



# Champaign Park District

Bresnan Meeting Center • 706 Kenwood Road • Champaign, Illinois 61821

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## AGENDA

**SPECIAL BOARD MEETING  
BRESNAN MEETING CENTER  
706 Kenwood Road  
Champaign, Illinois**

**Wednesday, January 28, 2015  
5:30 p.m.**

**A. CALL TO ORDER**

**B. CPD HIGHLIGHTS**

**C. COMMENTS FROM THE PUBLIC**

**D. FINANCIAL ADVISORY COMMITTEE UPDATE**

1. Discussion of Future General Obligation Bond Issuances

**E. OLD BUSINESS**

1. Action on the McKinley Aquatic Center  
Staff is seeking Board action on the McKinley Aquatic Center.
2. Approval of New Updated Park District Logo  
Staff requests that the Board approve the updated logo for distribution and release.
3. Approval of Patient Protection and Affordable Care Act (PPACA) Policies  
Staff recommends the Board approve of the measurement period for a one year period beginning February 1, 2014 and ending January 31, 2015 followed by a one month administrative period from February 1 to February 28, 2015 and a stability period of one year beginning March 1, 2015. Staff recommends the Board approve the proposed employment policy change in employee classifications as written on attachment A which includes Full-Time I, Full-Time II, Part-Time I, Part-Time II, and Seasonal positions. Staff recommends the Board approve the addition of health benefits for 10 staff members who are currently working in the Regular Part-Time classification to comply with PPACA regulations beginning March 1, 2015.
4. Action for Debt Service Levy Abatement  
Staff recommends that the Board approve a resolution and authorize staff to file the Abatement Certificate for Series 2005 Bond.

**F. NEW BUSINESS**

1. Approval Setting a Public Hearing on the Budget Amendment  
Staff recommends the Board set a Public Hearing on the proposed budget amendment for Wednesday, March 11, 2015 at 7 p.m. at the Bresnan Meeting Center to receive public comments.

**G. DISCUSSION ITEMS**

1. Spalding Park Master Plan Update
2. Health Insurance for Employees Update

**H. COMMENTS FROM COMMISSIONERS**

**I. EXECUTIVE SESSION**

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS, 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, 120/2(c)(5) for the purchase or lease of real property for the use of the public body, 120/2(c)(6) for the setting of a price for sale or lease of property owned by the public body, and 120/2(c)(11) pending litigation.

**J. RECONVENE INTO OPEN SESSION**

**K. ADJOURN**



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 19, 2015

**SUBJECT:** Discussion of Future General Obligation Bond Issuances

### Background

During the issuance of the 2014 General Obligation (GO) bond, there was discussion in response to the Financial Advisory Task Force that it might be in the best interest of the District to not issue GO bonds in the future. Due to timing, the 2014 GO Bond was issued as usual in December 2014 with a one year maturity.

The GO bond is specifically pledged towards the Alternate Revenue Bonds (pool bond) that was refunded in June 2013. Staff consulted with bond counsel on the legal requirements of the GO bond. As the pool bond pledged annual pool net revenues as an alternate source of funds to pay the bond debt, and since those funds run at a deficit, the GO bond is issued to meet the debt service coverage requirement with the remaining funds used towards capital improvements. Based on the legal opinion of bond counsel (letter attached), it is their opinion that the GO bond is required to be issued annually. The minimum amount to be issued must be at least 125% of the annual debt service. Based on the future debt service payments, the minimum GO bond issue required is:

	FY2014-15	FY2015-16	FY2016-17	FY2017-18
Annual Debt Service Payment (Alt Rev)	\$ 524,160.00	\$ 525,250.00	\$ 527,250.00	\$ 529,050.00
Annual Debt Service Coverage Required per Bond Ordinance (1.25 times debt service) - Represents the MINIMUM Amount of GO Bond Issue	\$ 655,200.00	\$ 656,562.50	\$ 659,062.50	\$ 661,312.50

The 2014 GO bond issue proceeds will be applied to the following expenditures:

Amount of Issue	\$ 1,084,000.00
Alt Rev Bond Payment(s)	\$ 524,160.00
Balance Used for Capital	\$ 559,840.00

Reducing the 2015 or any future GO bond issue will not impact the amount available for subsequent years as that is based on the annual debt service extension base (DSEB). The DSEB is calculated and adjusted annually by the County Clerk's office and was \$1,118,000 for FY2014-15.

Staff discussed this item in more detail at the January 13, 2015 Financial Advisory Task Force meeting.

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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.**

Prior Board Action

None regarding future GO bond issues.

Budget Impact

Reducing the GO bond issue in future years would require \$560,000 for capital improvements to be funded out of cash reserves, operating funds, or be eliminated altogether. Property tax revenue levied for debt service would also decrease to match the GO bond issue.

Recommended Action

For discussion purposes only.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce  
Executive Director



LAW OFFICES OF

**EVANS, FROELICH, BETH & CHAMLEY**

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November 20, 2014

RECEIVED NOV 21 2014  
*[Signature]*

Andrea Wallace, Finance Director  
Champaign Park District  
706 Kenwood Road  
Champaign, Illinois 61821

Re: Request for opinion on obligation of the Champaign Park District (the "District") to issue the annual General Obligation Limited Park Bonds (the "GO Limited Bonds") for park facilities and for debt service payments on the outstanding General Obligation Bonds (Alternate Revenue Source), Series 2013 (the "Alternate Revenue Bonds")

Dear Ms. Wallace:

You have requested us to provide you with our legal opinion in connection with the above-referenced matter.

For the purposes of this opinion, I have reviewed (a) certified copy of Ordinance No. 574, AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE REVENUE SOURCE), SERIES 2013A, OF THE CHAMPAIGN PARK DISTRICT, IN CHAMPAIGN, ILLINOIS, PROVIDING THE DETAILS OF SUCH BONDS AND FOR ALTERNATE REVENUE SOURCES AND THE LEVY OF DIRECT ANNUAL TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS, adopted June 12, 2013, by the Board of Park Commissioners of the District and of the related Bond Order and (b) certified copy of Ordinance No. 575, AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK LIMITED BONDS, SERIES 2013, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, AND PROVIDING THE DETAILS OF SUCH BONDS AND FOR THE LEVY OF DIRECT ANNUAL TAXES TO PAY SUCH BONDS, AND RELATED MATTERS, adopted November 13, 2013, by the Board of Park Commissioners of the District.

The District pledged in the Bond Ordinance for the Alternate Revenue Bonds the User Charges (defined therein as the fees and charges for the use of its aquatic facilities) and the Bond Revenue Source (defined therein as the proceeds derived from an issue of non-referendum

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general obligation bonds (including limited bonds under the Local Government Reform Act)) for the payment of the Alternate Revenue Bonds, rather than by any levy of taxes.

The annual GO Limited Bonds constitute the Bond Revenue Source pledged to the payment of the Alternate Revenue Bonds.


The GO Limited Bonds, including those issued in prior years, have traditionally been issued for two purposes: (a) to provide for building, maintaining, improving and protecting the District's parks and boulevards; and (b) the payment of debt service on the outstanding Alternate Revenue Bonds.

Under the Local Government Debt Reform Act (30 ILCS 350/1) et seq. (the "Act") and the Bond Ordinance under which the Alternate Revenue Bonds were issued, the District covenanted to provide for, collect and apply the User Charges and the Bond Revenue Source and not less than an additional .25 times debt service to the payment of the Alternate Revenue Bonds. Such pledges, including the establishment of rates or charges for the User Charges and the issuance of the Bond Revenue Source, constitute a continuing obligation of the District with respect to such establishment of such rates or charges and issuance of the Bond Revenue Source, which are enforceable by the bondholders of the Alternate Revenue Bonds if not otherwise undertaken by the District. The intent of the Act in connection with the Alternate Revenue Bonds is that the User Charges and the Bond Revenue Source shall be sufficient and shall be applied to the payment of debt service on the Alternate Revenue Bonds so that taxes need not be levied, or if levied, need not be extended, for such payment.

Based upon the foregoing, we are of the opinion that the annual GO Limited Bonds, having been pledged to the payment of the Alternate Revenue Bonds, will need to continue to be issued each year at least unless and until the net revenues from the User Charges (the fees and charges from the use of the District's aquatic facilities) are in and of themselves sufficient to pay debt service on the Bonds plus an additional .25 times such debt service.

Respectfully yours,

EVANS, FROEHLICH, BETH & CHAMLEY

By: 

Kenneth N. Beth

KNB/vs



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 16, 2015

**SUBJECT:** Champaign Park District Logo

### Background

As part of the Park District's website re-design contract with Thunderstruck Design, Thunderstruck created a refreshed Park District logo to match the look and feel of the website.

Immediately following the July 9<sup>th</sup> Board meeting, the new logo was shared in the *News-Gazette* which led to constructive criticism from staff as well as conversations with area marketing professionals about the pros and cons of "refreshing" versus completely reimagining our logo. As a result of those conversations, staff reconsidered the importance of the brand recognition associated with our iconic "tree" and were able to identify creative ways to build on our "tree" brand moving forward.

In the fall of 2014, the new Park District website ([champaignparks.com](http://champaignparks.com)) launched and included a refreshed version of the logo that was designed to match the look and feel of the site. The refreshed logo keeps the iconic tree but uses a new modern typeface and eliminates the logo's border. Comments from staff and other marketing professionals about the refreshed logo have been very positive. That refreshed version of the logo is what is being brought before the Board for approval.

### Prior Board Action

The Champaign Park District's logo was last updated in 2002. These changes were approved by the Park Board at that time. Overall, the update was a minor change that mainly centered on updating the font for the word "Park."

At the June 25, 2014 study session, staff presented three (3) updated Champaign Park District logo designs along with some preliminary pricing information for changing the logo. The Park Board asked staff to come back to the July 9, 2014 Board meeting with additional logo design options as well as more complete pricing information.

On July 9, a poll of Commissioners and staff in attendance led to Board consensus to move forward with the "dancing tree" design that was originally presented at the June 25, 2014 Board meeting. The Board's direction was to implement the logo change at one time instead of phasing over several years.

Budget Impact

The logo being proposed is more of a “facelift” than a new design, and so it would lend itself to a gradual replacement strategy. The logo design costs were included in the website re-design contract, so there were no design costs involved. Any change overs to the new updated logo would be made as part of our regular budget process.

Recommended Action

Staff requests that the Board approve the updated logo for distribution and release.

Prepared by:

Reviewed by:

Megan Kuhlenschmidt, PhD  
Director of Recreation & Marketing

Joe DeLuce, MS, CPRP  
Executive Director



**CHAMPAIGN**  

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**PARK DISTRICT**



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 14, 2015

**SUBJECT:** Patient Protection and Affordable Care Act

### Background

The Patient Protection and Affordable Care Act (PPACA) is a federal law providing for a fundamental reform of the United States healthcare and health insurance system. It was signed by President Barack Obama in 2010. The Act does not require businesses to provide health benefits to their workers, but larger employers face penalties if they don't make affordable coverage available. Enforcement of those penalties will begin in 2015, a year later than originally scheduled. The District is considered a large employer as we have more than 100 full-time equivalent employees, as defined by the law.

According to the PPACA, coverage is not affordable with respect to an employee if the employees required contribution for individual coverage under the employer plan exceeds 9.5% of household income. The District currently provides affordable health insurance to full-time staff by paying the cost for the individual plan in full. Large employers who do not cover at least 70% of their employees in 2015 (95% in 2016) with health insurance are subject to penalties of up to \$2,000 per full-time employee (excess of 80 employees in 2015, in excess of 30 employees thereafter). Additionally, employers who offer coverage not at an affordable rate are also subject to penalties of up to \$3,000 for each employee who goes to the exchange and qualifies for a credit up to a maximum of \$2,000 per full-time employee.

This Act requires employers to define an employee as full-time (FT) if they work an average of at least 30 hours per week. All FT employees under the Act's definition must be provided the same health care plan at the same cost. Currently the District has four categories of employees which are listed in detail on attachment A. The District currently defines a full-time employee as an individual hired to work 37.5 to 40 hours per week. Additionally, the District employs many employees that work variable hours and there are 10 board approved positions under the classification of Regular Part Time (RPT). These RPT positions are scheduled to work 30 hours per week or more.

The District's health insurance plan year begins March 1, and therefore the District will be expected to comply with these regulations by March 1, 2015. The Act requires that employers establish measurement periods in which they will review their employees' hours of work to determine if they are full-time employees and eligible for health insurance under PPACA regulations. Any employee hired to work on average 30 hours per week or more automatically qualify.

After the measurement period, an employer can take an administrative period to enroll all eligible employees on the Health Insurance plan. The employer must then begin a stability period which is equal in length to the measurement period. During the stability period eligible employees must be

offered coverage if they were determined to be eligible during the measurement period. After a review from the Wells Fargo Compliance Department it was discovered that the initial measurement period and administrative period cannot exceed 13 months. Staff recommends using the following measurement periods.

Initial Measurement Period: February 1, 2014 – January 31, 2015

Administrative Period: February 1, 2015 – February 28, 2015

Stability Period: Every plan year beginning March 1, 2015

Initial Measurement Periods for all new hires will be the 1<sup>st</sup> of the month following their date of hire. Since the District employs so many part-time staff that work nearly 40 hours per week during busy seasons a longer measurement period is recommended. Attachment B demonstrates the measurement periods.

To comply with this regulation a change in employee classifications would assist in defining employee status that would be determined by the number of hours worked. The first change would be to redefine the RPT position to one titled Full-Time Employee II (FT2). The FT2 employees would continue their current work hours. All current RPT employees scheduled to work 30 plus hours or more per week would be classified as the FT2 going forward. The FT2 employees would only be eligible for the benefits they currently receive and the individual health insurance plan paid. Regular part-time employees currently receive leave time that is half that of a full-time employee as well as half the individual health premium paid by the District.

In addition, the District would have two classifications of Part-Time employees, one that works over 1,000 hours per year and is eligible for IMRF Pension and another that works less than 1,000 hours per year and is not eligible for benefits. Lastly, the seasonal employee position will be defined as those that work six consecutive months or less and therefore would not be eligible for benefits. These possible classifications are detailed in Attachment A.

After review from the Wells Fargo Compliance Department the definition of the introductory period will include a statement regarding the measurement period for a new employee. Even introductory employees must have their time measured during those first 90 days of employment. The health insurance initial measurement period will begin the first day of the month following the employee's first day of work for all staff.

The compliance department also advised District staff that any employee not in a seasonal position that works 90 days or more averaging 30 hours or more per week, must be immediately signed up for the health insurance. To ensure that the District complies with this regulation the PT1 and PT2 definitions now include notice that the employees in those positions may not work more than a six week period averaging 30 or more hours per week. Human Resources staff will also be responsible to monitor the staff to ensure compliance with this new regulation.

Provided below is a chart to view the current and proposed classifications changes.



Current Classification	Current Benefits	Proposed Classification	Proposed Benefits
<b>Full-Time Employee</b>	Works 37.5 to 40 hours per week, receives full benefits. <input checked="" type="checkbox"/> Health <input checked="" type="checkbox"/> Dental <input checked="" type="checkbox"/> Life <input checked="" type="checkbox"/> Paid leave <input checked="" type="checkbox"/> IMRF	<b>Full-Time Employee 1</b>	Works 37.5 to 40 hours per week, receives full benefits 2080 hours per year. <input checked="" type="checkbox"/> Health <input checked="" type="checkbox"/> Dental <input checked="" type="checkbox"/> Life <input checked="" type="checkbox"/> Paid leave <input checked="" type="checkbox"/> IMRF
<b>Regular Part-Time Employee</b>	Works more than 20 hours per week but less than 35 hours per week, receives half the amount of paid leave of a full-time employee. <input checked="" type="checkbox"/> Health (CPD Pays 50% cost for individual) <input type="checkbox"/> Dental <input type="checkbox"/> Life <input checked="" type="checkbox"/> Paid leave (1/2 of a Full-Time Employee) <input checked="" type="checkbox"/> IMRF	<b>Full-Time Employee 2</b>	Works 30 to 37 hours per week, receives half the amount of paid leave of a full-time employee. Over 1560 hours per year. <input checked="" type="checkbox"/> Health (CPD Pays 100% cost for individual) <input type="checkbox"/> Dental <input type="checkbox"/> Life <input checked="" type="checkbox"/> Paid leave (1/2 of a Full-Time 1) <input checked="" type="checkbox"/> IMRF
<b>Year Round Part-Time Employee 19 Plus</b>	Works more than 19 hours per week but less than 30 hours per week. Over 1000 hours per year. <input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Life <input type="checkbox"/> Paid leave (1/2 of a Full-Time Employee) <input checked="" type="checkbox"/> IMRF	<b>Part-Time 1</b>	Works 20 to 29 hours per week. Less than 1560 hours per year. <input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Life <input type="checkbox"/> Paid leave (1/2 of a Full-Time 1) <input checked="" type="checkbox"/> IMRF
<b>Part-Time 19</b>	Works on average less than 19 hours per week averaged over a 12 month period. <u>No benefits.</u>	<b>Part-Time 2</b>	Works 19 hours or less per week. Less than 1000 hours per year. <u>No benefits.</u>
<b>Seasonal</b>	Works less than six months and works less than 1000 hours during that time. <u>No benefits.</u>	<b>Seasonal</b>	Works less than six months and works less than 1000 hours during that time. <u>No benefits.</u>

\* Weekly hours worked are averaged over a one year period.

\*Paid leave for Full time employees includes Vacation, Sick, and Personal time.

The following staff that have been identified as staff that would qualify for the Health insurance under the PPACA regulations. They either qualify by the hours they have worked this past year or the hours they are scheduled to work. This is based on the last 12 months and could change after the measurement period ends. There are 10 staff members listed. One is already grandfathered into the health insurance benefit and one other works for CUSR.



Name	Title	Hours Worked	Hire Date
Albert, Kelly	Accounting Assistant Finance Dept.	1,497 last 12 months.	02/2005 <b>10 years</b>
Burson, Kim	Dance Arts Director Cultural Arts Dept.	1,484 last 12 months. Was on sick leave part of the year.	01/1994 <b>21 years</b>
Carpenter, Jennifer	Box Office Manager Virginia Theatre	504 since hire, on track to work 1,512 annually.	09/2014 <b>4 Months</b>
Gladney, Jim	Fabricator Operations Dept.	1,694 last 12 months.	02/2000 <b>15 years</b>
Horvat, Michelle	Preschool Director Cultural Arts Dept.	1,453 since starting new position. On track to work 1,700 annually	10/2006 <b>9 years</b>
Martin, Jenna	Administrative Assistant Finance Dept.	1,721 last 12 months. Was Part-Time before this new position.	05/2011 <b>4 Years</b>
McGow, Meghan	Administrative Assistant (CUSR)	769 since hire, on track to work 1,648 annually.	07/2014 <b>6 Months</b>
Sage, Marcia	Receptionist Leonhard Recreation Center	1,371 last 12 months. Was on sick leave part of the year and is on track to work 1,600 hours annually.	03/1989 <b>26 Years</b>
Shaw, Purcell	Trash/Recycling Worker Operations	1,797 last 12 months.	09/2010 <b>5 Years</b>
Zimmerman, Diana	Administrative Assistant Dodds Tennis Center	1,544 last 12 months. Was Part-Time before to this new position.	08/2012 <b>3 Years</b>

Several options for providing health insurance to eligible staff are available for consideration. The three following options are for board consideration. The options are charted below.

	Option	Notes	Cost for 2015	Cost for 2016 and beyond
1.	Have all 10 RPT staff members receive medical insurance starting on March 1, 2015	1 employee is grandfathered into the insurance and one is with CUSR	\$59,168.00 for eight additional employees paid by CPD and \$7,396.00 for one CUSR employee paid by CUSR.	\$73,960 ongoing costs for 10 Employees (if those employees continue to qualify by the number of hours they work not including any future insurance premium increases.
	Evaluate the FT 2 positions as they become vacant, to determine if they can be replaced with an employee working less than 29 hours per week	Will require more part-time or seasonal wages.	Unknown cost as we do not have an estimate of how many staff will leave their positions	
	Offer \$2,000 per to FT 2 staff who do not accept medical insurance from CPD, same as we do for the full time staff	This can be used to attract staff to stay on a spouses plan and choose the stipend	If all 10 potential staff are offered the insurance we expect 3 to take the stipend. The savings would be \$5,396 per employee who accept the stipend.	



Option 1		PROS		CONS
<ul style="list-style-type: none"> <li>Assist in developing a culture of excellence and taking care of our employee family.</li> <li>Reduce turnover of key positions.</li> <li>Would develop a reputation of an excellent employer within the community.</li> <li>Benefits would be attractive to potential job candidates.</li> <li>Would immediately comply with PPACA regulations.</li> </ul>				<ul style="list-style-type: none"> <li>Cost</li> </ul>
2	Take advantage of the 2015 special transition rule to cover only 70% of staff. Then 95% of staff in 2016.	Would continue to grandfather in the one employee, risking the headcount tax.	Potential headcount tax if one employee is able to obtain coverage on the exchange and qualifies for a subsidy of \$ 2,000 per year for all full-time employees after the first 80.	Either the cost of signing up employees on insurance or no cost if employee's hours are cut to below 30 per week.
Option 2		PROS		CONS
<ul style="list-style-type: none"> <li>Save money in 2015</li> </ul>				<ul style="list-style-type: none"> <li>Risk of fine by PPACA.</li> <li>Would not assist in creating a culture of excellence and may damage employee trust.</li> <li>May cause longstanding, key employees to resign.</li> <li>Would not work toward a reputation as an excellent workplace.</li> <li>Would not assist in recruiting potential job candidates.</li> </ul>
3	Reduce the 10 staff members to 29 hours per week starting in February 2015, so we do not have to pay medical insurance in 2016. Will also have to sign up the employee who qualified by their hours or use the special transition rule.	We will still have one employee who is grandfathered into the health insurance.	2015 cost will be for 6 employees, if the CPD signs up all staff that qualify.	2016 no cost for health insurance but the reduced hours will need to be filled by other Part-Time staff at an estimated cost of \$12,723.78 savings of \$20,561.00 after.
Option 3		PROS		CONS
Reduce Costs				<ul style="list-style-type: none"> <li>Risk of fine by PPACA</li> <li>Would not assist in creating a culture of excellence and may damage employee trust.</li> <li>May cause longstanding, key employees to resign.</li> <li>Would not work toward a reputation as an excellent workplace.</li> <li>Would not assist in recruiting potential job candidates.</li> </ul>

Staff recommends Option 1 which would have the District enroll the 10 RPT staff (or the new classification of FT2) in the health insurance plan beginning March 1, 2015. All of these positions are scheduled to work 30 or more hours per week, although due to some extenuating circumstances not all have met that in this past year. The ten staff members include one employee who is already grandfathered into the health insurance and one other who works for CUSR. The District would evaluate these positions as they become vacant to determine if it is possible to hire an employee for less than 29 hours per week. Additionally, staff recommends that these staff be offered the \$2,000 stipend if they choose to stay on a group plan provided by a spouse or parent which would save the District \$5,396.00 per employee. The estimated additional cost in health insurance premiums to add eight staff members is \$59,168.00 paid by the District and \$7,396.00 from the CUSR budget for their qualifying employee. In addition, staff recommend that any employee who falls below the required 1,560 hours in 2015 will be removed from the health insurance plan for 2016.

There are many regulations that the District will need to be vigilant in maintaining, as well as, continually reviewing employee hours to ensure that the District is in compliance. At this time the Board will need to determine classifications for staff that will be most beneficial to the District and will set the course for conforming to this Act.

Prior Board Action

The Board reviewed this information at the December 2014 Board meeting and requested more information.

Budget Impact

The staff recommendation to fully comply with this new regulation of additional insurance would annually be approximately \$59,168.00 from the District's health insurance/benefits budget and \$7,396.00 from the CUSR budget for their current RPT employee.

Recommended Action

Staff recommends the Board approve of the measurement period for a one year period beginning February 1, 2014 and ending January 31, 2015 followed by a one month administrative period from February 1 to February 28, 2015 and a stability period of one year beginning March 1, 2015. Staff recommends the Board approve the proposed employment policy change in employee classifications as written on the attachment A which includes Full-Time I, Full-Time II, Part-Time I, Part-Time II, and Seasonal position. Staff recommends the Board approve the addition of health benefits for 10 staff members who are currently working in the Regular Part-Time classification to comply with PPACA regulations beginning March 1, 2015.

Prepared by:

Reviewed by:

Tammy Hoggatt  
Director of HR, IT and Risk

Joe DeLuce  
Executive Director

**Champaign Park District Employment Policies and Procedures Manual as approved August, 2014.**

**1-8 CLASSIFICATION, DEFINITIONS, AND STATUS OF EMPLOYEES**

**EMPLOYEE CLASSIFICATION**

**Full-time Employees:** Employees who are designated as full-time by the Executive Director or the Board of Park Commissioners and who have completed their Introductory Period. Full-time employees are generally scheduled to work at least 37.5 - 40 hours per work week for four consecutive calendar quarters during a calendar year. Full-time employees may be required to work additional hours as necessary to complete all assigned tasks and as-needed during busy periods. Short-term and part-time employees are excluded from the full-time employee classification regardless of the number of hours worked.

- *Exempt* employees are classified as such if their job duties are exempt from the overtime and compensatory provisions of the Federal and State Wage and Hour Laws. Exempt employees are not eligible for overtime pay. Their salaries are calculated on a weekly basis.
- *Non-Exempt* employees receive overtime pay or compensatory time in accordance with our overtime and compensatory time policies. Their salaries are calculated on an hourly basis. Non-exempt employees must utilize a time clock and/or time sheets to document hours worked.

**Introductory Employees:** During the first three months of employment with the Park District (the "Introductory Period"), all employees are classified as introductory employees for purposes of orientation, evaluation, and training. Introductory employees will also include employees who have previously served with the Park District and are beginning a new position.

During their Introductory Period, newly hired employees will be paid for holidays recognized by the Park District that are applicable to their employment classification. They will not be entitled to other time off such as vacation, personal days, or to attend professional conferences (unless determined necessary by the Executive Director). However, this time will accrue. Sick days accrue and may be used but the employees must provide written documentation. The introductory period will be extended accordingly. Other employee benefits such as insurance will be applicable as required or mandated by the Park District's agreement with the group insurance providers or by Park District policy. Transferred or promoted employees will continue the same benefits, if any, they had previously unless the employee's new position provides for different or no benefits, at the completion of the introductory period.

**Part-Time Employees:** Employees who are designated as part-time by the Executive Director or the Board of Park Commissioners and who have completed their introductory period are classified under one of the following two categories depending on work schedule:



- *Regular Part-time:* Part-time employees generally scheduled to work at least 1,000 hours in the same position for twelve consecutive months.
- *Part-time:* Part-time employees generally scheduled to work at less than 1,000 hours a calendar year in one or a variety of seasonal positions.

Part-time employees are classified as exempt or non-exempt and may be required to work more than their generally scheduled hours during busy periods. The number of hours that a part-time employee actually works will not change the employee's status as a part-time employee.

Unless specifically stated otherwise in writing by the Executive Director or the Board of Park Commissioners, part-time employees are ineligible to receive benefits. Seasonal employees are excluded from the part-time employees classification regardless of the number of hours worked.

**Seasonal Employees:** Employees who are designated as seasonal by the Executive Director or the Board of Park Commissioners are employed for a specific function or project, part-time or full-time, and for a temporary and limited period of time generally less than six months during a calendar year. These employees are hired as interim replacements to temporarily supplement the work force, or to assist in the completion of specific projects or programs. These employees' schedules are flexible based on business needs, or are seasonal in nature. Temporary and seasonal employees, are not eligible for benefits programs offered by Champaign Park District, except as required by state and/or federal laws. Temporary employees hired through agencies are employed by the respective agency and not by Champaign Park District. However, any seasonal employee who may work during three quarters or more of a calendar year shall not be considered a full-time or part-time employee unless so designated in writing by the Executive Director. A seasonal employee in a non-exempt position is paid by the hour, while a seasonal employee in an exempt position is paid according to the terms of hire for that individual. The Park District does not guarantee that seasonal employees will be rehired in a subsequent season or if rehired, for the same position.

#### **EMPLOYEE CLASSIFICATION REVIEW**

You may at any time submit a written request to your immediate supervisor for a review of the classification or status of your position. Your request must state your reasons justifying a review. Your immediate supervisor will make an investigation of the position with a view toward determining its correct classification and will report his findings in writing to the appropriate Department Head. Requests that receive Department Head approval will be forwarded to the Executive Director. The determination of the Executive Director will be in writing and will be final. If the Department Head does not approve a request, such decision shall be final.

**(PROPOSED CHANGES TO POLICY 1-8)**

**1-8 CLASSIFICATION, DEFINITIONS, AND STATUS OF EMPLOYEES**

**Full-Time Classified Personnel**

**Introductory Employees:** During the first three months of employment with the Park District (the "Introductory Period"), all employees are classified as Introductory Employees for purposes of orientation, evaluation, and training. Introductory employees will also include employees who have previously served with the Park District and are beginning a new position.

During their Introductory Period, newly hired employees will be paid for holidays recognized by the Park District that are applicable to their employment classification. They will not be entitled to other time off such as vacation, personal days, or to attend professional conferences (unless determined necessary by the Executive Director). However, this time will accrue. Sick days accrue and may be used but the employees must provide written documentation. The Introductory Period will be extended accordingly. Other employee benefits such as insurance will be applicable as required or mandated by the Park District's agreement with the group insurance providers or by Park District policy. The health insurance measurement period for all Introductory Employees will begin the first of the month following their first day of work. Employees transferred or promoted employees will continue the same benefits, if any, they had previously unless the employee's new position provides for different or no benefits, at the completion of the Introductory Period.

**Full-Time Employees I:** Full-Time Employees I are designated by the Executive Director or the Board of Park Commissioners following their introductory period. The employees are generally scheduled to work a minimum of 37.5 - 40 hours per work week for four (4) consecutive calendar quarters during a calendar year and are eligible for all employee benefits. Full-time I employees (FT1) may be required to work additional hours as necessary to complete all assigned tasks and as-needed during busy periods. FT1 employees will be classified as either exempt or non-exempt.

**Exempt employees** are classified as such if their job duties are exempt from overtime and compensatory provisions of the Federal and State Wage and Hour Laws. Exempt employees are not eligible for overtime pay. Their salaries are calculated on a bi-weekly basis. The Executive Director may, at his or her discretion, grant administrative time off for work in excess of the normal work schedule.

**Non-Exempt employees** receive overtime pay or compensatory time in accordance with the overtime and compensatory time policies. Their salaries are calculated on an hourly basis. Non-exempt employees must utilize a time clock and/or time sheets to document hours worked.

**Full-Time Employees II: Effective January 31, 2015,** these are employees whose schedules do not justify their classification as Full-Time Employees I but who are nonetheless generally scheduled to work a minimum average of 30 hours per work week for four (4) consecutive calendar quarters during a calendar year. Full-Time II employees are designated by the Executive Director or the Board of Park

Commissioners following their Introductory Period. The Full-Time Employees II (FT2) are eligible for single coverage health benefits only, any dependent care will be covered at the employee's expense. FT2 employees are also eligible for half the leave time of a Full-time Employee I but no other employee benefits. FT2 employees who work 31 – 40 hours in a work week will be paid their regular rate of pay. In compliance with FLSA, hours worked over 40 hours will be paid in accordance to the District's overtime compensation policy. The number of hours a FT2 employee actually works will not change the employee's status or classification as FT2 employee unless specifically stated otherwise in writing by the Executive Director.

### **Part-Time and Seasonal Employees**

Employees who are designated as part-time or seasonal by the department head in consultation with the Director of Human Resources are classified under one of the following two categories depending on work schedule effective January 31, 2015:

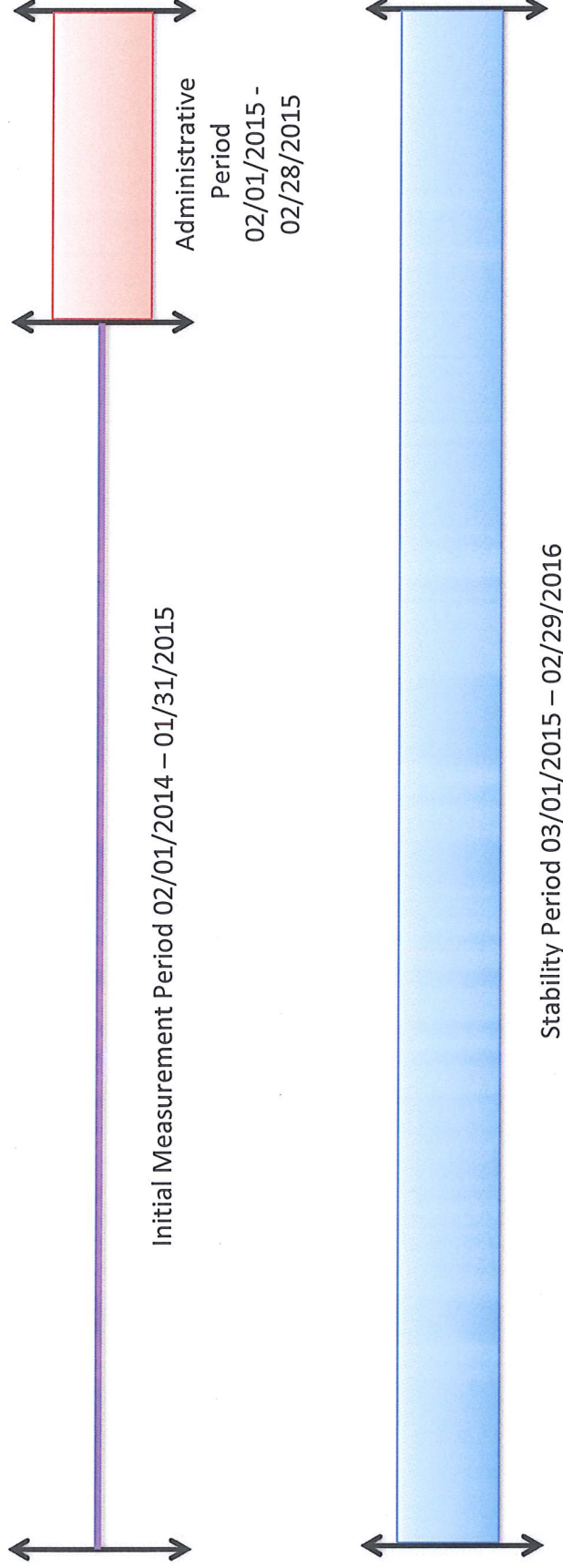
Part-Time Employees I: These are employees who are generally scheduled to work a minimum average of 20 hours per work week or more than 1,000 hours in a year beginning with the employee's anniversary date. The employee will not be eligible to work an average of 30 hours or more during the year for a period of longer than six (6) weeks. The Part-Time Employee I (PT1) is eligible for IMRF Pension and no other benefits. PT1 employees may not be scheduled to work more than 28 hours per week without prior approval from their department head in consultation with the Director of Human Resources.

Part-Time Employees II: Part-time II employees (PT2) shall be defined as those employees who are hired to work less than 20 hours per work week for more than two (2) consecutive calendar quarters per year. The employee will not be eligible to work an average of 30 hours or more during the year for a period of longer than six (6) weeks. PT2 employees are ineligible to receive benefits, unless otherwise required by law.

Seasonal Employees: These are employees who are generally hired around the same time each year for typically not more than six consecutive months each year. The seasonal classification is designated by the Director, a department head or immediate supervisor with review from the Human Resources Department. The Park District does not guarantee that seasonal employees will be rehired in a subsequent season or if rehired, for the same position. Seasonal employees are ineligible to receive benefits, unless otherwise required by law.

Part-time and seasonal employees are classified as non-exempt and may be required to work more than their generally scheduled hours during busy periods. If at any time it is determined a seasonal employee is going to exceed 1560 hours in a one year period the employee's status will require a classification change and must be approved by the Board of Park Commissioners. Unless specifically stated otherwise in writing by the Executive Director or the Board of Park Commissioners, part-time employees are ineligible to receive benefits unless specified in this Manual. Seasonal employees are excluded from the part-time employees' classification regardless of the number of hours worked.

## Outline of PPACA Measurement Periods



### Measurement Period Explanation

- Initial Measurement Period is used to determine which full-time employees worked over 30 hours per week and are eligible for health insurance
- Administrative Period is the open enrollment period in which eligible employees are enrolled in the plan
- Stability Period is the time period in which eligible employees are active in the health insurance program
- Staff hours are measured annually to determine if they qualify for health insurance in each subsequent year





## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 15, 2015

**SUBJECT:** Approval of a Resolution and Authorize Staff to file the Abatement Certificate for Series 2005 Bond

### Background

This is an annual filing requirement pursuant to the Alternate Revenue Bonds originally issued in 2005 and later refinanced in June 2013.

Each year, until the year 2023, the Champaign Park Board of Commissioners will be requested to abate the taxes pertaining to the Alternate Revenue Bond, originally issued in 2005 to build the Sholem Aquatic Center, then later refinanced in June 2013. This is a necessary step to keep in compliance with our Alternate Revenue Bond and Debt limitations pursuant to Ordinance No. 493, *An Ordinance Authorizing the Issuance of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2005, of the Champaign Park District, in Champaign County, Illinois, Providing the Details of Such Bonds and For Alternate Revenue Sources and the Levy of Direct Annual Taxes Sufficient to Pay the Principal of and Interest on Such Bonds, and Related Matters.*

### Prior Board Action

At the January 14, 2015 Board meeting, the consensus was to abate \$358,110 against the debt service levy in February 2015 incorrectly received in fiscal year 2015. No other Board action has been taken for the tax year 2014 to which this abatement applies.

### Budget Impact

The debt service property tax revenue to be received in FY2016 will be reduced by \$358,110.

### Recommended Action

Staff recommends that the Board approve a resolution and authorize staff to file the Abatement Certificate for Series 2005 Bond.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce  
Executive Director

## RESOLUTION

**WHEREAS**, the Board of Commissioners of the Champaign Park District, an Illinois municipal corporation, by ordinance adopted on the 10<sup>th</sup> day of August 2005 Ordinance No. 493 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2005, OF THE CHAMPAIGN PARK DISTRICT, IN CHAMPAIGN COUNTY, ILLINOIS, PROVIDING THE DETAILS OF SUCH BONDS AND FOR ALTERNATE REVENUE SOURCES AND THE LEVY OF DIRECT ANNUAL TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS; and

**WHEREAS**, the Board of Commissioners of the Champaign Park District hereby determines that the Pledged Revenues (as defined in the Bond Ordinance) will be available for the purpose of paying the debt service due on the Bonds during the next succeeding bond year; and

**WHEREAS**, it is necessary and in the best interests of the Champaign Park District that the tax heretofore levied for the year 2013 to pay such debt service on the Bonds be abated; and

**WHEREAS**, it is necessary and in the best interests of the Champaign Park District that the tax heretofore levied for the year 2014 to pay such debt service on the Bonds be abated; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Champaign Park District, as follows: The tax heretofore levied for the year 2013 in the Bond Ordinance is hereby abated in the amount of \$178,170.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Champaign Park District that it received tax revenues levied for the year 2013 in error by \$358,110.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Champaign Park District, as follows: The tax heretofore levied for the year 2014 in the Bond Ordinance is hereby abated in the amount of \$358,110.

**APPROVED** by the President and Board of Commissioners of the Champaign Park District this 28<sup>th</sup> day of January 2015.

APPROVED:

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Joseph A. Petry, President

ATTEST:

---

Cindy Harvey, Secretary

**ABATEMENT CERTIFICATE**

Pursuant to Ordinance No. 493, AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2005, OF THE CHAMPAIGN PARK DISTRICT, IN CHAMPAIGN COUNTY, ILLINOIS, PROVIDING THE DETAILS OF SUCH BONDS AND FOR ALTERNATE REVENUE SOURCES AND THE LEVY OF DIRECT ANNUAL TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS, adopted by the Board of Park Commissioners of the Champaign Park District, Champaign County, Illinois (the "Issuer") on August 10, 2005, with respect to which undefined terms herein shall have the meanings therein, as supplemented and amended, by Ordinance No. 488, adopted May 11, 2005, collectively, (the "Bond Ordinance"), the undersigned, as President and Secretary of the Issuer hereby certify to the Champaign County Clerk that it is appropriate to reduce by abatement the tax levy for 2014 (to be received in 2015) as provided in Section 9 of the Bond Ordinance (filed on August 25, 2005, with such County Clerk, as follows:

<b><u>Tax Levy For the Years, Inclusive, _____</u></b>	<b><u>New Levy Amount To Continue After Abatement A Tax Sufficient to Produce the Sum of,</u></b>	<b><u>(Amount Abated)</u></b>
<u>2014</u>	<u>\$ 0.00</u>	<u>\$358,110.00</u>

No other tax levy year is to be affected by this Abatement Certificate. The County Clerk is hereby directed to abate taxes as set forth above and to ascertain the rate per cent required to produce the aggregate tax hereinabove provided to be levied in 2014, as shown above to be levied, and to extend the same for collection on the tax books in connection with other taxes levied in such year, in and by the Issuer for general corporate purposes of the Issuer, and in such year levied and collected in like manner as taxes for general corporate purposes for such year is levied and collected and, when collected, such taxes shall be used solely for the purpose of paying the principal of and interest on the Bonds herein described as the same become due and payable. The tax levy shall be abated as parenthetically shown above. Otherwise Ordinance No. 493 shall be given effect according to its terms.

(SEAL)

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**Receipt**

The Champaign County Clerk hereby acknowledges receipt of the above Abatement Certificate this \_\_\_\_\_ day of January, 2015 and agrees to abate (and continue to extend with respect to the Bond Ordinance, as shown above) the taxes as therein provided.

\_\_\_\_\_  
Champaign County Clerk



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 15, 2015

**SUBJECT:** Approval Setting a Public Hearing on the Amended Budget and Appropriation Ordinance No. 593 for Fiscal Year 2014-15

### Background

Annually the Champaign Park District Board of Commissioners must set a date for the public hearing on the Budget and Appropriation Ordinance. When actual expenditures exceed the appropriation amount set, a budget amendment is required.

### Prior Board Action

The Board adopted the Budget and Appropriations Ordinance No. 580 on June 11, 2014.

### Budget Impact

The budget amendment increases expenditures/transfers by \$496,582 bringing the amended total to \$19,219,666 for fiscal year 2014-15.

### Recommended Action

Staff recommends the Board set a Public Hearing on the Amended Budget and Appropriation Ordinance for Wednesday, March 11, 2015 at 7 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 593, the Amended Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce  
Executive Director

**Champaign Park District**  
**Amended Budget Summary – All Funds**  
**Fiscal Year Ended April 30, 2015**

	Original Budget			Proposed AMENDED Budget			Changes from Original Budget				
	Fund Balance, 5/1/2014 (Budget Basis)	Revenues	Expenditures	Transfers (To) / From	Revenues	Expenditures	Transfers (To) / From	Revenues	Expenditures	Transfers (To) / From	Fund Balance, 4/30/2015 (Budget Basis)
<b>Operating Funds</b>											
General	4,712,796	5,427,573	5,012,173	(562,900)	5,433,273	4,588,247	(980,900)	5,700	(423,926)	(418,000)	4,576,922
Recreation	1,187,584	3,740,406	3,526,471	(116,500)	3,596,535	3,726,994	(191,500)	(143,871)	200,523	(75,000)	865,625
Museum	682,707	2,311,512	1,729,939	(20,600)	2,278,735	1,783,425	(95,600)	(32,777)	53,486	(75,000)	1,082,417
Special Recreation	1,786,305	923,554	1,589,523	-	923,554	1,589,523	-	-	-	-	1,120,336
<b>Total Operating Funds</b>	<b>8,369,392</b>	<b>12,403,045</b>	<b>11,858,106</b>	<b>(700,000)</b>	<b>12,232,097</b>	<b>11,688,189</b>	<b>(1,268,000)</b>	<b>(170,948)</b>	<b>(169,917)</b>	<b>(568,000)</b>	<b>7,645,300</b>
<b>Special Revenue Funds</b>											
Liability Insurance	333,191	316,831	349,267	-	319,256	355,047	-	2,425	5,780	-	297,400
IMRF	148,378	369,915	1,014,750	600,000	370,121	1,274,750	800,000	206	260,000	200,000	43,749
Social Security	255,497	350,517	370,000	-	350,717	370,000	-	200	-	-	236,214
Audit	13,774	21,062	21,500	-	21,077	23,300	-	15	1,800	-	11,551
Police Protection	32,055	24,085	24,000	-	25,040	24,000	-	955	-	-	33,095
<b>Total Special Revenue Funds</b>	<b>782,895</b>	<b>1,082,410</b>	<b>1,779,517</b>	<b>600,000</b>	<b>1,086,211</b>	<b>2,047,097</b>	<b>800,000</b>	<b>3,801</b>	<b>267,580</b>	<b>200,000</b>	<b>622,009</b>
<b>Debt Service Fund</b>											
Bond Amortization/Debt Service	4,500	1,440,250	-	(1,443,000)	1,447,100	-	(1,074,800)	6,850	-	368,200	376,800
<b>Capital Funds</b>											
Bond Proceeds	449,814	75	1,496,700	1,443,000	379,636	1,510,600	1,074,800	-	-	-	393,650
Paving and Lighting	173,384	275,211	396,100	-	264,332	396,100	-	(10,879)	-	-	41,616
Capital Improvement	354,860	701,600	745,386	-	1,651,600	839,986	1,593,000	950,000	94,600	1,593,000	2,759,474
Land Acquisition	200,114	100	100,000	100,000	180	100,000	100,000	80	-	-	200,294
<b>Total Capital Funds</b>	<b>1,178,172</b>	<b>976,986</b>	<b>2,738,186</b>	<b>1,543,000</b>	<b>2,295,747</b>	<b>2,846,686</b>	<b>2,767,800</b>	<b>1,318,761</b>	<b>108,500</b>	<b>1,224,800</b>	<b>3,395,033</b>
<b>Other Funds</b>											
Special Donations	66,314	55,015	55,000	-	56,609	55,000	-	1,594	-	-	67,923
Activity	50,703	11,220	12,175	-	11,220	12,175	-	-	-	-	49,748
Working Cash	250,000	-	-	-	-	-	-	-	-	-	250,000
<b>Total Other Funds</b>	<b>367,017</b>	<b>66,235</b>	<b>67,175</b>	<b>-</b>	<b>67,829</b>	<b>67,175</b>	<b>-</b>	<b>1,594</b>	<b>-</b>	<b>-</b>	<b>367,671</b>
<b>Total ALL FUNDS</b>	<b>10,701,976</b>	<b>15,968,926</b>	<b>16,442,984</b>	<b>-</b>	<b>17,128,984</b>	<b>16,649,147</b>	<b>1,225,000</b>	<b>1,160,058</b>	<b>206,163</b>	<b>1,225,000</b>	<b>12,406,813</b>

**ORDINANCE #593**

**AMENDED BUDGET AND APPROPRIATION ORDINANCE  
For Fiscal Year 2014-2015**

**AN ORDINANCE AMENDING THE COMBINED  
ANNUAL BUDGET AND APPROPRIATION OF  
FUNDS FOR THE CHAMPAIGN PARK DISTRICT  
CHAMPAIGN COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING ON THE  
FIRST (1<sup>ST</sup>) DAY OF MAY 2014, AND ENDING ON  
THE THIRTIETH DAY (30<sup>TH</sup>) OF APRIL, 2015**

**WHEREAS**, on June 11, 2014, the Board of Commissioners of the Champaign Park District, Champaign County, Illinois adopted Ordinance #590 an Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Fiscal Year beginning May 1, 2014 and ending April 30, 2015;

**WHEREAS**, it is determined that the Budget and Appropriations Ordinance for the fiscal year beginning May 1, 2014 and ending April 30, 2015 is to be amended, and

**WHEREAS**, said Board of Commissioners caused to be prepared in tentative form this Ordinance, and the Secretary of the Board has made the same conveniently available to public inspection for at least thirty (30) days prior to action thereon; and

**WHEREAS**, a public hearing was held as to said Ordinance on 11<sup>th</sup> day of March, 2015, notice of said hearing having been given at least one (1) week prior thereto as required by law and all other legal requirements having been complied with.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS:**

**SECTION 1.** It is hereby found and determined:

- (a) This Board has heretofore caused to be prepared a Combined Amended Annual Budget and Appropriation Ordinance in tentative form, which Ordinance will be conveniently available for public inspection for at least 30 days prior to final action thereon; and
- (b) A public hearing will be held at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, on the 11<sup>th</sup> day of March, 2015 on said Ordinance, notice of said hearing having been given by publication in the Champaign News Gazette, being a newspaper published within the District, at least one week prior to such hearing; and
- (c) That all other legal requirements for the adoption of the Combined Amended Annual Budget and Appropriation Ordinance of this Park District for the fiscal year beginning May 1, 2014 and ending April 30, 2015 have heretofore been performed.

**SECTION 2.** The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first (1<sup>st</sup>) day of May 2014 and ending the thirtieth (30<sup>th</sup>) day of April, 2015.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2014 and ending April 30, 2015 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2014 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this amended appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenues of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to credit of such fund.

**SECTION 3.** The following determinations have been made and are hereby made a part of the aforesaid budget:

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$13,988,345.
- (b) An estimate of the cash expected to be received during the fiscal from all sources is \$19,617,015.
- (c) An estimate of the expenditures and transfers contemplated for the fiscal year is \$19,219,666.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$14,385,694.
- (e) An estimate of the amount of taxes to be received during the fiscal year is \$11,706,088.

**SECTION 4.** The receipts and revenues of the Champaign Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the General Corporate Fund and shall first be placed to credit of such fund.

**SECTION 5.** All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance be, and the same are hereby, repealed to the extent of such conflict. If any item or portion thereof of this amended budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

**SECTION 6.** This ordinance shall be in full force and effect immediately upon its passage.

**PASSED** this 11<sup>th</sup> day of March, 2015.

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAIN:**

[SEAL]

**CHAMPAIGN PARK DISTRICT**

By \_\_\_\_\_  
Joseph A. Petry, Board President

**ATTEST:**

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

STATE OF ILLINOIS )

)S.S.

COUNTY OF CHAMPAIGN )

I, Cindy Harvey, do hereby certify that I am the duly qualified and acting Secretary of the Champaign Park District in the county and state aforesaid, and as such Secretary, I am the keeper of the records and files of the Board of Commissioners of the Park District. I do further certify that the attached and foregoing is a true and complete copy of the Amended Combined Annual Budget and Appropriation Ordinance of the Champaign Park District, Champaign County, Illinois for the Fiscal Year beginning May 1, 2014 and ending April 30, 2015 as adopted by the Board of Park Commissioners at its properly convened meeting held on the 11<sup>th</sup> of March 2015, as appears from the official records of the Champaign Park District in my care and custody.

---

Cindy Harvey, Board Secretary



I. General Fund - 01	ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation
EXECUTIVE DIRECTOR	\$ 115,856		\$ 115,856	
DEPARTMENT HEAD	\$ 369,865		\$ 319,865	
MANAGERS/SUPERVISORS	\$ 370,433		\$ 397,433	
PROGRAM/FACILITY DIR	\$ 41,770		\$ 41,770	
OPERATIONS STAFF	\$ 702,633		\$ 702,633	
BUILDING SERVICE WORKER	\$ 28,631		\$ 28,631	
OFFICE STAFF/SUPPORT	\$ 205,158		\$ 245,158	
PT BUILDING SERVICE WORKER	\$ 1,800		\$ 1,800	
PT OFFICE STAFF/SUPPORT	\$ 88,492		\$ 85,492	
PT SEASONAL STAFF	\$ 333,593		\$ 291,593	
MEDICAL HEALTH INSURANCE	\$ 321,577		\$ 321,577	
DENTAL INSURANCE	\$ 11,700		\$ 11,700	
LIFE INSURANCE	\$ 5,193		\$ 5,193	
HEALTH AND WELLNESS	\$ 8,650		\$ 8,650	
ALLOWANCES/REIMBURSEMENTS	\$ 44,435		\$ 46,845	
PERSONNEL COSTS	\$ 17,574		\$ 17,574	
EMPLOYEE ASSISTANCE PROGRAM	\$ 1,200	\$ 3,068,800	\$ 1,200	\$ 3,039,400
POSTAGE AND MAILING	\$ 5,050		\$ 4,350	
PRINTING AND DUPLICATING	\$ 11,625		\$ 11,625	
STAFF MEETINGS	\$ 2,200		\$ 2,275	
LEGAL PUBLICATIONS/NOTICES	\$ 9,700		\$ 9,700	
ADVERTISING/PUBLICITY	\$ 21,450		\$ 21,450	
STAFF TRAINING	\$ 15,090		\$ 17,940	
MEMBERSHIPS,DUES,FEES	\$ 16,243		\$ 17,099	
CONFERENCE AND TRAVEL	\$ 25,440		\$ 23,640	
BOARD EXPENSE	\$ 19,300		\$ 19,300	
ATTORNEY FEES	\$ 60,000		\$ 60,000	
ARCHITECT, ENGINEERING FEES	\$ 125,000		\$ 125,000	
PROFESSIONAL FEES	\$ 156,450		\$ 156,450	
LANDFILL FEES	\$ 23,000		\$ 26,800	
AUTO ALLOWANCE	\$ 500		\$ 500	
OFFICE EQUIPMENT REPAIRS	\$ 1,000		\$ 1,000	
VEHICLE REPAIR	\$ 12,150		\$ 12,150	
EQUIPMENT REPAIR	\$ 6,650		\$ 7,250	
BUILDING REPAIR	\$ 12,050		\$ 13,350	
EQUIPMENT RENTAL	\$ 17,170		\$ 20,170	
PEST CONTROL	\$ 2,164		\$ 1,164	
SERVICE CONTRACTS	\$ 36,350		\$ 39,350	
LICENSE AND FEES	\$ 16,004		\$ 16,254	
SERVICE CONTRACTS-FACILITIES	\$ 9,084		\$ 9,084	
SERVICE CONTRACTS-GROUNDS	\$ 56,600		\$ 61,100	
OTHER SERVICE CONTRACTS	\$ 26,700		\$ 26,700	
CONTRACTUAL MOWING	\$ 127,000		\$ 127,000	
CELL PHONE EXPENSE	\$ 7,208		\$ 7,208	
SUBSCRIPTIONS	\$ 820		\$ 970	
OTHER CONTRACTUAL SERVICES	\$ 80,380		\$ 38,380	
CONTRACTUAL PERSONNEL	\$ 200		\$ 200	
INTERN STIPENDS	\$ 3,200		\$ 3,200	
CONTRACTUAL ENTERTAINMENT	\$ 1,000		\$ 1,000	
PARK AND RECREATION EXCELLENCE	\$ 6,000	\$ 1,049,690	\$ 4,500	\$ 1,019,080

OFFICE SUPPLIES	\$	28,707		\$	29,677			
ENVELOPES AND STATIONARY	\$	2,000		\$	2,000			
DUPLICATING SUPPLIES	\$	2,500		\$	2,500			
CHECKS AND BANK SUPPLIES	\$	1,000		\$	1,600			
PHOTOGRAPHIC SUPPLIES	\$	110		\$	110			
BOOKS AND MANUSCRIPTS	\$	1,050		\$	2,350			
FIRST AID/MEDICAL SUPPLIES	\$	6,000		\$	6,000			
SAFETY SUPPLIES	\$	6,000		\$	6,000			
STAFF UNIFORMS	\$	14,050		\$	12,800			
PARTICIPANT UNIFORMS	\$	3,000		\$	3,000			
BUILDING MAINTENANCE SUPPLIES	\$	30,350		\$	32,850			
LANDSCAPE SUPPLIES	\$	41,800		\$	45,300			
PLAYGROUND MAINT. SUPPLIES	\$	8,000		\$	8,000			
CLEANING/JANITORIAL SUPPLIES	\$	5,600		\$	5,600			
PRESCRIBED BURN SUPPLIES	\$	4,945		\$	4,945			
EQUIPMENT AND TOOLS	\$	23,100		\$	26,600			
SHOP EQUIPMENT AND SUPPLIES	\$	7,000		\$	7,000			
VEHICLE/EQUIPMENT REPAIR PARTS	\$	40,400		\$	40,400			
AMENITY MAINTENANCE SUPPLIES	\$	6,000		\$	6,000			
OFFICE EQUIPMENT VALUE <\$10000	\$	15,000		\$	15,000			
GAS,FUEL,GREASE AND OIL	\$	87,000		\$	86,000			
CHEMICALS	\$	45,190		\$	45,190			
PAINTS	\$	2,950		\$	2,950			
PLANT MATERIALS	\$	116,050		\$	117,050			
FLOWERS AND CARDS	\$	500		\$	800			
PLAQUES, AWARDS AND PRIZES	\$	6,449		\$	6,449			
RECREATION/PROGRAM SUPPLIES	\$	4,300		\$	9,300			
FOOD SUPPLIES	\$	3,190	\$	589,080	\$	3,290	\$	608,080
SANITARY FEES AND CHARGES	\$	16,100		\$	16,600			
GAS AND ELECTRICITY	\$	49,600		\$	49,600			
WATER	\$	43,050		\$	43,050			
TELECOMM EXPENSE	\$	22,844	\$	151,330	\$	22,944	\$	152,020
PERIODIC MAINTENANCE	\$	165,000		\$	165,000			
ROUTINE MAINTENANCE	\$	124,900	\$	333,390	\$	110,869	\$	333,390
TRANSFER	\$	700,000	\$	805,000	\$	1,118,000	\$	1,285,700
PROPERTY/SALES TAX	\$	2,200		\$	400			
CREDIT CARD CHARGES	\$	1,500	\$	4,260	\$	1,500	\$	4,260
PARK IMPROVEMENTS	\$	493,400	\$	567,410	\$	194,400	\$	223,560
<b>Grand Total</b>	\$	<b>5,712,173</b>	\$	<b>6,001,550</b>	\$	<b>5,780,253</b>	\$	<b>6,441,930</b>

**ORIGINAL**

**REVISED**

**II. Recreation Fund - 02**

	ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation
DEPARTMENT HEAD	\$	62,796	\$	62,796
MANAGERS/SUPERVISORS	\$	114,774	\$	130,774
PROGRAM/FACILITY DIR	\$	281,622	\$	303,699
OPERATIONS STAFF	\$	67,338	\$	67,338
BALL FIELD MGR./SUPV.	\$	25,948	\$	25,948
CUSTODIAL	\$	39,431	\$	39,431
OFFICE STAFF/SUPPORT	\$	82,877	\$	82,877
GENERAL STAFF	\$	928	\$	928
PT ASST DIRECTOR/SUPVISORS	\$	79,113	\$	86,496
PT BUILDING SERVICE WORKER	\$	8,860	\$	8,860

PT BUILDING/PARK OPENERS	\$	3,427		\$	4,927			
PT CUSTODIAL	\$	28,001		\$	25,557			
PT DAY CAMP STAFF/LIFE GUARD	\$	339,824		\$	374,882			
PT GENERAL STAFF	\$	115,360		\$	105,393			
PT INSTRUCTOR	\$	180,650		\$	176,509			
PT OFFICE STAFF/SUPPORT	\$	123,805		\$	123,805			
PT PROGRAM DIRECTOR/SUPERVISOR	\$	60,278		\$	71,355			
PT SCOREKEEPERS	\$	20,996		\$	4,196			
PT SEASONAL STAFF	\$	52,421		\$	43,721			
PT SITE SUPERVISORS	\$	12,359		\$	22,659			
PT SPORTS OFFICIAL	\$	92,102		\$	78,826			
MEDICAL HEALTH INSURANCE	\$	151,211		\$	151,211			
DENTAL INSURANCE	\$	5,520		\$	5,520			
LIFE INSURANCE	\$	2,009		\$	2,009			
ALLOWANCES/REIMBURSEMENTS	\$	15,259		\$	16,159			
PERSONNEL COSTS	\$	500		\$	500			
EMPLOYEE ASSISTANCE PROGRAM	\$	580	\$	2,263,190	\$	580	\$	2,319,500
POSTAGE AND MAILING	\$	22,749		\$	23,179			
PRINTING AND DUPLICATING	\$	31,782		\$	32,321			
STAFF MEETINGS	\$	1,093		\$	1,278			
LEGAL PUBLICATIONS/NOTICES	\$	200		\$	200			
ADVERTISING/PUBLICITY	\$	7,054		\$	7,104			
STAFF TRAINING	\$	14,375		\$	14,825			
MEMBERSHIPS,DUES,FEES	\$	3,842		\$	4,442			
CONFERENCE AND TRAVEL	\$	8,300		\$	8,450			
PROFESSIONAL FEES	\$	32,575		\$	32,575			
LANDFILL FEES	\$	8,924		\$	8,924			
AUTO ALLOWANCE	\$	2,000		\$	2,100			
OFFICE EQUIPMENT REPAIRS	\$	350		\$	350			
VEHICLE REPAIR	\$	1,000		\$	1,000			
EQUIPMENT REPAIR	\$	5,025		\$	4,975			
BUILDING REPAIR	\$	17,950		\$	31,950			
EQUIPMENT RENTAL	\$	13,390		\$	16,480			
RENTAL FACILITIES	\$	6,125		\$	6,265			
PEST CONTROL	\$	4,342		\$	5,342			
SERVICE CONTRACTS	\$	2,059		\$	4,059			
LICENSE AND FEES	\$	1,415		\$	1,665			
SERVICE CONTRACTS-FACILITIES	\$	65,066		\$	65,366			
SERVICE CONTRACTS-GROUNDS	\$	8,000		\$	6,500			
CELL PHONE EXPENSE	\$	1,240		\$	1,410			
SUBSCRIPTIONS	\$	847		\$	847			
OTHER CONTRACTUAL SERVICES	\$	11,436		\$	15,801			
CONTRACTUAL PERSONNEL	\$	8,580		\$	12,200			
INTERN STIPENDS	\$	5,400		\$	5,400			
CONTRACTUAL ENTERTAINMENT	\$	450		\$	950			
FIELD/SPECIAL TRIPS	\$	78,221	\$	418,360	\$	94,881	\$	472,460
OFFICE SUPPLIES	\$	8,480		\$	10,380			
ENVELOPES AND STATIONARY	\$	200		\$	200			
DUPLICATING SUPPLIES	\$	2,015		\$	2,415			
BOOKS AND MANUSCRIPTS	\$	1,337		\$	1,337			
FIRST AID/MEDICAL SUPPLIES	\$	1,832		\$	1,832			
STAFF UNIFORMS	\$	7,382		\$	9,026			

PARTICIPANT UNIFORMS	\$	26,608		\$	25,208	
BUILDING MAINTENANCE SUPPLIES	\$	39,965		\$	51,765	
LANDSCAPE SUPPLIES	\$	22,960		\$	22,960	
CLEANING/JANITORIAL SUPPLIES	\$	15,264		\$	16,564	
EQUIPMENT AND TOOLS	\$	2,800		\$	2,800	
VEHICLE/EQUIPMENT REPAIR PARTS	\$	7,000		\$	7,500	
GAS,FUEL,GREASE AND OIL	\$	9,000		\$	15,000	
CHEMICALS	\$	25,000		\$	25,000	
PAINTS	\$	200		\$	200	
JANITORIAL SUPPLIES	\$	146		\$	146	
PLANT MATERIALS	\$	8,000		\$	8,000	
FLOWERS AND CARDS	\$	150		\$	150	
PLAQUES, AWARDS AND PRIZES	\$	15,681		\$	14,541	
RECREATION/PROGRAM SUPPLIES	\$	75,454		\$	85,754	
FOOD SUPPLIES	\$	24,431		\$	23,781	
MERCHANDISE FOR RESALE	\$	46,596	\$	50,096	\$	430,850
SANITARY FEES AND CHARGES	\$	21,240		\$	23,060	
GAS AND ELECTRICITY	\$	259,588		\$	264,588	
WATER	\$	98,450		\$	101,350	
TELECOMM EXPENSE	\$	33,872	\$	34,772	\$	487,340
PERIODIC MAINTENANCE	\$	165,000	\$	165,000	\$	189,750
TRANSFER	\$	116,500	\$	191,500	\$	220,230
PROPERTY/SALES TAX	\$	12,501		\$	8,501	
CREDIT CARD CHARGES	\$	20,540	\$	23,590	\$	38,000
FACILITY IMPROVEMENTS	\$	243,000	\$	313,608	\$	360,650
<b>Grand Total</b>	\$	<b>3,642,971</b>	\$	<b>3,909,980</b>	\$	<b>4,518,780</b>

III. Museum Fund - 03	ORIGINAL		REVISED		
	Budget	Appropriation	Budget	Appropriation	
DEPARTMENT HEAD	\$	65,063	\$	65,063	
MANAGERS/SUPERVISORS	\$	110,324	\$	110,324	
PROGRAM/FACILITY DIR	\$	101,643	\$	109,289	
BUILDING SERVICE WORKER	\$	26,208	\$	26,208	
CUSTODIAL	\$	33,708	\$	33,708	
CUSTODIAL OT	\$	500	\$	500	
OFFICE STAFF/SUPPORT	\$	46,644	\$	43,644	
PT ASST DIRECTOR/SUPVISORS	\$	15,750	\$	8,750	
PT BUILDING SERVICE WORKER	\$	6,800	\$	6,800	
PT DAY CAMP STAFF/LIFE GUARD	\$	52,451	\$	43,451	
PT GENERAL STAFF	\$	77,069	\$	55,386	
PT INSTRUCTOR	\$	78,655	\$	78,655	
PT OFFICE STAFF/SUPPORT	\$	59,152	\$	56,234	
PT PROGRAM DIRECTOR/SUPERVISOR	\$	37,148	\$	55,148	
PT VT HOUSE STAFF	\$	21,404	\$	28,947	
PT VT RENTAL STAFF	\$	-	\$	20,000	
PT VT RENTAL STAFF OT	\$	30,064	\$	10,064	
MEDICAL HEALTH INSURANCE	\$	75,903	\$	75,903	
DENTAL INSURANCE	\$	2,880	\$	2,880	
LIFE INSURANCE	\$	1,055	\$	1,055	
ALLOWANCES/REIMBURSEMENTS	\$	9,616	\$	9,716	
PERSONNEL COSTS	\$	250	\$	250	
EMPLOYEE ASSISTANCE PROGRAM	\$	300	\$	300	
		\$	<b>980,480</b>	\$	<b>968,620</b>

POSTAGE AND MAILING	\$	20,412		\$	17,487			
PRINTING AND DUPLICATING	\$	29,345		\$	41,195			
STAFF MEETINGS	\$	762		\$	1,062			
LEGAL PUBLICATIONS/NOTICES	\$	250		\$	-			
ADVERTISING/PUBLICITY	\$	39,460		\$	47,070			
STAFF TRAINING	\$	4,410		\$	4,410			
MEMBERSHIPS,DUES,FEES	\$	1,204		\$	1,404			
CONFERENCE AND TRAVEL	\$	3,390		\$	5,390			
PROFESSIONAL FEES	\$	2,400		\$	2,625			
INSURANCE EXPENSE	\$	3,300		\$	3,300			
LANDFILL FEES	\$	10,250		\$	10,675			
AUTO ALLOWANCE	\$	900		\$	900			
OFFICE EQUIPMENT REPAIRS	\$	400		\$	400			
VEHICLE REPAIR	\$	500		\$	500			
EQUIPMENT REPAIR	\$	2,175		\$	6,175			
BUILDING REPAIR	\$	6,500		\$	20,225			
EQUIPMENT RENTAL	\$	89,850		\$	110,900			
RENTAL FACILITIES	\$	22,218		\$	24,718			
PEST CONTROL	\$	1,435		\$	1,435			
SERVICE CONTRACTS	\$	1,600		\$	1,600			
LICENSE AND FEES	\$	9,717		\$	10,522			
SERVICE CONTRACTS-FACILITIES	\$	6,398		\$	6,398			
CELL PHONE EXPENSE	\$	535		\$	545			
SUBSCRIPTIONS	\$	1,325		\$	1,325			
OTHER CONTRACTUAL SERVICES	\$	55,605		\$	58,205			
CONTRACTUAL PERSONNEL	\$	26,421		\$	34,921			
INTERN STIPENDS	\$	1,200		\$	1,200			
CONTRACTUAL ENTERTAINMENT	\$	238,310		\$	222,810			
PARK AND RECREATION EXCELLENCE	\$	200		\$	200			
SCHOLARSHIPS	\$	2,000		\$	-			
FIELD/SPECIAL TRIPS	\$	8,472	\$	679,590	\$	8,122	\$	742,580
OFFICE SUPPLIES	\$	2,000		\$	2,035			
ENVELOPES AND STATIONARY	\$	425		\$	425			
DUPLICATING SUPPLIES	\$	1,400		\$	1,400			
PHOTOGRAPHIC SUPPLIES	\$	100		\$	100			
BOOKS AND MANUSCRIPTS	\$	100		\$	125			
FIRST AID/MEDICAL SUPPLIES	\$	1,200		\$	1,200			
STAFF UNIFORMS	\$	1,157		\$	1,287			
PARTICIPANT UNIFORMS	\$	3,370		\$	3,430			
BUILDING MAINTENANCE SUPPLIES	\$	18,600		\$	18,600			
CLEANING/JANITORIAL SUPPLIES	\$	6,370		\$	8,120			
VEHICLE/EQUIPMENT REPAIR PARTS	\$	1,000		\$	1,050			
GAS,FUEL,GREASE AND OIL	\$	1,245		\$	2,045			
FLOWERS AND CARDS	\$	70		\$	70			
PLAQUES, AWARDS AND PRIZES	\$	2,600		\$	2,660			
RECREATION/PROGRAM SUPPLIES	\$	37,079		\$	40,805			
ANIMAL SUPPLIES	\$	2,500		\$	2,500			
FOOD SUPPLIES	\$	12,350		\$	12,375			
ANIMAL FEED	\$	11,000		\$	11,000			
MERCHANDISE FOR RESALE	\$	15,913	\$	136,250	\$	16,223	\$	136,250
SANITARY FEES AND CHARGES	\$	2,425		\$	2,925			
GAS AND ELECTRICITY	\$	91,500		\$	91,500			



WATER	\$	11,500		\$	12,500			
TELECOMM EXPENSE	\$	11,912	\$	134,940	\$	11,912	\$	133,790
PERIODIC MAINTENANCE	\$	20,000	\$	23,000	\$	20,710	\$	155,150
TRANSFER	\$	20,600	\$	23,690	\$	95,600	\$	73,610
PROPERTY/SALES TAX	\$	6,427		\$	6,427			
CREDIT CARD CHARGES	\$	24,165	\$	35,180	\$	27,295	\$	38,780
<b>Grand Total</b>	\$	1,750,539	\$	2,013,130	\$	1,882,313	\$	2,248,780

#### IV. Special Recreation Fund - 15

	ORIGINAL		REVISED			
MANAGERS/SUPERVISORS	\$	56,156	\$	56,156		
PROGRAM/FACILITY DIR	\$	105,644	\$	105,644		
DAY CAMP STAFF	\$	2,000	\$	2,000		
INSTRUCTORS/OVERNIGHT STAFF	\$	5,700	\$	5,700		
PT BUILDING SERVICE WORKER	\$	3,750	\$	3,750		
PT DAY CAMP STAFF/LIFE GUARD	\$	100,604	\$	100,604		
PT - INCLUSION AIDS	\$	25,332	\$	25,332		
PT OFFICE STAFF/SUPPORT	\$	37,356	\$	37,356		
PT PROGRAM DIRECTOR/SUPERVISOR	\$	20,319	\$	20,319		
MEDICAL HEALTH INSURANCE	\$	33,816	\$	33,816		
DENTAL INSURANCE	\$	1,280	\$	1,280		
LIFE INSURANCE	\$	560	\$	560		
FICA PAYMENTS	\$	28,870	\$	28,870		
IMRF PAYMENTS	\$	20,530	\$	20,530		
WORKER'S COMPENSATION PREMIUM	\$	2,600	\$	2,600		
ALLOWANCES/REIMBURSEMENTS	\$	2,250	\$	2,250		
EMPLOYEE ASSISTANCE PROGRAM	\$	310	\$	310		
EMPLOYMENT PRACTICES	\$	800	\$	800		
		\$	515,059		\$	515,059
POSTAGE AND MAILING	\$	1,400	\$	1,400		
PRINTING AND DUPLICATING	\$	5,800	\$	5,800		
STAFF MEETINGS	\$	650	\$	650		
LEGAL PUBLICATIONS/NOTICES	\$	150	\$	150		
ADVERTISING/PUBLICITY	\$	680	\$	680		
STAFF TRAINING	\$	1,160	\$	1,160		
MEMBERSHIPS, DUES, FEES	\$	2,150	\$	2,150		
CONFERENCE AND TRAVEL	\$	4,100	\$	4,100		
PROFESSIONAL FEES	\$	250	\$	250		
AUTO ALLOWANCE	\$	1,440	\$	1,440		
VEHICLE REPAIR	\$	1,000	\$	1,000		
BUILDING REPAIR	\$	200	\$	200		
EQUIPMENT RENTAL	\$	250	\$	250		
RENTAL FACILITIES	\$	31,929	\$	31,929		
PEST CONTROL	\$	360	\$	360		
SERVICE CONTRACTS	\$	700	\$	700		
LICENSE AND FEES	\$	100	\$	100		
CELL PHONE EXPENSE	\$	225	\$	225		
SUBSCRIPTIONS	\$	30	\$	30		
OTHER CONTRACTUAL SERVICES	\$	2,082	\$	2,082		
CONTRACTUAL PERSONNEL	\$	5,688	\$	5,688		
INTERN STIPENDS	\$	3,200	\$	3,200		
FIELD/SPECIAL TRIPS	\$	13,385	\$	13,385		
OFFICE SUPPLIES	\$	1,100	\$	1,100		
		\$	88,468		\$	88,468

ENVELOPES AND STATIONARY	\$	300		\$	300			
DUPLICATING SUPPLIES	\$	400		\$	400			
PHOTOGRAPHIC SUPPLIES	\$	50		\$	50			
STAFF UNIFORMS	\$	1,850		\$	1,850			
PARTICIPANT UNIFORMS	\$	667		\$	667			
BUILDING MAINTENANCE SUPPLIES	\$	400		\$	400			
CLEANING/JANITORIAL SUPPLIES	\$	500		\$	500			
VEHICLE/EQUIPMENT REPAIR PARTS	\$	1,000		\$	1,000			
OFFICE EQUIPMENT VALUE <\$10000	\$	3,000		\$	3,000			
GAS,FUEL,GREASE AND OIL	\$	6,000		\$	6,000			
FLOWERS AND CARDS	\$	50		\$	50			
PLAQUES, AWARDS AND PRIZES	\$	1,520		\$	1,520			
RECREATION/PROGRAM SUPPLIES	\$	3,930		\$	3,930			
FOOD SUPPLIES	\$	8,840	\$	8,840	\$	34,050		
GAS AND ELECTRICITY	\$	3,200		\$	3,200			
WATER	\$	710		\$	710			
TELECOMM EXPENSE	\$	1,400	\$	6,110	\$	1,400	\$	6,110
LIABILITY INSURANCE	\$	1,500		\$	1,500			
PROPERTY INSURANCE	\$	5,100	\$	7,590	\$	5,100	\$	7,590
CREDIT CARD CHARGES	\$	1,200	\$	1,380	\$	1,200	\$	1,380
CPD CAPITAL ADA	\$	805,000		\$	805,000			
UPD CAPITAL ADA	\$	142,000		\$	142,000			
PT ADA STAFF	\$	25,000		\$	25,000			
VEHICLES/EQUIPMENT	\$	50,000	\$	1,124,200	\$	50,000	\$	1,124,200
<b>Grand Total</b>	\$	<b>1,589,523</b>	\$	<b>1,776,857</b>	\$	<b>1,589,523</b>	\$	<b>1,776,857</b>

V. Liability Insurance Fund - 04	ORIGINAL		REVISED					
	Budget	Appropriation	Budget	Appropriation				
MANAGERS/SUPERVISORS	\$	43,764	\$	43,764				
PT GENERAL STAFF	\$	3,400	\$	3,400				
MEDICAL HEALTH INSURANCE	\$	11,808	\$	11,808				
UNEMPLOYMENT PREMIUM	\$	25,000	\$	25,000				
WORKER'S COMPENSATION PREMIUM	\$	80,000	\$	80,000				
ALLOWANCES/REIMBURSEMENTS	\$	420	\$	700				
EMPLOYMENT PRACTICES	\$	14,000	\$	14,000	\$	205,150	\$	205,470
STAFF TRAINING	\$	3,075	\$	3,075				
CONFERENCE AND TRAVEL	\$	2,500	\$	2,500				
LICENSE AND FEES	\$	1,350	\$	1,350				
CONTRACTUAL PERSONNEL	\$	9,500	\$	14,500	\$	18,890	\$	24,640
RECREATION/PROGRAM SUPPLIES	\$	-	\$	500				
SAFETY SUPPLIES	\$	5,450	\$	5,450	\$	6,270	\$	6,840
LIABILITY INSURANCE	\$	42,000	\$	42,000				
PROPERTY INSURANCE	\$	67,000	\$	67,000	\$	125,350	\$	125,350
REPAIR PROJECTS, EQUIPMENT	\$	40,000	\$	46,000	\$	40,000	\$	46,000
<b>Grand Total</b>	\$	<b>349,267</b>	\$	<b>401,660</b>	\$	<b>355,047</b>	\$	<b>408,300</b>

VI. Illinois Municipal Retirement Fund - 06	ORIGINAL		REVISED					
	Budget	Appropriation	Budget	Appropriation				
IMRF PAYMENTS	\$	1,014,750	\$	1,166,960	\$	1,274,750	\$	1,465,960
<b>Grand Total</b>	\$	<b>1,014,750</b>	\$	<b>1,166,960</b>	\$	<b>1,274,750</b>	\$	<b>1,465,960</b>

ORIGINAL

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VII. Audit Fund - 08	Budget		Appropriation		Budget		Appropriation	
AUDIT EXPENSES	\$	21,500	\$	24,730	\$	23,300	\$	26,800
<b>Grand Total</b>	<b>\$</b>	<b>21,500</b>	<b>\$</b>	<b>24,730</b>	<b>\$</b>	<b>23,300</b>	<b>\$</b>	<b>26,800</b>

VIII. Activity and Affiliate Fund - 11	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
ADVERTISING/PUBLICITY	\$	400	\$	460	\$	400	\$	460
EQUIPMENT RENTAL	\$	100	\$	120	\$	300	\$	350
OTHER CONTRACTUAL SERVICES	\$	3,000	\$	3,450	\$	1,000	\$	1,150
CONTRACTUAL PERSONNEL	\$	600	\$	690	\$	600	\$	690
FLOWERS AND CARDS	\$	250	\$	290	\$	450	\$	520
PLAQUES, AWARDS AND PRIZES	\$	1,800	\$	2,070	\$	1,800	\$	2,070
RECREATION/PROGRAM SUPPLIES	\$	2,700	\$	3,110	\$	2,700	\$	3,110
FOOD SUPPLIES	\$	3,325	\$	3,820	\$	8,325	\$	9,570
<b>Grand Total</b>	<b>\$</b>	<b>12,175</b>	<b>\$</b>	<b>14,010</b>	<b>\$</b>	<b>15,575</b>	<b>\$</b>	<b>17,920</b>

IV. Special Donations Fund - 12	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
SCHOLARSHIPS	\$	55,000	\$	63,250	\$	55,000	\$	63,250
<b>Grand Total</b>	<b>\$</b>	<b>55,000</b>	<b>\$</b>	<b>63,250</b>	<b>\$</b>	<b>55,000</b>	<b>\$</b>	<b>63,250</b>

X. Social Security Fund - 14	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
FICA PAYMENTS	\$	370,000	\$	425,500	\$	370,000	\$	425,500
<b>Grand Total</b>	<b>\$</b>	<b>370,000</b>	<b>\$</b>	<b>425,500</b>	<b>\$</b>	<b>370,000</b>	<b>\$</b>	<b>425,500</b>

## CAPITAL & DEBT FUNDS

XI. Paving and Lighting Fund - 09	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
PARK CONSTRUCTION/IMPROVEMENTS	\$	315,000	\$	362,250	\$	315,000	\$	362,250
ROUTINE MAINTENANCE	\$	81,100	\$	93,270	\$	81,100	\$	93,270
<b>Grand Total</b>	<b>\$</b>	<b>396,100</b>	<b>\$</b>	<b>455,520</b>	<b>\$</b>	<b>396,100</b>	<b>\$</b>	<b>455,520</b>

XII. Capital Improvement Fund - 16	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
OFFICE TECHNOLOGY	\$	10,000	\$	11,500	\$	10,000	\$	11,500
PARK CONSTRUCTION/IMPROVEMENTS	\$	735,386	\$	845,690	\$	829,986	\$	954,480
<b>Grand Total</b>	<b>\$</b>	<b>745,386</b>	<b>\$</b>	<b>857,190</b>	<b>\$</b>	<b>839,986</b>	<b>\$</b>	<b>965,980</b>

XIII. Police Protection Fund - 19	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
CONTRACTUAL PERSONNEL	\$	24,000	\$	27,600	\$	24,000	\$	27,600
<b>Grand Total</b>	<b>\$</b>	<b>24,000</b>	<b>\$</b>	<b>27,600</b>	<b>\$</b>	<b>24,000</b>	<b>\$</b>	<b>27,600</b>

XIV. Bond Amortization Fund - 21	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
TRANSFER	\$	1,443,000	\$	1,659,450	\$	1,074,800	\$	1,236,020
<b>Grand Total</b>	<b>\$</b>	<b>1,443,000</b>	<b>\$</b>	<b>1,659,450</b>	<b>\$</b>	<b>1,074,800</b>	<b>\$</b>	<b>1,236,020</b>

XV. Bond Proceeds Fund - 22	ORIGINAL		REVISED		ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation	Budget	Appropriation
BOND REDEMPTION	\$	385,000	\$	442,750	\$	385,000	\$	442,750



PARK CONSTRUCTION/IMPROVEMENTS	\$ 600,500	\$ 690,580	\$ 600,500	\$ 690,580
PROFESSIONAL FEES	\$ 15,000	\$ 17,250	\$ 15,000	\$ 17,250
VEHICLES/EQUIPMENT	\$ 367,000	\$ 422,050	\$ 367,000	\$ 422,050
INTEREST	\$ 129,200	\$ 148,580	\$ 143,100	\$ 164,570
<b>Grand Total</b>	<b>\$ 1,496,700</b>	<b>\$ 1,721,210</b>	<b>\$ 1,510,600</b>	<b>\$ 1,737,200</b>

XVI. Land Acquisition Fund - 24	ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation
LAND ACQUISITION/DEVELOPMENT	\$ 100,000	\$ 300,000	\$ 100,000	\$ 300,000
<b>Total Capital &amp; Debt Funds Combined</b>	<b>\$ 4,205,186</b>	<b>\$ 5,020,970</b>	<b>\$ 3,945,486</b>	<b>\$ 4,722,320</b>

SUMMARY OF FUNDS	ORIGINAL		REVISED	
	Budget	Appropriation	Budget	Appropriation
<b>OPERATING FUNDS</b>				
I. General Fund - 01	\$ 5,712,173	\$ 6,001,550	\$ 5,780,253	\$ 6,441,930
II. Recreation Fund - 02	\$ 3,642,971	\$ 3,909,980	\$ 3,928,419	\$ 4,518,780
III. Museum Fund - 03	\$ 1,750,539	\$ 2,013,130	\$ 1,882,313	\$ 2,248,780
IV. Special Recreation Fund - 15	\$ 1,589,523	\$ 1,776,857	\$ 1,589,523	\$ 1,776,857
<b>OTHER SPECIAL REVENUE FUNDS</b>				
V. Liability Insurance Fund - 04	\$ 349,267	\$ 401,660	\$ 355,047	\$ 408,300
VI. Illinois Municipal Retirement Fund - 06	\$ 1,014,750	\$ 1,166,960	\$ 1,274,750	\$ 1,465,960
VII. Audit Fund - 08	\$ 21,500	\$ 24,730	\$ 23,300	\$ 26,800
VIII. Activity and Affiliate Fund - 11	\$ 12,175	\$ 14,000	\$ 15,575	\$ 17,920
VIV. Special Donations Fund - 12	\$ 55,000	\$ 63,250	\$ 55,000	\$ 63,250
X. Social Security Fund - 14	\$ 370,000	\$ 425,500	\$ 370,000	\$ 425,500
<b>CAPITAL &amp; DEBT FUNDS</b>				
XI. Paving and Lighting Fund - 09	\$ 396,100	\$ 455,520	\$ 396,100	\$ 455,520
XII. Capital Improvement Fund - 16	\$ 745,386	\$ 857,190	\$ 839,986	\$ 965,980
XIII. Police Protection Fund - 19	\$ 24,000	\$ 27,600	\$ 24,000	\$ 27,600
XIV. Bond Amortization Fund - 21	\$ 1,443,000	\$ 1,659,450	\$ 1,074,800	\$ 1,236,020
XV. Bond Proceeds Fund - 22	\$ 1,496,700	\$ 1,721,210	\$ 1,510,600	\$ 1,737,200
XVI. Land Acquisition Fund - 24	\$ 100,000	\$ 300,000	\$ 100,000	\$ 300,000
	<b>\$ 18,723,084</b>	<b>\$ 20,818,587</b>	<b>\$ 19,219,666</b>	<b>\$ 22,116,397</b>



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** January 20, 2015

**SUBJECT:** McKinley Aquatic Center Update

### Background

On January 14<sup>th</sup>, staff presented information to the Board regarding possible hours of operation, staff costs, operating costs, programming, and membership fees to be considered if the Park District were to take over the McKinley Aquatic Center by purchase or lease.

The Park Board asked staff to come back to the next Board meeting with responses to the following:

- Options that would reduce hours of operation in an effort to reduce costs. This would be in the event that the Board decides to take over operation of the McKinley Aquatic Center. These hours are to take into account times when the pools at the McKinley Aquatic Center and Stephens Family YMCA (SF-YMCA) are most and least busy.
- How much did the YMCA pay to fix the crack in the pool when they operated the facility?
- If the Park District decided to lease the McKinley Aquatic Center, and it closed before the District took over, how much would it cost to re-open the facility?
- If the Park District were to lease the McKinley Aquatic Center, what would it cost to get the pool and facilities up to code (Illinois Department of Public Health, building codes, ADA, etc.)?
- The Board also asked if there are any alternatives to a lease or a purchase of the facility.

### **Hours of Operation**

On January 14<sup>th</sup>, staff proposed the following hours of operation for the McKinley Aquatic Center if the Park District were to take over operation:

Monday – Friday: 5 am – 10 pm  
Saturday & Sunday: 9 am – 8 pm  
*Total hours per week: 107*

These hours were chosen based on staff experience with aquatic operations as well as existing hours at the McKinley Aquatic Center (87 hours/week) and the SF-YMCA (103 hours/week). For reference, the Leonhard Recreation Center operates for 107 hours per week and, when in season, the Sholem Aquatic Center operates for 80.25 hours per week in June and August and 87.25 hours per week in July.

In order to address the Board's question regarding operating hours, Champaign Park District staff met with McKinley Aquatic Center and SF-YMCA staff in the two days immediately following the January Board meeting and gathered the following information:

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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.**

### *McKinley Aquatic Center*

- Peak open swim use times are from 5 – 7 am. As many as 6-10 patrons may use the pool during this time.
- The facility has three water aerobics classes scheduled for Mondays, Wednesdays, and Fridays. The 8 am class has about 10-12 patrons in the therapy pool, the 9 am class has about 4-6 patrons in the main/lap pool, and the 10 am class has about 10-12 patrons in the therapy pool.
- After 10 am, both pools are generally fairly empty until 4:30 pm when they may have from 6-7 patrons in the pool at a time until after 7:30 pm.
- The Mahomet swim team practices Monday through Friday from 3:30 – 6:00 pm with 10-16 regular participants although there are 21 people on the team. The Mahomet swim team is a club team and not a school sanctioned sport, so participation varies widely.
- Another regional swim team used to use the facility but moved to the Urbana Indoor Aquatic Center when they learned that McKinley may close. Mr. Jeske's daughter stated that she thinks that team would return if we were to agree to run the pool.
- Of the two weekend days, McKinley staff indicated that Sunday is the busier.

### *SF-YMCA*

- Staff report that the pools are heavily used seven days a week. They are particularly busy from 6 am – 12 pm and after 3:30 pm on weekdays, and they are very crowded on the weekends.
- They do have 10-12 people who line up to enter the facility at 5 am just for lap swimming, and more typically trickle in until 6 am when the site becomes very busy.
- There is a lull from 1:00 – 3:30 pm Monday through Friday. At that time, they typically have only a few lap swimmers (less than 5) and only one smaller water fitness class going in the warmer pool.

Taking the above information into account, staff were able to come up with a few options to trim operating costs. Staff costs are presented below (Table 1). These costs do not include benefits, insurance, IMRF, or any other calculations, they are simply base wage per hour. Staff costs are shown as a monthly figure because certain positions (i.e. pool operator and site supervisor) require full-time staff and will not fluctuate with changes to hours of operation. These set staff costs total \$5,280 per month.

Table 1 also includes the staff positions that will fluctuate with hours of operation (lifeguard, pool manager, cleaning/janitorial, and front desk staff). Wages for these staff members total \$74/hour for each hour of operation. Wages for cleaning/janitorial staff may not actually end up being 1:1 (at Leonhard the ratio is about two-thirds of an hour of janitorial staff time per hour of operation), but for ease of presenting the data those staff costs are calculated at 1:1 below.

This means that we can determine any number of operating hour configurations by starting with a base of \$5,280 per month and adding \$74 per hour of operation to account for hourly staff.

**Table 1: Basic Monthly Staff Costs**

<b>Position</b>	<b># Staff</b>	<b>Pay/Hour</b>	<b>Hours/Week</b>	<b>Monthly Total</b>
Lifeguard	4	\$9		
Pool Manager	1	\$10		
Front Desk Staff	2	\$9		
Cleaning/Janitorial	1	\$10		
<b>Cost per hour of operation</b>		<b>\$74</b>		
Site Supervisor (capped at 40 hrs if FT)	1	\$19	40	\$3,040
Pool Operator (capped at 40 hrs if FT)	1	\$14	40	\$2,240
<b>Set staff costs per month</b>				<b>\$5,280</b>

Staff do not anticipate being able to reduce projected operating costs by reducing operating hours partly because of the nature of most of our monthly operating costs but also because the operating costs are estimated projections that do not lend themselves to detailed hour-by-hour forecasting. Many operating costs (building maintenance supplies, building repair, sanitary fees and charges) would be largely unchanged by a reduction in hours. Even utilities and chemicals are unlikely to reduce much if at all because pools must be heated and chemically balanced all the time regardless of whether or not they are being used. As a result, staff believe that the minimum estimated monthly operating cost of \$52,402 per month provided to the Board on January 14<sup>th</sup> is still a valid estimate in any of the below scenarios.

Alternative Hours of Operation and Costs

1. *Current McKinley Schedule:*  
 Monday – Friday: 5 am – 8 pm  
 Saturday: 7 am – 3 pm  
 Sunday: 12 pm – 4 pm  
 Total Hours Per Week: 87  
**Estimated Monthly Staff Cost: \$31,032**  
**TOTAL MONTHLY PROJECTED COSTS: \$83,434**
  
2. *Split Shift Schedule:*  
 Monday – Friday: 5 am – 7 am; 4:30 pm – 7:30 pm  
 Saturday: 12 pm – 4 pm  
 Sunday: 12 pm – 4 pm  
 Total Hours Per Week: 33  
**Estimated Monthly Staff Cost: \$15,048**  
**TOTAL MONTHLY PROJECTED COSTS: \$67,450**
  
3. *Bare Minimum Schedule:*  
 Monday – Friday: 5 am – 7 am; 5 pm – 7 pm  
 Saturday: 12 pm – 4 pm  
 Sunday: 12 pm – 4 pm  
 Total Hours per Week: 28  
**Estimated Monthly Staff Cost: \$13,568**  
**TOTAL MONTHLY PROJECTED COSTS: \$65,970**

**Previous Crack Repair Costs**

Staff reached out to a former YMCA employee who was involved in the operation of the old YMCA. While he was aware of the crack in the pool, he did know how much it cost to repair it.

Staff was not able to get a firm dollar amount, but will continue to pursue the matter if the Board so directs.

### **Cost to Re-Open in the Event of a Closure**

If the facility closed prior to the Park District taking over operations, the facility would be subject to City of Champaign building codes and ADA compliance concerns. Staff do not have a dollar amount for these issues at this time, but will continue to pursue the matter if the Board so directs.

### **Minimum Costs to Bring the Facility Up to Code**

Staff reached out to Bruce Hawkins of the Illinois Department of Public Health (IDPH) to find out specifically what the District would need to do if it operated the McKinley Aquatic Center. Mr. Hawkins said he will provide the District with a copy of his report the next time he inspects the McKinley Aquatic Center, and that his report will outline any issues that need to be addressed. This report is not yet available.

Neil Strack's report indicates that the cost to update the facility so that it meets ADA, City of Champaign building codes, and IDPH permit standards are as follows:

Therapy Pool updates	\$496,000
Lap Pool updates	\$626,000

For the pools only, these costs total \$1,122,000. Renovating the entire building footprint to meet codes (including the pools) would cost \$2,902,553.34.

### **Alternatives to Renting or Leasing**

One possibility would have the Park District partner with McKinley Aquatic Center by having the District purchase a set amount of monthly memberships from the McKinley Aquatic Center. The District would use these passes to provide access to our residents who purchased memberships to Sholem Aquatic Center, the Leonhard Recreation Center, the Dodds Tennis Center and/or our seniors at Douglass and Hays. The Park District would not own, lease, or operate the facility, we would only be a partner in terms of providing our members or residents access to the facility which would still be operated by Leon Jeske.

Another option would be to work with the local Public Health Department or local hospitals in order to provide access to the McKinley Aquatic Center for residents whose physicians have directed them to lead a more active lifestyle. In this case, we would be the liaison between health providers and Mr. Jeske.

### **Site Visit Notes**

As part of staff follow up after the January Board meeting, additional information about the facility was learned. Below are staff notes from a site visit to McKinley on January 15, 2015. Joe DeLuce, Megan Kuhlenschmidt, and Shane Coats were in attendance at this visit. Staff visited the McKinley Aquatic Center in order to find out more about when the facility is used the most and to ask a few more questions about current use. We met with Leon Jeske and another employee, Harith Tamimie. Megan and Shane toured the pools and spoke with Mr. Tamimie about attendance and peak use times. Below is a snapshot of the additional facility information learned during that time:

1. After 10 am, both pools are generally fairly empty until 4:30 pm when they may have from 6-7 patrons in the pool at a time until after 7:30 pm. However, when staff asked Mr. Tamimie

about splitting the day (i.e. closing in the middle of the day) he recommended against it because he said that patrons get upset when they close and he stated that he did not believe that split shifts would save much in operating costs.

2. CPD staff noticed that the main pool water level was so low that the water was not making it into the filtration system. McKinley staff stated that the water level is kept that low to help save water costs. Even at its current low level, it must be topped off quite often as it seems to lose water rapidly. McKinley staff stated that the Health Department has “dinged” them for the lack of filtration issue on each visit. CPD staff asked if McKinley staff suspects that the main pool shell is leaking and if that leak would explain the difficulty maintaining the proper water level. McKinley staff said that they do not think the main pool is leaking but that the therapy pool shell does “weep” water at an unknown rate.
3. Both pools use chlorine for sanitization. The main pool’s chemical feeders are broken and so staff adds chlorine and acid to that pool by hand by filling buckets with the liquid chemical, walking to the pool, and pouring the chemicals in to the pool.
4. Mr. Tamimie stated that they check the water chemicals daily and that they adjust the chemicals when patrons report itchy skin. He reports that the chlorine, pH, and alkalinity all stay within recommended levels.
5. There is no ADA chair lift access to either pool, and the current stairs into the main pool are a fiberglass removable system that is rusted and showing significant signs of wear.
6. Mr. Tamimie stated that there are some loose tiles in main/lap pool guttering system that need attention and/or grouting.
7. Staff observed significant HVAC/airflow problems in the therapy pool area – the walls and ceiling were dripping water at a constant rate and the carpeted stairs in surrounding areas were soggy and expelled water when walked on.
8. McKinley staff stated that since they acquired the building they have been doing the minimum maintenance and repairs just to get by as they do not have the funds to perform all recommended maintenance for the building.
9. The women’s downstairs locker room contains a non-functional, deep, 8-10 person in-ground hot tub that is still in place and shielded from public use by a shower curtain.
10. Central High School wrestling teams use the basketball court/gym area on a regular basis for practice.
11. The gym design does not allow for spectator seating or standing room.
12. The gym floor is covered with metal caps where various equipment (volleyball poles, etc.) used to be installed. These caps sit slightly above the level of the floor surface.
13. The gym heat is only turned on an hour or two before teams start practices to help save money on utilities.

14. There are two to three rooms/offices that are currently or have been recently leased/rented for private businesses. McKinley staff was unsure what would become of those spaces and tenants if we were to take over the building.
15. Painting/music/yoga classes have been held in the facility as well on a contract basis. Right now there are no classes currently in session although a spring art class is planned.

**Projected Subsidies**

Also please keep in mind the overall cost to operate the McKinley Aquatic Center would include a tax subsidy of \$300,000 to \$400,000 per year. So for 200 members the taxpayers would be subsidizing the operation at \$1,500 to \$2,000 per user per year. As a comparison the new Leonhard Recreation Center will have about a \$100,000 subsidy per year and with over 1,300 members the subsidy per member will be approximately \$75 per year.

Prepared by:

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