



Revised: January 9, 2017

**AGENDA**  
**REGULAR BOARD MEETING**  
**BRESNAN MEETING CENTER**  
**706 KENWOOD ROAD, CHAMPAIGN, ILLINOIS 61821**  
**Wednesday, January 11, 2017**  
**5:30 P.M.**

**A. CALL TO ORDER**

**B. PRESENTATIONS**

1. Shop and Yard Expansion, Farnsworth Group

**C. COMMENTS FROM THE PUBLIC**

*The public has the opportunity to express views or make comments to the Board on agenda items or any other Park District issue. Comments must be limited to not more than three (3) minutes.*

**D. COMMUNICATIONS**

**E. TREASURER'S REPORT**

1. Acceptance of the Treasurer's Report for the Month of December 2016

**F. EXECUTIVE DIRECTOR'S REPORT**

1. Volunteer of the Month
2. Project Updates
3. General Announcements

**G. COMMITTEE REPORT**

1. Champaign Parks Foundation

**H. REPORT OF OFFICERS**

1. Attorney's Report
2. President's Report

**I. CONSENT AGENDA**

*All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.*

1. Approval of Minutes of the Board Meeting, December 14, 2016
2. Approval of Minutes of the Executive Session, December 14, 2016

**J. NEW BUSINESS**

1. Approval of Disbursements as of January 13, 2017  
Staff recommends approval of disbursements for the period beginning December 14, 2016 and ending January 13, 2017. **(ROLL CALL VOTE REQUIRED)**
2. Approval of a Bid to Purchase Park Lights for Various Parks  
Staff recommends accepting the lowest responsible bid from Tepper Electric and authorizing the purchase of 20 new LED light fixtures in the amount of \$32,180.00.
3. Approval of Bids for Mowing Services  
Staff recommends the Board authorize the Executive Director to enter into contracts with the low bidders on each respective site for mowing services for a period beginning May 1, 2017 through April 30, 2019. Staff recommends awarding to the lowest responsible bidder for each group, except groups 1, 2, 3, 5, 6, 8, 9, 11, and 12. Staff recommends awarding the bids for these sites to the second, third, and/or fourth lowest responsible bidders (described on attached bid results) as the lowest bidders are not capable of performing the scope of work required due to lack of staff or proper equipment to take on additional sites. It is also requested that in the event of a contractor forfeiting his contract prior to its completion, the Park Board authorize the Executive Director to proceed to the next lowest responsible bidder and enter into a contractual arrangement for the remainder of the original contract.
4. Approval of the Adoption of Ordinance No. 619, an Ordinance Regulating Travel Reimbursements  
Staff recommends approval adopting Ordinance No. 619, an ordinance regulating the reimbursement of all travel, meal, and lodging expenses of commissioners, officers and employees of the Champaign Park District in accordance with the Local Government Travel Control Act (Public Act 099-0604).

**K. OLD BUSINESS**

**L. DISCUSSION ITEMS**

1. Projected Cash Flow Update
2. Spalding Park
3. Capital Budget

**M. COMMENTS FROM COMMISSIONERS**

**N. EXECUTIVE SESSION**

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 120/2(c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

**O. RETURN TO REGULAR MEETING**

**P. EXECUTIVE SESSION ITEM – ACTION**

1. Approval to Make Available for Public Viewing Executive Session Minutes

**Q. ADJOURN**



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 11, 2017

**SUBJECT:** Project Updates

### Heritage Park Project:

- October 2016 Executed contract with JJR/Smith Group
- November 2016 Work completed on the wetland delineation and information shared with MSA completing engineering survey of the property, should be completed by November 15, 2016
- November 2016 JJR Smith Group begins phase one design documents
- February 2017 Bid out phase one construction
- Summer 2017 Start Construction
- 2018 Phase one Completion
- **Project Team meeting with architect held on December 8<sup>th</sup> with the staff from JJR/SmithGroup. The information discussed at this meeting was sent out to all Park Board Members. The Heritage Project Team will meet with the architects again in late January 2017.**

### Abbey Fields/Dodds Park Conversion

- October 7, 2017 Approval of the conversion completed with final letter from the National Park Service. We have three years to complete the development of the 20 acres.
- Nov 9<sup>th</sup> Approve releasing the letter of credit
- **January/February 2016 Naming of the park**
- **January/February finalize plan for the park and funding as part of capital project budget process**

### Spalding Park

- Nov. 8<sup>th</sup> Election results on School Referendum, results will determine if the tennis courts and baseball projects move forward
- Nov. 9<sup>th</sup> Approval of a firm to conduct a community wide survey on Spalding Park
- January 2017 Review results of the community survey
- February/March 2017 Board decision on project scope for Spalding Park
- March/April 2017 RFP for Architecture Firm to develop plans for Spalding Park
- May 2017 Selection of Architectural Firm
- Met with Unit 4 School staff and board members on December 6<sup>th</sup> concerning improvements to Spalding Park. Tim and Craig will update the board on the various items discussed in the meeting.
- **Unit 4 staff and booster club members meeting on January 12<sup>th</sup> to talk about priorities for the baseball and tennis courts at Spalding Park. Pat Fitzgerald is drafting a MOU to continue the process**

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The mission of the Champaign Park District is to enhance our community's quality of life through positive experiences in parks, recreation, and cultural arts.

of developing new amenities at Spalding Park. As we move forward an Inter-local governmental agreement will be developed with the details on the amenities and the operation of the updated facilities.

- **Community Survey, The U of I Office of Recreation & Park Resources is developing the questions for our community survey on Spalding Park,**

#### **Hessel Park Projects**

- Phase One completed
- November 2016 Phase 2 and 3 Approval of contract with MSA completed
- December 2016 Design phase/Board review of design before final approval
- January 2017 Bids out to potential contractors
- April 2017 Approval bids
- August 2017 Start Construction
- **Review restroom options on December 14<sup>th</sup>.**
- **Project out to bid in January 2017.**

#### **Operations Facility**

- Contract executed with Farnsworth Group
- November 2016 Meetings with Architect begin
- January 2017 Present conceptual plans to the Park Board
- Farnsworth Staff meet with CPD Operations Staff and the Project team on the project scope.
- Conceptual designs to be completed for review in January 2017.
- **The Operations Project Team met with Farnsworth Staff on January 4<sup>th</sup> to review the first draft of conceptual drawing for the operations improvements. Farnsworth to make presentation at the January 11<sup>th</sup> board meeting.**

#### **Greenbelt Bikeway Trail Connection**

- Sent out RFQ for architecture services to begin the process to complete trail connection between Heritage Park and Kaufman Park.
- RFQ sent out and proposals received
- Staff met with Clark Dietz and discussed their qualifications
- Staff reviewed proposal and waiting on contract
- April 2017 Presentation to the Board on possible solutions and conceptual design
- Contract being reviewed by Guy Hall.
- **Contract signed with Clark Dietz for development of possible solutions, conceptual design and cost estimates.**

#### **Trails Master Plan**

- The Trails Team is working through the list of recommendations and should have a recommendation of an action plan to the Park Board in January 2016.
- On November 28<sup>th</sup> the Board and staff discussed the trail connection between Heritage and Kaufman Park as a priority. Also discussed the need for a loop trail in Zahnd Park.
- Staff is completing a rough draft of the recommendation for a five year trails action plan.
- **Staff meeting on January 10<sup>th</sup> to review the proposed five year trails plan.**

### **Champaign Landfill**

- Staff did a conference call with Steve Konters to review the estimated costs for the Landfill basic infrastructure.
- Staff is working with Steven Konters of Hitchcock Design and Eleanor Blackmon of the city of Champaign to update the masterplan for the landfill site and provide information to the Park Board on the site infrastructure and issues in order to make an informed decision in 2017 on whether or not the Park District should take on this site as a possible park.
- Staff is planning to present this information to the Park Board in March 2017.
- Discussed this project with Park Board on Nov. 28<sup>th</sup> and is not a high priority for the board at this time.
- The City of Champaign approved an extension of the lease to the remote controlled airplane group through 2021 at the landfill site.
- **Staff contacted by the City of Champaign Planning Department to meet about the Landfill Project in January 2017.**

### **Henry Michael Park**

- **The seven deeds for the lots have been signed over to the Park District.**

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS**

**December 14, 2016**

The Champaign Park District Board of Commissioners held a Regular Board meeting on Wednesday, December 14, 2016 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President McMahon presided over the hearing.

Present: President Timothy P. McMahon, Vice President Craig Hays, Commissioners Alvin S. Griggs, and Jane L. Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Absent: Commissioner Barbara J. Kuhl

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Kevin Crump, Director of Operations and Planning, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of Human Resources, Information Technology and Risk, Chelsea Norton, Director of Marketing and Communications, Steven Bentz, Virginia Theatre Director, and Laura Auteberry, Development Director.

Kevin Miller, Park Board candidate, and other staff were present as well as members of the public.

**Call to Order**

President McMahon called the meeting to order at 7:00 p.m.

**Presentations**

chambanamoms and Amdocs

Ms. Norton reported that the Park District applied for several IAPD Best of the Best Awards and won the following awards. Top Journalist Award for the work chambanamoms does to support the Park District and Best Friend of Illinois Parks to Amdocs for its partnership with the Park District.

Ms. Norton thanked chambanamoms for supporting the Park District, including sponsoring the Taste of Champaign-Urbana, posting articles on their website about various parks and amenities, providing social media support, discounted advertising, and increasing awareness about the Park District. She stated the Park District received an additional 3,000 referred visitors to the Park District's website as a result of chambanamoms website. Ms. Norton thanked chambanamoms for its efforts and looks forward to an ongoing relationship.

Laura Bleill, Mom-in-Chief of chambanamoms, and her husband attended the IAPD Best of the Best Awards Gala on October 21, 2016. She thanked Mr. DeLuce and all Park District leadership. She noted that writing about Park District facilities, events and amenities is a regular part of chambanamoms activities. Ms. Bleill thanked the Park District for the honor and everything the Park District does to make our community great.

Ms. Norton thanked Amdocs for the shelter donations the Park District received for Mattis Park, as well as donating the remaining funds to benefit the youth scholarship fund. She noted that Amdocs' generosity is above and beyond what many others would do. She hopes to see this special relationship with Amdocs continue throughout the years.

Ms. Auteberry reported that Tina Johnson, Community Relations Manager for Amdocs was in attendance to accept the award. She stated that the Park District is very appreciative of everything Amdocs did when it donated funds for the shelters, along with donating the remaining funds for youth scholarships.

Ms. Johnson reported that Amdocs employees enjoy the shelters and use them for different activities. She reported that Amdocs was pleased to give the remaining funds to the Park District's youth scholarship fund. Ms. Johnson stated that Amdocs work in the community is primarily focused on at risk and underprivileged youth.

The Board thanked Chambanamoms and Amdocs for their efforts.

### **Comments from the Public**

Kevin Miller, Park Commissioner candidate, announced that he turned in his petitions to be on the ballot for one of the open seats on April 4, 2017. He commented that the Commissioners have run the Park District really well and are highly regarded in the community. He noted upcoming projects that may have a significant impact on the community.

The Board thanked Mr. Miller for his comments.

### **Communications**

President McMahon circulated the communications.

### **Treasurer's Report**

Treasurer Wackerlin presented the Treasurer's Report for the month of November 2016. He stated the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of November 2016. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

### **Executive Director's Report**

#### Volunteer of the Month

Mr. Bentz reported that Phyllis and Joe Williams were chosen as November Volunteers of the Month. He stated that they were being recognized for their efforts at various shows as well as helping with the Christmas decorations at the Virginia Theatre. Mr. and Mrs. Williams were unable to attend the meeting.

#### General Announcements

Mr. DeLuce distributed a list of project updates to the Board. He reported that the Senior Holiday Party will be held on Thursday, December 15, 2016 at the Hilton Garden Inn at 6 p.m. Mr. DeLuce announced that Barbara Kuhl and Kevin Miller are candidates for the two seats of Park Commissioner. He noted that later on the agenda the list of meeting dates will be presented for approval. Mr. DeLuce reported that on January 11 and 25, 2017 the University of Illinois men's basketball team has home games and the Board may want to consider changing the meeting times.

### **Report of Officers**

#### Attorney's Report

#### Ordinance No. 616

Attorney Hall presented Ordinance No. 616, an ordinance annexing territory in the Wilbur Heights area and recommended Board approval.

Commissioner Solon made a motion to approve Ordinance No. 616: annexing territory pursuant to petition (101 Paul Avenue). The motion was seconded by Commissioner Griggs. The motion passed 4-0.

#### Champaign Parks Foundation

Vice President Hays reported the Foundation Board met on December 12, 2016. The Foundation Board agreed to fund the lift for the Virginia Theatre in a bid amount up to \$35,000.00. A fundraising event, called "Rocking for Parks," has been scheduled for April 1, 2017. The contract is in process for the band, Mike and Joe. The Foundation is also looking to book a comedian to open the show. The event will be held at the City Center. Vice President Hays stated that there will be two types of tickets: regular and VIP. The purpose of the event is to raise funds for scholarships.

Vice President Hays updated the Board on the Harlen E. Moore funds. Funds were set aside by the Moore family for the maintenance of the Harlen E. Moore Park. Those funds are in excess of what could be used for that maintenance. Through several different searches and two different attorneys' opinions, it has been indicated that some of those funds can be used for maintenance of other parks. Because there are no heirs to that trust, those funds will be categorized differently in the next report. Mr. DeLuce added that there was a resolution passed in 2006 that the funds could be used as indicated.

#### President's Report

President McMahon reported that Vice President Hays, Mr. DeLuce and he met with Champaign Unit 4 School District representatives and that discussions continue.

#### **Consent Agenda**

President McMahon stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion. If discussion is desired, that item shall be removed and discussed separately.

1. Approval of Minutes of the Special Meeting, October 26, 2016
2. Approval of Minutes of the Executive Session, October 26, 2016
3. Approval of Minutes of the Regular Board Meeting, November 9, 2016
4. Approval of Minutes of the Executive Session, November 9, 2016
5. Approval of Minutes of the Study Session, November 22, 2016
6. Approval of Minutes of the Executive Session, November 22, 2016
8. Approval of the Environmental Policy
9. Approval Inserting Timothy McMahon as Delegate, Craig Hays as 1<sup>st</sup> Alternate, Alvin Griggs as 2<sup>nd</sup> Alternate and Joseph DeLuce as 3<sup>rd</sup> Alternate to the IAPD Credentials Certificate

Commissioner Solon made a motion to approve Consent Agenda Items, except Item #7. The motion was seconded by Vice President Hays. The motion passed 4-0.

#### 7. Approval of Board Meeting Dates for 2017

Vice President Hays made a motion to approve the list of meeting dates for 2017 with the meeting time on January 11, 2017 be at 5:30 p.m. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

#### **New Business**

##### Approval of Disbursements as of November 9, 2016

President McMahon stated that staff recommended approval of the list of disbursements for the period beginning November 9, 2016 and ending December 13, 2016. Vice President Hays indicated that he had questions and that he will contact staff for follow-up.

Vice President Hays moved to approve the list of disbursements for the period beginning November 9, 2016 and ending December 13, 2016. The motion was seconded by Commissioner Solon. The motion passed 4-0.

##### Approval of Summer 2017 Part-Time and Seasonal Position Pay Rates

Ms. Hoggatt presented the report. She reported that there were a few title changes and a few positions recommended for pay increases. Discussion ensued about the hourly rates versus the cap rates.

Commissioner Solon made a motion to approve the summer 2017 part-time and seasonal position pay rates as presented. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

##### Approval of an Agreement with FE Moran Security Solutions

Ms. Hoggatt presented the report. She reported that the current agreement is up for renewal. Ms. Hoggatt stated that companies are moving to cellular versus telephone lines. She reported that the proposed agreement includes purchase and installation of the system, installation of a burglar system at the Virginia Theatre, and monthly service cost. Mr. DeLuce reported that the agreement has been reviewed by Attorney Hall and has been forwarded to FE Moran for approval.



Attorney Hall reported that an addendum was prepared to change some terms of the basic agreement to be consistent with other agreements with regard to limits of liability, insurance requirements, and other changes. He stated that it is not known at this time if FE Moran will find the proposed changes acceptable. Attorney Hall stated that if the Board chooses to go forward with approval of the agreement it could accept the contract subject to the proposal made by the Park District.

Discussion ensued about the buildings covered under the proposed agreement and types of services, number of proposals sought, and costs.

Commissioner Solon made a motion to approve a System Purchase/Service/Monitoring Agreement with FE Moran Agreement for a three (3) year period, and authorize the Executive Director to execute the agreement subject to final review by legal counsel. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

#### Approval of Bids for 2017 Bedding Plants

Mr. Crump presented the report. He updated the Board on staff's efforts to increase the number of bidders. However, only three bids were received for the Park Flower and Flower Island programs. Mr. Crump reported that bids are awarded separately. He discussed the efforts to reduce cost, including reducing the number of flats ordered, reducing bed sizes, eliminating beds, and changing to seed rather than propagated vegetative plants. Mr. Crump stated that Jones Country Gardens was lowest bid for the Park Flower order and Connie's Country Greenhouse was low bid for the Flower Island order. Discussion ensued.

President McMahon noted that if the order of the award of the bids were reversed with the Flower Island Order awarded to Connie's Country Greenhouse and the Park Flower order awarded to Jones Country Gardens it would save approximately \$3,000. He asked why the bids were not awarded as such. Ms. Harvey stated that the bid specifications called for awarding the bid for the largest order to the lowest responsible bidder and staff will look at changing the specifications for awarding the bids next year.

Commissioner Solon asked if the reduction in the number of flats were divided equally among the orders. Mr. Crump responded that it was probably 60/40 to Flower Island order. Commissioner Solon expressed concern about removing too many flowers from the Flower Islands. Mr. Crump explained the history of the decision to decrease the number of flats, associated costs, and need to increase fees.

Commissioner Griggs made a motion that the Board accept the bids and authorize the Executive Director to execute contracts to purchase the 2017 bedding plants from the respective lowest responsible bidders as follows: Park Flower order with 2,702 flats to Jones Country Gardens for a total of \$44,580.00 and Flower Island order with 2,543 flats to Connie's Country Greenhouse for a total of \$49,994.60. The total cost of the two recommended orders for 2017 will be \$94,575.00 and funds will be allocated in the FY17-18 operating budget. The motion was seconded by Commissioner Solon. The motion passed 4-0.

#### Approval of Ordinance No. 617: An Ordinance Regulating the Political Activities and the Solicitation and Acceptance of Gifts

Mr. DeLuce presented the report. He stated that there were no changes to the ordinance.

Vice President Hays made a motion to approve Ordinance No. 617: an ordinance regulating the political activities and the solicitation and acceptance of gifts. The motion was seconded by Commissioner Solon. The motion passed 4-0.

#### Approval of Ordinance No. 618: An Ordinance Regulating the Use of the Parks and Property Owned or Controlled by the Champaign Park District

Mr. DeLuce presented the report. He reported that the only change is adding the word "drone" to Section 10 of the ordinance. Mr. DeLuce discussed the concerns about people flying drones in parks.

Attorney Hall stated this is a difficult subject matter and one that is also difficult to control. He addressed the Federal Aviation Administration (FAA) and Illinois Department of Transportation (IDOT) regulations.

Commissioner Solon made a motion to approve Ordinance No. 618: an ordinance regulating the use of the parks and property owned or controlled by the Champaign Park District. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

### **Old Business**

None.

### **Discussion Items**

#### Champaign Parks Foundation 2<sup>nd</sup> Quarter Financial Update

Ms. Wallace presented the report. She reported that the decrease in revenue as well as the decrease in expenses, which are attributed to there being no car raffle this year.

#### Champaign Park District 2<sup>nd</sup> Quarter Financial Update

Ms. Wallace presented the report. She reported that there are no major changes comparing the six (6) month update to what was budgeted. Ms. Wallace discussed unencumbered expenditures and stated funds for the Hessel and Heritage Park projects will carry forward into next fiscal year. She reported that other funds were consistent with expectations.

Vice President Hays updated the Board on a meeting that Treasurer Wackerlin, Ms. Wallace and he held to discuss the financial status of the Park District. He reported that they were working on a more easily understandable report to show beginning fund balances and ending fund balances reflected on a budget and actual basis.

#### Hessel Restrooms

Mr. DeLuce presented the report. MSA Professional Services (MSA) is working on finalizing documents before letting the project for bid. Mr. Crump discussed the concerns about the number of amenities for the women's versus men's restrooms and the idea of family restrooms. He shared preliminary drawings prepared by MSA.

President McMahon asked if the reduced project concept was going to be let for bid. He noted the desire for the project to come in under budget and suggested a family restroom would increase the budget. Discussion ensued. Mr. DeLuce reported that the preliminary plans were shared with all Commissioners. Mr. Crump stated that the concerns about the restrooms will be resolved before the project is let for bid.

It was the consensus of the Board to move forward with the reduced version of the plan for the Hessel Park projects.

#### Aquatics Report

Mr. Jones presented the report. He highlighted findings from the report and stated that it was a good summer with great weather. The Park District had approximately 88,858 total visitors to the aquatic center. The Park District received "exceeds" grades on its three (3) unannounced audits. Aquatics staff performed 75 rescues. He reported season survey results, noting that the largest percentage of respondents reported visiting the aquatic center one (1) to two (2) times per week followed by three (3) to four (4) times per week. Mr. Jones reported that the quality of overall experience was either excellent or good and most people consider the Champaign and Urbana Park Districts aquatic centers as destinations for people to visit. He stated that a swipe and swim pass was offered and well-received by visitors. Swim lessons and water aerobics saw an increase in participants. Discussion ensued about staff uniforms, cleaning costs and increase in staff payroll. President McMahon commented on the increase in revenue and attendance but expressed concern about the \$60,000 deficit and \$40,000 increase in staff cost. He encouraged staff to try to reduce the deficit and decrease staff cost. Discussion ensued about staff changes. Mr. Jones reported that an aquatics coordinator has been hired for 2017.

The Board thanked Mr. Jones for the report.

#### Taste of Champaign-Urbana Report

Mr. Jones presented the 2016 report. Staff worked with community groups to maintain the entrances to the park. Mr. Jones noted that local craft beer was added. In addition, changes were made for better flow with the food trucks. The change to the ticket sale was well-received by patrons. Mr. Jones stated that he was pleased with the entertainment this year especially the diverse entertainment provided at the event. Staff are working on plans for the 2017 Taste or C-U. The event will be held the third weekend in August. Discussion ensued about the cost of entertainment and overall cost of the event, entertainment, type of fundraiser, and ticket sales. Commissioner Solon questioned whether the Park District should reduce the entertainment cost to come closer to being revenue neutral. President McMahon commented that concerns were expressed about this event last year. He suggested that it be brought back to the Board as a discussion item regarding proposed entertainment, operating cost, possible admission fees and other matters. Mr. DeLuce responded that staff will work on a projected budget and present to the Board at a later date.

The Board thanked Mr. Jones for the report.

#### Virginia Theatre Report

Mr. Bentz presented the report. The report included a list of events for 2015 and 2016 and ticket sales. He reviewed gross net figures with a comparison to previous year. Mr. Bentz reported that the Theatre had an increase in total number of tickets and a 12% increase in gross revenue. He stated that more family oriented and theatrical shows were offered. In addition, there was growth with partnership programs. He discussed upcoming shows and noted that there is a focus on family friendly affordable programming. Discussion about the different shows ensued.

President McMahon commented that the Theatre is on the right track with the increase in revenue and ticket sales. He inquired about the Theatre's expenses.

Commissioner Griggs complimented the staff on the reports and stated that he appreciates the effort in putting the reports together.

#### **Comments from Commissioners**

President McMahon and the Board thanked staff for the holiday care package.

#### **Executive Session**

Commissioner Griggs moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Solon. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; and President McMahon – yes. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired. .

#### **Return to Regular Meeting**

Following the adjournment of the Executive Session, the Board reconvened in open meeting.

#### **Adjourn**

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Hays. The motion passed 4-0 and the meeting was adjourned at 9:02 p.m.

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Timothy P. McMahon, President

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Cindy Harvey, Secretary



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director  
**DATE:** January 3, 2017  
**SUBJECT:** Replacement Park Light Fixture Purchase

### Introduction

In 2013 the District began replacing the park light fixtures due to the fact that mercury vapor bulbs were no longer available. The first major replacement took place in West Side and Mayfair Parks. Since then, Clark Park has been completed, and the renovation of Douglass Park in 2015 included the same fixtures. Fixtures for Hessel Park were purchased and replaced in FY15-16.

In an effort to save on electricity usage and availability of parts in the future, LED lights were specified for this bid. The cost for LED fixtures has fallen dramatically in the last few years. Pay back on these fixtures will be fairly quick, due to the fact that they are illuminated every day for roughly 10-14 hours. This is a 30-50 year investment and LED is the future for most all forms of lighting. Twenty (20) lights are needed to complete Centennial and Hazel Parks along with having one (1) for stock.

### Prior Board Action

The Park Commissioners approved the FY16-17 Capital budget at the March 09, 2016 Regular Board meeting. Also, the Park Commissioners approved the purchase of replacement light fixtures for Hessel Park on April 13, 2016 as a part of the FY 15-16 Capital plan.

### Results

An invitation to bid was published in *The News-Gazette* and also mailed to local vendors. The bids were opened and read aloud on Wednesday, December 21, 2016 at 2:00 p.m. Three (3) bids was received.

Vendor	Bid
Tepper Electric- Champaign, IL	\$32,180.00
Graybar Electric Inc.-Champaign, IL	\$35,278.60
Tiles in Style, LLC – Willowbrook, IL	\$49,974.58

### Budget Impact

\$35,000.00 has been allocated in the FY16-17 Capital budget for this purchase (Project #170017).

### Recommended Action

Staff recommends accepting the lowest responsible bid from Tepper Electric and authorizing the purchase of 20 new LED light fixtures in the amount of \$32,180.00.

Prepared by:

Reviewed by:

Bret Johnson  
Grounds & Maintenance Supervisor

Kevin Crump  
Director of Operations & Planning



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 3, 2017

**SUBJECT:** 2017 Contract Mowing Bid

### Background

The Park District solicited bids for mowing of various sites/parks annually. This year twelve (12) groups of parks were let for bid.

### Bid Results

An invitation to bid was published in *The News-Gazette*. Thirteen (13) bids were received. Bids were opened and read aloud on December 21, 2016. The bid results are attached.

### Budget Impact

The total cost for the contracted mowing of the sites listed will be \$7,825 per month. Funding will be allocated in the FY 17/18 Landscape Maintenance line item budget. The total annual amount budgeted for FY 17/18 contractual mowing will be \$123,900, which is \$2,100 less than budgeted for in FY 16/17.

### Recommended Action

Staff recommends the Park Board award contracts to the recommended bidders on each respective site for mowing services listed in the table below and authorize the Executive Director to execute the contracts:

Area/Contract Length		
1 Year Contracts - May 1, 2017 – April 30, 2018	Recommended Bidder	Monthly Price
1- Douglass, Wesley, & MLK Trail	Dun Right Lawn Care	\$1095
2 Year Contracts – May 1, 2017 – April 30, 2019		
2- Mattis Park & Parkway, H.E. Moore, & Boulware Trail	D & R Lawn Care	\$740
3- Hallbeck & Millage Parks	Shine's Landscape Services	\$300
4- Washington, Scott, and McCollum	D & R Lawn Care	\$340
5- Citizens, Thompson, Garden Hills, & Willis Parks	D & R Lawn Care	\$296
6- Mini 4, Bannon, Chester & 1 <sup>st</sup> , & Firefighters	D & R Lawn Care	\$240
7- O'Malley's Alley & Kaufman	D & R Lawn Care	\$ 450
8- Beardsley, Bridgewater, Neil & Bradley, & Hazel	D & R Lawn Care	\$ 460
9- Porter, Pipeline, & Mullikin	A Cut Above the Rest	\$1050
10- Mayfair, Clark, Harris, Wisegarver, Simon Trail	A Cut Above the Rest	\$575
11- Skelton, Bristol, & Boneyard Properties	Fresh Cut Lawn Care	\$1180
12- Roby Trail, Thompson Land & Cypress, & Robeson Park	Dun Right Lawn Care	\$1099

Staff recommends awarding to the lowest responsible bidder for groups 4 and 7, and awarding the bids for groups 1, 2, 3, 5, 6, 8, 9, 10, 11, and 12 to the second, third, and/or fourth lowest responsible bidder (described on attached bid results) as the lowest bidders are not capable of performing the scope of work required due to lack of staff or proper equipment to take on additional sites. It is also requested that in the event of a contractor forfeiting his contract prior to its completion, the Park Board authorize the Executive Director to proceed to the next lowest responsible bidder and enter into a contractual arrangement for the remainder of the original contract.

Prepared by:

Reviewed by:

Bret Johnson  
Grounds & Maintenance Supervisor

Kevin Crump  
Director of Operations & Planning

# 2017 Contract Mowing Bid Results

Opening: December 21, 2016 @ 1:00

	E & D Trucking & Lawn Care	Miller Mowing	Double D Mowing & Lawn Care	Superior Mowing	Shine's Landscapes & Services	D & R Lawn Care	Waters' Mowing service	David's Lawn Service	F & W Lawn Care & Landscaping	Gregory Hayes	Fresh Cut Lawn Care	A Cut Above the Rest	Dun Right Lawn Care
Group 1	725	NB	4960	3450	NB	1200	NB	3913	12586.63	1200	1560	2000	1095
Group 2	555	NB	4280	2430	NB	740	NB	3895	27078.21	NB	NB	1575	950
Group 3	200	380	2000	1100	300	396	750	1568	3801	NB	1000	400	1000
Group 4	350	600	1940	850	NB	340	NB	1367	5851.12	450	1320	675	1000
Group 5	275	380	2060	820	NB	296	NB	1315	3605.91	588	840	600	400
Group 6	230	200	1040	300	NB	240	NB	437	748.41	250	360	450	500
Group 7	475	700	3600	2625	NB	450	NB	1337	18777.85	NB	1280	600	600
Group 8	400	400	1780	705	NB	460	NB	1621	3265.71	450	1020	575	500
Group 9	575	NB	4360	5500	NB	950	NB	4205	7143.81	NB	2420	1050	700
Group 10	460	500	2800	1560	NB	700	1070	2109	9075.99	450	1300	575	600
Group 11	650	NB	3080	1960	NB	1700	NB	NB	19458.22	NB	1180	1000	950
Group 12	925	NB	5840	4950	NB	2700	3130	6201	35106.43	NB	1720	1500	1099

\* NB = NO BID

**E & D Trucking & Lawn Care and Miller Mowing are not capable of performing the scope of work and are therefore not being recommended for any groups.**

1. Douglass, Wesley, MLK Trail – **2<sup>nd</sup> lowest being recommended**
2. Mattis Park, Mattis Parkway, H.E. Moore, and Boulware Trail – **2<sup>nd</sup> lowest being recommended**
3. Hallbeck and Millage – **2<sup>nd</sup> lowest being recommended**
4. Washington, Scott, and McCollum – **lowest being recommended**
5. Citizens, Thompson, Garden Hills, and Willis – **2<sup>nd</sup> lowest being recommended**
6. Mini 4, Bannon, Randolph & Church, Chester & First, Firefighters – **3<sup>rd</sup> lowest being recommended**
7. O'Malley's Alley and Kaufman – **lowest being recommended**
8. Beardsley, Bridgewater, Neil & Bradley, and Hazel – **3<sup>rd</sup> lowest being recommended; 2<sup>nd</sup> lowest declined**
9. Porter, Pipeline 1 & 2, and Mullikan – **4<sup>th</sup> lowest being recommended; 2<sup>nd</sup> & 3<sup>rd</sup> lowest declined**
10. Mayfair, Clark, Harris, Wisegarver, and Simon Trail – **lowest being recommended**
11. Skelton, Bristol, and Boneyard Properties – **4<sup>th</sup> lowest being recommended; 2<sup>nd</sup> & 3<sup>rd</sup> lowest declined**
12. Roby Trail, Thompson Land, Cypress Dr., and Robeson Park – **2<sup>nd</sup> lowest being recommended**



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 9, 2017

**SUBJECT: Ordinance No. 619, an Ordinance Regulating the Reimbursement of all Travel, Meal, and Lodging Expenses of Commissioners, Officers and Employees of the Champaign Park District in accordance with the Local Government Travel Control Act (Public Act 099-0604)**

### Background

The governor signed House Bill 4379 into law on July 22, 2016. The new law, called the "Local Government Travel Expense Control Act," will go into effect January 1, 2017. The Act requires public agencies to regulate the reimbursement of "travel, meal, and lodging expenses" (travel expenses) of "employees and officers" of a local public agency through the adoption of an ordinance or resolution.

The Act requires each public agency to enact an ordinance or resolution regulating the reimbursement of travel expenses of commissioners, officers and employees. Ordinances or resolutions must specify the following: 1) the types of official business for which travel expenses are allowed; 2) the maximum allowable reimbursement for travel expenses; and 3) the creation of a standardized form for submission of travel expenses. The regulations may allow for reimbursement of expenses that exceed the maximum allowable amount because of an emergency or other extraordinary circumstances. If the ordinance is not approved, no travel, meal or lodging expenses will be permitted to be paid by the local public agency.

The Act does not establish a not-to-exceed maximum allowable reimbursement amount for travel expenses. Presumably, a public agency may appropriate maximum allowable reimbursements for the various types of official business for which travel expenses are allowed. This may be allowed by establishing the amounts for various travel in the agency's budget.

All travel expenses of any officer or employee that exceed the maximum amount allowed under the regulation adopted by the local public agency, and the travel expenses of any member of the governing board must be approved by roll-call vote during an open meeting of the governing board.

The Act does not require the roll-call vote on a reimbursement of travel expenses to be separate for approval of other payments. It may be permissible to include travel expense reimbursement with other accounts payable, as is the practice of many public agencies.

This legislation prohibits reimbursing entertainment expenses for all local public agencies. "Entertainment" is defined to include shows, amusements, theaters, circuses, sporting events or any other place of public or private entertainment or amusement unless ancillary to the purpose of the program or event.



Prior Board Action

None

Budget Impact

None.

Recommended Action

Staff recommends that the Board adopt Ordinance No. 619, an Ordinance regulating the reimbursement of all travel, meal, and lodging expenses of commissioners, officers and employees of the Champaign Park District in accordance with the Local Government Travel Control Act (Public Act 099-0604).

Prepared by:

Reviewed by:

Cindy Harvey  
Assistant to the Executive Director

Joe DeLuce  
Executive Director

**ORDINANCE NO. 619**

**AN ORDINANCE REGULATING THE REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF COMMISSIONERS, OFFICERS AND EMPLOYEES OF THE CHAMPAIGN PARK DISTRICT IN ACCORDANCE WITH THE LOCAL GOVERNMENT TRAVEL EXPENSE CONTROL ACT (PUBLIC ACT 099-0604).**

**WHEREAS**, the Champaign Park District is a non-home rule unit of local government; and

**WHEREAS**, Public Act 099-0604 established the Local Government Travel Expense Control Act, which requires all non-home rule units of local government to adopt by resolution or ordinance a policy governing reimbursement of all travel, meal, and lodging expenses of officers and employees; and

**WHEREAS**, the Board of Commissioners of the Champaign Park District will reimburse commissioners, officers, and employees travel, meal, and lodging expenses incurred in connection with preapproved travel, meal, and lodging expenses incurred on behalf of the Park District; and

**NOW, THEREFORE, BE IT ORDAINED**, by the President and Board of Park Commissioners of the Champaign Park District, Champaign County, Illinois as follows:

**Section 1: Definitions**

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Travel" means any expenditure directly incident to official travel by employees and officers of the Park District or by wards or charges of the Park District involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

**Section 2: Official Business for which Expenses May Be Reimbursed**

(1) Travel, meal and lodging expenses shall be reimbursed for commissioners and officers and employees of Park District only for purposes of official business conducted on behalf of the Park District, which includes but is not limited to offsite or out-of-town meetings related to official business and pre-approved seminars, conferences and other educational events related to the employee's or officer's official duties. No Park District commissioner, officer or employee shall be reimbursed for any entertainment expense unless such expense is ancillary to the purpose of the program or event.

### **Section 3: Maximum Allowable Reimbursement for Expenses**

(1) The maximum reimbursement for use of a privately owned automobile for Park District commissioners or officers will be the mileage rate determined by the most recently published IRS Standard Mileage Rates for Business at the time the expense was incurred. Park District employees shall use a Park District vehicle, unless otherwise approved by the Executive Director or supervisor.

(2) The maximum reimbursement for airfare for commissioners or officers will be the lowest available airfare that reasonably meets business travel needs. Park District employees shall use a P-card to pay for airfare expenses. Travelers are encouraged to book flights at least thirty (30) days in advance to avoid premium airfare pricing. Only coach or economy tickets will be paid or reimbursed. The Park District will also reimburse baggage fees up to one bag each way, if not already included in the airfare.

(3) The commissioners or officers will be reimbursed for a standard single-room at locations convenient to the business activity. Park District employees shall use a P-card to pay for lodging expenses. Hotel/motel accommodations are to be reserved in advance and secured at a moderate or conference rate. Reimbursement for lodging shall be limited to the number of nights required to conduct the assigned Park District business. In the event of a change in plans or a cancellation, the traveler must cancel the hotel/motel reservation so as not to incur cancellation charges. Cancellation charges will not be reimbursed by the Park District unless approved by a vote of the Board of Commissioners.

(4) Meal reimbursement shall not exceed the meal maximum amount for the destination locality as set by the Board of Park Commissioners, which will be determined using the current U.S. General Services Administration (GSA) regulations. Meals provided by the conference or seminar should be deducted from any per diem allowance, as and if applicable.

(5) Parking fees at a hotel/motel will be reimbursed only with a receipt.

### **Section 4: Approval of Expenses That Exceed the Maximum Amount Appropriated and/or Allowed**

The Board of Park Commissioners must approve the following reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting:

(1) Any reimbursable expense of an employee that exceeds the maximum amount appropriated and/or allowed;

(2) Any reimbursable expense of any member of the Board of Park Commissioners or officers.

### **Section 5: Documentation of Expenses**

Before any reimbursable expenses for travel, meals, or lodging may be approved, the following minimum documentation must first be submitted, in writing, using the Park District's Reimbursement Request Form (Attachment A).

(1) And estimate of the cost of travel, meals or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals or lodging if the expenses have already been incurred;

(2) The name of the individual who received or is requesting the travel, meal or lodging expense;

(3) The job title or office of the individual who received or is requesting the travel, meal or lodging expense; and

(4) The date or dates and nature of the official business in which the travel, meal or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1, *et seq.*

**Section 6: Effective Date**

This Ordinance shall be in full force and effect as of January 1, 2017.

PASSED AND ADOPTED this \_\_\_\_th day of January 2017 pursuant to a roll call vote by the Board of Park Commissioners, Champaign County, Illinois.

(SEAL)

APPROVED:

\_\_\_\_\_  
Timothy P. McMahon, President

ATTEST:

\_\_\_\_\_  
Cindy Harvey, Secretary

**Attachment A**

Champaign Park District

Travel, Meal and Lodging Expense Reimbursement Form

Name of Official or Employee: \_\_\_\_\_

Title/Position of Official or Employees: \_\_\_\_\_

Name and Date of the Activity/Event: \_\_\_\_\_

Check Number (if applicable): \_\_\_\_\_

Credit Card Receipt Number (if applicable): \_\_\_\_\_

Description of the purpose of the expense: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reimbursement Expense (Estimated Costs or Actual Costs with receipts, if applicable):

Mileage: \_\_\_\_\_

Meals: \_\_\_\_\_

Parking: \_\_\_\_\_

Hotel/Lodging: \_\_\_\_\_

Airfare: \_\_\_\_\_

Other Transportation (bus, train, taxi, shuttle, etc.): \_\_\_\_\_

Employee's/Officer's Name \_\_\_\_\_  
(Print)

Date \_\_\_\_\_

Employee's/Officer's \_\_\_\_\_  
(Signature)

Date \_\_\_\_\_

Executive Director's Authorization: \_\_\_\_\_

Date: \_\_\_\_\_

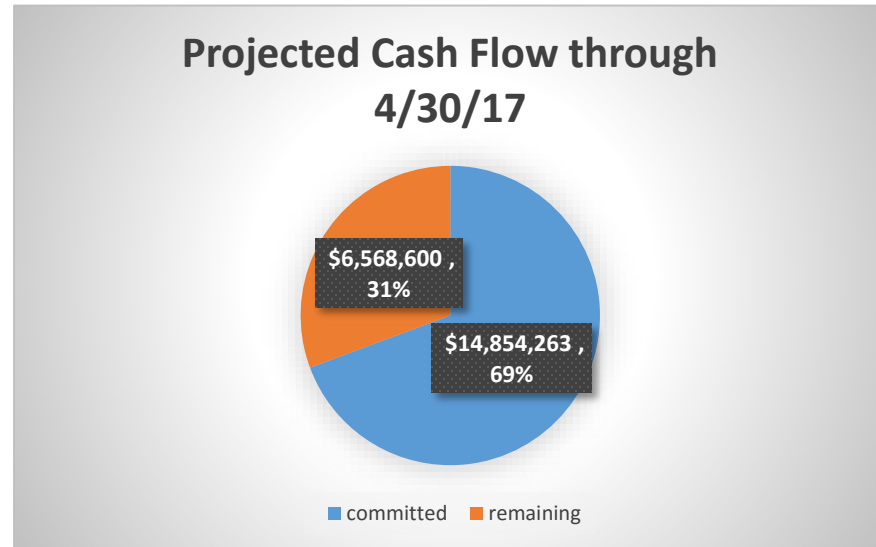
**Attach all receipts**

Champaign Park District  
 Projected Cash Flow through 4/30/17

Cash/Investments @ 11/30/16 21,422,862.98

Less:

December	725,000.00	
Jan-April	3,150,000.00	
Accounts Payable @ 11/30	995,263.01	
Accrued Payroll @ 4/30/17	130,000.00	
Heritage Capital Phase 1	1,200,000.00	
Hessel Phase 2/3	800,000.00	
Abbey Fields partial	150,000.00	
Henry Michael A&E	20,000.00	
Restricted Funds/ADA	1,864,000.00	
120-Day Reserve	3,220,000.00	
Legal, Payroll Restrictions	2,600,000.00	(14,854,263.01)
	<u>2,600,000.00</u>	<u>6,568,599.97</u>





# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 6, 2017

**SUBJECT:** Discussion of the 2018-2023 Capital Improvement Plan

### Background

This is a continuation of prior meetings held to discuss and request that action be taken on the proposed capital improvement plan for 2018-2023.

Based on prior board action/discussions and as directed by the Executive Director, staff revised the document originally presented to the board at November 9, 2016 meeting. Total capital proposed for FY2018, including projects budgeted in the current year that will carryover is \$4,962,960. This breaks down to \$1,952,560 of carryover for Hessel Park phase 2/3, Heritage phase 1, and A&E for Henry Michael Park, plus \$1.569.200 in new funds.

### Prior Board Action

*None for FY2018 projects*

### Budget Impact

The proposed capital budget for 2017-2018 is \$4,962,960, of which \$424,200 is for maintenance. All items are detailed in the attached CIP document.

### Recommended Action

For discussion purposes only.

Prepared by:

Andrea N. Wallace, CPA  
Director of Finance

Reviewed by:

Joe DeLuce, CPRP  
Executive Director

1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>CAPITAL PROJECTS</b>										
Contingency	\$ 90,000	90,000	100,000	100,000	100,000	100,000	-	580,000	Contingency for unexpected expenditures related to capital items	To allow for unexpected expenditures that may arise during the year either beyond our control or that become a necessity to be addressed within the fiscal year. There is no known impact on the operating budget.
3-Plex Upgrades (Dodds)	\$ -	-	-	-	-	-	185,000	185,000	Dodds 3plex bathroom/concessions building and potential fencing of complex.	The building is in disrepair and needs to be replaced. When it rains, both bathrooms are completely covered with water which makes it a hazard to enter the bathroom as the floors are concrete so it becomes very slippery. The walls of this facility have moved off its foundation. Fencing in the complex would allow better control of the facilities in terms of controlling access and would allow for taking admission at tournaments. Reduction in repairs within the operating budget as a result of this upgrade.
Amphitheatre Replacement at Douglass Park	\$ -	-	-	-	150,000	-	-	150,000	Replacement of existing wood retaining wall seating and grading.	Replace with concrete seating, retaining walls, increase grading of the South side. No impact on operating budget.
BMC Basement HVAC	\$ 18,000	40,000	-	-	-	-	-	58,000	FY18-Engineering for entire building; FY19-Replacement/Upgrade of HVAC system	Units showing signs of failure. New units will be more efficient
Carpet Replacement	\$ -	-	-	-	-	-	35,000	35,000	Replacing worn carpet in facilities	Douglass afterschool room replacement (20+ years)
Flower Staging Area (Operations)	\$ -	-	-	-	35,000	-	-	35,000	Replacement of wooden units which are beginning to deteriorate and need repair	Partial replacement of wooden structures due to failures; replacement of shade cloths. These structures can be relocated if necessary pending outcome of shop expansion. No expected impact on operating budget.
Kaufman Lake West Pier Replacement	\$ 20,000	90,000	-	-	-	-	-	110,000	FY18- Engineering and design of west side pier replacement FY19- construction of west side accessible replacement.	East and West piers were removed in FY17. This is to plan, design and construct a new pier on the West side for patron use.



1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Land Acquisition	\$ -	-	-	100,000	100,000	100,000	200,000	500,000	Annual funds set aside for a future land purchase(s)	Board approved the establishment of a Land Acquisition Fund in April 2012. \$100,000 was to be transferred from the General Fund for future land acquisitions. To keep with this, the Board has continued to transfer \$100,000 annually into this fund. The cumulative balance through 4/30/2016 is \$400,480. No impact on operating budget other than using current year revenues for this transfer in years budgeted.
LRC Utility Access	\$ -	-	-	-	-	25,000	-	25,000	Provide paved access to west mechanical rooms.	Poured concrete surfaces allowing vehicular access to LRC mechanical rooms, thus reducing damage and subsequent turf and planting repairs. Staff efficiencies to have a positive impact on the operating budget.
Olympic Tribute Improvements (Dodds)	\$ 7,000	-	-	-	-	-	-	7,000	Electrical upgrade and additional plants	During FY17 work, discovered electrical concerns and short-fall in plantings
Parking and Drive at Eddie Albert Gardens in Dodds Park	\$ -	-	-	-	-	-	140,000	140,000	Provide additional parking and paved access to east gardens.	This has been a public request for some time. Also will help eliminate turf destruction and repair. Allow to redirect staff time to other areas, and reduce the repair/supply costs within the operating budget.
Playground Replacement	\$ 210,000	90,000	200,000	80,000	85,000	140,000	-	805,000	Updated FY18 replacement of Westside FY 19- Morrissey FY 20-Clark FY 21-Noel FY22-Zahnd FY23-Robenson & Bristol	Condition issues/replacement part costs at Westside pushed replacement ahead of schedule.
Prairie Farm Restroom/ Pavilion	\$ 13,000	100,000	-	-	-	-	130,000	243,000	Updated FY 18- A/E for building. FY 19- Construction.	Construction would allow exterior accessibility to restrooms as well as covered program/rental space. Potential for increased patron use, however no impact on operating budget expected unless patrons charged rental fee for pavilion private use.
Replacement Fencing	\$ 10,000	10,000	25,000	25,000	25,000	25,000	75,000	195,000	2016/17 Replacement of Hazel "neighbor" fencing. Standard annual fencing costs.	Annual expense for repairs to district fencing. Reduction in unexpected repairs and supplies in the operating budget as a result of this update.

1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Replacement of Kaufman Boathouse	\$ -	-	-	-	-	-	150,000	150,000	Replacement of useless space with accessible restrooms and rentable shelter. Existing boathouse will be demo by staff and the replacement is delayed to future years.	Boathouse has reached useful life expectation. New restrooms and rentable space will be a draw for the site, as well as programming space. The cost also includes an estimate for architectural and engineering costs. Potential impact to operating budget is increased A&E costs to work on planning of new master plan for that location.
Risk Management Improvements & Updates	\$ 60,000	30,000	30,000	8,000	8,000	8,000	-	144,000	Security camera installation/upgrades (Tort Fund).	Current cameras in facilities aside from Douglass Annex & Community Center, the technology does not allow proper pixilation of video. Therefore there is no clear documentation to provide police when filing a police report. This would allow staff to invest in better quality cameras and technology to protect our patrons. The alarm upgrades are to shift from analog to cell receptor transmission due to a change in technology through the alarm companies. No impact on operating budget as the increase in alarm fee monitoring should be offset by the reduction in analog phone lines.
Sholem Confined Space Remediation	\$ 25,000	-	-	-	-	-	-	25,000	Re-fitting of drain/fill valves at SAC safety issue.	Addresses safety risks of current system. No impact on operating budget.
Sholem Replacement Shade Cloth	\$ -	-	-	-	20,000	-	20,000	40,000	Replacement of existing deteriorating shade structures as needed	This is an annual request by patrons at the end of year surveys conducted. Last shades purchased were in October 2007. No impact on operating budget.
Sunset Ridge Lot Entrance Re-Location	\$ -	-	40,000	-	-	-	-	40,000	Complete initial park plan	Re-locate parking entry to Peppermill extension

1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Tennis Center Backdrop Replacement	\$ -	-	-	-	10,000	12,000	-	22,000	Replacement of backdrops and court dividers.	Replacement of backdrops on south side and court dividers. Some of backdrops are torn, different colors, and in need of updating. No impact on operating budget.
Tennis Center Shed Replacement	\$ -	-	-	-	-	-	10,000	10,000	Replace existing "garage".	Provide for better storage options, which are limited currently. No impact on operating budget.
Trail Amenities - Exercise Equipment	\$ -	-	-	50,000	-	-	-	50,000	Add exterior grade exercise equipment to existing trail(s).	Centennial Park and Kaufman Lake are targeted possibilities. This project has been on the CIP for a couple years, No impact on operating budget.
Trail and Park Path Additions 50% to come from ADA-CUSR	\$ -	125,000	125,000	125,000	125,000	150,000	975,000	1,625,000	FY19-Noel	The trails plan developed internally by the planning department, in conjunction with discussions with Regional Planning Commission address the locations identified. No impact on operating budget.
<b>SUBTOTAL-CAPITAL:</b>	<b>\$ 453,000</b>	<b>\$ 575,000</b>	<b>\$ 520,000</b>	<b>\$ 488,000</b>	<b>\$ 658,000</b>	<b>\$ 560,000</b>	<b>\$ 1,920,000</b>	<b>\$ 5,174,000</b>		
<b>VEHICLES, EQUIPMENT AND TECHNOLOGY</b>										
Backup generator for servers and data	\$ -	100,000	-	-	-	-	-	100,000	Address need for backup during power outages, all servers are located at Bresnan facility. A & E, Installation.	This will allow servers to run during power outages and prevent loss of data. These servers also control the entire phone system throughout the District. Cost estimated is for equipment, installation and A&E. This was originally proposed in FY17, but later moved due to funding.
Kubota Replacement	\$ -	-	-	-	-	20,000	-	20,000	Replacement of utility/snow equipment.	Replacement based upon replacement schedule.
Replacement Chipper	\$ -	-	-	-	35,000	-	-	35,000	Scheduled replacement of 1996 chipper.	Upgrade to more modern, faster, efficient unit per replacement schedule.
Replacement of 2 Trim Mowers	\$ 45,000	-	-	-	-	-	-	45,000	Updated FY18- '10 & '11 trim mower replacement.	Each shows high hours and wear (drive motors, gear boxes). Heavily used.
Replacement Slit Seeder	\$ 18,000	-	-	-	-	-	-	18,000	Replacing '88 seeder showing excessive wear and maintenance costs.	Due for replacement with more efficient model
Technology Equipment Replacement	\$ 30,000	20,000	20,000	20,000	20,000	20,000	25,000	155,000	Computer eqt. Upgrades. FY19-F23 reduced by \$10,000/year.	Annual. No impact on operating budget.

1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Tennis Center Court Fans moved from 2017 to 2020	\$ -	-	35,000	35,000	-	-	-	70,000	Replacement of under-sized units.	Replacement of units to allow for increased air flow for patrons. When comparing to installing air conditioning, staff does not see an increase in revenue to justify the cost of installation of units and monthly utilities. Many of the summer programs continue to be held outdoors for various reasons and would continue despite having AC at the TC; thus the fans should be sufficient.
Vehicle Replacement - Recreation	\$ 140,000	70,000	-	-	-	-	-	210,000	Replacement of '94 Sound Truck and '96 passenger van (FY18); Replacement of '00 passenger van (FY19)	1996 passenger van is restricted to in-town driving only due to age of vehicle, sound truck inadequate for Showmobile transport.
Vehicle Replacement- Operations	\$ 110,000	139,000	230,000	245,000	300,000	300,000	-	1,324,000	Replacement: '02 3/4 ton w/ body, '06 1 ton dump, addition: 1/2 ton pickup (hort).	Replacement Scheduled. Replacement of aging vehicles "per schedule", Additional Horticulture vehicle for new seasonal perennial crew.
Wide Area Mower	\$ -	-	-	-	-	-	50,000	50,000	New.	Contingent on new grounds FT position. Plan is to re-claim Douglass and Zahnd parks from the contracted mowers at \$12,250/year. New staff would account for \$27,000 plus benefits and the mower would be \$6,500/year (purchase over 8 year useful life). These funds would be reinvested back into the parks since they are of "showcase" grade and deserve our full attention.
<b>SUBTOTAL-CAPITAL-VEHICLES / EQUIPMENT &amp; TECHNOLOGY</b>	<b>\$ 343,000</b>	329,000	285,000	300,000	355,000	340,000	<b>75,000</b>	<b>2,027,000</b>		

1/6/2017

**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>EQUIPMENT NOT CAPITALIZED (&lt;10,000 PER INDIVIDUAL ITEM)- INCLUDED IN OPERATING BUDGETS</b>										
Add Additional Cardio/Fitness equipment	\$ 10,000	-	10,000	-	10,000	-	25,000	55,000	Additional fitness equipment to be added at LRC, or replaced.	This will be added to the Recreation Fund operating budget. Little to no impact on future operating budgets for maintenance and repairs, less than \$250 annually.
Network/Wireless Equipment Upgrades	\$ 15,000	15,000	15,000	15,000	15,000	15,000	-	90,000		Annual expense from operating budget.
Replacement of Copy Machines	\$ 8,000	7,000	-	7,000	-	7,000	14,000	43,000	Replacement of copy machines.	Initial purchase to come from operating budget, with estimated costs of \$500 monthly for number of copies made coming out of the operating budget. All maintenance and toner would be covered under a maintenance agreement.
Scoreboard Replacements	\$ 6,000	6,000	6,000	6,000	6,000	6,000	39,000	75,000	Update and replace scoreboards throughout the District	To be purchased from operating budget initially. Any repairs and maintenance is expected to be minimal and have little to no impact on the operating budget in future years.
Server/Hardware Replacement	\$ -	-	7,000	-	7,000	-	21,000	35,000	Replacement of one server per year, and to allow for additional server if required.	Periodic replacement funded from the operating budget upon purchase.
Soccer Goals	\$ 10,000	7,000	7,000	-	-	-	4,000	28,000	Replacing goal sizes for IFC program.	Youth soccer program is changing the sizes of teams based on United States Soccer Federation recommendations which CPD generally follows. This will require more soccer fields and more goals as the recommendation is to go to less kids per team. Staff can easily make the change to add more fields in its current space at Dodds Soccer Complex. Fields 1-3 will remain unchanged. Initial cost will come out of the operating budget, with minimal costs for repairs and maintenance annually less than \$250.
<b>SUBTOTAL-EQUIPMENT NOT CAPITALIZED (&lt;\$10,000 PER INDIVIDUAL ITEM) - OPERATING BUDGET</b>	<b>\$ 49,000</b>	35,000	45,000	28,000	38,000	28,000	<b>103,000</b>	<b>326,000</b>		

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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>PERIODIC MAINTENANCE - INCLUDED IN OPERATING BUDGETS</b>										
Concession Ventilation	\$ 18,000	-	-	-	-	-	-	18,000	Provide ventilation for concession spaces or Zahnd & 4-Plex.	Numerous heat related issues to eqt. and staff.
Duct Cleaning	\$ -	-	10,000	-	10,000	-	10,000	30,000	facility duct cleaning.	Suggested preventive maintenance practice and to protect the health and safety of staff/patrons. To staff's knowledge this has not been completed in the past. Staff would begin with Bresnan Meeting Center, Douglass, Douglass Annex, and Hays; then work in the other facilities.
Floor Coating (SAC, Shop)	\$ 32,000	-	-	-	-	-	-	32,000	Finish SAC spaces \$12,500 and shop bays \$19,500.	Prolongs life of floor surfaces, providing anti-slip.
Hard Court Replacement (Basketball Courts)	\$ 55,000	47,000	50,000	50,000	50,000	110,000	20,000	382,000	FY18-Hazel	Follows schedule after FY17 delay
Hard Court Re-surface/stripe (Tennis Courts)	\$ 35,000	-	-	-	250,000	35,000	50,000	370,000	Spalding courts (35K) in 17/18; Lindsay courts (250K); Clark courts (35K) in 21/22; Eisner delayed to future years.	Annual expense at different locations. Addresses court cracks/stripping or total renovation due to age and replacement schedule, and extends the time before a total replacement is warranted. Not recoating Spalding in FY18 will result in additional deterioration of the asphalt and sub-base, which will require additional maintenance costs in patching/repairing during the interim.
Hays HVAC Replacement	\$ 15,000	-	-	-	-	-	-	15,000	Replace two aging units; gain efficiency.	Reached useful life. Increasing concerns/repairs.
Prairie Farm Drainage	\$ 35,000	-	-	-	-	-	-	35,000	A&E and contracted install to address flooding.	Solution to flooding at feed shed and sheep pen, relieving USDA concern.
Sholem Slide Reseal	\$ 24,000	-	24,000	-	20,000	-	28,000	96,000	Coating protection on SAC waterslides.	Bi-annual expense due to deterioration by water and elements.
Sholem Tile Re-Grouting	\$ -	8,000	-	8,000	-	8,000	-	24,000	Re-grouting of pool tiles.	Bi-annual expense due to deterioration by water characteristics.
Sholem VGB Drain Covers- Replacement	\$ -	-	20,000	-	-	22,000	-	42,000	Replacement of mandated drain covers every three years.	Driven by VGB Act, mandating safety protocols for pool drains.

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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Springer Elevator Refurbishment	\$ -	75,000	-	-	-	-	-	75,000	Modernization includes microprocessor based system, code compliancy items, improved door operation and hydraulics.	Modernization necessary to address performance, safety, reliability, energy savings, oper. costs.
Sump Pump for VT LULA pit	\$ 12,000	-	-	-	-	-	-	12,000	Contracted install to alleviate flooding issues.	Pit floods after rain events.
Trivet-Finch Retaining Wall	\$ 40,000	-	-	-	-	-	-	40,000	Contracted replacement of failed timber wall.	Addresses wall failure and neighbor complaints.
Wraps for Showmobile and box truck	\$ -	-	12,000	-	-	-	-	12,000	Replacement of body wraps.	Update of damaged panels and replace with new CPD logo.
<b>SUBTOTAL-PERIODIC MAINTENANCE - OPERATING BUDGET</b>	<b>\$ 266,000</b>	130,000	116,000	58,000	330,000	175,000	<b>108,000</b>	1,183,000		
<b>ROUTINE MAINTENANCE (ANNUAL) - INCLUDED IN OPERATING BUDGETS</b>										
General Concrete	\$ 31,000	31,000	32,000	40,000	40,000	40,000	17,000	231,000	Annual expense.	Annual expense; estimated
General Painting	\$ 25,000	25,000	25,000	35,000	30,000	40,000	40,000	220,000	Normal painting based upon wear.	Annual expense; estimated
General Roadway	\$ 6,000	6,000	6,000	6,000	6,000	6,000	-	36,000	Annual expense.	Annual expense; estimated
Park Amenities - General Replacement	\$ 20,000	20,000	20,000	40,000	30,000	40,000	20,000	190,000	Replacements for park benches, cans, picnic tables, trash receptacles, etc.	Annual expense; Estimate higher due to existing condition of current assets.
Park Signs	\$ 5,000	5,000	5,000	5,000	2,500	2,500	5,000	30,000	Replacement of park signs; after 2017/18, replacement complete, repairs mostly.	Completion of change to board approved park ID signage.
Playground Surfacing	\$ 31,200	33,000	34,000	35,000	36,000	37,000	-	206,200	FIBAR wood chips for playground surfacing.	Annual replenishment of pg wood chip surfaces; less fibar needed since some playgrounds have been replaced with the poured-in-place rubber surfacing, costs based on a 3% annual rate for inflation.
Prayer for Rain Maintenance	\$ -	-	8,000	-	8,000	-	17,000	33,000	Address potential repair to stone work, based upon winter's damage.	Annual expense.
Seal Coating/Line Striping Parking Lots	\$ 30,000	42,000	41,700	42,300	46,000	55,000	-	257,000	Annual expense.	Annual expense - estimated. May decrease as we move to concrete surfaces
Sports Fields Mix	\$ 10,000	10,000	10,000	10,000	40,000	40,000	-	120,000	Mix for infield reconstruction.	Annual expense for top-dressing/repairs; FY20/21 & FY20/22 Renovations expected.
<b>SUBTOTAL-ROUTINE MAINTENANCE - OPERATING BUDGET</b>	<b>\$ 158,200</b>	172,000	181,700	213,300	238,500	260,500	<b>99,000</b>	1,323,200		

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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>ADA PROJECTS</b>										
ADA General	\$ 300,000	200,000	200,000	200,000	200,000	200,000	-	1,000,000	Addressing accessibility issues in parks & facilities.	Adding accessible path system at Zahnd Park
SUBTOTAL-ADA PROJECTS (fund 15)	\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 1,000,000		
<b>TOTALS</b>										
CAPITAL PROJECTS	\$ 453,000	\$ 575,000	\$ 520,000	\$ 488,000	\$ 658,000	\$ 560,000	\$ 1,920,000	\$ 5,174,000		
VEHICLES, EQUIPMENT AND TECHNOLOGY	\$ 343,000	\$ 329,000	\$ 285,000	\$ 300,000	\$ 355,000	\$ -	\$ 75,000	\$ 2,027,000		
EQUIPMENT NOT CAPITALIZED (<10,000 PER INFICIDUAL ITEM)- INCLUDED IN OPERATING BUDGETS	\$ 49,000	\$ 35,000	\$ 45,000	\$ 28,000	\$ 38,000	\$ 28,000	\$ 103,000	\$ 326,000		
PERIODIC MAINTENANCE - INCLUDED IN OPERATING BUDGETS	\$ 266,000	\$ 130,000	\$ 116,000	\$ 58,000	\$ 330,000	\$ 175,000	\$ 108,000	\$ 1,183,000		
ROUTINE MAINTENANCE (ANNUAL) - INCLUDED IN OPERATING BUDGETS	\$ 158,200	\$ 172,000	\$ 181,700	\$ 213,300	\$ 238,500	\$ 260,500	\$ 99,000	\$ 1,323,200		
<b>SUBTOTAL BEFORE ADA</b>	<b>\$ 1,269,200</b>	<b>\$ 1,241,000</b>	<b>\$ 1,147,700</b>	<b>\$ 1,087,300</b>	<b>\$ 1,619,500</b>	<b>\$ 1,023,500</b>	<b>\$ 2,305,000</b>	<b>\$ 10,033,200</b>		
<b>ADA PROJECTS</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>		
<b>Capital Projects - new funds</b>	<b>\$ 1,569,200</b>	<b>\$ 1,441,000</b>	<b>\$ 1,347,700</b>	<b>\$ 1,287,300</b>	<b>\$ 1,819,500</b>	<b>\$ 1,223,500</b>	<b>\$ 2,305,000</b>	<b>\$ 11,033,200</b>		



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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>CARRY OVER PROJECTS FROM FY17 FROM EXCESS RESERVES</b>										
Project #170011 Henry Michael Park New Development	\$ 20,000	80,000	-	-	-	-	-	100,000	Development of park. A/E in FY18; construction in FY19.	Increased costs for maintenance of park estimated at \$2,200 annually.
Project #170015 Hessel Phase 2 & 3 (50% is ADA-CUSR excess funds)	\$ 800,000	-	-	-	-	-	-	800,000	Phase 2 of the Hessel Park improvements, to relocate and replace the water play area; Phase 3 of Hessel Park Improvements for restroom relocation and replacement, as well as ADA connector paths from pavilion (one year). Combined into single project.	Carryover from FY17 for the project of \$754,340 plus an additional cost estimate of \$45,660 for the remainder of the project. All to come from excess funds. Of the amount, \$391,758 will come from ADA excess funds (Fund 15). Committed to MSA for construction oversight in amount of \$15,440 which will come out of the operating budget. Phase 2 replaces aging water play structure with pad that is similar to Douglass Park. Potential for increase in utility costs for water depending on the size and efficiencies of the pipe used estimated at \$20,000 per year out of operating budget.
Project #170021 Heritage Phase 1	\$ 1,132,560	-	-	-	-	-	-	1,132,560	Site preparation and earthwork around perimeter of lake, utilities, hardscape including a concrete path, stone jetties and weir wall; also to include boardwalk and woodland platform with footbridges, and partial landscaping.	Budgeted for in FY17, but carried over into FY18. This project will be funded from excess funds (fund 16).
<b>SUBTOTAL-CARRY OVER FROM-FY17 PROJECTS</b>	<b>\$ 1,952,560</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,032,560</b>		
<b>Total Proposed Capital Projects for FY2018</b>	<b>\$ 4,962,960</b>	<b>\$ 2,742,000</b>	<b>\$ 2,595,400</b>	<b>\$ 2,374,600</b>	<b>\$ 3,254,000</b>	<b>\$ 2,562,000</b>	<b>\$ 4,190,000</b>	<b>\$ 22,420,960</b>		

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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
<b>POTENTIAL NEW LARGE PROJECTS-RESERVE FUND</b>										
Heritage Phase 2 and 3	\$ -	532,200	729,360					1,261,560	Continuation of Phase 1 with additional features of parking lot, nature play area and additional landscaping around new features. Continuation of project in phase 3 will add site furnishings & signage, stone jetties, footbridges and landscaping with new interpretive gardens and prairie areas.	
Trails of Abbey Fields Park	\$ 20,000	280,000	-	-	-	-	-	300,000	FY18-Design A/E FY19-construction phase and completion.	Land improvements required under IDNR agreement, must be completed within 3 years from fall 2016.
Greenbelt Bikeway Link	\$ 80,000	-	-	-	-	-	-	80,000	FY18-Design A/E.	Excess funds from trail & pathways fund
Shop Expansion	\$ 1,000,000		-	-	-	-	-	1,000,000	FY18-Design A/E; Phase 1 sitework	
Spalding Park Design & Construction, Paths and Amenities	\$ 80,000	-	800,000	1,600,000	1,800,000		-	4,280,000	FY18-Design A&E	Excess funds earmarked from the Park Development Fund
3-Plex Field Lights Replacement (Dodds)	\$ 525,000	-	-	-	-	-	-	525,000	Change out of poles, wiring and fixtures to meet standards for ball field lighting, safety. Includes the engineering, equipment and installation.	Upgrade of ball field lighting systems to higher efficiency LED lights. The lights are the originals purchased/installed in 1984 and have not had any upgrades since that time. Light readings were taken and based on the recommended foot-candles for the infields at 50 for infield and 30 for outfield, these lights are well below those levels on average of 20/infield and 14/outfield. The levels of the current lights are well below a Class III facility which would be at the 50/30 foot-candles mentioned earlier. Expect to see efficiencies and savings on utility expenditures as part of the operating budget, also with improved lighting potentially additional use of fields will result in additional revenue. This could be phased based on an estimate of replacing lights on one field in year one of \$250,000; and the remaining two fields in year 2 of \$325,000
Roof Replacements at various facilities	\$ 575,000	450,000	375,000	150,000	150,000	-	-	1,125,000	Updated FY18: SCC roof, tuck-pointing. FY19: DTC. FY20 VT. FY 21 & FY22 are place holding estimates.	All replacements based upon replacement schedule, to address defects and deficiencies. Impact to operating budget is a decrease in the unexpected repairs, as more planned approach is taken.

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**CHAMPAIGN PARK DISTRICT  
CAPITAL IMPROVEMENT PLAN 2018-2023**

Project Name	PROPOSED 2018	2019	2020	2021	2022	2023	Amounts from Prior CIP Request Presented 1/13/2016 DELAYED to Future Years	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
SUBTOTAL-LARGE PROJECTS - RESERVE FUND	<b>\$ 2,280,000</b>	\$ 1,262,200	\$ 1,904,360	\$ 1,750,000	\$ 1,950,000	\$ -	\$ -	8,571,560		