the Ogle County Newspapers. Following the hearing on the budget, the board can then approve and pass the ordinance at its regular board meeting that same day.

➤ **2020 Fiscal Year Audit**

The Districts auditor, Wipfli LLP, completed the audit for the 2020 fiscal year over the last week of January/first week of February. There was only ½ day of onsite work completed. The District expects to have the report available for the Board of Commissioners in March.



Continued Financial Challenges of the Covid-19 Pandemic

Below is the continued update of the Financial Challenges in the short term:

- **Personal Property Replacement Taxes (PPRT)** - According to the Illinois Municipal League, local units of government may see a reduction of 30% of which will be realized in fiscal year 2021 and 2022.
- **Interest Earnings** - The District expects extremely low rates for the 2021 fiscal year in both Stillman Bank Savings accounts and through the Illinois Park District Liquid Asset Fund (IPDLAF). The Federal Reserve has reduced interest rates to near zero, which effectively makes the Districts ability to increase municipal liquid savings rates near impossible. Current interest rates have fluctuated between 0.02% and 0.10%.

- Program Fees / Facility Charges - The impact of the Covid-19 pandemic on program and facility fees is nearly impossible to estimate. Our communities' continued support of reservation required use of Nash and limited programming continues to be good. The District hopes to increase program availability as the calendar year progresses.

Respectfully Submitted,

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

Dan Griffin,
Finance & Technology Administrator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 9, 2021

Administrative Services Report



Front Counter/Program Registration

The District's online registration rate consistently sits around 60% while the other 40% are registrations completed by our Customer Service staff during business hours. We continue to only allow registrations to be completed over the phone or online for the safety of staff and patrons.

While the part-time staff is not busy completing registrations over the phone or checking participants in for their scheduled programming or facility reservation, they have been able to assist the Recreation staff and myself with projects as we are slowly able to allow more indoor programming. I am scheduled to meet with the four part-time staff on February 9 to review changing procedures at the front counter, due to the Covid restrictions, and to get staff/patron feedback on current operations. I am also working on preparing a customer service training that will be reviewed with the staff at staff meetings this year.



Phase 4 Facility Changes

Region 1 was able to move from Tier 3 Mitigations to Phase 4 in late January. With this change came increased capacity limits for Nash Recreation Center, re-opening of the pool for Lap Swim and Water Aerobics, and additional facility reservations for the gymnasium and racquetball court. With the facility able to operate closer to normal procedures, the District saw an increase in memberships and reservations, as described below.



Membership Sales/Facility Reservations

A total of 78 memberships were sold in January. This is a 36 membership increase from December, which I believe the District can attribute to Region 1 moving back into Phase 4. The 10 Punch Pass continues to be the most frequently purchased pass, and the monthly membership option that was added to the District's memberships in September of 2020 is also a member favorite.

- Annual - 26%
- Quarterly - 9%
- Monthly - 19%
- 10 Punch - 29%
- Water Aerobics - 17%

Included in the February Board Packet is an Average Weekly Facility Attendance breakdown for Nash Recreation Center. On average for the month of December, around 410 individuals utilized the facility each week, which is around a 180-individual increase, which again, can be attributed to our region moving to Phase 4.



Corporate Memberships

- Etnyre E.D. renewed their Corporate Membership for 2021/22. The promotion period was originally scheduled to run thru January 15, however due to low enrollment, we extended it thru February 15. After speaking with the Etnyre representative, Covid has a large impact on the number of employees that currently want to purchase a membership.
- Ogle County Government has renewed their Corporate Membership for 2021/22 and will run their promotion period March 1-31. Ogle County employees are typically one of our highest participating corporate memberships. In addition, the County board decided to renew their membership every 2 years, so we already have a committed renewal for 2022/23 and look forward to their continued partnership.
- A new business in town, Locus, owned and operated by one the District's fitness instructors, Elizabeth Priller, has partnered

with us to offer her Locus members a 10% discount on an Annual Nash Recreation Center membership, which is the Bronze Level Corporate Membership. We are currently running Locus' promotion period in February, and any new members that join Locus and wish to sign up for their Nash membership after the promotion period has ended, will have the ability to do so on a prorated basis. I am excited to partner with another local business and offer Locus members this great incentive.



Perfect Mind

The District worked with an Implementation Manager from Perfect Mind since the early stages of implementation and training on the Recreation software and was recently transferred to a new Account Manager. I, along with Dan Griffin, will hold monthly conference calls with the account manager to discuss any software issues, updates and/or new releases, along with aligning the District's priorities for future software features. The District has now been utilizing Perfect Mind for approximately 1.5 years, and I think the new relationship from the company will assist the District in utilizing the software to its fullest potential.

Respectfully Submitted,

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

Alyssa Barringer
Administrative Services Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 2nd, 2021

Athletic Coordinator Report



6th Grade Competitive Basketball-Boys & Girls/ Girls Volleyball

We were able to get 4 meetings of our Basketball Skills and Drills program with the Boys Varsity Basketball coaches before the IHSA announcement of new basketball season. Coaches Nathan Green and Dan Green were fantastic with the players and the improvement in the players skills in such a short time was amazing! I am looking forward to working with them as the year continues, and I am working with them to provide a summer basketball camp for to help our younger players get more time on the court. Our focus then switched to a Competitive season, which has been quickly put together in the last couple of days. The players who had originally registered for the Boys 6th Grade program in the fall, and the 5th and 6th grade boys from the drills program formed the Competitive team. Volunteer coaches have been secured, and practices start on Wednesday Feb 3rd, with their first game on Wednesday Feb 10th. This will be a fast 3 week season, ending Feb 25th. No spectators will be allowed at away games, but we will be able to follow all guidelines and have limited spectators at the 2 home Nash games! The girls Competitive Basketball season is scheduled for March, and we are currently trying to get a team together for that program. The 6th Grade Girls Volleyball season has also been moved to run in April this year, having been rescheduled from the fall.



Indoor Soccer

Indoor Soccer will start on Monday February 8th at Nash for 4-7 year olds. We have 24 kids registered for this program which will meet on weeknights at Nash, following a 30 minute practice/30 minute intra team scrimmage format. This program will run through the first week in March and it will be a great preparation for our younger kids to work on their skills in the warm of Nash before Spring Soccer



Zombie Survival Camp

We are working with Lorado Taft to bring a fun Zombie Survival camp on Presidents day. Response to this camp has been great, and the registration maximum has been reached. I am looking forward to coordinating this camp and learning some new skills!



Other

Work is almost complete on Summer Program Masters and preparation for Spring Soccer is well underway, with registrations being strong for so early in the process. We will have teams from Oregon, Byron, Stillman Valley, Winnebago and Pecatonica joining us for the spring season, with Oregon Park District and Byron Park District running the League again.

Lesley Sheffield

Lesley Sheffield
Athletic Coordinator

MEMORANDUM TO THE BOARD OF COMMISSIONERS

February 9, 2021

Events Report



Youth Craft/Recreation Classes

Due to COVID-19 mitigations, the youth craft opportunities were offered virtually in January. There were 2 different paint on canvas kits offered with 6 participants and a winter stenciled snowman kit with 5 participants. The DIY kits have given crafters the opportunity to create on their own time/schedule. Both Timber + Tribe and Amy Fenwick have been good to work with and both provide You Tube videos with step-by-step instructions for the projects. These kits, although designed with youth in mind, have been enjoyed by adults as well.



Easter Events

Under phase 4 guidelines we will not be able to have the typical Easter Egg Hunts with several hundred people in the park at one time. A free Easter Event in the Park is being planned. Registration will be required for a staggered start where participants will enjoy the Story Walk Trail at Park West. The Oregon Public Library is working with us to find the perfect book. After the story, participants will enjoy a couple games and a quick photo with the Easter Bunny. Children will receive a small goodie bag. A revenue producing event will be a Home Visit (in the front yard) by the Easter Bunny with photos and a gift basket.



Summer Programming

Meetings are being held with each of the contracted instructors to offer a variety of craft/education/gardening type classes for the community. Six returning business sponsors have agreed to sponsor a concert this summer and entertainment is being booked. I'm working on a 7th concert for the series. In an effort to decrease expenses, the Park District will not sponsor a concert in 2021 but plans to work with the City of Oregon to help sponsor the downtown fireworks. Our efforts to be more fiscally responsible and manage staff time better has the District looking at having another entity manage the Oregon Farmers Market. I am meeting with the City of Oregon and Chamber of Commerce with the intent of assisting them in taking over and managing the market. The Park District will continue to invite food vendors and Food Trucks to the Concerts on Tuesday evening. The Oregon Farmers Market will be on a different evening downtown Oregon.



Other

I appreciate the opportunity to participate in the virtual IPRA Soaring to New Heights Conference in January. I was able to earn .7 CEU's which are needed to keep my Certified Park & Rec Professional title.

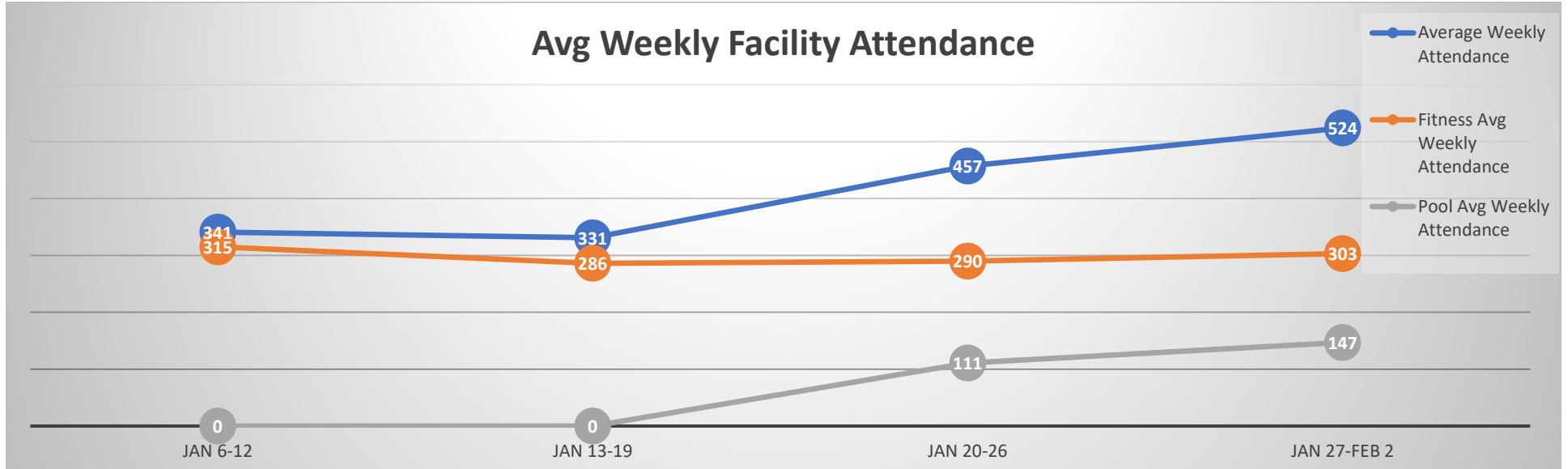
Respectfully Submitted,

A handwritten signature in cursive script that reads "Debbie Leffelman".

Debbie Leffelman, CPRP
Event Coordinator

Average Weekly Facility Attendance

January 2021



	Jan 6-12	Jan 13-19	Jan 20-26	Jan 27-Feb 2
Average Weekly Attendance	341	331	457	524
% Change as compared to prior week		-2.93%	38.07%	14.66%
Fitness Avg Weekly Attendance	315	286	290	303
% Change as compared to prior week		-9.21%	1.40%	4.48%
Pool Avg Weekly Attendance	0	0	111	147
% Change as compared to prior week				32.43%
TRX Avg Weekly Attendance	26	30	29	32
% Change as compared to prior week		15.38%	-3.33%	10.34%
Gymnasium/Pickelball Avg Weekly Attend.	0	15	27	42
% Change as compared to prior week			80.00%	55.56%

Swimming Lessons: There were an additional 71 individuals that began swimming lessons when the pool re-opened in January.

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

**NOTIFICATION OF SALE OF
GENERAL OBLIGATION PARK BONDS, SERIES 2021**

To: The Board of Park Commissioners of the Oregon Park District, Ogle County, Illinois

 Please be advised that responsive to authority contained in an ordinance adopted by the Board of Park Commissioners (the “*Board*”) of the Oregon Park District, Ogle County, Illinois (the “*District*”), on the 8th day of December, 2020, and being entitled:

AN ORDINANCE providing for the issue of not to exceed \$1,500,000 General Obligation Park Bonds, Series 2021, of the Oregon Park District, Ogle County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

(the “*Bond Ordinance*”), a contract for the purchase of \$1,489,000 General Obligation Park Bonds, Series 2021 (the “*Bonds*”), of the District was awarded by the undersigned President of the Board and the Finance and Technology Administrator of the District, as the “Designated Representatives” of the District under the Bond Ordinance, to the purchasers (the “*Purchasers*”) thereof, namely, Sauk Valley Bank and Trust Company, Sterling, Illinois, at a price of \$750,000, and Stillman BancCorp N.A., Rockford, Illinois, at a price of \$739,000. It is hereby found and determined that each of said price is not less than 98% of the principal amount of the Bonds, plus accrued interest, if any, on the Bonds from the dated date thereof to the delivery date of the Bonds.

 The Bonds shall become due on November 1, 2021, in the amount of \$1,489,000 and bear interest at the rate of 0.45%.

Please be advised that the Bonds shall be dated January 28, 2021, and that interest on the Bonds shall be payable on November 1, 2021. The Treasurer of the Board shall serve as bond registrar and paying agent for the Bonds.

As shown above, the Bonds bear interest at the rate of not exceeding 3.00% per annum as required by the Bond Ordinance.

Please be further advised that the undersigned do hereby find and determine that the Bonds have been sold at such prices and bear interest at such rate that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed 9.00%, the maximum rate otherwise authorized by applicable law and that no person holding any office of the District either by election or appointment, is in any manner financially interested directly in his own name or indirectly in the name of any other person, association, trust or corporation, in the contracts for the purchase and sale of the Bonds.

Please be further advised that each of the Purchasers is (1) a bank or financial institution authorized to do business in the State of Illinois and (2) recommended by Mesirow Financial, Inc., as placement agent, to purchase the Bonds on a private placement basis because of (i) the pricing of the Bonds by each of the Purchasers, (ii) then current market conditions or (iii) the timing of the sale of the Bonds.

Please be further advised that Section 7 of the Bond Ordinance provides for a direct annual tax on all taxable property within the District for the year 2020 to pay the interest on the Bonds promptly when and as the same falls due and to pay and discharge the principal thereof at maturity. Please be further advised that the Bonds were sold on terms resulting in a final schedule of taxes levied, to be abated and to be extended as follows:

YEAR OF LEVY	TAX LEVIED IN BOND ORDINANCE	TAX TO BE ABATED	TAX TO BE EXTENDED SUFFICIENT TO PRODUCE
2020	\$1,500,000.00	\$5,918.78	\$1,494,081.22

It is hereby found and determined that all of the provisions of the Bond Ordinance related to this Bond Notification have been fully and completely satisfied in all respects whatsoever.

Finally, please be advised that this Bond Notification shall be entered into the records of the District and made available to all members of the Board at the next regular meeting thereof.

Respectfully submitted this 22nd day of December, 2020.



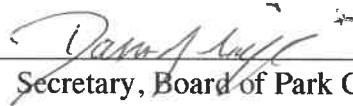
President, Board of Park Commissioners



Finance and Technology Administrator

ACKNOWLEDGMENT OF FILING

Filed in the office of the Secretary of the Board of Park Commissioners of the Oregon Park District, Ogle County, Illinois, this 22nd day of December, 2020.



Secretary, Board of Park Commissioners