



**CHAMPAIGN
PARK DISTRICT**

**AGENDA
REGULAR BOARD MEETING
Brenan Meeting Center
706 Kenwood Road
Champaign, Illinois
Wednesday, December 14, 2016
7 p.m.**

A. CALL TO ORDER

B. PRESENTATIONS

1. Chambanamoms
2. AMDOCS

C. COMMENTS FROM THE PUBLIC

D. COMMUNICATIONS

E. TREASURER'S REPORT

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

F. EXECUTIVE DIRECTOR'S REPORT

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

G. REPORT OF OFFICERS

1. Attorney's Report
 - a. Ordinance No. 616
Annexing Territory Pursuant to Petition (101 Paul Avenue)
2. President's Report

H. CONSENT AGENDA

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

1. Approval of Minutes of the Special Meeting, October 26, 2016
2. Approval of Minutes of the Executive Session, October 26, 2016
3. Approval of Minutes of the Regular Board Meeting, November 9, 2016
4. Approval of Minutes of the Executive Session, November 9, 2016
5. Approval of Minutes of the Study Session, November 22, 2016
6. Approval of Minutes of the Executive Session, November 22, 2016
7. Approval of Board Meeting Dates for 2017
8. Approval of the Environmental Policy
9. Approval Inserting Timothy McMahon as Delegate, Craig Hays as 1st Alternate, Alvin Griggs as 2nd Alternate and Joseph DeLuca as 3rd Alternate to the IAPD Credentials Certificate

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.

I. NEW BUSINESS

1. Approval of Disbursements as of November 9, 2016
Staff recommends approval of disbursements for the period beginning November 9, 2016 and ending December 13, 2016.
2. Approval of Summer 2017 Part-Time and Seasonal Position Pay Rates
Staff recommends approval of the summer 2017 pay rates and year round part-time pay rates as presented.
3. Approval of an Agreement with FE Moran Security Solutions
Staff recommends approval of a System Purchase/Service/Monitoring Agreement with FE Moran Agreement for a three (3) year period, and authorize the Executive Director to execute the agreement contingent upon final review by legal counsel.
4. Approval of Bids for 2017 Bedding Plants
Staff recommends the Board accept the bids and authorize the Executive Director to execute contracts to purchase 2017 bedding plants as follows: Staff recommends awarding the contract for each order to the respective low responsible bidders as follows: Park Flower Order with 2,702 flats to Jones Country Gardens for a total of \$44,580.00 and Flower Island Order with 2,543 flats to Connie's Country Greenhouse for a total of \$49,994.60. The total cost of the two recommended orders for 2017 will be \$94,575.00 and funds will be allocated in the FY17-18 operating budget.
5. Approval of Ordinance No. 617: An Ordinance Regulating the Political Activities and the Solicitation and Acceptance of Gifts
Staff recommends approval of Ordinance No. 617, an ordinance regulating the political activities and the solicitation and acceptance of gifts.
6. Approval of Ordinance No. 618: An Ordinance Regulating the Use of the Parks and Property Owned or Controlled by the Champaign Park District
Staff recommends approval of Ordinance No. 618: an ordinance regulating the use of the parks and property owned or controlled by the Champaign Park District.

J. DISCUSSION ITEMS

1. Champaign Parks Foundation 2nd Quarter Financial Update
2. Champaign Park District 2nd Quarter Financial Update
3. Hessel Restrooms
4. Aquatics Report
5. Taste of Champaign-Urbana Report
6. Virginia Theatre Report

K. COMMENTS FROM COMMISSIONERS

L. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 120/2(c)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired.

M. RETURN TO REGULAR MEETING

N. ACTION ITEMS FROM EXECUTIVE SESSION, IF ANY

O. ADJOURN

ORDINANCE NO. 616
AN ORDINANCE ANNEXING TERRITORY
TO CHAMPAIGN PARK DISTRICT

WHEREAS, Champaign Park District is a General Park District organized and existing under the provisions of the Park District Code approved May 17, 1951, as amended, and

WHEREAS, Section 3-10 of the Park District Code provides:

"Whenever a Park District operating within territory predominantly in a city or village or two or more cities or villages would become coterminous or nearly coterminous with such city or village or two or more cities or villages upon the annexation of the additional territory within such municipalities but not incorporated within such a Park District, such Park District may annex such additional territory by the passage of an ordinance to that effect."

and

WHEREAS, Champaign Park District is presently operating within a territory predominantly within the corporate limits of the City of Champaign, Illinois; and

WHEREAS, the tracts of land hereinafter described are located within the corporate boundaries of the City of Champaign, Illinois, but are not presently incorporated within the present corporate boundaries of Champaign Park District or any other park district; and

WHEREAS, upon the annexation of said tracts of land hereinafter described by Champaign Park District, the boundaries of the City of Champaign, Illinois and of Champaign Park District will become coterminous or nearly coterminous;

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

Section 1. The following described tracts of land be and the same are hereby annexed to Champaign Park District, effective as of the date of passage of this ordinance, and said tracts shall henceforth become and be a part of Champaign Park District the same as though originally included in said district.

Section 2. The territories hereby annexed are described as follows:

TERRITORY PURSUANT TO PETITION
(101 Paul Avenue)
Council Bill. No. 2016-206

Part of the Southwest Quarter, Section 31, Township 20 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, more particularly described as follows:

All of Lots 299 and 300 in Wilber Heights Subdivision, as recorded on Page 326 of Book E in the Office of the Champaign County Recorder on October 8, 1924, East of the existing East right-of-way line of Market Street, situated in Champaign County, Illinois.

(PIN #25-15-31-355-001)

Commonly known as: 101 Paul Avenue, Champaign, IL 61822

Together with any and all adjacent streets, highways, or parts thereof not now within the corporate limits of Champaign Park District, to the far side of said streets, highways or parts thereof.

Section 3. The Secretary of this Board is hereby authorized and directed to file a certified copy of this ordinance together with an accurate map of the territories hereby annexed, in the offices of the County Clerk and the Recorder of Deeds of Champaign County, Illinois.

Section 4. This ordinance shall be in full force from and after its passage and approval as required by law.

PASSED this 14th day of December 2016.

APPROVED this 14th day of December 2016.

Timothy P. McMahon, President

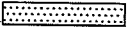


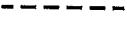


ATTEST:

Cindy Harvey, Secretary


**ANNEXATION PLAT OF
101 Paul Avenue**

City of Champaign
Champaign County, Illinois
Council Bill No.: 2016-206
Date Passed: October 18, 2016


LEGEND:

	ANNEXATION AREA
	AREA INSIDE CITY LIMITS
	EXISTING CITY LIMITS LINE
	ANNEXATION LIMITS
	LOT LINE
	RIGHT-OF-WAY LINE

ANNEXED AREA.....	0.132
RIGHT-OF-WAY..... (not included in description)	0.174
TOTAL ACREAGE.....	0.306



N



SCALE FEET

GENERAL LOCATION
OF DESCRIBED PROPERTY

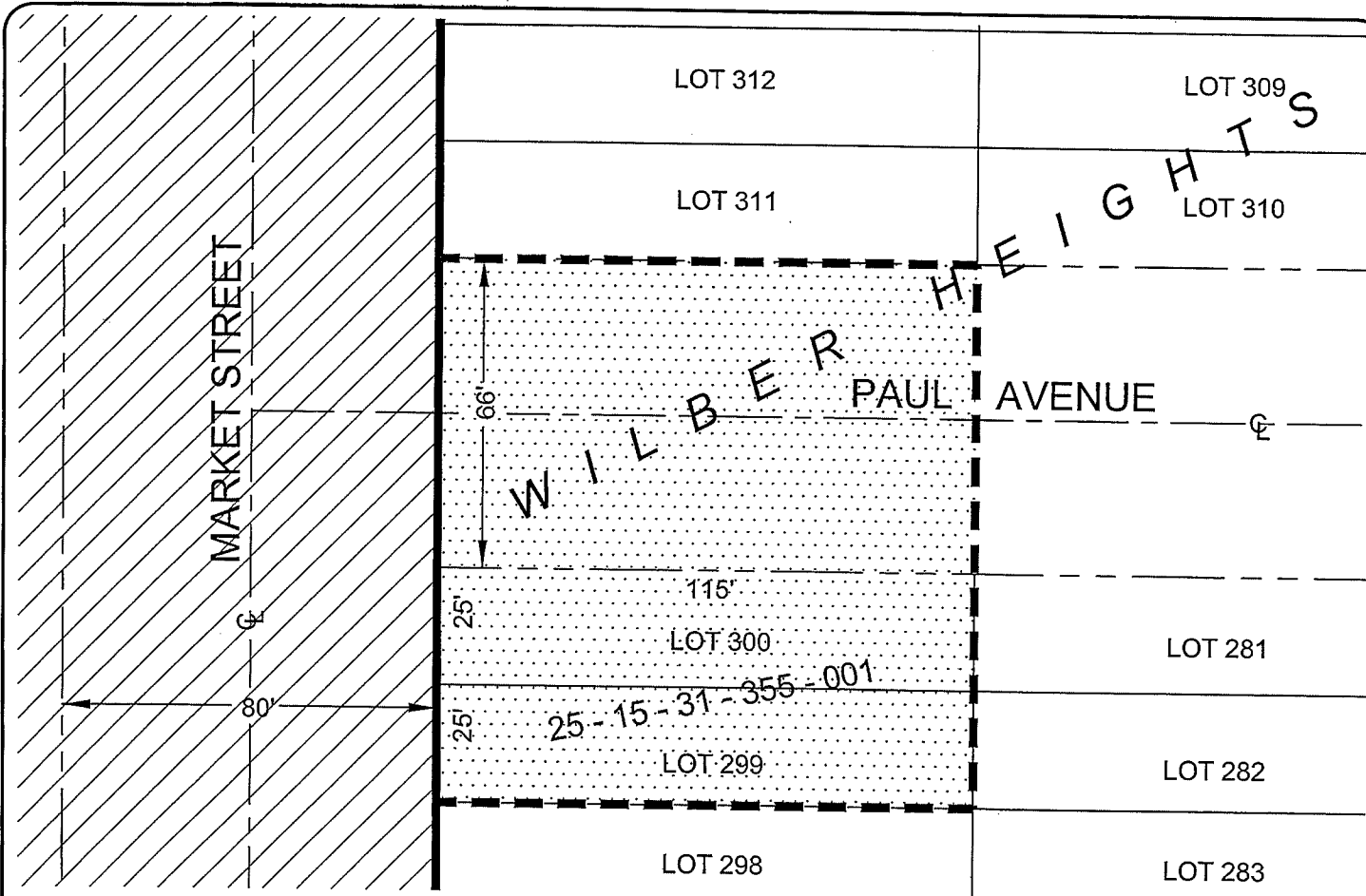
NW 1/4	NE 1/4
SW 1/4	SE 1/4

PART OF THE
SW 1/4, SEC. 31
T. 20 N., R. 9 E., 3rd P.M.

STATE OF ILLINOIS)
) S.S.
COUNTY OF CHAMPAIGN)

I, DENNIS A. VANDEVENTER, a
duly registered Engineer in the
State of Illinois do hereby certify
that this plat was prepared under
my supervision on 11-18-2016.

DENNIS A. VANDEVENTER
Assistant City Engineer
Registered Professional Engineer
No. 062-054107
Expiration Date: 11-30-2017.



LEGAL DESCRIPTION

PART OF THE SOUTHWEST QUARTER, SECTION 31, TOWNSHIP 20 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL OF LOTS 299 AND 300 IN WILBER HEIGHTS SUBDIVISION, AS RECORDED ON PAGE 326 OF BOOK E IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER ON OCTOBER 8, 1924, EAST OF THE EXISTING EAST RIGHT-OF-WAY LINE OF MARKET STREET, ENCOMPASSING 0.132 ACRES, MORE OR LESS.

PIN: 25-15-31-355-001
STREET ADDRESS: 101 PAUL AVENUE, CHAMPAIGN, ILLINOIS 61822

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

October 26, 2016

The Champaign Park District Board of Commissioners held a Special Board meeting on Wednesday, October 26, 2016 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President McMahon presided over the meeting.

Present: Timothy P. McMahon, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl, and Jane L. Solon, Treasurer Gary Wackerlin, and Attorney Guy Hall.

Absent: Commissioner Alvin Griggs.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Kevin Crump, Director of Operations and Planning, Tammy Hoggatt, and Director of Human Resources, Information Technology and Risk, and Steven Bentz, Virginia Theatre Director.

Other staff were present as well as members of the public.

Call to Order

President McMahon called the meeting to order at 5:30 p.m.

Comments from the Public

There were no comments from the public.

New Items

Approval of a Resolution Estimating Taxes to be Levied for FY17-18

Mr. DeLuce presented the report. He reported that the tax levy ordinance will be presented to the Board at the November meeting for approval and that it will state that the tax rate will not exceed .7443 current year. Discussion ensued regarding the estimated increase in the EAV and the total estimated tax levy.

Vice President Hays made a motion to approve a Resolution setting the tax levy for fiscal year beginning May 1, 2017 and ending April 30, 2018 and scheduling a public hearing on the Tax Levy Ordinance for Wednesday, November 9, 2016 at 7:00 p.m. at the Bresnan Meeting Center as required by the Truth in Taxation Act. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

Approval of Tuition Assistance Agreement

Mr. DeLuce reported that the proposed agreement is with a current employee to attend the Parkland College HVAC program. He stated that the agreement is for more than one year and staff is seeking Board approval. Discussion ensued.

Ms. Hoggatt stated that staff is seeking Board approval of an exception to the current Tuition Reimbursement policy. Discussion ensued about the reimbursement plan and the timeframe for completion of the HVAC program.

Commissioner Solon arrived to the meeting at 5:37 p.m.

Commissioner Kuhl made a motion to approve the Tuition Assistance Agreement. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval of a Bid for Virginia Theatre Furnishings

Mr. DeLuce presented the report. He reported that the Champaign Parks Foundation Board approved the expenditure of funds from the Foundation Virginia Theatre Restoration Fund for the purchase of the furnishings in an amount not to exceed \$30,000.00. A report regarding the proposal was provided to the Board.

Commissioner Kuhl made a motion to accept the sole bid from Carter's Furniture, Inc. and authorizing the Executive Director to approve the purchase of furnishings for the Virginia Theatre at the total bid price of \$23,300.00.

Approval of an Agreement with MSA for the Hessel Park Restroom and Splash Pad Redesign

Mr. DeLuce presented the report. Staff recommended approval of Professional Services Agreement between MSA Professional Services and the Park District for Hessel Park Restroom and Splashpad Redesign, and authorize the Executive Director to execute the agreement.

Attorney Hall explained that the proposed agreement contains language that caps MSA's liability to the amount of the contract as well as other terms that will be resolved by an amendment. He stated that the Board could approve the agreement subject to the details being finalized by legal counsel.

President McMahon inquired about past payments to MSA and proposed payment for the redesign and construction phase. Discussion ensued about the bidding out the original project and the reduced project at the same time, and construction of the restrooms.

In further addressing an amendment, Attorney Hall stated that the general terms and conditions are where MSA limits its liability for errors or omissions. Attorney Hall informed the Board that it could either wait until he prepares an amendment for presentation to the Board at a later date, or approve the contract subject to the amendment being prepared and have Mr. DeLuce sign it.

Commissioner Kuhl expressed concern about the cost being incurred on the project and the restroom facility specifications. Discussion ensued about the proposed final design for the restrooms and its size.

Mr. DeLuce stated that staff will present the final design to the Board before bidding the project.

Commissioner Solon made a motion to approve the agreement subject to the amendment to be incorporated therewith. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval of Agreement with Farnsworth Group for Design Development of Shop and Yard Expansion

Mr. DeLuce presented the report. He reported that Attorney Hall is addressing issues with the insurance liability. Mr. DeLuce stated that staff recommends that the Board approve the agreement contingent upon final review and an amendment by Attorney Hall. Discussion ensued.

Commissioner Solon made a motion to approve an Agreement between Farnsworth Group for design development of the shop and yard expansion, and authorize the Executive Director to execute the agreement subject to an amendment addressing liability and insurance terms and conditions. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval to Proceed with a Community Survey

Mr. DeLuce presented the report. He stated that five (5) proposals were received to conduct a community survey regarding Spalding Park. Mr. DeLuce reported that staff recommends working with a firm which has parks and recreation experience. He stated that staff would be comfortable with the Office of

Recreation and Park Resources at the University of Illinois or Ron Vine and Associates.

Commissioner Solon stated that she favors someone who may be would not be too familiar with the community and does not have preconceived notions or biases about community needs or how residents interests.

Mr. DeLuce reported that the names of the three (3) firms without parks and recreation experience were provided by Champaign Unit 4 School District.

Commissioner Solon asked if staff has checked with other parks districts to see what firms they have used. He stated that staff will contact other park districts about other potential firms.

Commissioner Kuhl stated that it seems that the scopes presented are different. She suggested more clearly defining the scope the Park District desires to accomplish and then seek proposals. Commissioner Kuhl thought that the Office of Recreation and Park Resources provided a more inclusive proposal and that she would be willing to use its services.

Vice President Hays agreed with both and suggested more clearly defining the parameters.

Commissioner Kuhl favors firms with park district experience.

Mr. DeLuce stated that staff will do further research and present that to the Board for consideration at a later meeting.

Commissioner Solon made a motion to table this item. The motion was seconded by Vice President Hays. The motion passed 4-0.

Discussion Items

Review of 6-year Capital Plan

Mr. DeLuce reported that this is a discussion item. He stated that staff would like to know the Board priorities. Mr. DeLuce reported that staff would like the Commissioners to review the information and share their thoughts and ideas. He presented the Capital Improvement Program update as of September 30, 2016 and FY17 and FY18 Capital Plans.

Commissioner Solon suggested including the over/under budget amounts of completed projects in the Capital Improvement Program update.

Commissioner Kuhl discussed the need to determine the Board priorities, what it would like to see accomplished, the budget, and the definition of "new money."

Vice President Hays stated that he would like to have any health and safety issues highlighted and prioritized. Commissioner Solon concurred and would like to see the health and safety issues before the Board determines how much money to allocate.

President McMahon noted that in his view this process is proceeding properly to discuss future capital expenditures. Discussion ensued about items to be discussed and the possible dates to hold a meeting.

Board Policies

- a. Conflict of Interest Policy
- b. Cyber Security Policy
- c. Environmental Policy

- d. Freedom of Information Act (FOIA) and Fee Schedule
- e. Naming of Parks and Facilities Policy
- f. No Trespass Policy
- g. Payment Card Industry Data Security Standards Policy
- l. Safety Policy
- m. Safety Committee Policy
- o. Tuition Reimbursement Policy

Commissioner Kuhl expressed concern about the Environmental Policy as written. Ms. Harvey stated that staff is in the process of revising the policy.

The policies will be placed on the November 12, 2016 Board agenda.

Comments from Commissioners

Attorney Hall stated that the Board should be prepared to adopt a travel reimbursement policy/ordinance based on a new state law.

Mr. DeLuce presented a Summer Day Camp report and asked the Board to let him know if they have any questions or concerns.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Vice President Hays. The motion passed 4 - 0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; President McMahon – yes; and Commissioner Kuhl – yes. The Board convened 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; (c)(2) collective negotiating matters involving the public body and 120/2(c)(5) for the purchase or lease of real property for the use of the public body.

Reconvene into Open Session

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

Action Item from Executive Session, If Any

None.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Hays. The motion passed 4-0 and the meeting was adjourned at 6:45 p.m.

Timothy P. McMahon, President

Cindy Harvey, Secretary

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

November 9, 2016

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 9, 2016 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President McMahon presided over the hearing.

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

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Kevin Crump, Director of Operations and Planning, Jamel Jones, Director of Recreation, and Tammy Hoggatt, Director of Human Resources, IT and Risk.

Other staff were in attendance as well as members of the public.

Open the Public Hearing

President McMahon opened the Public Hearing at 7:00 p.m. He stated that the purpose of the Public Hearing was to discuss and receive comments on the proposed Property Tax Levy for the year commencing May 1, 2017 and ending April 30, 2018. A notice of the proposed 2017-2018 Tax Levy was published in *The News-Gazette* on November 2, 2016 in compliance with state law.

President McMahon called for comments from the public. There were no comments received.

Commissioner Griggs made a motion to adjourn the Public Hearing. The motion was seconded by Commissioner Solon. The motion passed 5-0.

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 9, 2016 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President McMahon presided over the meeting.

The Commissioners, Officers, staff and public present at the Public Hearing were in attendance at the Regular Meeting.

Call to Order

President McMahon called the meeting to order at 7:02 p.m.

Comments from the Public

None.

Presentations

Audit

Hope Wheeler, CPA, Principal with CliftonLarsonAllen, presented the audit. She highlighted areas of the Governance Letter. Ms. Wheeler discussed a significant new accounting standard that was effective in this fiscal year called GASBE 68 that related to the pension standard a significant change in the way pensions liabilities are recorded referring to IMRF. She highlighted the Management Letter and reviewed recommendations of internal control items. Ms. Wheeler highlighted the Financial Statement. She reported that the Park District received an unmodified (clean) opinion. She reviewed other areas of the Financial Statement.

The Board thanked Ms. Wheeler for the presentation.

Communications

President McMahon circulated the communications.

Treasurer's Report

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

Commissioner Griggs made a motion to accept the Treasurer's Report for the month of October 2016. The motion was seconded by Vice President Hays. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Mr. Jones reported that Christine Harvey was chosen as November Volunteer of the Month. He stated she Christine is the Hays Center Senior Program Leader and is being recognized for her efforts at several special events. She was unable to attend the meeting.

General Announcements

Mr. DeLuce distributed a list of project updates to the Board. He suggested a study session be held on November 22 or 28. Discussion ensued. A study session to discuss capital priorities will held on November 22 at 6:30 p.m.

Committee and Liaison Reports

Champaign Parks Foundation

Vice President Hays reported the Foundation Board will meet on November 14, 2016.

Report of Officers

Attorney's Report

Attorney Hall updated the Board on the Hessel Park matter with MSA Professionals. He reported that a proposal was made to MSA Professionals. He stated that they have concerns with proposed language and are discussing them with their insurance company and legal counsel.

President's Report

President McMahon stated that while walking around Kaufman and Heritage he answered questions about the park from two students conducting a survey. He stated that he spoke to a resident who lives in a condo on the backside of the lake who expressed concern about the pathway going around the lake. President McMahon asked if staff had taken into consideration about the impact on residents while going through this process. Mr. DeLuce reported that Park Planner Andrew Weiss met with residents on site and also at the Bresnan Meeting Center to discuss possible improvements. President McMahon noted that MSA Professional was onsite conducting a survey. Mr. Crump updated the Board on a western bank erosion problem and communication with the City of Champaign about the matter. Staff will follow up about ownership of the Copper Slough.

Consent Agenda

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

1. Approval of Minutes of the Study Session, September 28, 2016
2. Approval of Minutes of the Executive Session, September 28, 2016
3. Approval of Minutes of the Public Hearing and the Regular Board Meeting, October 12, 2016
4. Approval of Minutes of the Executive Session, October 12, 2016
5. Approval of Conflict of Interest Policy
6. Approval of Cyber Security Policy

7. Approval of Freedom of Information Act (FOIA) and Fee Schedule
8. Approval of Naming of Parks and Facilities Policy
9. Approval of No Trespass Policy
10. Approval of Payment Card Industry Data Security Standards Policy
11. Approval of Safety Policy
12. Approval of Safety Committee Policy
13. Approval of Tuition Reimbursement Policy

Commissioner Solon made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

New Business

Approval of Disbursements as of October 12, 2016

President McMahon stated that staff recommended approval of the list of disbursements for the period beginning October 12, 2016 and ending November 8, 2016. Vice President Hays stated that he has a few questions that he will email to staff for follow up.

Vice President Hays made a motion to approve the list of disbursements for the period beginning October 12, 2016 and ending November 8, 2016. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Acceptance of FY15-16 Audit

President McMahon stated that staff was recommended acceptance of the FY15-16 Annual Audit. Discussion ensued. It was consensus of the Board that Treasurer Wackerlin discuss the audit findings with Andrea Wallace and make a recommendation to the Board.

Commissioner Kuhl made a motion to accept the FY15-16 audit contingent upon final approval of adjusting entries by Treasurer Wackerlin. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval to Pay Off 2016 Bond Issue

President McMahon stated that staff recommended that the Board approve payment of the 2016 bond issue in the amount of \$1,100,545.00 due by November 30, 2016.

Commissioner Kuhl made a motion to approve payment of the 2016 bond issue in the amount of \$1,100,545.00 by November 30, 2016. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Bid for General Obligation Bonds

President McMahon stated that staff recommended that the Board accept the low bid from Commerce Bank for the annual \$1,100,400.00 General Obligation Bond issue.

Vice President Hays made a motion to accept the low bid from Commerce Bank for the annual \$1,100,400.00 General Obligation Bond issue. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of Adoption of Ordinance No. 613: Bond Ordinance

President McMahon stated that staff recommended adoption of Ordinance No. 613: An ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2016, 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.

Commissioner Griggs made a motion to adopt Ordinance No. 613: An ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2015, 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. The motion was seconded by Commissioner Solon.

Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; President McMahon – yes; and Commissioner Kuhl – yes. The motion passed 5-0. A copy of Ordinance No. 613 is attached to the minutes.

Approval of Adoption of Ordinance No. 614: Tax Levy Ordinance

President McMahon stated that staff recommended adoption of Ordinance No. 614: An ordinance to levy property taxes in the amount of \$12,296,376.00 for fiscal year beginning May 1, 2017 and ending April 30, 2018.

Commissioner Kuhl made a motion to adopt Ordinance No. 614: An ordinance to levy property taxes in the amount of \$12,296,376.00 for fiscal year beginning May 1, 2017 and ending April 30, 2018 to indicate that the tax rate not exceed .7443, which was the 2016 tax rate. The motion was seconded by Vice President Hays. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; President McMahon – yes; and Commissioner Kuhl – yes. The motion passed 5-0. A copy of Ordinance No. 614 is attached to the minutes.

Approval of a Bid for the Hays Center Sloped Roof Project

Mr. Crump presented the report. He stated that this is a rebid and that only one bid was received. Mr. Crump stated that staff recommended authorizing the Executive Director to enter into a contract with the lowest responsible bidder, Top Quality Roofing Co., of Mt. Zion IL, in the amount of \$60,370.00 plus unit price items as needed. Discussion ensued. Commissioner Kuhl asked questions about unit price costs. Mr. Crump assured the Board that the cost will not exceed \$75,000.00.

Commissioner Solon made a motion authorizing the Executive Director to enter into a contract with the lowest responsible bidder, Top Quality Roofing Co., of Mt. Zion IL, in the amount of \$60,370.00 plus unit price items as needed. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of the Release of the Letter of Credit for Abbey Fields Property Area

President McMahon stated that staff recommended approval to release the letter of credit for the Abbey Fields property area and authorize the Executive Director to notify the development group of the decision to develop a park on the 20 acres. Discussion ensued.

Commissioner Kuhl made a motion to approve releasing the letter of credit and terminate the Put Agreement for the Abbey Fields property area and authorize the Executive Director to notify the development group of the decision to develop a park on the 20 acres. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval to Proceed with a Community Survey

Mr. DeLuce presented the report. He reported that he followed up and received an additional quote from another firm. Mr. DeLuce stated that he favors working with the U of I Office of Recreation & Park Resources to conduct a community wide survey in the amount of \$8,000.00. Discussion ensued. Commissioner Solon expressed a desire to have someone outside the community conduct the survey.

Commissioner Kuhl made a motion to approve Option 1, work with the U of I Office of Recreation & Park Resources to conduct a community wide survey in the amount of \$8,000.00. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of List of Prequalified Architects and Engineers

Mr. Crump presented the report. He stated that everything three years staff solicit qualifications to establish a prequalified list of architects and engineers. He stated that staff recommended approval of the Prequalified List of Architects and Engineers as shown in *Attachment 1* for a three year period, which will end in November 2019. Discussion ensued about firms collaborating with other firms to complete projects.

Commissioner Solon made a motion to approve the Prequalified List of Architects and Engineers as shown in *Attachment 1* for a three year period, which will end in November 2019. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of Maintenance Agreements with Ricoh USA for Various Copiers

Ms. Hoggatt presented the report. She reported that three copiers were recently purchased from Ricoh USA. She stated that staff recommends approval of a Maintenance Agreement to service and provide supplies for various copiers between the Park District and Ricoh USA for a three year term and authorize the Executive Director to add any copier purchased to the Maintenance Agreement during the term of the agreement.

Commissioner Kuhl made a motion to approve a Maintenance Agreement to service and provide supplies for various copiers between the Park District and Ricoh USA for a three year term and authorize the Executive Director to add any copier purchased to the Maintenance Agreement during the term of the agreement. The motion was seconded Commissioner Solon. The motion passed 5-0.

Approval of Ordinance No. 615: Declaring Items as Surplus

Ms. Hoggatt presented the report. She stated that staff recommended that the Board adopt Ordinance No. 615: An Ordinance providing for the disposal of personal property owned by the Champaign Park District of Champaign County, which will allow for the disposal of three copiers.

Commissioner Solon made a motion to approve Ordinance No. 615: An Ordinance providing for the disposal of personal property owned by the Champaign Park District of Champaign County, which will allow for the disposal of three copiers. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Old Business

Summer Program Report

Mr. Jones highlighted the Summer Program report. He discussed CUSR programs, recreation and cultural art programs, special events, dance art programs, day camps, and teen camps. Mr. Jones discussed the midnight basketball program and how it continues to grow. He encouraged the Commissioners to schedule a time to call the senior Bingo Game. Discussion ensued about trips with only few participants. Mr. Jones reported that these are trips for CUSR participants.

The Board thanked Mr. Jones for compiling the information. Commissioner Kuhl suggested including a highlight of the summer and areas for improvement in the report in the future. She commended Mr. Jones and staff was a job well done. Mr. Jones updated the Board on the collaboration efforts with the Don Moyer Boys and Girls Club, and the summer food program. Commissioner Solon questioned the information on the number of residents that attend the various summer concerts.

Discussion Items

None.

Comments from Commissioners

Vice President Hays reported on his attendance to the Legal Symposium. He stated that documentation continues to be very important. Mr. DeLuce stated that drones in the park was discussed at the Legal Symposium and that the Park District will need to address the issue soon.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Griggs. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; President McMahon – yes; and Commissioner Kuhl – yes. The Board convened 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 and 120/2(c)(5) for the purchase or lease of real property for the use of the public body.

Return to Regular Meeting

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

Adjourn

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0 and the meeting was adjourned at 9:30 p.m.

Timothy P. McMahon, President

Cindy Harvey, Secretary

**CHAMPAIGN PARK DISTRICT
MINUTES OF STUDY SESSION
BOARD OF COMMISSIONERS**

November 22, 2016

The Champaign Park District Board of Commissioners held a Study Session on Tuesday, November 22, 2016 at 6:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Timothy P. McMahon presided over the meeting.

Present: President Timothy P. McMahon, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl and Jane L. Solon, and Attorney Guy Hall.

Absent: Commissioner Alvin S. Griggs and Treasurer Gary Wackerlin.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Kevin Crump, Director of Operations and Planning, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of Human Resources, Information Technology and Risk, and Chelsea Norton, Director of Marketing and Communication.

Kevin Miller, Park Board candidate, was in attendance.

Call to Order

President McMahon called the meeting to order at 6:30 p.m.

Comments from the Public

There were no comments from the public.

Discussion

Large Capital Projects Priorities

Mr. DeLuce reported that staff would like clarification on definitions and topics as they relate to capital improvements and hopefully obtain Board consensus on each of the items.

President McMahon asked for clarification about the purpose of the meeting. Mr. DeLuce stated that it is a pre-staff planning meeting to discuss capital and receive Board feedback.

Mr. DeLuce reported that the proposed definition of new funds for capital projects or purchases is revenue that is budgeted for new capital projects or purchases in the proposal fiscal year including: paving and light fund, capital improvement fund, bond proceeds fund/debt proceed fund, land acquisition fund, park development fund, and the trail/pathway fund. These funds include transfers from projected revenue sources ("new" funds) in the general, recreation and/or museum funds for the upcoming budget year. Typically, those transfers do not include transfers of excess funds, unless previously approved by the Board. Discussion ensued. It was clarified that such funds that would not involve expenditures of reserve funds. The funds basically come from the real estate taxes and bond proceeds. It was a consensus to accept the definition of new funds.

Mr. DeLuce reported that the carryover reserve funds are for capital projects and proposed capital projects that are not completed in the fiscal year in which they were approved and can be carried over to the next fiscal year. If the projects are approved to be completed in the next fiscal year, the carryover funds are not considered new funds. The funds will be considered separate from new capital projects or purchases. Discussion ensued. Mr. DeLuce noted that it would be similar to Hessel Park and Heritage Park projects which will need to carryover. If funds remain for a project, at the end of the year it would go into the excess surplus earmarked for a specific project. Commissioner Solon suggested adding a separate line that refers to it as carryover reserve funds. The Board has to approve the carryover for a project to be carried over to the next year, but it would not be counted against the new funds. There was consensus to accept the definition of carryover reserve funds.

Mr. DeLuce discussed two options for the capital funds remaining from completed projects. Currently, any unspent funds from prior capital projects become part of the fund balance and are not considered "new revenue" in the subsequent year. Or, capital funds from current approved capital projects that have funds remaining after the project is completed, these capital funds will be considered new funds when considering new projects or purchases for the next fiscal year. Mr. DeLuce questioned whether the funds could be used new funds or carryover or should it be put in excess reserves. Discussion ensued. There was consensus that funds remaining at the end of the fiscal year be earmarked into new funds for capital projects.

Mr. DeLuce reported that there are several large or expensive capital projects that are needed throughout the Park District, but if the funds for these projects come from new funds within the capital projects, it would limit other projects and purchases that are needed to maintain facilities and parks. Examples of projects include, the Virginia Theatre sound system; lights at Dodds 3-plex; Springer Cultural Center roof project and other roof projects; and large playgrounds. He questioned whether funds for projects that cost \$400,000 or more should be taken from reserves or from new funds. Discussion ensued. Commissioner Kuhl believes that large capitals will need to be funded using excess reserves. President McMahon expressed the need to prepare a three to five year projection. Commissioner Solon expressed the need to prepare cost projections for proposed new facilities. She stated also expressed concern about replacement of the Virginia Theatre roof. Vice President Hays concurred with the need for a three to five year projection.

Mr. DeLuce reported that Ms. Wallace will provide more information on the reserve balances. He discussed the total reserve funds and excess fund balance as of May 1, 2016. He also discussed capital projects new funds projected for the next seven fiscal years. Discussion ensued. There was discussion about why the capital project new funds are projected to decrease over the next several years. Mr. DeLuce reported that Ms. Wallace will provide additional information to address the Board's questions.

FY18 – FY23 Capital Improvement Plan

Mr. Crump reviewed the FY18 through FY23 safety related capital items. He reported that staff recommended completing architect and engineering services and construction of confined space remediation at Sholem Aquatic Center in FY18. Discussion ensued. Commissioner Kuhl questioned whether confined space improvements could be considered a Tort liability fund issue. Ms. Hoggatt responded it is possible.

Mr. Crump reported that risk management improvements include installation of security cameras and devices at Park District facilities, including upgrades to some existing. Staff recommends installation in FY18. The funds taken from the tort liability fund are used to mitigate risk. Discussion ensued about using internal cameras, break-in of cars at Leonhard Recreation Center, and if there is any assistance from the City of Champaign. Vice President Hays expressed an interest in prioritizing expenditures on the security systems.

Mr. Crump reported that the Kaufman Lake wooden docks, both on the east and west, pose safety and accessibility issues. Staff recommends removal of both docks and addressed replacement in FY18 and 19. Discussion ensued about possibly using ADA funds and type of material that would possibly be used for construction.

Mr. Crump reported that the genie lift at the Virginia Theatre is aging and needs to be replaced. Discussion ensued about use of the genie lift. Commissioner Kuhl asked if it is possible to use funds from the Virginia Theatre Restoration Funds.

Mr. Crump reported that the current lights at the Dodds 3-plex do not meet standards for safe play. If the lights is are not replaced, they should be removed. Discussion ensued. Commissioner Kuhl questioned if the poles could be removed, capped off, and replaced at a different time. Mr. Crump responded that it is possible. Commissioner Solon questioned how the patrons reacted to reduced

accommodations for play. Mr. Jones stated that staff made adjustments and turned away some teams. Commissioner Kuhl suggested that the poles be removed. She favors installing new lights depending on availability of funds. Vice President Hays encouraged staff to follow up with Ameren about rebates and that he believes there should be lights. Commissioner Solon favors installing lights and would like to know about additional costs if the project is phased-in.

President McMahon summarized that it was the consensus of the Board to move forward with confined space remediation, risk management improvements, removal of wood docks at Kaufman Lake, and purchase of genie lift at Virginia Theatre.

Mr. Crump updated the Board on large capital projects. He stated that the Heritage Park Phase and Hessel Park Phase 2/3 were not completed and staff would like to carryover architect and engineer and construction in FY18. Staff presented an estimate for the cost of the operations facility renovation is an estimate. He stated that staff recommends moving forward with architect and engineering in FY18. Mr. Crump discussed three options for Spalding Park and various amenities for each option. Commissioner Kuhl asked each Board member and staff their preferred option for Spalding Park.

Mr. DeLuce updated the Board on the progress of the community survey. He stated that the group is looking at conducting the survey beginning in January 2017.

Mr. Crump reported that the Park District has three years to complete Abbey Fields. Staff suggested completing architecture and engineering in FY18 and completing construction in FY19 and 20. He reported that staff identified Zahnd Park as a location for internal path development. Staff suggest completing architecture and engineering and construction in FY18.

Mr. Crump reported that there is not budget estimate for the Greenbelt Trail connection. He stated that the Park District will receive options and cost estimates in March 2017. Mr. Crump reported that the Park District should make a decision on taking over the site as park space by fall 2017. He stated that design master plan and cost estimates will be presented to the Board in March 2017.

Mr. Crump reported that the Springer Center entire flat roof surface, roof cornice and upper façade are failing due to age and exposure to the elements. Staff suggests completing construction in FY18. He stated that the next roof replacements include the Tennis Center and Virginia Theatre.

Mr. Crump discussed the Virginia Theatre sound system. He stated that staff suggest completing architecture and engineering in FY19 and construction in FY20. Mr. Crump discussed a nature center at Porter Park. Mr. DeLuce addressed the future needs

Mr. Crump shared his recommendations as follows: complete the roof at Springer Center, begin architecture and engineering work on some of the projects, build a shop, architecture and engineering for Abbey Fields, and Virginia Theatre sound system. He does not believe that the Park District should begin any work at Spalding Park until it is known when Unit 4 is going to begin its improvements. Discussion ensued.

It was the consensus of the Board to move forward with the Heritage Phase I and Hessel Park projects. The Board expressed interest in phasing in the shop project. Concepts for the shop will be presented to the Board in January 2017. Discussion ensued about driveway entrances, relocating parts of material handling and other possible components of the project. Discussion ensued about Spalding Park. Commissioner Kuhl suggested that the Spalding Park project continue to be a priority. She encouraged moving forward with the Park District's plan for Spalding Park regardless of Unit 4 School District's plan noting that Unit 4's plan will need to fit with the Park District's plans for the park. The Board expressed interest in moving forward with architecture and engineering for Abbey Fields in FY18. The park must be completed in three years. Attorney Hall stated that as long as the Park District shows substantial progress it should not be an issue insofar as the deadline is concerned. Commissioner Solon suggested that the Board give thought to the additional three lots in

the Abbey Field area. Discussion ensued about paths at Zahnd Park. Commissioner Kuhl suggested meeting with YMCA staff prior to proceeding. The Greenbelt Trail is considered a long term project. The Board considers the landfill a low priority. The Springer Center roof replacement is a high priority. Commissioner Kuhl suggested researching availability of funds for historical buildings. Mr. DeLuce will research ideas of placing speakers in the ceiling at the Virginia Theatre and report to the Board. The nature center is considered a long term future project.

Mr. DeLuce stated that staff has received enough information and will work on priorities based on information received from the Board and present it to the Board at a future meeting.

Comments from Commissioners

Commissioner Kuhl stated that the discussion was informative and helpful. The Board thanked the staff for the information and presentation.

Executive Session

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

Return to Regular Meeting

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

Adjourn

There being no further items to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Hays. The motion passed 4-0 and the meeting was adjourned at 8:16 p.m.

Timothy P. McMahon, President

Cindy Harvey, Secretary



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

SUBJECT: Setting Dates and Times of Meetings in 2017

Background

In accordance with the Open Meetings Act, notice of the schedule of regular meetings must be given at the beginning of each calendar or fiscal year and must state the regular dates, times and places of such meetings.

The Champaign Park District Board of Commissioners meet twice a month to conduct business affairs of the Park District. The Regular Board meetings are held on the second Wednesday of each month at 7:00 p.m. and Study Session are held on the fourth Wednesday of each month at 5:30 p.m., unless otherwise posted. All meetings are held at the Bresnan Meeting Center, 706 Kenwood Road, unless otherwise posted. From time to time special meetings of the Board may be called to discuss special or emergency issues.

Prior Board Action

None.

Budget Impact

None.

Recommended Action

Staff recommends Board approval of the meeting dates attached for 2017. Note that due to Wednesday, 22, 2017 being the day before Thanksgiving, that no study session be held on this date, and due to Wednesday, December 27, 2017 being the day after Christmas Eve is observed, no meeting be held on this date.

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce
Executive Director



CHAMPAIGN PARK DISTRICT

CHAMPAIGN PARK DISTRICT 2017 Regular Board Meeting and Study Session Meeting Dates

REGULAR BOARD MEETINGS Wednesdays at 7 p.m.	STUDY SESSION MEETINGS Wednesdays at 5:30 p.m.
January 11, 2017	January 25, 2017
February 8, 2017	February 22, 2017
March 8, 2017	March 22, 2017
April 12, 2017	April 26, 2017
*May 10, 2017	May 24, 2017
June 14, 2017	June 28, 2017
July 12, 2017	July 26, 2017
August 9, 2017	August 23, 2017
September 13, 2017	*September 27, 2017
October 11, 2017	October 25, 2017
November 8, 2017	**November 22, 2017
December 13, 2017	***December 27, 2017

*Annual Meeting immediately followed by the Regular Board Meeting

*2017 NRPA Annual Conference September 26-28, New Orleans

**Day before Thanksgiving Day (CPD Closed on November 23 & 24)

***Christmas Eve (observed) on December 26, 2017 (CDP Closed on December 25 & 26)

CHAMPAIGN PARK DISTRICT

Environmental Policy

Environmental Policy Statement

The Public and the Champaign Park District (Park District) are increasingly concerned about environmental issues facing our entire community. It is our intent to have the Park District be a role model, and assume a partnership and leadership role in developing and implementing programs that demonstrate and teach the value and importance of sound environmental policies and practices.

Personnel at all levels are directed to make sound environmental practices a matter of continuing and mutual concern, equal in importance with all other operational considerations. Every employee is charged with the responsibility of supporting and cooperating with the environmental program outlined in this policy. Adherence to this policy will be considered, where applicable, an important measure in the yearly evaluation of Park District employees.

Policy Goals

Promote Preservation and Restoration of Open Spaces

The Park District shall protect and restore indigenous natural communities such as prairies, woodlands and wetlands within its current boundaries, and promote the reclamation, acquisition, preservation and management of ~~other~~ additional open space areas.

Make Reasonable Efforts to Reuse or Recycle All Natural Materials and Manufactured Products Used

The Park District shall make reasonable efforts to re-use or otherwise recycle all natural materials and manufactured products used by the Park District. The Park District shall comply with all applicable state laws and local ordinances governing the recycling of materials. The District will cooperate with units of local government to support recycling efforts within the community.

Purchase and Use Environmentally Safe and Sensitive Products Whenever Feasible

The Park District shall purchase and use environmentally safe and sensitive products which take into consideration the effects of product production, use, storage and disposal that could contribute to pollution of the air, water and soil; and which avoid causing the destruction of natural communities of plants and animals.

Seek and Implement Ways to Conserve Energy Resources

The Park District shall actively seek and implement ways to conserve energy resources and investigate methods of applying alternative energy technologies.

Seek and Implement Ways to Conserve and Protect Air, Water, Soil and Wildlife

The Park District shall actively seek and implement ways to conserve and protect water and soil, enhance air quality, limit the production and release of damaging pollutants, and protect wildlife.

Provide Environmental Education and Interpretation Opportunities for Staff and the Public

The Park District shall provide public education and interpretation opportunities for staff and the public which increase appreciation for and stewardship of the natural world and promote environmentally conscious lifestyles, emphasizing selective consumption and low-impact resource use.

Action Plan

The Park District shall:

- a. Establish an environmental committee with the responsibilities to conduct a yearly review of the policy; establish and meet short-term and long-term goals; monitor policy compliance; maintain periodic reports; and submit to the Executive Director a yearly written progress report.
- b. Alter new employee's orientations to include a basic introduction to the environmental policy, including the responsibilities of individual employees.
- c. Schedule periodic environmental in-service training for all employees.
- d. Investigate possibilities for external audits.
- e. Create individual facility/department-specific policies that use the environmental policy as a general guideline.
- f. Consider environmental initiatives when developing departmental budgets.
- a. Suggested Actions and Best Practices. The Park District Shall Promote Preservation and Restoration of Open Spaces
 - Develop and implement plans for the re-establishment, restoration and protection of native ecosystems.
 - Provide appropriate recreational access to and enhance public awareness of such restored and protected natural sites.
 - Support local efforts to establish greenways and make accessible to all visitors.
 - Work with commercial or private land owners in an effort to acquire or otherwise ensure the use of these lands for open space.
 - Develop relationships with land trusts and preservation/conservation organizations to assist in open space and natural habitat preservation.
 - Develop a plan to balance appropriate recreational use of environmentally sensitive lands with preservation goals.
 - Eliminate or control exotic and invasive plant and animal species that inhibit ecological diversity and integrity.
 - Abide by existing laws to protect rare, threatened and endangered plant and animal species.
- b. The Park District Shall Make Reasonable Efforts to Reuse or Recycle All Natural Materials and Manufactured Products Used in Order to
 - Reduce paper use by making two-sided copies, eliminating multiple subscriptions, reducing mailings, printing only necessary documents and keeping all mailing lists current.
 - Reduce the use of printer ink by using lower print quality where applicable.
 - Transition toward a paperless Park District by encouraging the use of electronic program guides, registrations, confirmation and receipts.
 - Reduce the use of disposable products by staff and vendors (paper plates, cups, plastic bottles and washroom products, etc.).
 - Eliminate the use of styrofoam products by staff vendors, and park facility users. Include this specification in bidding documents and rental agreements.
 - Reduce the use of and begin to replace pressurized spray products and fluorocarbons.
 - Reuse organic landscape waste by mulching leaves in place, returning clippings to the turf chipping brush and using the wood chips as landscape mulch, and composting.

- Develop and implement a comprehensive in-house recycle program to include glass, plastic, paper, cardboard, pallets, cans, metal, oil, antifreeze, batteries, electronics, etc.
- Install recycle bins in all parks and facilities, scheduling the proper removal and recycling of the contents.
- Encourage all users of facilities and parks to recycle.
- Require all contractual vendors to adhere to the Park District's recycling guidelines.
- Discourage the release of balloons and the use of helium at all parks and facilities.
- Incorporate environmental considerations in bid documents.
- Include recycling as a part of contracts with food vendors.
- Use reusable bags when purchasing items for supply needs. Park District will allocate funds, when feasible, to provide ten (10) reusable bags to each division.

c. The Park District Shall Purchase and Use of Environmentally Safe and Sensitive Products

- Purchase products with recycled content.
- Purchase products made from renewable resources
- Encourage conservative use of paper, wood, and biodegradable products.
- Minimize purchase of petroleum based products (paint, fertilizer, pesticides, plastics, etc.).
- Purchase products in bulk or with minimal packaging.
- Only purchase 'Energy Star' appliances and make energy usage a major consideration in all electronic purchases.
- Avoid the use of chlorine-bleached paper products.
- Inventory all hazardous materials and investigate 'green' alternatives.
- Purchase environmentally friendly cleaning products.
- Flooring should be non-toxic and preferably made of recycled or renewable materials.
- Where possible, batteries should be rechargeable.
- Purchase safer snow-melt products.
- Develop facility-specific recommended product purchase lists.
- Properly dispose all fluorescent lighting products

d. The Park District Shall Seek and Implement Ways to Conserve Energy Resources

- Schedule periodic audits of buildings for energy efficiency. Any deficiencies found during the audits should be rectified to prevent wasting energy.
- Install programmable thermostats in all buildings. Establish summer and winter temperature guidelines for daytime, evening, overnight and weekends.
- Retrofit all indoor and outdoor lighting with energy efficient bulbs.
- Set standards and schedules for proper maintenance of HVAC equipment and appliances.
- Insulate hot water pipes and water heaters. Set water heater thermostats to lowest reasonable temperature.
- Set district-wide standards for turning off lights, computers, electronic equipment, etc. Unplug unused phone chargers and disable unnecessary electronics (clocks, LCD read-outs, etc.).
- Consider alternative energy sources like passive lighting, solar, wind, and geo-thermal for new building construction, major remodeling, and retrofitting existing structures.
- Consider fuel efficiency when making vehicle purchases. Consider alternate fuel, hybrids and electric vehicles.

- Reduce fuel usage by:
 1. Eliminating prolonged idling and turning off vehicles when not in use at all parks and facilities.
 2. Car pooling
 3. Efficient routing
 4. Eliminating trips for lunch and breaks
 5. Mowing only when needed
 6. Selecting vehicles with lowest fuel usage that will accomplish desired task
 7. Encouraging bicycle use and walking
 8. Maintaining equipment for maximum efficiency
- Consider exhaust emissions as purchasing criteria for vehicles and equipment. Establish standards for all equipment and vehicles on the allowance of emissions.
- Switch to bio-diesel and bio-2 cycle oil
- Limit the use of phosphorus fertilizers.
- Install automatic faucets and other water saving devices.
- Install 'forced-air' and dryers to reduce the use of paper products.
- Install vegetative buffer strips around all unprotected lakes and streams to reduce the amount of pollutants entering the water and to provide habitat for wildlife.
- Develop water, energy, and hazardous chemical conservation plans for pools. Update and standardize equipment using the latest technology.
- Properly store all chemicals and hazardous materials.
- Install rain water barrels at facilities for small area irrigation

e. The Park District Shall Seek and Implement Ways to Conserve and Protect Air, Water, Soil and Wildlife

- Preserve and restore our open spaces and water features.
- Promote the reclamation, acquisition, preservation and management of open space areas, including waterway corridors, greenways and trails.
- Utilize native species for park landscapes. Locate plants in appropriate habitats, i.e. trees that evolved in flood plains should be planted in wet areas.
- Develop a plan to control or eliminate non-native, exotic plants and animals.
- Continue the ongoing tree planting program utilizing native species from the Park District's recommended tree list.
- Establish a comprehensive integrated pest management, (IPM), program for all Park District green spaces.
- Establish native-plant demonstration gardens with interpretative signs as example landscapes for Park District residents.
- Conduct environmental impact studies for all major construction projects.
- Where possible, develop parks utilizing and enhancing native ecosystems such as prairies, wetlands, woodlands, savannahs, etc. and provide appropriate recreational access to and public awareness of such restored and protected sites.
- Where possible, create no-mow or low-maintenance areas in new or existing parks and convert to native vegetation.

f. The Park District Shall Provide Environmental Education and Interpretation Opportunities for Staff and the Public

- Establish an ongoing environmental committee.

- ~~Develop PR program to inform and educate the public and promote the Park District's effort.~~
- ~~Make environmental stewardship a part of contracts with park users, sports leagues, and for special events, etc.~~
- ~~Develop staff training programs with regularly scheduled events.~~
- ~~Develop recreation programs such as:

 1. ~~How-to classes: landscapes, composting, energy efficient homes, etc.~~
 2. ~~Summer conservation camps~~
 3. ~~Volunteer conservation events~~
 4. ~~Park Pride, Earth Day tie-ins~~
 5. ~~Environmental tours of facilities~~
 6. ~~Field trips~~~~

~~The Park District invites all interested citizens and organizations to join with us in this effort to improve the quality of our environment.~~

Adopted by Board of Commissioners	March 9, 1970
Revised by Board of Commissioners	July 14, 1999
Revised by Board of Commissioners	October 11, 2000
Revised by Board of Commissioners	September 14, 2005
Revised by Board of Commissioners	October 14, 2009
Revised by Board of Commissioners	June 8, 2011
<u>Revised by Board of Commissioners</u>	<u>December 14, 2016</u>

Timothy P. McMahon, Newton H. Dodds, President
Executive Director

Joseph C. DeLuce, Bobbie Herakovich,

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the _____

_____ held at

(Name of Agency)

_____ on _____ at _____

(Location)

(Month/Day/Year)

(Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held at the Hilton Hotel, Chicago, Illinois on **Saturday, January 21, 2017 at 3:30 p.m. in the Grand Ballroom:**

Name

Title

Delegate: _____

1st Alternate: _____

2nd Alternate: _____

3rd Alternate: _____

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal:

Signed: _____

(President of Board)

Attest: _____

(Board Secretary)

Return this form to:

Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186



TO: ALL MEMBER DISTRICT DIRECTORS

FROM: Peter M. Murphy, President/CEO

DATE: October 5, 2016

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held at the Hilton Hotel, Chicago, Illinois, January 19-21, 2017.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 21, 2017 at 3:30 p.m. in the Grand Ballroom of the Hilton Hotel, 720 S. Michigan Avenue in Chicago, Illinois.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

NOTE: If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.



TO: ALL MEMBER DISTRICT DIRECTORS
FROM: Peter M. Murphy, President/CEO
DATE: October 5, 2016
RE: **RESOLUTIONS**

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 22, 2016) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 5, 2016) to the Annual Business Meeting.

(b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.

(c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

NOTE: All resolutions must be received in the Association's office no later than November 22, 2016.



TO: ALL MEMBER DISTRICT DIRECTORS
FROM: Peter M. Murphy, President/CEO
DATE: October 5, 2016
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 22, 2106 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 5, 2016) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS

"Section 1. These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

(a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.

(b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

NOTE: November 22, 2016 is the deadline for all changes and/or amendments to be received in the Association's office.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

SUBJECT: 2017 Part-Time and Seasonal Employee Pay Rates

Background

Each year the Board of Commissioners reviews the Part-Time and Seasonal staff wages and approves any needed increases or changes. In 2015 the Board of Commissioners approved a 15 cent increase for returning seasonal staff that received an excellent evaluation from the previous season after a six year pay rate freeze.

Other outside influences on the part time and seasonal staff wages includes the potential minimum wage increase. Staff will continue to monitor the Illinois State legislature decisions where they are considering a bill that will increase the minimum wage at this time there is no future enacted increases at the state level. The City of Chicago did increase the minimum wage to \$10.50 per hour and will increase each year.

Hourly rate increases are recommend to remain competitive with other local agencies and thereby assist staff in recruiting Part-Time and Seasonal staff. The attached document provides details of the current and proposed rates for each position. One of the proposed changes include an increase in pay to for the Lifeguard I and II, Sports Site Supervisors, Daycamp Directors, Day Camp Leader and Leader II, All Prairie Farm positions, Afterschool Program instructors, part-time receptionists, Senior program recreation leaders, Group Fitness Instructors and Tennis Instructors. These proposed increases are due to the level of responsibility and/or the skills required of these positions. The changes also include title changes in Aquatics to ensure that the reporting structure is clear.

Prior Board Action

The Board annually reviews and approves seasonal wages, this will be the second year the Board will approve part-time wages.

Budget Impact

The recommended wage increases are estimated to grow seasonal and part time wages by approximately \$35,500.00 in 2017. The estimated impact is based on the proposed positions to receive an increase and using the number of hours worked in 2016. This will vary depending on the number of hours staff work during the 2017 summer season. Most of the seasonal position hours are also dependent on weather. Staff is also evaluating the option of increasing program fees to reduce the impact on the operating budget.

Recommended Action

Staff recommends approval of the part-time and seasonal staff 2017 pay rates with a merit based \$0.15 cent increase for returning staff and year round part-time pay rates as stated on the attached document.

Prepared by:

Reviewed by:

Tammy V. Hoggatt SPHR, SHRM-SCP
Director Human Resources

Joe DeLuce, CPRP
Executive Director

Champaign Park District
2016 Seasonal and Part Time Wages

Department/ Division	Job Title	Number of positions in 2017	Approximate Dates of Employment	2016 Hourly Pay Rate	Proposed 2017 Hourly Pay Rate	2016 Pay Rate Cap	Proposed 2017 Pay Rate Cap
Aquatics							
	Lifeguard Assistant Supervisor	6	Mar – Sept*	\$11.00	\$11.00	\$13.00	\$13.00
	Swim Lesson Supervisor	1	May – Sept	\$11.00	\$11.00	\$13.00	\$13.00
	Assistant Swim Lesson Supervisor	3	May – Sept	\$10.00	\$10.00	\$12.00	\$12.00
	Lifeguard I	90	May – Sept	\$9.00	\$9.25	\$11.00	\$11.25
	Lifeguard II	15	May – Sept	\$9.25	\$9.50	\$11.25	\$11.50
	Swim Lesson Instructor	25	June – Aug	\$9.00	\$9.00	\$11.00	\$11.00
	Swim Team Coach	1	Apr – July	\$11.00	\$11.00	\$13.00	\$13.00
	Swim Team Assistant Coach	5	May – July	\$10.00	\$10.00	\$12.00	\$12.00
	Customer Service & Concessions Supervisor	1	Mar – Sept*	\$11.00	\$11.00	\$13.00	\$13.00
	Customer Service and Concessions Assistant Supervisor	5	April-Sept*	\$10.00	\$10.00	\$12.00	\$12.00
	Customer Service and Concessions Worker	35	May – Sept	Minimum Wage	Minimum Wage	\$10.75	\$10.75
Athletics							
	Youth Sports Instructor	20	Ongoing	Minimum Wage	Minimum Wage	\$10.25	\$10.25
	Sports Site Supervisor	8	Ongoing	\$9.00	\$9.50	\$11.00	\$11.50
	Sports Site Director	2	Ongoing	\$11.00	\$11.00	\$11.00	\$11.00
Day Camps							
	Director	6	May – Aug	\$11.00	\$11.25	\$13.00	\$13.25
	Assistant Director	9	May – Aug	\$10.00	\$10.00	\$12.00	\$12.00
	Day Camp Leader II	10	May – Aug	\$9.25	\$9.50	\$11.25	\$11.50
	Day Camp Leader	70	May – Aug	\$9.00	\$9.75	\$11.00	\$9.75
	Bus Driver	1	May-Aug	\$20.00	\$20.00	\$22.00	\$22.00
Youth Theatre							
	Assistant Director	1	Ongoing	\$10.00	\$10.00	\$11.00	\$11.00
	Choreographer	1	Ongoing	\$9.25	\$9.25	\$11.25	\$11.25
	Music Director	1	Ongoing	\$10.00	\$10.00	\$11.00	\$11.00
Special Events							
	Special Events Assistant	1	May – Aug	\$10.00	\$10.00	\$12.00	\$12.00
Operations							
	Flower Worker I	12	April – Nov*	\$9.00	\$9.00	\$11.00	\$11.00
	Flower Worker II	3	April – Nov	\$10.00	\$10.00	\$12.00	\$12.00
	Natural Areas I	2	April – Nov	\$9.00	\$9.00	\$11.00	\$11.00
	Natural Areas II	2	April – Nov	\$10.00	\$10.00	\$12.00	\$12.00
	Operations Laborer I	6	April-Nov	\$9.00	\$9.00	\$11.00	\$11.00
	Operations Laborer II	10	April-Nov	\$10.00	\$10.00	\$12.00	\$12.00

Champaign Park District
2016 Seasonal and Part Time Wages

Department/ Division	Job Title	Number of positions in 2017	Approximate Dates of Employment	2016 Hourly Pay Rate	2017 Hourly Pay Rate	2016 Pay Rate Cap	2017 Pay Rate Cap
Prarie Farms	Director	1	April – Sept	\$10.00	\$10.50	\$12.00	\$12.50
	Assistant Director – animal care	2	April – Sept	\$9.00	\$9.50	\$11.00	\$11.50
	Assistant Director – children’s programming	1	April – Sept	\$9.00	\$9.50	\$11.00	\$11.50
Special Events	Leader	10	May – Sept	Minimum Wage	\$9.00	\$10.25	\$11.00
	Special Events Assistant	1	May-Aug	\$10.00	\$10.00	\$12.00	\$10.00
	Driver (Showmobile/Bus)	2	Mar – Nov	\$20.00	\$20.00	\$22.00	\$20.00
CURS	Program Director	4	May – Aug	\$11.75	\$12.00	\$13.75	\$14.00
	Inclusion Supervisor	1	May – Aug	\$14.00	\$14.00	\$16.00	\$16.00
	Camp Leader	30	May – Aug	\$9.50 or \$11.50 w/Teaching Certificate	\$9.50 or \$11.50 w/Teaching Certificate	\$13.50	\$13.50
	Inclusion Assistant	25	May – Aug	\$9.50 or \$10.00 w/Teaching Certificate	\$9.50 or \$10.00 w/Teaching Certificate	\$14.00	\$14.00
	Sports and Community Programs Leader	10	May – Aug	\$9.50 or \$10.00 w/Teaching Certificate	\$9.50 or \$10.00 w/Teaching Certificate	\$13.50	\$13.50

****CURS Driver incentive: Each employee that drives will receive \$1 extra per hour while they are driving**

Sports Officials

2017 Pay Rates

Youth Soccer Official	30	April – May Sept-Oct	UNLICENSED \$20/game
			LICENSED \$30/game
Youth Softball Official	10	May - July	UNLICENSED \$40/game
			LICENSED \$50/game
Youth Hoops Official	20	Jan - March	UNLICENSED Cross Court: \$30/game Full Court: \$20/game
			LICENSED Cross Court: \$35/game Full Court: \$30/game

Champaign Park District
2016 Seasonal and Part Time Wages

Sports Officials

				2017 Pay Rates
Adult Softball Official	25	April - Oct		UNLICENSED \$20(1 umpire)/game \$15(2 umpire)/game LICENSED \$25(1 umpire)/game \$20(2 umpire)/game
Adult Basketball Official	6	Nov – March		UNLICENSED \$22/game LICENSED \$32/game
Adult Volleyball Official	8	Sept – April		
Adult Soccer –Head Official	25	Sept – April		UNLICENSED \$45/game LICENSED \$55/game
Adult Soccer – Assistant Official	20	Sept – April		UNLICENSED \$30/game LICENSED \$40/game

Department/ Division	Job Title	2016 Hourly Pay Rate	2016 Pay Rate Cap	2017 Hourly Pay Rate	2017 Pay Rate Cap
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PART TIME POSITIONS

Afterschool

Afterschool Program Director	\$11.00	\$13.00	\$11.00	\$13.00
Afterschool Assistant Director	\$10.00	\$12.00	\$10.00	\$12.00
Afterschool Instructor	\$9.00	\$11.00	\$9.50	\$11.50

Cultural Arts

Dance Instructors	\$10.00	\$25.00	\$10.00	\$25.00
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Special Interest Instructors Paid on a per class basis, a percentage of class fees

Facilities

Building Openers	\$10.00	\$13.00	\$10.00	\$13.00
Receptionist	\$9.00	\$12.00	\$10.00	\$13.00
Building Service Workers	\$10.00	\$13.00	\$10.00	\$13.00
Recreation Leaders/Site Supervisors	\$9.00	\$12.00	\$9.00	\$12.00

Marketing

Graphic Artist (formerly Marketing Assistant)	\$12.00	\$15.00	\$12.00	\$15.00
Bus Driver	\$20.00	\$22.00	\$20.00	\$22.00

Operations

Champaign Park District
2016 Seasonal and Part Time Wages

Department/ Division	Job Title	2016 Hourly Pay Rate	2016 Pay Rate Cap	2017 Hourly Pay Rate	2017 Pay Rate Cap
	Horticulture Worker 1	\$11.00	\$13.00	\$11.00	\$13.00
	Horticulture Worker 2	\$12.00	\$14.00	\$12.00	\$14.00
	Natural Areas Worker 1	\$11.00	\$13.00	\$11.00	\$13.00
	Natural Areas Worker 2	\$12.00	\$14.00	\$12.00	\$14.00
	Operations Worker 1	\$11.00	\$13.00	\$11.00	\$13.00
	Operations Worker 2	\$12.00	\$14.00	\$12.00	\$14.00
Preschool	Preschool Instructor	\$10.00	\$13.00	\$10.00	\$13.00
Virginia Theatre	Concessions Worker	Minimum Wage	\$10.00	Minimum Wage	\$10.00
	Box Office Receptionist	\$10.00	\$13.00	\$10.00	\$13.00
	Stage Hands	Bargaining Agreement			
Seniors Programs	Senior Recreation Leader	\$9.00	\$12.00	\$9.50	\$12.00
Sports		Paid on a per game rate:			
		\$4/game for youth and adult soccer			
		\$3/game for youth and adult basketball			
		\$2.50/game for youth and adult softball			
		\$2.25/game for youth and adult volleyball			
	Group Fitness Instructor	\$14.00	\$25.00	\$15.00	\$25.00
	Birthday Party Coordinator	\$9.00	\$11.00	\$9.00	\$11.00
	Tennis Instructors	\$9.25	\$20.00	\$10.00	\$20.00

Seasonal positions do not exceed six months (1000 hours) duration for any single employee.

The minimum wage changes for 2017 are being discussed in Illinois legislature, it may increase during the year.

And the current minimum wage is \$7.75 for individuals under 18.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director
DATE: December 7, 2016
SUBJECT: Security Alarm Services Agreement

Background

The Champaign Park District has held an annual agreement with George Alarm Service for Park District security and fire alarm service and monitoring for the last two years. The Park District has a separate video security system that is maintained and operated internally. The system relies on telephone lines that are paid for by the Park District on a monthly basis. Alarm companies nationwide are phasing out telephone lines, instead are moving to cellular service for the alarms. The Park District will need updated equipment to begin using the cellular security and fire alarms.

Staff interviewed and received quotes from several vendors and FE Moran Security Solutions presented the most competitive price for the Park District. Their cost includes the purchase of the new system, service and monitoring for a 36 month period. The purchase and installation price is \$8,052.00 and the monthly fee is \$860.00

Currently, the Virginia Theatre does not have a security alarm and the costs includes in the purchase and installation of a burglar system for that facility. The installation costs also include the AES Cellular devices for monitoring at each facility. The Park District pays \$280.00 per month currently, however, the new system will be a cost savings as the telephone lines that cost approximately \$1,000.00 per month will no longer be needed.

Prior Board Action

There is no prior action on this issue.

Budget Impact

The Park District has been paying \$280.00 per month for an annual agreement with George Alarm. Then after the purchase and installation of the equipment, and factoring in the elimination of phone lines, Park District will save \$5,040.00 each year during this agreement.

Recommended Action

Staff recommend Board approval of the three (3) year agreement between the Park District and FE Moran Security Solutions at the rate of \$860.00 per month and the system purchase price of Virginia Theatre burglar alarm in the amount of \$3,720.00 and the system installation price of \$4,332.00, and authorization for the Executive Director to execute the contract contingent upon final review by legal counsel.

Prepared by:

Reviewed by:

Tammy V. Hoggatt, SPHR, SHRM-SCP
Director of Human Resources

Joe DeLuce, CPRP
Executive Director

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.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 2, 2016

SUBJECT: Consideration of Bids for Two Bedding Plant Orders for 2017

Background

The bids are for two orders to supply 2702 flats of bedding plants for the Park Flower Program and 2543 flats for the Flower Island Program. .

Listed below is a comparison of the Flower Orders total costs and numbers from previous years:

YEAR	NUMBER OF FLATS	COSTS
2013	5674	\$81,274.90
2014	5644	\$81,933.25
2015	5590	\$84,609.00
2016	5693	\$96,018.25

Prior Board Action

None

Bid Results

Three bids were received for the bedding plant orders for 2017. The bids were opened on December 1, 2016, and read aloud. The bid results are tabulated below.

Bidder List	PARK FLOWER ORDER	FLOWER ISLAND ORDER
# OF BEDDING PLANT FLATS	2702	2543
Jones Country Gardens, Pontiac, IL	\$44,580.40	\$45,497.75
Connie's Country Greenhouse, Latham, IL	\$46,011.70	\$49,994.60
Ropp's Flower Factory, Gibson City, IL	\$48,646.00	\$51,367.00

Budget Impact

Based on the recommended bids, the total cost of the two bedding plant orders for 2017 will be \$94,575.00. Funds will be allocated in the FY 2017--2018 operating budget.

Recommended Action

Staff recommends awarding the contract for each order to the respective low bidders as follows: **Park Program Order with 2702 flats---Jones Country Gardens for a total of \$44,580.40, and Flower Island Order with 2543 flats---Connie's Country Greenhouse for a total of \$49,994.60**

Prepared by:

Reviewed by:

Randy Hauser
Horticulture and Natural Areas Supervisor

Kevin Crump
Director of Operations & Planning

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.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

SUBJECT: Ordinance No. 617: An Ordinance Regulating the Political Activities of, and the Solicitation and Acceptance of Gifts, by the Board of Commissioners of the Champaign Park District, an Illinois Municipal Corporation of Champaign County

Background

In compliance with the State Officials and Employees Ethics Act, Public Act 93-615, effective November 19, 2003, as amended by Public Act 93-617, effective December 9, 2003, (5 ILCS 430/1 et seq.) the Board of Park Commissioners adopted an Ethics ordinance to enforce ethics rules. Staff presents Ordinance No. 617 for review and reconsideration as a requirement of the Distinguished Accreditation Program process.

Prior Board Action

At the July 14, 1999 Regular Board meeting, the Board approved Ordinance No. 420, an ordinance of Champaign Park District prohibiting the solicitation and acceptance of gifts and adopting The State Gift Ban Act.

At the May 12, 2004 Regular Board meeting, the Board approved Ordinance No. 475, an ordinance regulating the political activities of, and the solicitation and acceptance of gifts, by the Board of Commissioners of the Champaign Park District

At the June 8, 2011 Regular Board meeting, the Board approved revised Ordinance No. 475, an ordinance regulating the political activities of, and the solicitation and acceptance of gifts, by the Board of Commissioners of the Champaign Park District

Budget Impact

None.

Recommended Action

Staff recommends approval of Ordinance No. 617, an Ordinance regulating the political activities of, and the solicitation and acceptance of gifts, by the Board of Commissioners of the Champaign Park District, an Illinois Municipal Corporation of Champaign County.

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce
Executive Director

ORDINANCE NO. 617475

**AN ORDINANCE REGULATING THE POLITICAL ACTIVITIES OF,
AND THE SOLICITATION AND ACCEPTANCE OF GIFTS, BY THE
BOARD OF COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT,
AN ILLINOIS MUNICIPAL CORPORATION OF CHAMPAIGN COUNTY.**

WHEREAS, this ordinance is an ordinance repealing and replacing Ordinance No. 475420 concerning the State Gift Ban Act; and

WHEREAS, the Illinois General Assembly has enacted the State Officials and Employees Ethics Act (Public Act 93-615, effective November 19, 2003, as amended by Public Act 93-617, effective December 9, 2003), which is a comprehensive revision of State statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by State officials and employees; and

WHEREAS, the Illinois General Assembly has repealed the State Gift Ban Act; and

WHEREAS, the Act requires all units of local government and school districts, within six months after the effective date of Public Act 93-615, to adopt ordinances or resolutions regulating the political activities of, and the solicitation and acceptance of gifts by, the officers and employees of such units "in a manner no less restrictive" than the provisions of the Act; and

WHEREAS, it is the clear intention of the Act to require units of local government and school districts to implement regulations that are at least as restrictive as those contained in the Act, and to impose penalties for violations of those regulations that are equivalent to those imposed by the Act, notwithstanding that such penalties may exceed the general authority granted to units of local government to penalize ordinance violations; and

WHEREAS, it is the clear intention of the Act to provide units of local government with all authority necessary to implement its requirements on the local level regardless of any general limitations on the power to define and punish ordinance violations that might otherwise be applicable; and

WHEREAS, because the Act provides for the imposition of significant penalties for violations of said local regulations, it is necessary to adopt the required regulations by Ordinance rather than by Resolution;

NOW, THEREFORE, BE IT ORDAINED BY THE PARK BOARD OF COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT AS FOLLOWS:

SECTION 1: Ordinance Number 475420 is hereby repealed.

SECTION 2: The Ordinances of the Champaign Park District are hereby amended by the addition of the following provisions:

ARTICLE 1

DEFINITIONS

Section 1-1. For purposes of this ordinance, the following terms shall be given these definitions:

"Campaign for elective office" means any activity in furtherance of an effort to influence the selection, nomination, election, or appointment of any individual to any federal, State, or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Candidate" means a person who has filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination, and who remains eligible for placement on the ballot at a regular election, as defined in section 1-3 of the Election Code (10 ILCS 5/1-3).

"Collective bargaining" has the same meaning as that term is defined in Section 3 of the Illinois Public Labor Relations Act (5 ILCS 315/3).

"Compensated time" means, with respect to an employee, any time worked by or credited to the employee that counts toward any minimum work time requirement imposed as a condition of his or her employment, but for purposes of this Ordinance, does not include any designated holidays, vacation periods, personal time, compensatory time off or any period when the employee is on a leave of absence. With respect to officers or employees whose hours are not fixed, "compensated time" includes any period of time when the officer is on premises under the control of the employer and any other time when the officer or employee is executing his or her official duties, regardless of location.

"Compensatory time off" means authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of his or her employment.

"Contribution" has the same meaning as that term is defined in section 9-1.4 of the Election Code (10 ILCS 5/9-1.4).

"Employee" means a person employed by the Champaign Park District, whether on a full-time or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.

"Employer" means the Champaign Park District.

"Gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an officer or employee.

"Leave of absence" means any period during which an employee does not receive (i) compensation for employment, (ii) service credit towards pension benefits, and (iii) health insurance benefits paid for by the employer.

"Officer" means a person who holds, by election or appointment, an office created by statute or ordinance, regardless of whether the officer is compensated for service in his or her official capacity.

"Political activity" means any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Political organization" means a party, committee, association, fund, or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county clerk under Section 9-3 of the Election Code (10 ILCS 5/9-3), but only with regard to those activities that require filing with the State Board of Elections or a county clerk.

"Prohibited political activity" means:

(1) Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.

(2) Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.

(3) Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.

(4) Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.

(5) Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.

(6) Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.

(7) Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.

(8) Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.

(9) Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.

(10) Preparing or reviewing responses to candidate questionnaires.

(11) Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.

(12) Campaigning for any elective office or for or against any referendum question.

(13) Managing or working on a campaign for elective office or for or against any referendum question.

(14) Serving as a delegate, alternate, or proxy to a political party convention.

(15) Participating in any recount or challenge to the outcome of any election.

"Prohibited source" means any person or entity who:

(1) is seeking official action (i) by an officer or (ii) by an employee, or by the officer or another employee directing that employee;

(2) does business or seeks to do business (i) with the officer or (ii) with an employee, or with the officer or another employee directing that employee;

(3) conducts activities regulated (i) by the officer or (ii) by an employee, or by the officer or another employee directing that employee; or

(4) has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee.

ARTICLE 5

PROHIBITED POLITICAL ACTIVITIES

Section 5-1. Prohibited political activities. (a) No officer or employee shall intentionally perform any prohibited political activity during any compensated time, as defined herein. No officer or employee shall intentionally use any property or resources of the Champaign Park District in connection with any prohibited political activity.

(b) At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).

(c) No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

(d) Nothing in this Section prohibits activities that are permissible for an officer or employee to engage in as part of his or her official duties, or activities that are undertaken by an officer or employee on a voluntary basis which are not prohibited by this Ordinance.

(e) No person either (i) in a position that is subject to recognized merit principles of public employment or (ii) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, of a political party, or of a political organization or club.

ARTICLE 10

GIFT BAN

Section 10-1. Gift ban. Except as permitted by this Article, no officer or employee, and no spouse of or immediate family member living with any officer or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein, or which is otherwise prohibited by law or ordinance. No prohibited source shall intentionally offer or make a gift that violates this Section.

Section 10-2. Exceptions. Section 10-1 is not applicable to the following:

(1) Opportunities, benefits, and services that are available on the same conditions as for the general public.

(2) Anything for which the officer or employee, or his or her spouse or immediate family member, pays the fair market value.

(3) Any (i) contribution that is lawfully made under the Election Code or (ii) activities associated with a fundraising event in support of a political organization or candidate.

(4) Educational materials and missions.

(5) Travel expenses for a meeting to discuss business.

(6) A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.

(7) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (i) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those

individuals; (ii) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iii) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other officers or employees, or their spouses or immediate family members.

(8) Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.

(9) Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee), if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee, and are customarily provided to others in similar circumstances.

(10) Intra-governmental and inter-governmental gifts. For the purpose of this Act, "intra-governmental gift" means any gift given to an officer or employee from another officer or employee, and "inter-governmental gift" means any gift given to an officer or employee by an officer or employee of another governmental entity.

(11) Bequests, inheritances, and other transfers at death.

(12) Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the exceptions listed in this Section is mutually exclusive and independent of every other.

Section 10-3. Disposition of gifts. An officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this Ordinance if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501 (c)(3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered, or succeeded.

ARTICLE 25

PENALTIES

Section 25-1. Penalties. (a) A person who intentionally violates any provision of Article 5 of this Ordinance may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.

(b) A person who intentionally violates any provision of Article 10 of this Ordinance is subject to a fine in an amount of not less than \$1,001 and not more than \$5,000.

(c) Any person who intentionally makes a false report alleging a violation of any provision of this Ordinance to the local enforcement authorities, the State's Attorney or any other law enforcement official may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.

(d) A violation of Article 5 of this Ordinance shall be prosecuted as a criminal offense by an attorney for the Champaign Park District by filing in the circuit court information, or sworn complaint, charging such offense. The prosecution shall be under and conform to the rules of criminal procedure. Conviction shall require the establishment of the guilt of the defendant beyond a reasonable doubt.

A violation of Article 10 of this Ordinance may be prosecuted as a quasi-criminal offense by an attorney for the Champaign Park District, or, if an Ethics Commission has been created, by the Commission through the designated administrative procedure.

(e) In addition to any other penalty that may be applicable, whether criminal or civil, an officer or employee who intentionally violates any provision of Article 5 or Article 10 of this Ordinance is subject to discipline or discharge.

SECTION 3: This Ordinance shall be in effect upon its passage and approval as provided by law.

PASSED AND ADOPTED by the President and Board of Commissioners of the Champaign Park District this 14th ~~8th~~ day of December~~June~~, 2016~~4~~.

APPROVED:

Timothy P. McMahon~~Newton H. Dodds~~, President

ATTEST:

Cindy Harvey~~Bobbie Herakovich~~, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

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

Background

Staff presents Ordinance No. 618 for review and reconsideration as a requirement of the Distinguished Accreditation Program process.

Prior Board Action

Ordinance No. 10 Regulating Parks was first adopted July 31, 1958, amended by Ordinance No. 20, adopted May 14, 1959, amended by Ordinance No. 141, adopted July 25, 1974, amended by Ordinance No. 183, adopted July 14, 1977, amended by Ordinance No. 210, adopted March 13, 1980, amended by Ordinance No. 227, adopted September 10, 1981, amended by Ordinance No. 237, adopted February 10, 1983, amended by Ordinance No. 278, adopted October 14, 1987, amended by Ordinance No. 409, adopted September 9, 1998, Ordinance 479, adopted June 9, 2004, amended by Ordinance No 494, adopted October 12, 2005, and amended by Ordinance No. 559, adopted August 24, 2011.

Budget Impact

None.

Recommended Action

Staff recommends approval of Ordinance No. 618, an Ordinance regulating the use of the parks and property owned or controlled by the Champaign Park District

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce
Executive Director

**AN ORDINANCE
REGULATING THE USE
OF THE PARKS AND PROPERTY
OWNED OR CONTROLLED BY
THE CHAMPAIGN PARK DISTRICT**



Mission Statement

The mission of the Champaign Park District is to provide quality parks and recreation for our community.

**CHAMPAIGN PARK DISTRICT
ORDINANCE NO. 618559**

**AN ORDINANCE REGULATING THE USE OF THE PARKS
AND PROPERTY OWNED OR CONTROLLED BY THE
CHAMPAIGN PARK DISTRICT (hereinafter referred to as,
"Park District").**

WHEREAS, the Champaign Park District is an Illinois Municipal corporation operating within territory predominantly in the City of Champaign, Champaign County, Illinois; and

WHEREAS, it is reasonable, necessary and desirable for the Park District to establish rules and regulations in order to provide for the safe and peaceful use of its parks; and

WHEREAS, it is reasonable, necessary and desirable for the Park District to establish rules and regulations in order to provide for the government, protection and preservation of the property, facilities and resources of the parks; and

WHEREAS, the Park Board of Commissioners has determined that it has become necessary and desirable to update the prior Ordinance No. 494 Providing for the Regulations and Restrictions Governing the Use of the Parks Under the Jurisdiction of the Board of the Park District so as to clearly reflect changes in law, circumstances and the needs of the Park District; and

WHEREAS, Ordinance No. 10 Regulating Parks was first adopted July 31, 1958, amended by Ordinance No. 20, adopted May 14, 1959, amended by Ordinance No. 141, adopted July 25, 1974, amended by Ordinance No. 183, adopted July 14, 1977, amended by Ordinance No. 210, adopted March 13, 1980, amended by Ordinance No. 227, adopted September 10, 1981, amended by Ordinance No. 237, adopted February 10, 1983, amended by Ordinance No. 278, adopted October 14, 1987, amended by Ordinance No. 409, adopted September 9, 1998, **Ordinance 479, adopted June 9, 2004, amended by Ordinance No 494, adopted October 12, 2005, amended by Ordinance No. 559, adopted August 24, 2011** and all ordinances amendatory thereto, are hereby repealed effective as of the date of the adoption of this ordinance.

WHEREAS, the Park Board has determined it is in the best interests of the Park District to adopt this ordinance and regulations and restrictions, being Exhibit "A" in its entirety, and incorporated herein as if set forth in full as the Ordinance Regulating the Use of the Park and Property Owned or Controlled.

BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT THAT:

SECTION 1. ADOPTION. That the provisions contained in the Ordinance and being Exhibit "A," appended hereto and expressly made a part thereof, be and the same are hereby adopted as the "Ordinance Regulating the Use of the parks and Property Owned or Controlled by the Champaign Park District" within the Champaign Park District, Champaign County, Illinois.

SECTION 2. SEVERABILITY: The various provisions of this Ordinance are to be considered as severable and if any part or portion of this Ordinance shall be held invalid by any court of competent jurisdiction, such holding or decision shall not affect the validity of the remaining provisions of this ordinance which shall remain in full force and effect.

SECTION 3. REPEAL OF PRIOR ORDINANCES: All prior ordinances and resolutions in conflict or inconsistent herewith are hereby expressly repealed.

SECTION 4. EFFECTIVE DATE: This Ordinance shall be effective immediately upon its passage, approval, publication as provided by applicable law.

PASSED AND APPROVED this 14th day of December 2016 August 2011.

Timothy P. McMahon Newton H. Dodds,

President

ATTEST

Cindy Harvey Bobbie Herakovich,

Secretary

EXHIBIT "A"

TABLE OF CONTENTS

CHAPTER 1 – DEFINITIONS
Section 1 – Short Title 3
Section 2 – Definitions 3

CHAPTER 2 – PUBLIC USE
Section 1 – Public Use and Mission 5
Section 2 – Hours of Use 5
Section 3 – Park Use Permits 5

CHAPTER 3 – PROTECTION OF PROPERTY, STRUCTURE, AND NATURAL RESOURCES
Section 1 – Destruction or Misuse of Property and Structures 8
Section 2 – Destruction or Misuse of Natural Resources 9
Section 3 – Contraband 10
Section 4 – Destruction by Misuse of Fire 10

CHAPTER 4 – REGULATION OF RECREATIONAL ACTIVITIES
Section 1 – Swimming 11
Section 2 – Bicycling, Skateboarding and Skating 11
Section 3 – Sound or Energy Amplification 11
Section 4 – Winter Sports 11
Section 5 – Snowmobiles 12
Section 6 – Field and Team Sports 12
Section 7 – Golfing in Parks 12
Section 8 – Games 13
Section 9 – Amusement Devices 13
Section 10 – Aviation 13
Section 11 – Gambling 13
Section 12 – Camping 13
Section 13 – Metal Detectors 13
Section 14 – Cell Phones and Other Recording and Duplicating Devices 14

CHAPTER 5 – REGULATIONS OF VEHICLES, TRAFFIC AND PARKING
Section 1 – Vehicle Operation and Equipment 15
Section 2 – Vehicle Types and Access Allowed 15
Section 3 – Right-of-Way 15
Section 4 – Parking 15
Section 5 – Speed Limit 16
Section 6 – Signs 16
Section 7 – Negligent or Careless Driving 16
Section 8 – Overweight Vehicle 16
Section 9 – Improper Vehicle Operation 17
Section 10 – Driving While Under the Influence on Intoxicating Liquor or Drugs 17

CHAPTER 6 – REGULATIONS OF PERSONAL CONDUCT AND BEHAVIOR

Section 1 – Vending and Advertising	18
Section 2 – Unlawful Obstructions	18
Section 3 – Unlawful Construction or Maintenance	19
Section 4 – Drug or Alcohol Abuse	19
Section 5 – Weapons and Harmful Substance	19
Section 6 – Hindering or Bribing Employees	19
Section 7 – Use of Facilities Restricted as to Gender	20
Section 8 – Disorderly Conduct.....	20
Section 9 – Public Indecency	20
Section 10 – Obscene Books and Pamphlets	21
Section 11 – Control and Treatment of Dogs & Domestic Animals.....	21
Section 12 – Honoring Permits	21
Section 13 – Pyrotechnics	22
Section 14 – Smoking Park District Buildings.....	22
Section 15 – Lurk or Lie in Wait	22
Section 16 –Loitering	22
Section 17 – Littering	22

CHAPTER 7 – ENFORCEMENT

Section 1 – Police	23
Section 2 – Penalties	23
Section 3 – Rules and Regulations	23
Section 4 – Authority of Other Agencies	24
Section 5 – Permits and Designated Areas – Authority	24
Section 6 – Civil Suits	24
Section 7 – United States, State and Local Laws.....	24

CHAPTER 8 – MISCELLANEOUS

Section 1 – Repeal	25
Section 2 – Enactment.....	25
Section 3 – Captions and Headings.....	25
Section 4 – Severability	25
Section 5 – Inspection of Rules, Regulations, Designations and Schedules of Fees.....	25

CHAPTER 9 – AMENDMENTS

CHAPTER 1 – Definitions

Section 1 – Short Title

The ordinance regulating the use of the parks and property owned or controlled by the Champaign Park District, Champaign, Illinois; providing for conduct and enforcement; and providing penalties for the violation of its provisions shall be known and may be cited as the “Ordinance Regulating Conduct in Public Parks.”

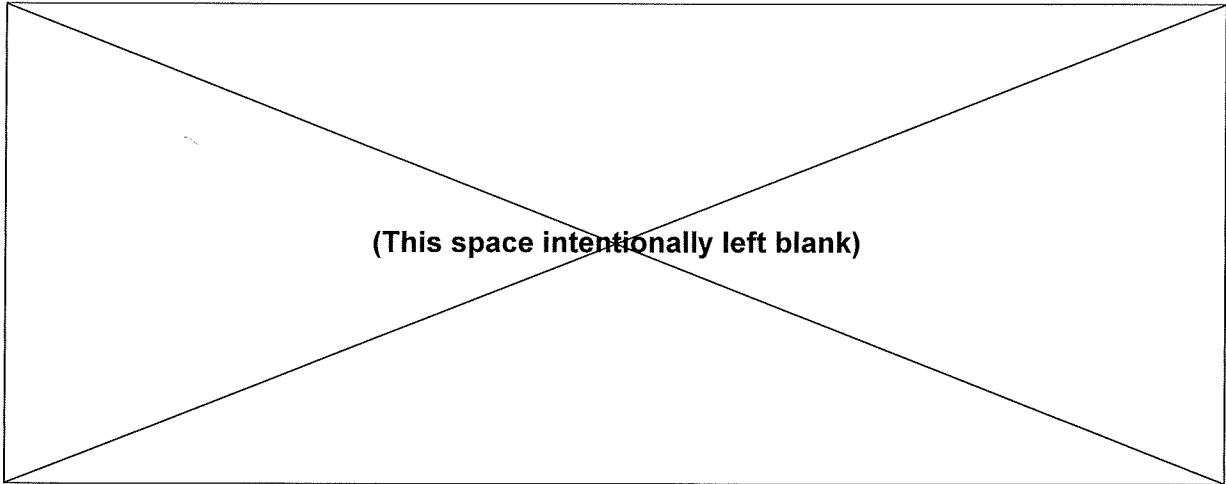
Section 2 – Definitions

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future; words in the plural number include the singular number and words in the singular number include the plural number; words importing the masculine gender shall include the feminine, and words importing the feminine gender shall include the masculine. The word “shall” is always mandatory and not merely directory.

- A. “Authorized Agent” is any person granted authority by the Champaign Park District Board of Commissioners and Executive Director.
- B. “City” is the City of Champaign, Illinois.
- C. “Executive Director” is the person appointed and designated by the Park Board to administer the policies established by the Park Board.
- D. “Employee” is any employee of the Champaign Park District.
- E. “Park” is any park or property owned, leased or controlled by the Champaign Park District, such as play field, playground, pool, golf course, and recreation center or any other area or facility in the Park District, and devoted to active or passive recreation.
- F. “Park Board” is the Board of Commissioners of the Champaign Park District by which all policy matters are established pertaining to the Park District.
- G. “Park District” is the Champaign Park District of Champaign County, Illinois including its parks, properties, facilities, buildings, Board of Commissioners, employees and its agents.
- H. “Person” is any natural person, firm, partnership, association, corporation, governmental unit, company, entity or any organization of any kind.
- I. “Police Officer” is any individual trained in the methods of law enforcement and authorized to maintain peace, safety, and order.
- J. “Pollution” is the contamination or other alteration of the physical, chemical, or biological properties of park waters or land, including changes in the temperatures,

taste, color, turbidity or odor of park waters or any discharge of any liquid, gas, solid, or other substance into or onto park waters or property that will or is likely to create a public nuisance or render such waters or property harmful or detrimental to the public health, safety or welfare, or to domestic, recreational or other beneficial uses, or to wild animals, birds, fish or other aquatic life.

- K. "Department Head" is the person immediately in charge of any park area or department and its activities and to whom all employees of such area or department are responsible.
- L. "Vehicle" is any wheeled conveyance, whether motor powered or self propelled. The term shall include any trailer in tow of any size, kind or description, except for baby carriages, children's wagon or bicycle and vehicles in the service of the Park District.
- M. "Area(s)" where used means a specified place within a park.
- N. "Overnight" wherever used means the time when the park or facility is officially closed until it opens the following day.
- O. "Parking Area" wherever used means any designated park or any park road or drive, or special area contiguous thereto that is set apart for the standing or stationing of vehicles as deemed by the Park District.
- P. "Permit" wherever used means the written permission of the District that must be obtained and possessed to engage in a specific activity.
- Q. "Posted" wherever used means any notice which is displayed whether by a sign in a park, park district building, entrance to a park, or is available at the Administrative Office, the location being at the discretion of the Park District.
- R. "Property" wherever used means any lands, waters, facilities or possessions of the District, whether in fee, as a leasehold or by management agreement.
- S. "Watercraft: wherever used means any device or conveyance utilized on water whether propelled by motor, engine, wind or human power. The terms include, but is not limited to, any boat, canoe or raft.
- T. "Waters" where used means waters within the jurisdiction of the Park District.



CHAPTER 2 – Public Use

Section 1 – Public Use and Mission

Parks are for use by the general public. This ordinance is intended to further that function, as well as regulate the use of the parks and property maintained by the Park District, and protect the rights of those owning property adjacent to such parks.

Section 2 – Hours of Use

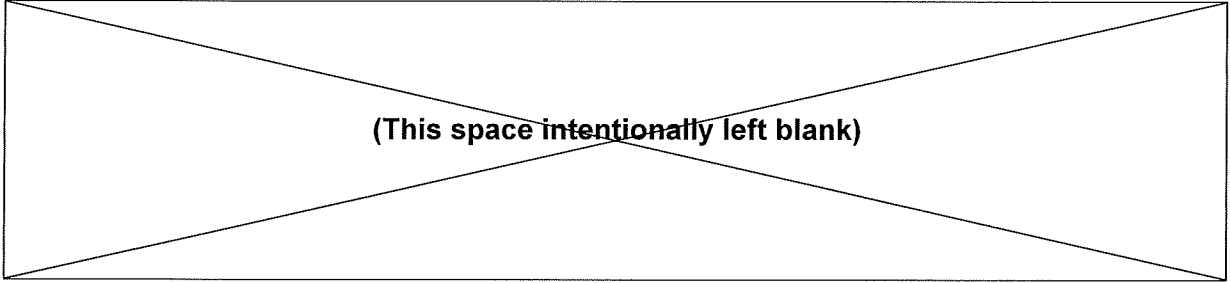
- A. All Parks of the Park District shall be closed to the public as posted from either dusk or 11:00 p.m., prevailing local time until 5:00 a.m., prevailing local time, on the following morning unless otherwise posted.
- B. All persons, except employees of the Park District whose duties require their presence, shall not remain in a park when a park is not open to the public without a permit from the Park District.
- C. Park hours shall be posted.

Section 3 – Park Use Permits

- A. No person shall conduct, operate, present, manage or take part in the following activities in a park unless a permit is obtained from the Park District or its authorized agent prior to the start of the activity:
 - 1. Any contest, show, exhibit, dramatic performance, play act, motion picture, commercial photo shoot, acrobatic feat, bazaar, organized sporting event, radio or television broadcast, ceremony, children's day camp, fair, circus, musical event or any public meeting, religious event, assembly or parade, including, without limitation, drills and maneuvers, rallies, picketing, marches or political meetings of any kind or character whatsoever.
 - 2. Any use of any park or facility by a certain person or group of persons to the exclusion of others.
 - 3. Any picnic, outing or gathering sponsored by any person or organization, or composed of twenty-five (25) or more persons, except as to particular parks designated by the Park District.
- B. Persons desiring general or exclusive use of parks or facilities or who would like to engage in the above-referenced activities shall apply to the Park District for a permit under the following categories and subject to established fees and charges:
 - 1. **Picnics:** General picnicking in Park District parks does not require a permit. No person shall picnic other than in a designated area. Individual grills and picnic tables are available to non-permit picnickers on a first-come/first-served basis. A permit, known as a Park Use Permit, must be obtained for groups of twenty-five (25) or more persons.

2. **Facility Rental:** A Park Use Permit is required for exclusive use and rental of pavilions, buildings, sports fields and open space areas. Park Use Permits may be applied for beginning in January for the upcoming season and such applications shall be submitted during regular business hours. Applications are processed on a first-come/first-served basis. The applicable rental fee and deposit must accompany the application. All cancellations must be in writing. Upon submittal of an application, required information and payment of associated fees, a Park Use Permit may be issued.
 3. **Park Use Permit.** A Park Use Permit is required for any group of twenty-five (25) or more persons requesting the use of a specific park for one or more of the following reasons such as: a picnic, meeting, athletic event, rally, walk-a-thon, march or some type of religious event. Any type of religious ceremony must be approved by the Executive Director of the Park District. Park Use Permits are also required for a teacher or school planning an annual field day or class fun day activity or a family wishing to host a reunion or celebration. Upon submittal of an application and payment of associated fees, a Park Use Permit may be issued.
- C. **Permits in General:** Permits are not transferable or assignable without the written consent of the Park District or its authorized agent. Minor changes in a permit may be requested and may be made upon written request. Additional fees and charges may apply. The request for change must be made at least seventy-two (72) hours prior to the event. Permits may also be required for other activities as determined by the Park District.
1. **Standards for Issuance:** The Park District or its authorized agent shall issue a permit hereunder when it finds:
 - a. That the proposed activity or use of the parks shall not interfere with or detract from the general public's use and enjoyment of the park and surrounding property or facilities.
 - b. That the proposed activity and use will not interfere with or detract from the promotion of public health.
 - c. That the proposed activity or use is not anticipated to incite violence, crime or disorderly conduct.
 - d. That the proposed activity will not entail unusual, extraordinary or burdensome expense or police operation by the Park District or expose it to extraordinary liability.
 - e. That the facilities desired have not been reserved for other use on the day and time sought in the application.
 - f. That the proposed activity is compatible with the type of park, size and character of the area or waters involved and the facilities available; that adequate parking is available; that the proposed activity does not exclude other public use of the park; and that it is not expected to cause irreparable harm or extreme damage to the natural environment of the park.
 - g. That the proposed activity does not include unattended displays.
 2. **Additional Conditions:** Additional conditions for issuance of the permit may be, but are not limited to:

- a. Requiring proof establishing the amount of liability insurance required, and/or requiring an indemnification and hold harmless agreement or requiring a certificate of insurance naming the Park District as an additional insured.
 - b. Requiring the applicant to post a refundable deposit or security for the repair of any damage to Park District property, the cost of cleanup or both.
 - c. Requiring the applicant to furnish additional security forces, at the applicant's expense, as approved by the Park District. An applicant may be required to hire City of Champaign police at the applicant's expense to provide security for an activity or event.
 - d. Requiring the applicant to furnish additional sanitary and refuse facilities that might be necessary based on the use or activity for which the permit is sought.
 - e. If an applicant is requesting to sell food at the proposed activity, it shall be necessary for the applicant to obtain a permit from the Champaign County Public Health Department.
 - f. Requiring the applicant to pay for above normal use of electricity and the erecting of tents.
 - g. Requiring the applicant to comply with the Park District's risk management requirements for safe operation.
3. **Issuance of a Permit:** Once the Park District approves a permit the applicant must pay all necessary fees and charges before the permit is issued. A permit is not transferable or assignable from the applicant to any other person without the permission of the Park District. The permit holder must make the permit available for inspection by any law enforcement office or Park District employees on the date for which the permit or activity is being held to ascertain compliance with the terms and conditions of the permit.
4. **Effect of Permits:** A permittee shall be bound by all Park District rules, regulations and applicable ordinances, federal, county and local laws which are incorporated by reference into each permit.
5. **Liability of Permittee:** The person or persons to whom a permit is issued shall be liable for any loss, damage or injury to person or property sustained by anyone to whatever extent by reason of the acts or omissions of the person or persons to whom such permit shall have been issued.
6. **Revocation:** The Park District shall have the right and authority to revoke a permit upon finding a violation of any rule, regulation or ordinance; violation of any term or condition of the permit, including failure to produce the permit for inspection upon request of any law enforcement officer or Park District employee; providing false or misleading information on the application for the permit; or upon good cause shown as determined within the sole reasonable discretion of the Park District.



CHAPTER 3 – Protection of Property, Structures and Natural Resources

Section 1 – Destruction or Misuse of Property and Structures

No person shall upon or in connection with any property of the Champaign Park District:

- A. Destroy, deface, paint, alter, or remove any monument, stone, marker, benchmark, stake, post or blaze marking or designation of any boundary line, survey line or reference point.
- B. Cut, break, mark upon or otherwise damage, destroy or remove any post, building, shelter, picnic table, bench, grill, railing, bridge, pier, drain, well, foundation, pump, telephone, lamp post, fence, gate, refuse container, exhibit, display, tool or equipment, paving or paving materials, storage box, utility outlet, movie screen, flagpole, water line or Park District property without written permission from the Park District.
- C. Deface, destroy, cover, damage or remove any placard notice, or sign, or parts thereof, posted or exhibited by the District to announce the rules, regulations and warnings, or any other information to the public necessary or desirable to the proper use of the park or park property.
- D. Construct or erect any building or structure of any kind or character whatsoever, whether permanently or temporarily, or run or string any public utility into, upon or across a park without the written permission from the Park District.
- E. Take, appropriate, excavate, injure, destroy, or remove any historical or prehistorical ruin or parts thereof, or any object of antiquity, without written permission from the Park District.
- F. Throw, carry, cast, drag, push or deposit any refuse container, picnic table, barricade or any other movable or non-movable property into a lake, pond, wetland, stream or lagoon or upon the frozen waters thereof, or to otherwise move, stack, or hide such property in such a way as to render it unavailable to the general public for its intended use, to cause a hazard to public safety or to damage or destroy such property.
- G. Occupy or inhabit, or cause to be occupied or inhabited, any barn, shed, or other structure, or use for storage or cause to be used for the storage of any goods, any barn, shed or other structure without written permission from the Park District.
- H. Enter into or upon any park area or structure closed or posted against trespass, without written permission from the Park District. Such structures or areas may be, but are not limited to, construction areas, work safety zones, equipment or material storage structures or area, work shops or stations, or areas undergoing reforestation or other soil or vegetative treatment, or areas, hazardous to the public safety or health.
- I. Tamper with in any manner, enter or climb upon, weaken, destroy, damage, or remove anything from any park vehicle, watercraft, machine or implement.

- J. Misuse any refuse container or receptacle by depositing into it any hot coals or other hot or burning substances, or by depositing into it any garbage, trash, refuse or other unwanted material that was not gathered on the site in the course of normal, lawful use of park facilities.
- K. Bring into, leave behind or dump any material of any kind, whether waste or otherwise, in the park, except refuse, ashes, garbage and other material arising from the normal use and employment of a picnic or other permitted activity, provided such material is properly deposited in receptacles designed for such purposes. Where receptacles are not provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence, and properly disposed of elsewhere. Any material of any kind shall not be left or deposited within or near the parks so as to pollute Park District land, waters, or air coursing through or over the parks or otherwise interfere with proper use and enjoyment of the park. Bottles, cans, refuse or foreign material of any description shall not be deposited or thrown in any streams, wetlands, ponds or lakes located in the parks.

Section 2 – Destruction or Misuse of Natural Resources

No person shall upon or in connection with any property of the Park District:

- A. Cut, remove, uproot, pick, saw, chop, carve, injure or wantonly destroy any tree, bush, shrub, flower or plant, whether alive or dead, or chip, blaze, box, girdle, trim or otherwise efface or injure any tree, shrub or bud, or break or remove any branch or foliage thereof or pick or gather any seed of any tree or other plant unless necessitated by the performance of restorative maintenance, or construction work pursuant to contract with the Park District or by its written permission.
- B. Drive any nail, staple or attach or fasten any wire, rope, or device to any tree or plant, or tie or hitch any animal to any tree, plant or bush without written permission from the Park District.
- C. Climb any young tree, or walk, stand or sit upon any monument, vase, fountain, railing, fence or any other park property not designated or normally used for such purposes.
- D. Remove or cause to be removed any sod, earth, downed timber, rock, sand or gravel, or remove or cause to be removed any other natural material from Park District property unless necessitated by the performance of restorative maintenance, or construction work pursuant to contact with the Park District or by its written permission.
- E. Hunt, trap, molest, wound, poison kill, feed or attempt to hunt, trap, molest, poison, kill or feed any animal, bird, or reptile, or disturb any nest lair, den or burrow of any animal bird or reptile, without written permission from the Park District.
- F. Fish in any waters of the Park District, except in waters designated by the Park District for fishing, and then under such laws, or regulations as may be promulgated by the State of Illinois.
- G. Engage in fishing for profit in park waters, or buy or sell fish caught in park waters.

- H. Release or cause to be released any wild, or domestic animal, bird, fish or reptile, or distribute the seed or spores of any flowering or non-flowering plant into or upon park lands or waters, without written permission from the Park District.
- I. Ride, lead or allow to be loose upon park premises, any horse, pony or other riding animal, except in areas designated for riding by posted signs and with written permission from the Park District.
- J. Use or cause to be used any chemical or biological pesticide or any other substance, measure or process designated to alter the anatomy or physiology of any organism for the purpose of directly manipulating their populations, without written permission from the Park District or authorized its agent and then only in compliance with all applicable laws regulations or as may be promulgated by the State of Illinois.

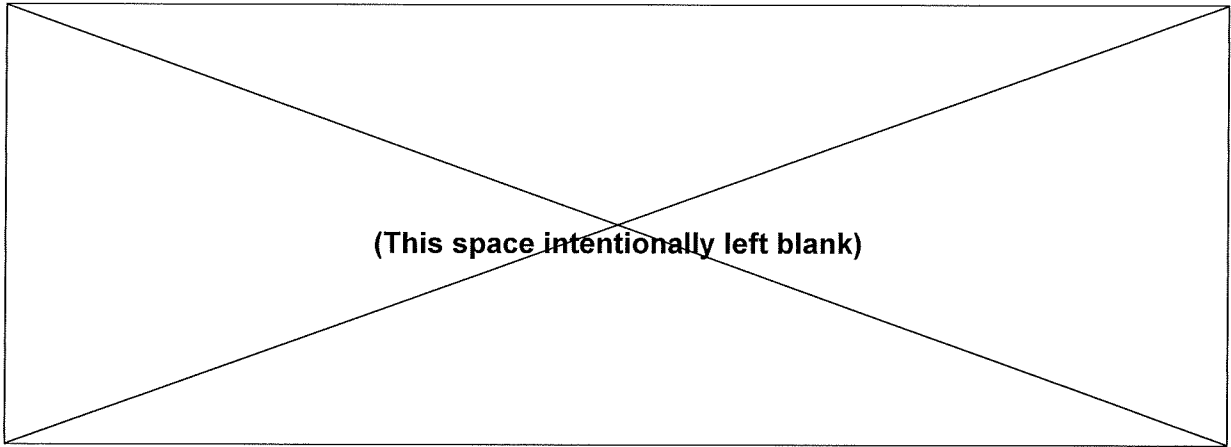
Section 3 – Contraband

All animals, plants, birds, fish or reptiles, or parts thereof, killed, captured, trapped or taken or bought, sold or bartered or had in possession contrary to any provisions of this ordinance or applicable laws or regulations of the State of Illinois or the United State of America, shall be and are hereby declared contraband and, as such, shall be subject to seizure by any police officer or employee of the Park District.

Section 4 – Destruction by Misuse of Fire

No person shall upon or in connection with any property of the Park District:

- A. Set fire, or cause to be set on fire, any tree, brush, grassland, meadow, prairie, slash, refuse container or structure unless necessitated by the performance of park maintenance, or pursuant to authorized conduct within the Park District.
- B. Build a fire anywhere, for any purpose, except in provided grills, or in appropriate receptacles. Fires shall be limited to cooking fires or fires in a fire pit as authorized by the Park District. Fuels used in fires shall not produce any noxious fumes or smoke.
- C. Build any fire whatsoever, for any purpose in or out of a receptacle or grill and leave it unattended, unless such fire is properly extinguished. For the purpose of this ordinance, a fire shall be deemed properly extinguished when its ashes, residue, coals and unburned substance is cold to the human touch.
- D. Cause, suffer, or allow the burning of garbage, refuse, waste material, trash, or other combustibles within or adjacent to the parks so as to cause smoke, haze, odor, sparks, dust, dirt, or other type of matter or gaseous substance to come upon, or pass over the park which would cause an air pollution nuisance or damage or injury to person or property.



CHAPTER 4 – Regulations of Recreational Activities

Section 1 – Swimming

No person shall upon or in connection with any property of the Park District:

- A. Swim, wade, or bathe at any time in any of the ponds, lakes, pools, streams or watercourses, except at such place or places as may be designated by the Park District and then only in accordance with the rules, regulations, and restrictions promulgated and posted.
- B. Change into or from bathing attire, except in those places designated for such use.
- C. Fail to wear bathing attire at all times while engaged in any permitted swimming activity.

Section 2 – Bicycling, Skateboarding, and Skating

No person shall upon or in connection with any property of the Park District:

- A. Ride a bicycle except on the right-hand side of the road paving as close as conditions permit. Bicycles shall be kept in a single file when two or more are operating as a group, and bicyclists shall at all times operate their bicycles with reasonable regard for the safety of others; signal all turns, pass to the right of any vehicle they are overtaking, and pass to the right of any vehicle they may be meeting.
- B. Ride with any other person on a bicycle, except for a tandem bicycle which has seats for more than one person.
- C. Leave unattended his/her bicycle, except in a bicycle rack when such is provided and there is space available.
- D. Ride a bicycle on any path, trail, roadway or other area designated and posted as prohibiting bicycles. Bicyclists shall yield the right of way to pedestrians on paths, trails or other areas where vehicles are prohibited. No person shall operate a bicycle in a reckless manner so as to endanger pedestrians or other bicyclists.
- E. Skateboard, roller skate or in-line skate on Park District property where it is posted as prohibited. All skateboarders, roller skaters and in-line skaters shall yield the right-of-way to pedestrians, bicyclists or other skaters.

Section 3 – Sound or Energy Amplification

No person shall upon or in connection with any property of the Park District play or operate any sound or energy amplification devices (including without limitation, radios, hand held radio devices, compact disc or cassette tape players, ipods, mp3 players, automobile radio type devices, television sets, public address systems and musical instruments) or operate any other sound or energy amplification device in such a manner that the sound emanating therefrom can be heard at a distance of fifty (50) feet from the device during its use or operation.

Section 4 – Winter Sports

No person shall upon or in connection with any property of the Park District:

Ordinance Regulating the Use of Parks and Property Owned or Controlled by the Champaign Park District

- A. Sled, toboggan, ski or slide on any area posted by the Park District as being “unsafe” or “hazardous” or as being “closed” due to inadequate snow cover or other environmental conditions, or upon being duly notified of such by the Park District.
- B. Enter on or upon any frozen water to skate, fish, slide or walk on for any purpose whatsoever other than areas designated for such use and then only in compliance with the rules and regulations posted for such use.
- C. Fish through the ice on any frozen waters or parts thereof designated by the Park District as ice skating areas.
- D. Bring onto or upon the frozen waters of any lake, pond or watercourse any iceboat or wind-driven-lie device or other vehicle.
- E. Ice skate on any area posted by the Park District as being “closed” or “no skating” or “unsafe ice.” Ice skating shall be allowed in designated areas only.

Section 5 – Snowmobiles

- A. **Definitions:**
 - 1. “Snowmobile” is any self-propelled vehicle designated for travel on snow or ice in a natural terrain, steered by wheels, skis or runners.
 - 2. “Operate” means to control the operation of a snowmobile.
 - 3. “Operator” is any person who operates or is in actual physical control of a snowmobile.
- B. **Regulations:** It shall be unlawful for any person to operate a snowmobile under the following conditions:
 - 1. On Park District property without express provision or permission to do so by the proper Park District authority.
 - 2. In a manner so as to create a loud, unnecessary or unusual noise that disturbs or interferes with the peace and quite of other persons.
 - 3. In a careless, reckless or negligent manner so as to endanger the safety of any person or property.
- C. **Unattended Vehicles:** It is unlawful for the owner or operator to leave or allow a snowmobile to be abandoned or remain unattended on park property while the motor is running or with the keys for starting the vehicle left in the ignition.

Section 6 – Field and Team Sports

No person shall upon or in connection with any property of the Park District play or engage in any team sport or game such as, but not limited to, baseball, football, soccer, field hockey, volleyball, lacrosse or horseshoes, except in those areas designated by the Park District as

Ordinance Regulating the Use of Parks and Property Owned or Controlled by the Champaign Park District

athletic fields, or in such a manner as to interfere with other persons lawfully using said areas.

Section 7 – Golfing in Parks

No person shall upon or in connection with any property of the Park District swing or make use of any golf club nor play golf, nor hit or putt golf balls within or into the parks, except upon established golf courses or driving ranges as are now used or may in the future be established and designated by the Park District.

Section 8 – Games

No person shall upon or in connection with any property of the Park District take part in the playing of any games involving thrown or otherwise propelled objects such as balls, stones, arrows, javelins, or model airplanes or rockets, except in areas conducive to such forms of recreation and after a permit has first been obtained from the Park District for that specific activity and location.

Section 9 – Amusement Devices

No person shall upon or in connection with any property of the Park District bring in, set up, construct, manage or operate any amusement, hobby or entertainment device or gadget, without a permit therefore.

Section 10 – Aviation

~~No person shall upon or in connection with any property of the Park District make any ascent in a balloon, aircraft, airplane, glider, hang glider, or any descent in or from any balloon, aircraft, airplane, glider, hang glider, parachute or similar device as an operator, occupant or passenger, nor shall any person fly, cause to be flown, or permit any balloon, aircraft, airplane, glider, hang glider, parachute or similar device to be flown over any park premises at any time at an elevation less than is reasonable and proper so as to endanger the safety of any person or property.~~

Except when approved by the Executive Director, no person will use any motorized, non-motorized, remoted controlled or free-flying/gliding airplanes, helicopters, rockets, drones or any other unmanned aircraft systems on any Champaign Park District property. Whereas not already governed by this ordinance, the Champaign Park District will comply with all current and future regulations of the Federal Aviation Administration (FAA) for the use of any Unmanned Aircraft Systems (USA) and/or Illinois Department of Transportation (IDOT), as shall be in effect from time to time.

Section 11 – Gambling

No person shall upon or in connection with any property of the Park District:

- A. Manage, operate, organize, participate or engage in gambling or participate in or abet any games of chance as defined in 720 ILCS 5/28-1, et seq.

- B. Have in their possession any clock, wheel, tape machine, slot machine, pinball machine or other machine or device for the reception of money or other thing of value on chance or skill or upon the action of which money is staked, bet, hazarded, won or lost, without Park District approval. Any such machine or device in violation of this section shall be subject to seizure and confiscation.

Section 12 – Camping

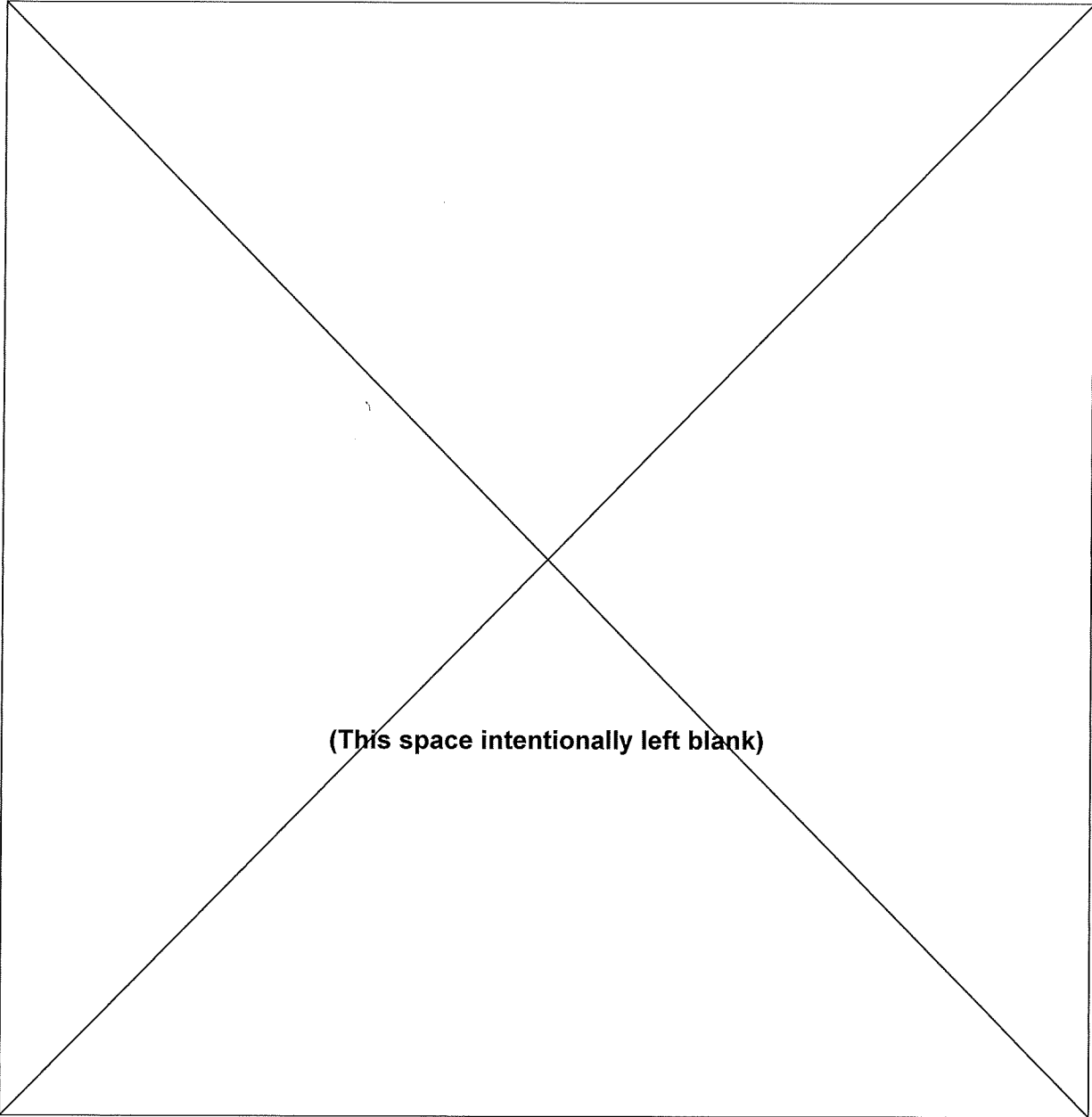
No person shall upon or in connection with any property of the Park District take part in any camping or sleeping overnight in a park without a Park District authorized permit, except in conjunction with a Park District organized, authorized and supervised program approved by the Executive Director.

Section 13 – Metal Detectors

No person shall upon or in connection with any property of the Park District be allowed to use a metal detector or similar device in any of the Park District's parks unless written authorization has been granted by the Executive Director or designee.

Section 14 – Cell Phones and Other Recording and Duplicating Devices

No person shall upon or in connection with any property of the Park District use (i) any electronic, mechanical, manual, electric, digital, voltaic or other device, instrument or means capable of recording, producing, duplicating, reproducing, storing, copying, transmitting or displaying any visual, video, photographic, electronic, digital recorded, or other visual image, picture, or representation, including without limitation, any camera, photographic camera, video camera, fiber optic camera, motion picture camera, television camera, camcorder, or videotaping device, or (ii) any cell phone of any type or kind capable of producing a visual image, in any restroom, locker room, lavatory, bathroom, shower facility, or dressing room, in any building owned, leased to, or under the control of the Park District.



CHAPTER 5 – Regulations of Vehicles, Traffic and Parking

Section 1 – Vehicle Operation and Equipment

The Park District hereby adopts the Illinois Vehicle Code, 625 ILCS 5/1-100, et seq., as from time to time amended, as the rules governing the operating, licensing and registering of motor vehicles, and the licensing of operators of motor vehicles on Park District property, except where Park District ordinances specifically establish different rules. Enforcement shall be authorized by any law enforcement officer or authorized agent.

Section 2 – Vehicles Types and Access Allowed

No person shall in connection with any property of the Park District:

- A. Operate, or cause to be operated, any vehicle anywhere, except on designated roads, drives, and parking areas provided in compliance with the directions and restrictions of the police, or any authorized park employee. Nothing contained herein shall be construed to prevent police, emergency, or Park District owned vehicles from free access to all areas of park property in the execution of their duties.
- B. Operate a vehicle in such a way that traffic is obstructed.
- C. Operate, or cause to be operated, any motor vehicle anywhere, that is not licensed or permitted to be operated on the roads, streets and highways of the State of Illinois without a permit from the Park District and then only in those areas specified and in accordance with applicable rules and restrictions. Vehicles not so licensed and therefore, subject to the provisions of this subsection include, without limitation, snowmobiles, go-carts, trail bikes, mini-bikes, and such other all-terrain, off-the-road vehicles. Park District vehicles are exempt.
- D. Operate or cause to be operated or moved without a permit or until such time as the park is officially opened, any vehicle closed in a park as a result of the closing of the park at the proper posted time.
- E. Operate a vehicle on any road, drive or parking area posted, gated or barricaded and closed to public traffic.

Section 3 – Right-of-Way

No person shall in connection with any property of the Park District operate a motor vehicle in such a manner as to fail to yield the right-of-way to pedestrians or to deprive or unreasonably interfere with the equal rights or opportunity of any other person to use the property of the Park District.

Section 4 – Parking

No person shall in connection with any property of the Park District:

- A. Park a vehicle on any park property other than in areas designated for parking that type of vehicle, unless there is an emergency or unless directed to do otherwise by a law enforcement officer or an authorized park employee.

- B. Leave a vehicle parked on park property after park closing hours without obtaining permission from the Park District, or after the closing of a function for which the Park District has authorized a later closing hour.
- C. Park a vehicle in such a way as to block another parked vehicle.
- D. Park a vehicle in such a way as to block, restrict or impede the normal flow of traffic.
- E. Permit a motor vehicle which such person is operating, or in charge of, to stand unattended without first stopping the engine, locking the ignition, and removing the keys, and when standing upon any perceptible grade, without setting the brake thereon and turning the front wheel so as to inhibit the accidental movement of said motor vehicle.
- F. Park any vehicle in any parking place designated as reserved for handicapped persons, unless proper registration plates, decals or devices are exhibited indicating that the vehicle is operated by or for a handicapped person. Any vehicle in violation of this subsection is subject to removal at owner's or operator's expense.
- G. Double-park any vehicle on any driveway unless directed by a park official or temporarily for discharging passengers.
- H. Leave any vehicle in the park more than twenty-four (24) hours due to a mechanical failure. At the end of such period the vehicle shall be towed away at the owner's or operator's expense.
- I. Change oil, grease, wash or polish vehicles and leave debris from such action, or change any parts or make repairs of any kind to any vehicle in any park area, except such emergency repairs necessary to remove such vehicle therefrom.

Section 5 – Speed Limit

No person shall in connection with any property of the Park District operate a vehicle on any road, drive, or parking area at a speed greater than the speed limit posted along the right-of-way or, in the absence of such posted limit, at a speed in excess of ten (10) miles per hour, but in no event shall a vehicle be operated at a speed that is greater than reasonable and proper with regard to pedestrians present or traffic conditions.

Section 6 – Signs

No person shall in connection with any property of the Park District operate a vehicle in disregard of any sign, signal, marking or device erected, constructed or created by the City, the Park District, or any public body or official having jurisdiction for the purpose of regulating, warning or guiding traffic, or contrary to the order of direction of any police officer or other person duly authorized to direct or regulate traffic.

Section 7 – Negligent or Careless Driving

No person shall in connection with any property of the Park District operate any motor vehicle in the park in a negligent, reckless or wanton manner, or carelessly so as to endanger life or property.

Section 8 – Overweight Vehicle

No person shall in connection with any property of the Park District operate any motor vehicle having a gross weight capacity, including vehicle and maximum loads in excess of 8,000 pounds, or any vehicle bearing a Class-D or heavier license plate pursuant to 625 ILCS 5/3-815, as amended from time to time, without a permit from the Park District, except emergency or delivery vehicles.

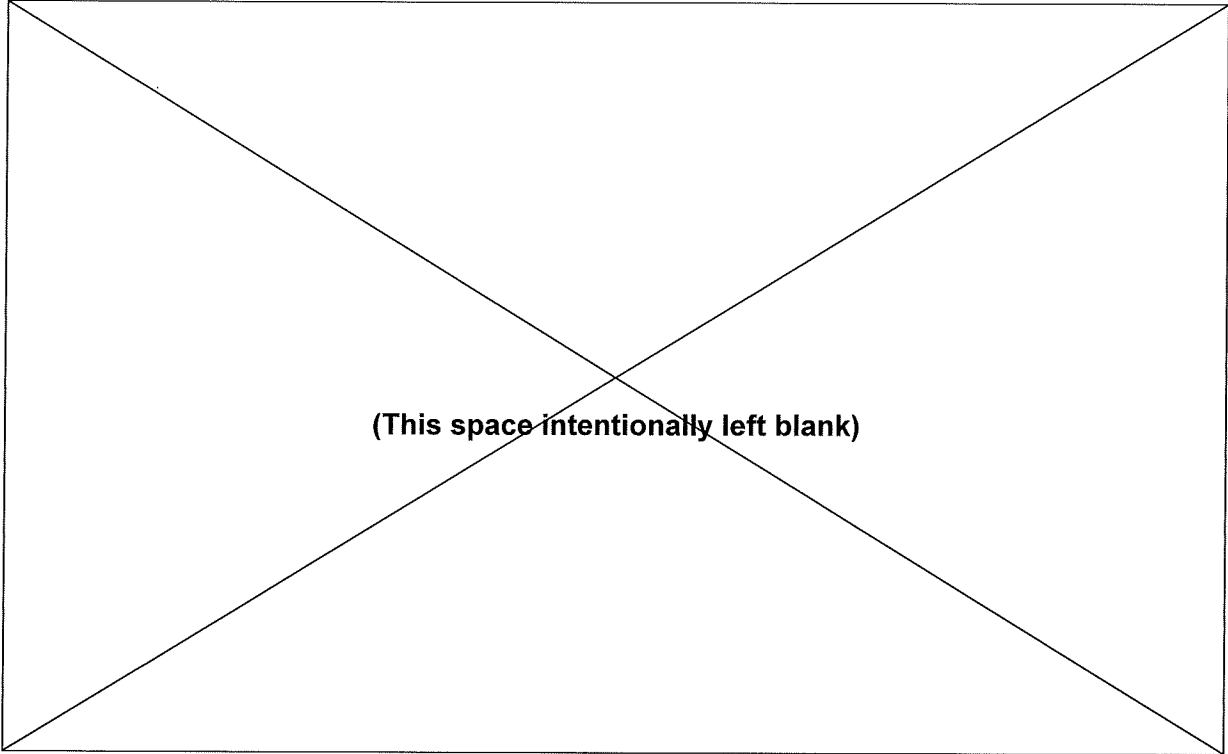
Section 9 – Improper Vehicle Operation

No person shall in connection with any property of the Park District:

- A. Operate a vehicle in such a manner so as to deprive or unreasonably interfere with the equal rights of any other person as to the use of such public street or highway.
- B. Operate a vehicle in such a manner as to cause or produce unnecessarily loud or unusual noise such as by the racing of the motor, by lack of a muffler or use of a muffler cutout, by tire friction upon rapid turning or weaving, by spinning of the wheels from standing or slow moving position produced by sudden unnecessary motor acceleration, or by continuous unnecessary motor acceleration, or by continuous unnecessary sounding of a horn, radio, stereo or other signal device.
- C. Operate a vehicle and intentionally accelerate causing the tires to spin, mark and deface the park or roadway surface.
- D. Allow any person to ride upon the fenders, bed area or any other part of any vehicle.

Section 10 – Driving While Under the Influence of Intoxicating Liquor or Drugs

No person shall in connection with any property of the Park District drive, operate or be in possession or control of, or attempt to drive or operate any vehicle on any Park District property if said person is under the influence of intoxicating liquor, drugs, or a controlled substance as defined by Federal or State law.



CHAPTER 6 – Regulation of Personal Conduct and Behavior

The Park District hereby adopts the Illinois Criminal Code, 720 ILCS 5/1-1, *et seq.* and Code of Criminal Procedure, 725 ILCS 5/100-1, *et seq.*, as amended from time to time, as the rules governing criminal offenses on Park District property, except where Park District ordinances specifically establish different rules. Enforcement shall be authorized by any law enforcement officer or authorized agent.

Section 1 – Vending and Advertising

No person shall upon or in connection with any property of the Park District:

- A. Expose or offer for sale or hire any articles or things, or conduct or solicit any business, trade or occupation or profession without the approval of the Park District or its authorized agent, and then only in accordance with the terms and conditions thereof, it being the intention of the Park District to control commercial enterprises or sales on its property. The advertising or promotion of any business, production, service or profit making event is not allowed in any park or publication of the Park District, except when authorized by the Park Board of Commissioners.
- B. Display, distribute, post or fix any placard, sign, handbill, pamphlet, circular, or any other writing or printed material or objects containing advertising matter or announcements of any kind or character whatsoever without permission from the Park District or its authorized agent, except the groups holding a valid Park Use Permit, may display signs to identify their location or direct others to it, provided that such signs are temporary and are removed by permittee at the termination of the activity.
- C. Beg or solicit contributions or donations in any manner in any park, unless authorized by the Park District.

Section 2 – Unlawful Obstructions

No person shall upon or in connection with any property of the Park District:

- A. Set or place or cause to be set or placed any goods, wares, or merchandise or any stand, cart or vehicle for the transportation or vending of any such goods, wares, or merchandise or any other article upon any property of the Park District which obstructs the use of any park.
- B. By force, threat, intimidation or by any unlawful fencing or enclosing or any other unlawful means, prevent or obstruct or combine with others to prevent or obstruct any person from peacefully entering upon any property of the Park District or obstruct the entrance into any enclosure within the Park District, excepting that nothing in this section shall be construed to deny lawful enforcement of a valid permit granting a certain person or persons use to the exclusion of others as defined and provided for in this ordinance.
- C. Enter, without appropriate invitation or without having appropriate admission fee, any Park District area, facility or program which has been rented or otherwise reserved for any purpose; nor shall anyone enter any concession in any of the parks of the Park District without the consent of the concessionaire or duly authorized agent or employee; nor shall any person disturb any patron of such concession, any participant in any dance, game, picnic, or a public assemblage; nor shall any person loiter in the

immediate area of any such concession so as to impede free access to such concession by other park patrons or the flow of pedestrian traffic in and about the area of such concession.

Section 3 – Unlawful Construction or Maintenance

No person shall upon or in connection with any property of the Park District erect, construct, install, or perform any maintenance on, below, over or across a park, except by proper authorization of the Park District authorizing such activity, and then only in accordance with written permission of the Executive Director specifying in detail the work to be done and the conditions to be fulfilled pursuant to the terms of such authorization.

Section 4 – Drug or Alcohol Abuse

No person shall upon or in connection with any property of the Park District possess, give away, sell, serve, dispense or drink any alcoholic beverage, or possess, sell, deliver, smoke, inhale, inject, eat, chew, swallow, or otherwise ingest in any manner whatsoever any beer, wine, other alcoholic beverage, narcotic drug, or controlled substance; provided however, that the sale, delivery, possession and consumption of alcoholic beverages to or by any person 21 years of age or older in any specified building or within a specified area owned by the Park District, as authorized by the Park District from time to time, shall be permitted. Any person found to be in violation of this section shall be subject to arrest or ejected from the park premises.

Section 5 – Weapons and Harmful Substances

No person shall upon or in connection with any property of the Park District:

- A. At any time have in their possession or on or about their person, any firearm, knife, pistol, revolver, rifle, shotgun, ammunition, bow and arrow, crossbow, slingshot, blackjack, billy club, any device capable of discharging a projectile by air, spirit, gas or explosive, any explosive substance or harmful solid, liquid or gaseous substance, any tear gas or any disabling chemical agent or any other dangerous weapon of any kind or character whatsoever. Nothing contained herein shall be construed to prevent any duly sworn police officer from carrying such weapons as may be authorized and necessary in the discharge of their duties; nor shall it apply to any person summoned by any such officer to assist in making arrests or preserving the peace while such person is engaged in such assistance. The Park District may designate areas within a park where bows and arrows, and/or firearms can be used. In such cases, the Park District shall promulgate rules and regulations for the safe use of such devices, and no person shall fail to abide by such rules and regulations.
- B. Bring onto park property any trapping device, any incendiary bomb or material, any smoke or stink bomb, any acid or caustic substance, or any flammable liquid, except charcoal lighter or fuel contained in the fuel tank of a motor vehicle, for the usual and ordinary purposes thereof.
- C. Discharge any of the weapons or instruments, listed in Section 5A above, into or over any park from outside a park.

Section 6 – Hindering or Bribing Employees

No person shall upon or in connection with any property of the Park District:

- A. Interfere with, unreasonably disrupt or delay or in any manner hinder any Park District employee or distract him/her from the performance of his/her duties.
- B. Give or offer to give an employee any money, gift, privilege, or article of value on or off Park District property so as to violate the provisions of: this ordinance, any contract or permit, any statute of the State of Illinois or the United States, in order to gain or receive special consideration in applying for any use or privilege, or to gain special consideration and treatment in the use of any Park District property or facility.

Section 7 – Use of Facilities Restricted as to Gender

No person shall upon or in connection with any property of the Park District enter into or remain in any toilet, restroom, bathhouse, pavilion or structure or section thereof, which has been reserved and designated for use of the opposite gender, except for minor children of such age and ability so as to need to be and when accompanied and supervised by an adult. Nor shall any person loiter in or around any restroom, bathhouse or dressing room for the purpose of soliciting another to engage in sexual behavior.

Section 8 – Disorderly Conduct

No person shall upon or in connection with any property of the Park District engage in conduct that is disorderly, and a person shall be deemed to have engaged in disorderly conduct when he knowingly:

- A. Does any act in such unreasonable manner as to provoke, make or aid in making a breach of the peace.
- B. Does or undertakes an unreasonable offensive act, utterance, gesture or display which, under the circumstances, creates a clear and present danger of a breach of the peace or imminent threat of violence.
- C. Refuses or fails to cease and desist any conduct or activity likely to produce a breach of the peace where there is imminent threat of violence; and where the police have made all reasonable efforts to protect the otherwise peaceful conduct and activity, have requested that said conduct and activity be stopped, and have explained the request if there be time.
- D. Fails to obey a lawful order of dispersal by a person known by him to be a police officer under circumstances where persons are committing acts of disorderly conduct in the immediate vicinity, which acts are likely to cause substantial harm or serious inconvenience, annoyance or alarm.
- E. Assembles persons for the purpose of using force or violence to disturb the public peace.
- F. Contributes to the delinquency of a minor while within a park area.

Section 9 – Public Indecency

No person shall upon or in connection with any property of the Park District engage in conduct that is publicly indecent, and a person shall be deemed to have committed an act of public indecency when any person performs any of the following acts:

- A. An act of sexual intercourse.
- B. An act of deviant sexual conduct.
- C. A lewd exposure of the body done with intent to arouse or to satisfy the sexual desire of the person.
- D. A lewd fondling or caress of self or the body of another person of either sex.

Section 10 – Obscene Books and Pamphlets

No person shall upon or in connection with any property of the Park District knowingly exhibit, sell, give away, or offer to sell or give away in the Park District any obscene book, pamphlet, paper, drawing, movie film, picture, photograph, or any other article of any kind of an obscene nature.

Section 11 – Control and Treatment of Dogs and Domestic Animals

- A. This ordinance shall not be construed to prohibit the controlled use of certain animals approved by the Executive Director or purposes of public safety, such as but not limited to, the protection of Park District property or the protection of employees in the performance of their duties or search and rescue.

No person shall upon or in connection with any property of the Park District:

- A. Bring in, lead or carry any dog or domestic animal that is unleashed or on a leash longer than six (6) feet, except to those areas designated by the Park District for use by such animals and then only in accordance with the rules and regulations promulgated for the control of such area or areas.
- B. Bring a dog or other domestic animal into a park area where dogs or domestic animals are prohibited. Dogs and domestic animals are prohibited from within twenty-five (25) feet of a playground, picnic shelter, swimming pool, fountain, athletic field or any sites of recreation activity, such as but not limited, to recreation programs and special events which may be designated by the Park District. All dogs in those areas where such domestic animals are not prohibited shall be restrained at all times on adequate leashes not greater than six (6) feet in length and shall be accompanied by a person capable of controlling them.
 - 1. Any dog or other domestic animal found to be running at large and not under the control of any person while on Park District property may be apprehended and removed to an animal shelter, public pound or any other place provided for such purpose, all at the expense of the owner.
 - 2. Any person who brings a dog or other domestic animal onto Park District property shall cleanup and properly dispose of defecation left by the dog or other domestic animal under the control or ownership of such person.

- C. Bring in, drive, ride or lead in any animal, except in accordance with the provisions of this ordinance and the rules and restrictions promulgated for the control of such animals, except that horses, beasts of burden and draft animals may be ridden or driven ahead of vehicles attached thereto on such portions of the park as may be designated by the Park District.

Section 12 – Honoring Permits

No person shall upon or in connection with any property of the Park District by act or speech willfully or unreasonably hinder, interrupt or interfere with any duly permitted activity, or unreasonably or willfully intrude upon any areas or into any structures designated for the use of a certain person or persons to the exclusion of others.

Section 13 – Pyrotechnics

No person shall upon or in connection with any property of the Park District possess, set off or attempt to set off or ignite any firecrackers, fireworks, smoke bombs, rockets, black powder guns or other pyrotechnics without Park District approval, and then only under such rules and regulations as may be promulgated by the Park Board and subject to all local, State and Federal laws.

Section 14 – Smoking in Park District Buildings

No person shall upon or in connection with any property of the Park District smoke in any part of the Park District's buildings or within 15 feet of any building entrance, window, ventilation intake, or air conditioner pursuant to the Smoke Free Illinois Act, 410 ILCS 82/1, *et seq.* (P.A. 095-0017).

Section 15 – Lurk or Lie in Wait

No person shall lurk, lie in wait, or be concealed in any place with intent to do mischief or commit any crime or other illegal act.

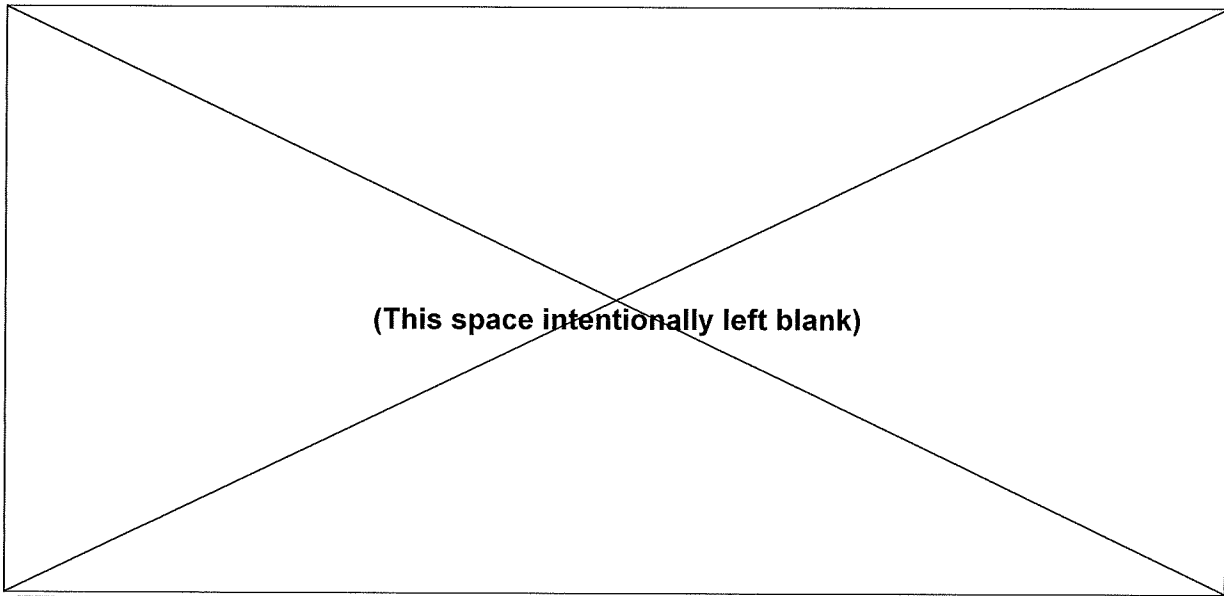
Section 16 – Loitering

No person shall loiter, loaf, wander, stand or remain idle either alone and/or in consort with others in a park facility in such a manner to:

1. Obstruct or hinder the use of a park or facility by other.
2. Obstruct or interfere in the carrying out of duties of a Park District employee or City, County or State employee performing duties in the park or park facility.

Section 17 – Littering

No person shall throw, toss, place or deposit or cause to be thrown, placed or deposited litter or offensive substances in or upon any public place in the parks or park facilities, except in the receptacles provided thereof.



CHAPTER 7 – Enforcement

State laws for Park Districts apply. This ordinance is enacted pursuant to the Park District's authority under the Illinois Park District Code, 70 ILCS 1205/1-1, *et. seq.* All persons coming upon Park District property shall abide by this ordinance. The Illinois Park District Code states that the members of the Park Board and all police officers appointed by them shall be conservators of the peace within and upon such parks, boulevards, driveways and property controlled by such Park District, and shall have power to make arrests in view of the offense, or upon warrants for violation as for breach of the peace, in the same manner as the police in cities organized and existing under the general laws of the City of Champaign, County of Champaign and the State of Illinois.

Section 1 – Police

- A. All sworn officers of the City of Champaign Police Department shall have the power and the authority to issue citations and complaints or arrest any persons found in the act of violating any ordinance of the Park District or rules or regulations thereof, ordinance of the City of Champaign or law of the State of Illinois, where applicable, and to eject said person from any park or any portion thereof for violation of any such ordinance, rule, regulation or statute.

Section 2 – Penalties

- A. Any person violating or disobeying any provision of this Ordinance may be arrested by the Police in the enforcement of this Ordinance and may be fined upon conviction the sum of ONE THOUSAND DOLLARS (\$1,000.00), which fine may be recovered by an action in the name of the Park District in the Circuit Court of Champaign County, Illinois.
- B. Payment of Violations Without Court Action:
 - 1. In case of any violations of the provisions hereof, if in the opinion of the police officer detecting such violation, it is of such a nature or kind that it does not tend to immediately endanger the public safety, and Park District property has not been damaged, such police officer may issue a "warning" complaint which indicates that payment of a lesser penalty may be paid to resolve such obligation.
 - 2. The Park District shall designate the location to which such compromise payments shall be made. In case of failure to make payments as herein provided, the officer issuing the complaint shall transmit the complaint to the Clerk of the Circuit of Champaign County, as in other cases.
- C. The Park District make also seek, in addition to or instead of fines and penalties, an order that the offender be required to make restitution for damage resulting from violations of this ordinance.

Section 3 – Rules and Regulations

The Park Board shall from time to time promulgate and make reasonable rules, practices, procedures and regulations governing the use of the various areas, facilities, devices and vehicles within the parks, and such rules and regulations shall become binding and effective

Ordinance Regulating the Use of Parks and Property Owned or Controlled by the Champaign Park District

upon their being posted at the entrance to the facility or areas governed by them and shall be enforced with the same force and effect as the other provisions of this ordinance.

Section 4 – Authority of Other Agencies

This ordinance shall not be construed to prevent other law enforcement officers from carrying out their own duties within the territories of the Park District as defined by applicable laws of the State of Illinois and United States or ordinances of Champaign County, Illinois and the City of Champaign, or in accord with any other policing agreement approved by the Park Board.

Section 5 – Permits and Designated Areas – Authority

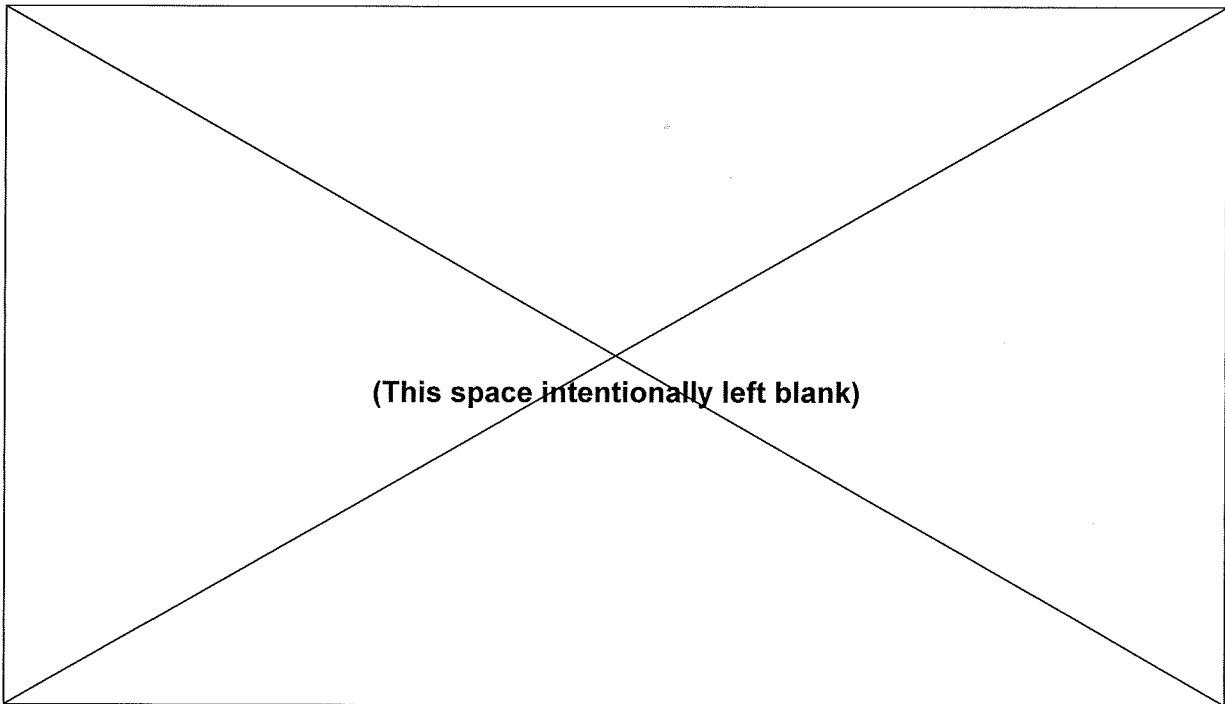
In order to carry out the terms of this ordinance, the Park District shall have the authority to issue the permits, set fees, post notices or take the other action as called for herein, subject to the provisions set forth in Chapter 2.

Section 6 – Civil Suits

This ordinance shall not be construed to prevent or preclude the lawful use by the Park District of a civil remedy at law or equity, as the case may be, to correct any abuse or loss suffered by the Park District as a result of violation of this ordinance or any law of the City of Champaign, Champaign County or State of Illinois.

Section 7 – United States, State and Local Laws

All persons within the parks of the Park District are subject to all ordinances, rules and regulations of the Park District, as well as all applicable laws of the United States, State of Illinois and local ordinances of Champaign County, Illinois and the City of Champaign, Illinois, as amended and changed from time to time. These laws include, without limitation, the Illinois Vehicle Code, the Criminal Code of the State of Illinois and Game and Fish Codes of the State of Illinois, as amended and changed from time to time.



CHAPTER 8 – Miscellaneous

Section 1 – Repeal

All Park District ordinances and parts of ordinances and all resolutions, rules and orders, or any parts thereof, in conflict or inconsistent with this ordinance, or any parts hereof, are to the extent of such conflict or inconsistency hereby repealed.

Section 2 – Enactment

This ordinance shall be in full force and effect from and after its passage and approval.

Section 3 – Captions and Headings

The captions and headings used here in are for convenience of reference only and do not define or limit the contents of each paragraph.

Section 4 – Severability

The provisions of this ordinance shall be deemed to be severable, and the invalidity or unenforceability of any provisions shall not affect the validity and enforceability of the other provisions hereof, which shall remain in full force and effect.

Section 5 – Inspection of Rules, Regulations, Designations and Schedules of Fees

Copies of all rules, regulations, designations and schedules of fees, established by the Park District Executive Director or Board of Commissioners, shall be kept in a single location and made available to the public for inspection during normal business hours at the Park District Bresnan Meeting Center, 706 Kenwood Road in Champaign, Illinois.

Section 6 – No Duty Created

This and all other Park District ordinances and resolutions shall not, unless expressly approved and adopted therein, be construed to create or impose any duty of any kind or character whatsoever upon the Park District, its Commissioners, officers, employees or agents.

CHAPTER 9 – Amendments

This ordinance may be amended from time to time by the Park District and such amendment may be shown by either marking the section amended, attaching the amendment to this ordinance, or filling in the schedule below.

DATE	CHAPTER	SECTION	TITLE OR DESCRIPTION
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REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

SUBJECT: Champaign Parks Foundation (Foundation) 2nd Quarter Financial Analysis for Fiscal Year 2017

Background

Attached is the Foundation financial update for the six months ended October 31, 2016 for discussion purposes.

Historically the information for the Foundation has not been routinely discussed with the Park Board. To provide better communication and transparency on the sources and uses of funds, attached is last fiscal report as of and for the six months ended October 31, 2016.

The detailed report shows by purpose of restriction, 5/1 beginning balance (unaudited), current month and year-to-date revenues and expenses, and the ending balance.

See discussion analysis on attached report.

Prior Board Action

None.

Recommended Action

For discussion purposes only.

Prepared by:

Andrea N. Wallace
Director of Finance

Reviewed by:

Joe DeLuce
Executive Director

**Champaign Parks Foundation
2nd Quarter Analysis
All Revenues & Expenses
For the 6 Months Ended October 31, 2016 and 2015**

	2016-2017 Current Fiscal Year- to-Date Actual	2015-2016 Prior Fiscal Year-To-Date Actual	Variance from Prior Year-to-Date
Net Assets, 5/1	\$ 675,077	\$ 620,340	\$ 54,737
<i>Revenues</i>			
Donations	\$ 37,929	\$ 47,458	
Scholarship Donations	25,050	25,285	
Raffle Ticket Sales	-	34,879	
Interest	655	1,145	
Total Revenues	\$ 63,635	\$ 108,767	\$ (45,132)
<i>Expenses</i>			
Contractual	\$ 10,548	\$ 61,951	
Commodities/Supplies	27,542	9,267	
Telecommunications	-	137	
Total Expenditures	38,090	71,355	(33,265)
Net Income (Loss)	\$ 25,545	\$ 37,412	\$ (11,868)
Net Assets, 10/31	\$ 700,622	\$ 657,752	\$ 42,870

Total revenues are \$45,132 less than prior year as a result of the prior year raffle ticket sales which did not recur in the current year. Donations are less through October 31. Expenditures are \$34,515 less than prior year in total. Contractual expenses in FYE16 includes \$6,000 for the annual financial audit. plus the annual maintenance cost for donor perfect software, and the printing of the annual appeal. Contractual expense in FYE15 included the payment for the car related to raffle of \$22,000 plus the payment of scholarships of \$25,285 to the District. The balance of scholarships in FYE16 of \$25,050 were not forwarded to the District until December. As for the Commodities/Supplies line the Foundation paid \$8,081 for Prairie Farms repairs and reimbursed the District for animal feed purchased. The funds to offset the animal feed were collected through the cash donation box at the farm and deposited into the Foundation. In addition special recreation program funds were used in amount of \$7,054 that did not occur previously. This was for the purchase of 9 wheelchairs for basketball, as well as sensory items purchased under a grant received by the Foundation on behalf of the CUSR programs.

**Champaign Parks Foundation
2nd Quarter Analysis
All Revenues & Expenses
For the 6 Months Ended October 31, 2016 and 2015**

2016-2017 Current Fiscal Year- to-Date Actual	2015-2016 Prior Fiscal Year-To-Date Actual	Variance from Prior Year-to-Date
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Note: Immaterial differences in calculations are due to rounding.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 7, 2016

SUBJECT: Champaign Park District (District) 2nd Quarter Financial Analysis for FYE2017

Background

This is a financial update for the six months ended October 31, 2016 with a comparison to budget versus actual for discussion purposes.

Attachments:

- A – Total revenues and expenditures at the fund level compared to budget
- B – Detailed revenues and expenditures by fund in budget category format
- C – Total revenues and expenditures by fund and department

Both attachments show beginning fund balance with the ending fund balance reflected on a budget and actual basis.

Column Definitions:

Original Budget – Adopted budget per Ordinance

Activity for Quarter – Actual expenditures invoiced as of quarter end date, current year

YTD – Actual expenditures invoiced as of period end date, current year

Encumbered Year-to-Date – Expenditures committed for the fiscal year but not yet invoiced

Unencumbered – Original budget less Activity for Quarter less Encumbered year-to-date

For purposes of analysis, the year-to-date budget is based on taking the annual budget distributed on the last 5-year history of actual activities by month with the exception of full-time staff, which is based on the number of pay periods in a given month. These adjustments should prove more useful in analysis of budget to actual. See attachment A for variance discussions between budget to actual and prior year. Any further variance or other questions may be directed to the Executive Director.

Prior Board Action

None.

Budget Impact

None, other than as detailed within Attachment A.

Recommended Action

For discussion purposes only.

Prepared by:

Reviewed by:

Andrea N. Wallace
Director of Finance

Joe DeLuce
Executive Director

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.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED THRU 10/31/2016	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 01 - GENERAL											
Total Revenue:	5,586,300	5,333,131	2,427,100	5,396,813	5,279,476	117,337	2.2%	-	189,487	96.6%	96.4%
Total Transfers-In:	-	-	-	-	37,311	(37,311)	-100.0%	-	-	0.0%	27.1%
Total Expenditure:	4,809,960	2,777,638	1,071,589	2,170,161	2,112,812	57,350	2.7%	57,905	2,620,298	46.3%	45.2%
Total Transfers-Out:	100,000	-	-	-	-	-	0.0%	-	100,000	0.0%	0.0%
Total Capital Outlay:	10,000	-	-	-	-	-	0.0%	-	10,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	666,340	2,555,493	1,355,511	3,226,651	3,203,975	22,676		(57,905)	(2,540,811)		

Revenues are under year-to-date budget projections. Property tax revenues collected are in line with expectations. Special receipts budgeted include expected revenues from sale of hay at Abbey Fields as well as easement fees. As of 10/31 total special receipts are on track to meet expectations, however compared to the prior year are less as a percentage of budget due to an easement fee of \$13,367 for Washington Park, the District in prior year whereas the current year-to-date has only received \$2,634 in easement fees. The other large item occurring in this year was the proceeds from sale of equipment in amount of \$9,144. Transfers in from Rec and Museum funds in past years, no longer budgeted. Better job at coding expenditures to facilities, except for wages for operations staff which remain in the General Fund. Total expenditures are under the year-to-date budget projections in all budget categories. When compared to the prior year, total expenditures as a % of budget are higher due to additional contracts in place for A&E and professional services. Fringe benefits are on track with expectations and budget and less compared to prior year to date. This decrease stems from a timing difference of \$46,365.87 health insurance payment to the City of Champaign that was rectified in August, a \$10,000 bonus that did not recur in through 2nd quarter of this year, combined with staffing changes and elections in benefits. Transfers to the land acquisition fund is usually not made until the late fall so this will appear on the 3rd quarter report.

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 02 - RECREATION											
Total Revenue:	3,947,720	3,200,878	1,251,544	3,349,782	3,213,344	136,438	4.2%	(55)	597,993	84.9%	84.0%
Total Expenditure:	3,171,838	2,076,032	780,082	1,910,006	1,993,263	(83,258)	-4.2%	6,165	1,255,667	60.4%	59.3%
Total Transfers-Out:	-	-	-	-	31,701	(31,701)	-100.0%	-	-	0.0%	6.1%
Total Capital Outlay:	10,000	10,000	-	9,700	-	9,700	100.0%	-	300	97.0%	0.0%
NET OF REVENUES & EXPENDITURES	765,882	1,114,846	471,462	1,430,076	1,188,379	241,698		(6,220)	(657,974)		

Revenues as a percentage of budget are in line with past years overall. Current year revenues are slightly ahead of prior years due to \$11,000 in sponsorships received this year but not in past, a \$10,774 increase in concession revenues mainly due to the great weather at the pool this season, fee revenues are up \$93,670 from prior year at this time, and a decrease of \$71,300 in special receipts as the District received a one-time energy efficiency rebate in prior year. The significant increase in fee revenues is comprised of teen camp revenues increasing 63% from \$5,573 to \$9,071, a 12.6% increase at Leonhard Day Camp from \$125,245 to \$141,008, a 30% increase at Douglass Seniors from \$29,396 to \$38,132 for trips planned, a 27% increase in program fees at Sholem from \$42,011 to \$53,579, and slight fluctuations in other line items. Expenditures in total are in line with budget. Similar to the increase in revenues for the various programs, expenditures also increased over prior year, but were in line with year-to-date budget. The largest fluctuation in expenditures from the prior year related to routine/periodic maintenance done at the pool that was not included in the current year capital plan. Transfers out to the general fund to assist in covering salaries for the operations staff for repairs/maintenance was not budgeted this year as those expenditures will be covered by the general fund revenues.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 03 - MUSEUM											
Total Revenue:	2,575,090	1,895,664	969,434	2,014,019	1,853,059	160,960	100.0%	(4,643)	565,714	78.0%	78.9%
Total Expenditure:	1,929,772	1,062,189	550,446	1,060,961	915,752	145,209	15.9%	27,804	841,129	56.4%	51.9%
Total Transfers-Out:	-	-	-	-	5,609	(5,609)	-100.0%	-	-	0.0%	12.0%
NET OF REVENUES & EXPENDITURES	645,318.00	833,474.72	418,988.11	953,057.94	931,697.41	21,360.53		(32,447.30)	(275,414.64)		

Revenues are ahead of year-to-date budget and slightly less as a percentage of budget compared to the prior year to date. Concession revenues at the VT reflect a 36% increase over prior year from . Total fee revenues are ahead of budgeted year-to-date target and in line with expectations. Youth theatre revenues doubled from the prior year, a new dance program was added in the current year bringing in \$4,600 more revenue, the VT was open the entire of of June this summer resulting in additional revenues across all programs including concessions. Day camp revenues were up from the prior year as well and on track with budget. Expenditures are under year-to-date budget as well. Transfers out to the general fund to assist in covering salaries for the operations staff for repairs/maintenance was not budgeted this year as those expenditures will be covered by the general fund revenues.

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 04 - LIABILITY INSURANCE											
Total Revenue:	304,000	283,357	129,680	294,830	317,936	(23,105)	100.0%	-	9,170	97.0%	97.7%
Total Expenditure:	268,180	127,350	64,564	109,197	110,510	(1,313)	-1.2%	46,477	112,506	58.0%	40.9%
Total Capital Outlay:	35,000	25,000	-	2,557	13,470	(10,914)	-81.0%	-	32,443	7.3%	19.8%
NET OF REVENUES & EXPENDITURES	820	131,007	65,117		193,955	(10,879)		(46,477)	(135,780)		

Revenues are ahead of year-to-date budget. Compared to the prior year revenues for property taxes are down due to purposefully reducing the tax levy from prior years to use excess funds. Total expenditures are under budget, however as a percentage of budget used this year verses last year expenditures increased. One important factor is insurance premiums in the past were not recorded as encumbrances. The \$46,477 is specific to those premiums due through December 2016. All expenditure budget categories are on in line with year-to-date budget estimates.

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 06 - IMRF FUND											
Total Revenue:	334,820	308,338	142,706	323,993	352,552	(28,559)	-8.1%	-	10,827	96.8%	98.3%
Total Expenditure:	358,770	179,385	87,420	158,262	168,258	(9,996)	-5.9%	-	200,508	44.1%	50.2%
NET OF REVENUES & EXPENDITURES	(23,950)	128,953	55,287	165,731	184,294	(18,562)		-	(189,681)		

Revenue received is ahead of year-to-date budget, however is less than prior year. This decrease from prior year is due to purposefully reducing the property tax levy requested in order to use excess funds to cover expenditures. The beginning fund balance is \$174,904. Average number of unduplicated members (employees) reported to IMRF for the 2nd quarter in FY2017 is 97 compared to 98 in prior year. The employer contribution rate decreased 6.9% from calendar year 2016 to calendar year 2015, which helps to offset the increase in the average number of participants.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016		YTD 10/31/2016						YTD 10/31/2015
Fund 08 - AUDIT FUND											
Total Revenue:	20,340	19,100	8,402	19,079	19,288	(210)	-1.1%	-	1,261	93.8%	97.2%
Total Expenditure:	20,000	20,000	1,900	15,400	17,200	(1,800)	-10.5%	4,100	500	97.5%	84.1%
NET OF REVENUES & EXPENDITURES	340	(900)	6,502	3,679	2,088	1,590		(4,100)	761		

Revenues are on track with expectations for current year budget. As compared to prior year, revenues are less than budget as a percentage due to requesting less property tax revenues than in prior year. A request for proposal in FY16 resulted in a change in audit firms coupled with a decrease in the overall audit fees for the upcoming fiscal year. The new audit firm performed and billed for services the same as prior auditors, but given the total audit fee decrease and timing of when work was performed more expenditures were recorded at 7/31. The balance of the audit fee to be invoiced as of 10/31 is reflected in the "encumbered year-to-date" column as \$4,100. The beginning fund balance is \$11,583 and represents 58% of budgeted operating expenditures.

FUND	2016-17	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016		YTD 10/31/2016						YTD 10/31/2015
Fund 09 - PAVING AND LIGHTING FUND											
Total Revenue:	78,780	75,472	33,234	75,357	74,022	1,336	1.8%	-	3,423	95.7%	96.9%
Total Expenditure:	78,000	75,000	61,892	62,197	25,680	36,517	142.2%	-	15,803	79.7%	29.2%
NET OF REVENUES & EXPENDITURES	780	472	(28,658)	13,160	48,342	(35,181)		-	(12,380)		

Encumbered year-to-date is for the 2016 general concrete work that was approved at the 7/13/16 board meeting (project #17RM02). Also added \$30,759 for the seal coating and line striping bid that was approved at the 8/10/16 Board meeting (project #17RM09). Beginning fund balance is \$141,245.

FUND	2016-17	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016		YTD 10/31/2016						YTD 10/31/2015
Fund 11 - ACTIVITY AND AFFILIATES FUND											
Total Revenue:	9,230	1,089	315	461	(203)	664	-326.7%	-	8,769	5.0%	-2.2%
Total Expenditure:	9,150	5,705	601	5,631	3,246	2,384	73.4%	-	3,519	61.5%	35.7%
NET OF REVENUES & EXPENDITURES	80	(4,616)	(286)	(5,170)	(3,450)	(1,720)		-	4,964.55		

Revenues are under the year-to-date budget estimate. Revenues for this fund include interest, revenue share received from the use of the purchase card purchases, Pepsi vending machine proceeds earned (generally received in January each year). The other revenues included in budget is \$3,000 for the 2 PDRMA safety awards generally received by the District each year (Dec/Jan). Expenditures are well over prior year due to the implementation of the POSI program that started in the prior year. In the 1st quarter staff purchased \$3,520 in gift cards to be distributed to employees that had earned a set number of POSI bucks. Human Resources can provide further details. In addition \$736 was used for staff appreciation and quarterly staff meetings that was not spent in the prior year as of 10/31.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 12 - SPECIAL DONATIONS FUND											
Total Revenue:	52,220	23,199	6,432	14,910	39,048	(24,138)	-61.8%	-	37,310	28.6%	58.1%
Total Expenditure:	52,100	38,300	8,093	41,859	26,313	15,547	59.1%	-	10,241	80.3%	39.2%
NET OF REVENUES & EXPENDITURES	120	(15,101)	(1,661)	(26,949)	12,736	(39,685)		-	27,069		

Revenues shown are below year-to-date budget; however there is \$25,050 in scholarships receipts in the Foundation that will be sent to the District in December. With that revenue factored in total revenues will be at \$48,249 at December 31, which is 92% of budget. As a result of the excellent year in FY16 scholarship revenues, the District was able to award more scholarships this year. The District only awards out funds that are available, and the budget is an estimate of the awards to be issued based on past trends.

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 14 - SOCIAL SECURITY FUND											
Total Revenue:	365,700	347,242	156,054	354,230	349,408	4,822	1.4%	-	11,470	96.9%	96.5%
Total Expenditure:	374,610	235,401	114,892	233,170	221,031	12,140	5.5%	-	141,440	62.2%	58.3%
NET OF REVENUES & EXPENDITURES	(8,910)	111,841	41,162	121,060	128,378	(7,318)		-	(129,970)		

Revenues are on track with prior year as a percentage of total budget used, and ahead of budgeted year-to-date revenues. Expenditures are under year-to-date budget, and in line with expectations and the increase in personnel costs from the prior year seen in other funds due to staff being hired earlier than in past years.

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 15 - SPECIAL RECREATION FUND											
Total Revenue:	979,430	894,644	396,670	904,301	867,345	36,955	4.3%	-	75,129	92.3%	89.7%
Total Expenditure:	710,390	426,873	158,426	348,534	283,912	64,622	22.8%	3,643	358,213	49.6%	47.1%
Total Capital Outlay:	764,570	471,650	76,659	267,455	44,580	222,875	499.9%	-	497,116	35.0%	8.7%
NET OF REVENUES & EXPENDITURES	(495,530)	(3,878)	161,585	288,313	538,854	(250,541)		(3,643)	(780,200)		

Revenues are on track with expectations used in the budget, as are total expenditures. Capital outlay is also in line with year-to-date budget. The significant increase from the prior year actual is due to the Hessel Park phase 1 (playground) project that is in progress this year. There was not a similar project to this scale last year. It is anticipated that there will be a surplus from capital projects for Hessel Park Phase 2/3 for ADA improvements of \$400,000 will be carried forward to FY18.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 16 - CAPITAL IMPROVEMENTS FUND											
Total Revenue:	714,810	100,508	351,315	399,936	103,927	296,008	284.8%	-	314,874	55.9%	25.5%
Total Transfers-In:	-	-	-	-	-	-	0.0%	-	-	0.0%	0.0%
Total Capital Outlay:	2,244,560	898,100	285,398	649,904	407,469	242,435	59.5%	5,570	1,639,671	29.2%	38.9%
NET OF REVENUES & EXPENDITURES	(1,529,750)	(797,592)	65,917	(249,968)	(303,541)	53,573		(5,570)	(1,324,797)		

Revenues are in line with budgeted year-to-date. It is important to note that the total revenues will be approximately \$57,000 less than total budget based on the estimate published by the Illinois Department of Revenue in August 2016. The year-to-date revenues have been adjusted to reflect this decrease. As for expenditures, the following projects have been added to the "encumbrance year-to-date" column to reflect items approved by the board but not yet entered into the accounting system. Those additional items include Douglass gym floor replacement (8/10/16, project #170008), amendment to Hessel Park phase 2/3 architectural/engineering services (8/10/16, project #170015). Of the completed projects for safety surfacing at LRC, replacement fencing, and lindsey tennis courts, the "savings" of \$14,431 were applied towards the HP amendment of \$12,850. It is anticipated that there will be a surplus from capital projects for Hessel Park Phase 2/3 of \$170,825 as well as Heritage Park phase I of \$1,132,560 will be carried forward to FY18.

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 19 - POLICE PROTECTION											
Total Revenue:	20,450	18,985	8,454	19,169	19,330	(162)	-0.8%	-	1,281	93.7%	97.2%
Total Expenditure:	20,430	15,567	14,569	14,569	12,902	1,667	12.9%	-	5,861	71.3%	64.9%
NET OF REVENUES & EXPENDITURES	20	10,513.08	(6,116)	4,600	6,428	(1,828)		-	(4,580)		

Revenues are on track with the year-to-date budget. Revenues are slightly less than prior year as the property tax levy was reduced slightly from the prior year. Expenditures on track with budget. Beginning fund balance is \$42,458.

FUND	2016-17	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 10/31/2016	QUARTER 10/31/2016	YTD 10/31/2016	YTD 10/31/2015						% BDGT USED
Fund 21 - BOND AMORTIZATION FUND											
Total Revenue:	1,100,500	934,046	470,889	1,068,705	708,427	360,278	50.9%	-	31,795	97.1%	96.7%
Total Transfers-Out:	1,100,500	-	-	-	-	-	0.0%	-	1,100,500	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	-	934,046	470,889	1,068,705	708,427	360,278		-	(1,068,705)		

Revenues are ahead of year-to-date budget. Transfers-out will occur in November when the funds are transferred to Fund 22-Bond Proceeds Fund to pay off the 2015 annual general obligation debt and interest payment that is due 12/1. Overall fund is on tract with budgeted expectations and transfer to pay the 2015 GO bond was made in November 2015.

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 22 - BOND PROCEEDS FUND											
Total Revenue:	800	215	553	831	588	243	41.4%	-	(31)	103.9%	0.1%
Total Transfers-In:	1,100,500	-	-	-	-	-	0.0%	-	1,100,500	0.0%	0.0%
Total Expenditure:	3,660	958	-	428	-	428	100.0%	-	3,232	11.7%	0.0%
Total Capital Outlay:	560,000	370,000	1,700	26,990	142,675	(115,685)	-81.1%	157,270	375,740	32.9%	12.2%
Total Debt Service:	536,030	58,625	-	58,625	525,250	(466,625)	-88.8%	-	477,405	10.9%	98.8%
NET OF REVENUES & EXPENDITURES	1,610	(429,369)	(1,147)	(85,212)	(667,337)	582,125		(157,270)	244,092		

Revenues are ahead of year-to-date budget. Transfers-in will occur in November when the funds are transferred from Fund 21-Bond Amortization Fund to cover the annual general obligation debt payment that is due 12/1. Year-to-date expenditures are below year-to-date projected budget specific to project #170019 Dodds Tennis Court Refurbishment budgeted at \$60,000 but actual bid accepted was \$25,290. At the July 13 board meeting, \$26,520 of the remaining funds for this project were reallacted to be used for the Spalding Park Tennis Courts refurbishment. Total debt service is less than the prior year and will continue to decline as the alternate revenue bonds are paid down. The next installment of the bonds is set for December. It is anticipated that there will be a surplus from capital projects for Hessel Park Phase 2/3 of \$200,000 will be carried forward to FY18.

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 24 - LAND ACQUISITION FUND											
Total Revenue:	1,300	579	530	1,035	386	649	168.1%	-	265	79.6%	110.3%
Total Transfers-In:	100,000	-	-	-	-	-	0.0%	-	100,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	101,300	579	530		386	649		-	100,265		

Revenues are ahead of year-to-date budget. Transfers-in generally are made in the fall each year from the General Fund. This will occur before the end of the 3rd quarter financial reports.

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 25 - PARK DEVELOPMENT FUND											
Total Revenue:	2,700	1,351	827	1,514	-	1,514	100.0%	-	1,186	56.1%	0.0%
NET OF REVENUES & EXPENDITURES	2,700	1,351	827	1,514	-	1,514		-	1,186		

This is a new fund that was established by the Board of Commissioners in FY16 as a way to set aside excess funds to be used for a future project(s). The only item budgeted in the current year is interest on these beginning fund balance, which is \$700,065.67

**CHAMPAIGN PARK DISTRICT
2ND QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE SIX MONTHS ENDED 10/31/2016**

ATTACHMENT A

FUND	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 26 - TRAILS AND PATHWAYS FUND											
Total Revenue:	380	190	116	209	-	209	100.0%	-	171	55.1%	0.0%
NET OF REVENUES & EXPENDITURES	380	190	116	209	-	209		-	171		

This is a new fund that was established by the Board of Commissioners in FY16 as a way to set aside excess funds to be used for future trails and pathways projects not yet identified. The only item budgeted in the current year is interest on these beginning fund balance, which is \$100,010.94

ALL FUNDS COMBINED	2016-17 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 10/31/2016	ACTIVITY FOR QUARTER 10/31/2016	YTD 10/31/2016	PRIOR YTD 10/31/2015	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
TOTAL REVENUES - ALL FUNDS	\$ 17,295,070	\$ 13,437,989	\$ 6,354,255	\$ 14,239,173	\$ 13,235,244	\$ 1,003,929	7.6%	\$ (4,698)	\$ 3,060,595	82.3%	
TOTAL EXPENDITURES - ALL FUNDS	\$ 17,167,520	\$ 8,873,775	\$ 3,278,231	\$ 7,145,606	\$ 7,061,634	\$ 83,971	1.2%	\$ 308,933	\$ 9,802,092	43.4%	
OF REVENUES & EXPENDITURES ALL FUNDS	\$ 127,550	\$ 4,564,214	\$ 3,076,024	\$ 7,093,568	\$ 6,173,610	\$ 919,958		\$ (313,631)	\$ (6,741,498)		

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

Attachment B

GL NUMBER	DESCRIPTION	2016-17	ACTIVITY FOR	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	% BDGT
		ORIGINAL	QUARTER					
		BUDGET	10/31/16	10/31/2016	YEAR-TO-DATE	BALANCE		
Fund 01 - GENERAL								
	PROPERTY TAX REVENUE	5,403,300.00	2,303,398.23	5,231,862.63	0.00	171,437.37	96.83	96.85
	CHARGE FOR SERVICE REVENUE	133,150.00	99,833.72	129,607.12	0.00	3,542.88	97.34	75.91
	CONTRIBUTIONS/SPONSORSHIPS	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
	INTEREST INCOME	28,000.00	11,157.17	19,742.18	0.00	8,257.82	70.51	125.84
	SPECIAL RECEIPTS	19,350.00	12,711.07	15,600.82	0.00	3,749.18	80.62	111.89
	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	27.12
	TOTAL REVENUES	5,586,300.00	2,427,100.19	5,396,812.75	0.00	189,487.25	96.61	94.73
	SALARIES AND WAGES	2,567,600.00	631,696.25	1,161,210.91	0.00	1,406,389.09	45.23	46.45
	FRINGE BENEFITS	385,560.00	82,161.78	156,028.53	0.00	229,531.47	40.47	42.82
	CONTRACTUAL	922,150.00	201,108.23	412,116.12	68,254.33	466,278.80	50.74	42.40
	COMMODITIES/SUPPLIES	555,060.00	67,444.29	248,350.53	8,412.00	302,967.47	45.87	49.29
	UTILITIES	154,590.00	40,784.62	78,515.56	0.00	76,074.44	50.79	47.31
	ROUTINE/PERIODIC MAINTENANCE	225,000.00	48,394.02	113,939.81	8,454.16	111,841.10	52.25	37.39
	CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
	TRANSFERS TO OTHER FUNDS	100,000.00	0.00	0.00	0.00	100,000.00	0.00	0.00
	TOTAL EXPENDITURES	4,919,960.00	1,071,589.19	2,170,161.46	85,120.49	2,703,082.37	45.48	35.77
	Fund 01 - GENERAL:							
	TOTAL REVENUES	5,586,300.00	2,427,100.19	5,396,812.75	0.00	189,487.25	96.61	94.73
	TOTAL EXPENDITURES	4,919,960.00	1,071,589.19	2,170,161.46	85,120.49	2,703,082.37	45.48	35.77
	NET OF REVENUES & EXPENDITURES	666,340.00	1,355,511.00	3,226,651.29	(85,120.49)	(2,513,595.12)	500.29	1,088.10
Fund 02 - RECREATION								
	PROPERTY TAX REVENUE	1,963,110.00	838,767.65	1,905,149.30	0.00	57,960.70	97.05	95.61
	CHARGE FOR SERVICE REVENUE	1,625,760.00	330,557.94	1,205,636.13	(55.00)	420,178.87	74.15	76.38
	CONTRIBUTIONS/SPONSORSHIPS	15,400.00	250.00	11,250.00	0.00	4,150.00	73.05	32.93
	MERCHANDISE/CONCESSION REV	130,470.00	24,588.46	128,048.95	0.00	2,421.05	98.14	110.56
	INTEREST INCOME	6,720.00	2,072.87	4,609.94	0.00	2,110.06	68.60	67.59
	SPECIAL RECEIPTS	206,260.00	55,307.28	95,087.78	0.00	111,172.22	46.10	34.38
	TOTAL REVENUES	3,947,720.00	1,251,544.20	3,349,782.10	(55.00)	597,992.90	84.85	84.01
	SALARIES AND WAGES	1,832,341.00	510,565.37	1,150,423.52	0.00	681,917.48	62.78	60.45
	FRINGE BENEFITS	151,640.00	32,002.47	63,733.56	0.00	87,906.44	42.03	38.69
	CONTRACTUAL	423,237.00	66,795.28	243,282.50	5,720.00	174,234.50	58.83	60.10
	COMMODITIES/SUPPLIES	381,010.00	62,884.33	245,841.11	445.00	134,723.89	64.64	61.25
	UTILITIES	373,610.00	107,834.92	206,725.01	0.00	166,884.99	55.33	49.54
	ROUTINE/PERIODIC MAINTENANCE	10,000.00	0.00	0.00	0.00	10,000.00	0.00	87.57
	CAPITAL OUTLAY	10,000.00	0.00	9,700.00	0.00	300.00	97.00	0.00
	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	6.13
	TOTAL EXPENDITURES	3,181,838.00	780,082.37	1,919,705.70	6,165.00	1,255,967.30	60.53	52.18
	Fund 02 - RECREATION:							
	TOTAL REVENUES	3,947,720.00	1,251,544.20	3,349,782.10	(55.00)	597,992.90	84.85	84.01
	TOTAL EXPENDITURES	3,181,838.00	780,082.37	1,919,705.70	6,165.00	1,255,967.30	60.53	52.18
	NET OF REVENUES & EXPENDITURES	765,882.00	471,461.83	1,430,076.40	(6,220.00)	(657,974.40)	185.91	2,129.62
Fund 03 - MUSEUM								
	PROPERTY TAX REVENUE	1,342,800.00	573,622.67	1,302,907.15	0.00	39,892.85	97.03	96.61
	CHARGE FOR SERVICE REVENUE	1,013,350.00	342,494.69	589,006.68	(4,685.98)	429,029.30	57.66	63.33
	CONTRIBUTIONS/SPONSORSHIPS	62,870.00	24,758.22	50,631.22	0.00	12,238.78	80.53	115.40
	MERCHANDISE/CONCESSION REV	93,300.00	17,875.75	42,996.25	0.00	50,303.75	46.08	40.03
	INTEREST INCOME	5,100.00	2,154.44	3,651.50	0.00	1,448.50	71.60	105.84
	SPECIAL RECEIPTS	57,670.00	8,528.39	24,826.19	0.00	32,843.81	43.05	25.92

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	ACTIVITY FOR QUARTER 10/31/16	YTD BALANCE 10/31/2016	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 03 - MUSEUM								
TOTAL REVENUES		2,575,090.00	969,434.16	2,014,018.99	(4,685.98)	565,756.99	78.03	78.86
SALARIES AND WAGES		778,060.00	230,424.44	445,706.06	0.00	332,353.94	57.28	54.71
FRINGE BENEFITS		100,110.00	20,956.76	40,977.01	0.00	59,132.99	40.93	42.75
CONTRACTUAL		764,522.00	241,437.10	440,565.90	41,976.84	282,009.26	63.11	50.24
COMMODITIES/SUPPLIES		171,590.00	25,599.75	71,793.87	971.35	98,916.78	42.38	57.63
UTILITIES		115,490.00	32,028.00	61,918.21	0.00	53,571.79	53.61	48.54
ROUTINE/PERIODIC MAINTENANCE		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS TO OTHER FUNDS		0.00	0.00	0.00	0.00	0.00	0.00	12.04
TOTAL EXPENDITURES		1,929,772.00	550,446.05	1,060,961.05	42,948.19	825,984.76	57.20	50.83
Fund 03 - MUSEUM:								
TOTAL REVENUES		2,575,090.00	969,434.16	2,014,018.99	(4,685.98)	565,756.99	78.03	78.86
TOTAL EXPENDITURES		1,929,772.00	550,446.05	1,060,961.05	42,948.19	825,984.76	57.20	50.83
NET OF REVENUES & EXPENDITURES		645,318.00	418,988.11	953,057.94	(47,634.17)	(260,227.77)	140.33	173.48
Fund 04 - LIABILITY INSURANCE								
PROPERTY TAX REVENUE		302,300.00	129,116.11	293,270.08	0.00	9,029.92	97.01	96.53
CHARGE FOR SERVICE REVENUE		500.00	(5.00)	495.00	0.00	5.00	99.00	100.00
INTEREST INCOME		1,200.00	569.28	1,065.07	0.00	134.93	88.76	103.68
TOTAL REVENUES		304,000.00	129,680.39	294,830.15	0.00	9,169.85	96.98	97.65
SALARIES AND WAGES		43,840.00	11,796.96	21,065.98	0.00	22,774.02	48.05	47.92
FRINGE BENEFITS		8,810.00	2,201.88	4,220.06	0.00	4,589.94	47.90	44.22
CONTRACTUAL		10,150.00	129.50	402.00	0.00	9,748.00	3.96	50.42
COMMODITIES/SUPPLIES		7,900.00	481.75	2,571.00	0.00	5,329.00	32.54	41.59
INSURANCE		197,480.00	49,953.70	80,938.04	46,476.50	70,065.46	64.52	38.15
CAPITAL OUTLAY		35,000.00	0.00	2,556.53	0.00	32,443.47	7.30	19.81
TOTAL EXPENDITURES		303,180.00	64,563.79	111,753.61	46,476.50	144,949.89	52.19	36.65
Fund 04 - LIABILITY INSURANCE:								
TOTAL REVENUES		304,000.00	129,680.39	294,830.15	0.00	9,169.85	96.98	97.65
TOTAL EXPENDITURES		303,180.00	64,563.79	111,753.61	46,476.50	144,949.89	52.19	36.65
NET OF REVENUES & EXPENDITURES		820.00	65,116.60	183,076.54	(46,476.50)	(135,780.04)	6,658.54	1,525.28
Fund 06 - IMRF FUND								
PROPERTY TAX REVENUE		334,170.00	142,419.81	323,487.50	0.00	10,682.50	96.80	98.24
INTEREST INCOME		650.00	286.54	505.86	0.00	144.14	77.82	140.44
TOTAL REVENUES		334,820.00	142,706.35	323,993.36	0.00	10,826.64	96.77	98.27
FRINGE BENEFITS		358,770.00	87,419.81	158,261.98	0.00	200,508.02	44.11	50.23
TOTAL EXPENDITURES		358,770.00	87,419.81	158,261.98	0.00	200,508.02	44.11	50.23
Fund 06 - IMRF FUND:								
TOTAL REVENUES		334,820.00	142,706.35	323,993.36	0.00	10,826.64	96.77	98.27
TOTAL EXPENDITURES		358,770.00	87,419.81	158,261.98	0.00	200,508.02	44.11	50.23
NET OF REVENUES & EXPENDITURES		(23,950.00)	55,286.54	165,731.38	0.00	(189,681.38)	691.99	775.81
Fund 08 - AUDIT FUND								
PROPERTY TAX REVENUE		20,280.00	8,385.76	19,047.51	0.00	1,232.49	93.92	97.16
INTEREST INCOME		60.00	15.85	31.04	0.00	28.96	51.73	106.70

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	ACTIVITY FOR QUARTER 10/31/16	YTD BALANCE 10/31/2016	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 08 - AUDIT FUND								
TOTAL REVENUES		20,340.00	8,401.61	19,078.55	0.00	1,261.45	93.80	97.17
CONTRACTUAL		20,000.00	1,900.00	15,400.00	4,100.00	500.00	97.50	84.11
TOTAL EXPENDITURES		20,000.00	1,900.00	15,400.00	4,100.00	500.00	97.50	84.11
Fund 08 - AUDIT FUND:								
TOTAL REVENUES		20,340.00	8,401.61	19,078.55	0.00	1,261.45	93.80	97.17
TOTAL EXPENDITURES		20,000.00	1,900.00	15,400.00	4,100.00	500.00	97.50	84.11
NET OF REVENUES & EXPENDITURES		340.00	6,501.61	3,678.55	(4,100.00)	761.45	123.96	348.01
Fund 09 - PAVING AND LIGHTING FUND								
PROPERTY TAX REVENUE		78,420.00	33,021.32	75,003.71	0.00	3,416.29	95.64	96.84
INTEREST INCOME		360.00	212.47	353.71	0.00	6.29	98.25	124.62
TOTAL REVENUES		78,780.00	33,233.79	75,357.42	0.00	3,422.58	95.66	96.88
ROUTINE/PERIODIC MAINTENANCE		78,000.00	61,891.53	62,197.34	0.00	15,802.66	79.74	29.18
TOTAL EXPENDITURES		78,000.00	61,891.53	62,197.34	0.00	15,802.66	79.74	29.18
Fund 09 - PAVING AND LIGHTING FUND:								
TOTAL REVENUES		78,780.00	33,233.79	75,357.42	0.00	3,422.58	95.66	96.88
TOTAL EXPENDITURES		78,000.00	61,891.53	62,197.34	0.00	15,802.66	79.74	29.18
NET OF REVENUES & EXPENDITURES		780.00	(28,657.74)	13,160.08	0.00	(12,380.08)	1,687.19	416.92
Fund 11 - ACTIVITY AND AFFILIATES FUND								
CHARGE FOR SERVICE REVENUE		4,700.00	0.00	0.00	0.00	4,700.00	0.00	2.70
INTEREST INCOME		80.00	35.80	61.48	0.00	18.52	76.85	81.52
SPECIAL RECEIPTS		4,450.00	279.21	399.05	0.00	4,050.95	8.97	(9.13)
TOTAL REVENUES		9,230.00	315.01	460.53	0.00	8,769.47	4.99	(2.23)
CONTRACTUAL		0.00	0.00	0.00	0.00	0.00	0.00	9.50
COMMODITIES/SUPPLIES		9,150.00	600.57	5,630.64	0.00	3,519.36	61.54	38.95
TOTAL EXPENDITURES		9,150.00	600.57	5,630.64	0.00	3,519.36	61.54	35.71
Fund 11 - ACTIVITY AND AFFILIATES FUND:								
TOTAL REVENUES		9,230.00	315.01	460.53	0.00	8,769.47	4.99	2.23
TOTAL EXPENDITURES		9,150.00	600.57	5,630.64	0.00	3,519.36	61.54	35.71
NET OF REVENUES & EXPENDITURES		80.00	(285.56)	(5,170.11)	0.00	5,250.11	6,462.64	100.00
Fund 12 - SPECIAL DONATIONS FUND								
CHARGE FOR SERVICE REVENUE		2,100.00	954.00	2,510.00	0.00	(410.00)	119.52	75.19
CONTRIBUTIONS/SPONSORSHIPS		50,000.00	5,406.05	12,284.01	0.00	37,715.99	24.57	57.53
INTEREST INCOME		120.00	71.95	115.90	0.00	4.10	96.58	97.43
TOTAL REVENUES		52,220.00	6,432.00	14,909.91	0.00	37,310.09	28.55	58.13
CONTRACTUAL		52,100.00	8,093.00	41,859.00	0.00	10,241.00	80.34	39.17
TOTAL EXPENDITURES		52,100.00	8,093.00	41,859.00	0.00	10,241.00	80.34	39.17

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	ACTIVITY FOR QUARTER 10/31/16	YTD BALANCE 10/31/2016	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 12 - SPECIAL DONATIONS FUND								
Fund 12 - SPECIAL DONATIONS FUND:								
TOTAL REVENUES		52,220.00	6,432.00	14,909.91	0.00	37,310.09	28.55	58.13
TOTAL EXPENDITURES		52,100.00	8,093.00	41,859.00	0.00	10,241.00	80.34	39.17
NET OF REVENUES & EXPENDITURES		120.00	(1,661.00)	(26,949.09)	0.00	27,069.09	12,457.58	100.00
Fund 14 - SOCIAL SECURITY FUND								
PROPERTY TAX REVENUE		365,100.00	155,723.45	353,704.89	0.00	11,395.11	96.88	96.53
INTEREST INCOME		600.00	330.74	525.00	0.00	75.00	87.50	69.14
TOTAL REVENUES		365,700.00	156,054.19	354,229.89	0.00	11,470.11	96.86	96.49
FRINGE BENEFITS		374,610.00	114,892.23	233,170.39	0.00	141,439.61	62.24	58.30
TOTAL EXPENDITURES		374,610.00	114,892.23	233,170.39	0.00	141,439.61	62.24	58.30
Fund 14 - SOCIAL SECURITY FUND:								
TOTAL REVENUES		365,700.00	156,054.19	354,229.89	0.00	11,470.11	96.86	96.49
TOTAL EXPENDITURES		374,610.00	114,892.23	233,170.39	0.00	141,439.61	62.24	58.30
NET OF REVENUES & EXPENDITURES		(8,910.00)	41,161.96	121,059.50	0.00	(129,969.50)	1,358.69	756.50
Fund 15 - SPECIAL RECREATION FUND								
PROPERTY TAX REVENUE		832,960.00	356,255.73	803,710.28	0.00	29,249.72	96.49	96.48
CHARGE FOR SERVICE REVENUE		139,470.00	38,041.00	95,867.75	0.00	43,602.25	68.74	50.82
CONTRIBUTIONS/SPONSORSHIPS		900.00	0.00	0.00	0.00	900.00	0.00	0.00
INTEREST INCOME		5,800.00	2,367.50	4,422.62	0.00	1,377.38	76.25	83.65
SPECIAL RECEIPTS		300.00	6.00	300.00	0.00	0.00	100.00	149.03
TOTAL REVENUES		979,430.00	396,670.23	904,300.65	0.00	75,129.35	92.33	89.68
SALARIES AND WAGES		447,860.00	115,720.61	270,942.32	0.00	176,917.68	60.50	55.16
FRINGE BENEFITS		89,000.00	7,181.18	14,900.31	29,228.42	44,871.27	49.58	14.65
CONTRACTUAL		110,510.00	24,564.39	39,793.66	17,729.70	52,986.64	52.05	45.24
COMMODITIES/SUPPLIES		46,700.00	6,990.01	15,727.38	32.50	30,940.12	33.75	43.00
UTILITIES		6,320.00	1,589.27	3,201.96	0.00	3,118.04	50.66	49.72
INSURANCE		10,000.00	2,380.80	3,968.00	2,380.80	3,651.20	63.49	40.31
CAPITAL OUTLAY		764,570.00	76,659.00	267,454.50	0.00	497,115.50	34.98	8.72
TOTAL EXPENDITURES		1,474,960.00	235,085.26	615,988.13	49,371.42	809,600.45	45.11	29.47
Fund 15 - SPECIAL RECREATION FUND:								
TOTAL REVENUES		979,430.00	396,670.23	904,300.65	0.00	75,129.35	92.33	89.68
TOTAL EXPENDITURES		1,474,960.00	235,085.26	615,988.13	49,371.42	809,600.45	45.11	29.47
NET OF REVENUES & EXPENDITURES		(495,530.00)	161,584.97	288,312.52	(49,371.42)	(734,471.10)	48.22	365.27
Fund 16 - CAPITAL IMPROVEMENTS FUND								
PERSONAL PROPERTY REPLACEMENT TAXES		293,400.00	48,994.67	96,748.73	0.00	196,651.27	32.98	35.35
INTEREST INCOME		3,500.00	2,320.16	3,187.06	0.00	312.94	91.06	430.46
SPECIAL RECEIPTS		417,910.00	300,000.00	300,000.00	0.00	117,910.00	71.79	0.00
TRANSFERS FROM OTHER FUNDS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		714,810.00	351,314.83	399,935.79	0.00	314,874.21	55.95	5.29
CAPITAL OUTLAY		2,244,560.00	285,398.09	649,904.10	5,570.00	1,639,670.90	28.56	38.90
TOTAL EXPENDITURES		2,244,560.00	285,398.09	649,904.10	5,570.00	1,639,670.90	28.56	38.90

REVENUE AND EXPENDITURE
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	ACTIVITY FOR QUARTER 10/31/16	YTD BALANCE 10/31/2016	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 16 - CAPITAL IMPROVEMENTS FUND								
Fund 16 - CAPITAL IMPROVEMENTS FUND:								
TOTAL REVENUES		714,810.00	351,314.83	399,935.79	0.00	314,874.21	55.95	5.29
TOTAL EXPENDITURES		2,244,560.00	285,398.09	649,904.10	5,570.00	1,639,670.90	28.56	38.90
NET OF REVENUES & EXPENDITURES		(1,529,750.00)	65,916.74	(249,968.31)	(5,570.00)	(1,324,796.69)	16.17	33.16
Fund 19 - POLICE PROTECTION								
PROPERTY TAX REVENUE		20,300.00	8,385.76	19,047.51	0.00	1,252.49	93.83	97.16
INTEREST INCOME		150.00	67.83	121.31	0.00	28.69	80.87	106.00
TOTAL REVENUES		20,450.00	8,453.59	19,168.82	0.00	1,281.18	93.74	97.19
CONTRACTUAL		20,430.00	14,569.23	14,569.23	0.00	5,860.77	71.31	64.87
TOTAL EXPENDITURES		20,430.00	14,569.23	14,569.23	0.00	5,860.77	71.31	64.87
Fund 19 - POLICE PROTECTION:								
TOTAL REVENUES		20,450.00	8,453.59	19,168.82	0.00	1,281.18	93.74	97.19
TOTAL EXPENDITURES		20,430.00	14,569.23	14,569.23	0.00	5,860.77	71.31	64.87
NET OF REVENUES & EXPENDITURES		20.00	(6,115.64)	4,599.59	0.00	(4,579.59)	12,997.95	100.00
Fund 21 - BOND AMORTIZATION FUND								
PROPERTY TAX REVENUE		1,100,000.00	470,139.51	1,067,859.26	0.00	32,140.74	97.08	96.63
INTEREST INCOME		500.00	749.02	845.57	0.00	(345.57)	169.11	215.35
TOTAL REVENUES		1,100,500.00	470,888.53	1,068,704.83	0.00	31,795.17	97.11	96.69
TRANSFERS TO OTHER FUNDS		1,100,500.00	0.00	0.00	0.00	1,100,500.00	0.00	0.00
TOTAL EXPENDITURES		1,100,500.00	0.00	0.00	0.00	1,100,500.00	0.00	0.00
Fund 21 - BOND AMORTIZATION FUND:								
TOTAL REVENUES		1,100,500.00	470,888.53	1,068,704.83	0.00	31,795.17	97.11	96.69
TOTAL EXPENDITURES		1,100,500.00	0.00	0.00	0.00	1,100,500.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	470,888.53	1,068,704.83	0.00	(1,068,704.83)	100.00	187.85
Fund 22 - BOND PROCEEDS FUND								
INTEREST INCOME		800.00	553.03	831.26	0.00	(31.26)	103.91	294.01
SPECIAL RECEIPTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS FROM OTHER FUNDS		1,100,500.00	0.00	0.00	0.00	1,100,500.00	0.00	0.00
TOTAL REVENUES		1,101,300.00	553.03	831.26	0.00	1,100,468.74	0.08	0.03
CONTRACTUAL		3,660.00	0.00	428.00	0.00	3,232.00	11.69	0.00
CAPITAL OUTLAY		560,000.00	1,700.00	26,990.00	157,270.00	375,740.00	32.90	12.17
DEBT SERVICE PRINCIPAL		410,000.00	0.00	0.00	410,000.00	0.00	100.00	100.00
DEBT SERVICE INTEREST/FEES		126,030.00	0.00	58,625.00	58,625.00	8,780.00	93.03	95.31
TOTAL EXPENDITURES		1,099,690.00	1,700.00	86,043.00	625,895.00	387,752.00	64.74	39.08
Fund 22 - BOND PROCEEDS FUND:								
TOTAL REVENUES		1,101,300.00	553.03	831.26	0.00	1,100,468.74	0.08	0.03
TOTAL EXPENDITURES		1,099,690.00	1,700.00	86,043.00	625,895.00	387,752.00	64.74	39.08
NET OF REVENUES & EXPENDITURES		1,610.00	(1,146.97)	(85,211.74)	(625,895.00)	712,716.74	14,168.12	442.40
Fund 24 - LAND ACQUISITION FUND								
INTEREST INCOME		1,300.00	530.06	1,034.80	0.00	265.20	79.60	110.29

REVENUE AND EXPENDITURE REPORT
 PERIOD ENDING 10/31/2016
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2016-17 ORIGINAL BUDGET	ACTIVITY FOR QUARTER 10/31/16	YTD BALANCE 10/31/2016	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 24 - LAND ACQUISITION FUND								
	TRANSFERS FROM OTHER FUNDS	100,000.00	0.00	0.00	0.00	100,000.00	0.00	0.00
	TOTAL REVENUES	101,300.00	530.06	1,034.80	0.00	100,265.20	1.02	0.38
Fund 24 - LAND ACQUISITION FUND:								
	TOTAL REVENUES	101,300.00	530.06	1,034.80	0.00	100,265.20	1.02	0.38
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	101,300.00	530.06	1,034.80	0.00	100,265.20	1.02	0.38
Fund 25 - PARK DEVELOPMENT FUND								
	INTEREST INCOME	2,700.00	827.16	1,514.24	0.00	1,185.76	56.08	0.00
	TOTAL REVENUES	2,700.00	827.16	1,514.24	0.00	1,185.76	56.08	0.00
Fund 25 - PARK DEVELOPMENT FUND:								
	TOTAL REVENUES	2,700.00	827.16	1,514.24	0.00	1,185.76	56.08	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,700.00	827.16	1,514.24	0.00	1,185.76	56.08	0.00
Fund 26 - TRAILS AND PATHWAYS FUND								
	INTEREST INCOME	380.00	115.81	209.35	0.00	170.65	55.09	0.00
	TOTAL REVENUES	380.00	115.81	209.35	0.00	170.65	55.09	0.00
Fund 26 - TRAILS AND PATHWAYS FUND:								
	TOTAL REVENUES	380.00	115.81	209.35	0.00	170.65	55.09	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	380.00	115.81	209.35	0.00	170.65	55.09	0.00
TOTAL REVENUES - ALL FUNDS								
		17,295,070.00	6,354,255.13	14,239,173.39	(4,740.98)	3,060,637.59	82.30	70.97
TOTAL EXPENDITURES - ALL FUNDS								
		17,167,520.00	3,278,231.12	7,145,605.63	865,646.60	9,245,379.09	46.42	39.59
NET OF REVENUES & EXPENDITURES								
		127,550.00	3,076,024.01	7,093,567.76	(870,387.58)	(6,184,741.50)	6,189.89	761.55

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

% Fiscal Year Completed: 50%

GL NUMBER	2016-17 ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PRIOR YEAR % BDGT USED
Fund 01 - GENERAL						
Total Revenue:	5,450,830	5,268,459	-	182,371	96.7%	97.0%
Total Expenditure:	1,553,500	691,014	32,883	832,608	46.5%	43.0%
Total Transfers-Out:	100,000	-	-	100,000	0.0%	0.0%
Total Capital Outlay:	10,000	-	-	10,000	0.0%	0.0%
Net - Dept 01-001-ADMINISTRATION	3,787,330	4,577,445	(32,883)	(760,236)	0.0%	0.0%
Total Expenditure:	9,830	2,406	-	7,424	24.5%	16.3%
Net - Dept 10-006-PUBLIC AFFAIRS - VOLUNTEERS	(9,830)	(2,406)	-	(7,424)	0.0%	0.0%
Total Revenue:	-	750	-	(750)	100.0%	0.0%
Total Expenditure:	149,230	75,124	-	74,856	50.1%	60.0%
Net - Dept 10-069-PUBLIC AFFAIRS - MARKETING	(149,230)	(74,374)	-	(75,606)	0.0%	0.0%
Total Expenditure:	395,490	191,794	26,548	200,392	52.1%	34.8%
Net - Dept 20-001-OPERATIONS - ADMINISTRATION	(395,490)	(191,794)	(26,548)	(200,392)	0.0%	0.0%
Total Expenditure:	23,640	6,584	-	17,056	27.9%	23.5%
Net - Dept 20-070-OPERATIONS - SAFETY	(23,640)	(6,584)	-	(17,056)	0.0%	0.0%
Total Expenditure:	747,660	357,174	3,550	390,866	48.0%	57.1%
Net - Dept 20-071-OPERATIONS - LANDSCAPE MAINTENANCE	(747,660)	(357,174)	(3,550)	(390,866)	0.0%	0.0%
Total Transfers-In:	-	-	-	-	0.0%	27.1%
Total Expenditure:	426,480	213,858	680	211,942	50.3%	36.4%
Net - Dept 20-072-OPERATIONS - FACILITIES & EQUIPMENT	(426,480)	(213,858)	(680)	(211,942)	0.0%	0.0%
Total Expenditure:	223,660	96,142	2,750	124,769	44.2%	53.0%
Net - Dept 20-073-OPERATIONS - PARK MAINTENANCE	(223,660)	(96,142)	(2,750)	(124,769)	0.0%	0.0%
Total Revenue:	126,420	122,179	-	4,241	96.7%	74.7%
Total Expenditure:	210,430	121,605	1,836	86,989	58.7%	57.6%
Net - Dept 20-074-OPERATIONS - FLOWER ISLANDS	(84,010)	574	(1,836)	(82,748)	0.0%	0.0%
Total Revenue:	3,000	-	-	3,000	0.0%	0.0%
Total Expenditure:	312,150	185,924	1,836	124,390	60.2%	55.2%
Net - Dept 20-075-OPERATIONS - PARK FLOWERS	(309,150)	(185,924)	(1,836)	(121,390)	0.0%	0.0%
Total Expenditure:	258,310	87,358	-	170,952	33.8%	53.1%
Net - Dept 20-079-OPERATIONS - SPECIAL PROJECTS	(258,310)	(87,358)	-	(170,952)	0.0%	0.0%
Total Expenditure:	106,940	49,470	-	57,470	46.3%	48.5%
Net - Dept 20-080-OPERATIONS - NATURAL AREAS	(106,940)	(49,470)	-	(57,470)	0.0%	0.0%
Total Expenditure:	375,610	86,128	9,827	287,130	25.1%	33.3%
Net - Dept 20-300-OPERATIONS - PLANNING & DEVELOPMENT	(375,610)	(86,128)	(9,827)	(287,130)	0.0%	0.0%
Total Expenditure:	2,510	1,006	-	1,504	40.1%	15.7%
Net - Dept 30-077-FACILITIES - SKATE PARK	(2,510)	(1,006)	-	(1,504)	0.0%	0.0%
Total Revenue:	1,350	825	-	525	61.1%	100.0%
Total Expenditure:	10,020	2,805	-	7,215	28.0%	-10.9%
Net - Dept 30-098-FACILITIES - DOUGLASS BRANCH LIBRARY	(8,670)	(1,980)	-	(6,690)	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PRIOR YEAR
	ORIGINAL					YEAR-TO-DATE
	BUDGET					
Total Revenue:	4,700	4,600	-	100	97.9%	98.8%
Total Expenditure:	4,500	1,770	-	2,730	39.3%	65.2%
Net - Dept 60-096-OTHER PROGRAMS - EDDIE ALBERT GARDENS	200	2,830	-	(2,630)	0.0%	0.0%
TOTAL REVENUES	5,586,300	5,396,813	-	189,487	96.6%	94.7%
TOTAL EXPENDITURES	4,919,960	2,170,161	79,910	2,708,292	45.4%	35.8%
NET OF REVENUES & EXPENDITURES FUND 01	666,340	3,226,651	(79,910)	(2,518,805)	501.1%	1088.1%
Fund 02 - RECREATION						
Total Revenue:	1,969,830	1,909,760	-	60,070	97.0%	95.5%
Total Expenditure:	362,400	163,269	-	199,131	45.1%	42.7%
Total Transfers-Out:	-	-	-	-	0.0%	6.1%
Total Capital Outlay:	10,000	9,700	-	300	97.0%	0.0%
Net - Dept 01-001-ADMINISTRATION	1,597,430	1,736,792	-	(139,362)	0.0%	0.0%
Total Revenue:	1,950	(25)	-	1,975	-1.3%	83.3%
Total Expenditure:	25,180	8,707	-	16,473	34.6%	33.3%
Net - Dept 30-020-FACILITIES - DOUGLASS ANNEX	(23,230)	(8,732)	-	(14,498)	0.0%	0.0%
Total Revenue:	20,000	2,055	-	17,945	10.3%	10.0%
Total Expenditure:	32,890	13,262	-	19,628	40.3%	44.0%
Net - Dept 30-021-FACILITIES - HAYS CENTER	(12,890)	(11,207)	-	(1,683)	0.0%	0.0%
Total Revenue:	-	3	-	(3)	100.0%	0.0%
Net - Dept 30-030-FACILITIES - SPRINGER CULTURAL CENTER	-	3	-	(3)	0.0%	0.0%
Total Expenditure:	299,921	172,204	4,970	122,747	59.1%	57.2%
Net - Dept 30-076-FACILITIES - BALL FIELDS	(299,921)	(172,204)	(4,970)	(122,747)	0.0%	0.0%
Total Revenue:	5,020	1,520	-	3,500	30.3%	20.5%
Total Expenditure:	182,740	88,586	45	94,109	48.5%	41.7%
Net - Dept 30-092-FACILITIES - DOUGLASS COMMUNITY CENTER	(177,720)	(87,066)	(45)	(90,609)	0.0%	0.0%
Total Revenue:	16,500	6,500	-	10,000	39.4%	49.1%
Total Expenditure:	-	337	-	(337)	100.0%	-117.8%
Net - Dept 30-093-FACILITIES - BICENTENNIAL CENTER	16,500	6,163	-	10,337	0.0%	0.0%
Total Revenue:	850	1,285	-	(435)	151.2%	152.9%
Total Expenditure:	10,130	2,361	-	7,769	23.3%	43.2%
Net - Dept 30-094-FACILITIES - KAUFMAN LAKE	(9,280)	(1,076)	-	(8,204)	0.0%	0.0%
Total Revenue:	9,000	3,468	-	5,533	38.5%	29.0%
Net - Dept 30-097-FACILITIES - BMC/PAVILION RENTAL	9,000	3,468	-	5,533	0.0%	0.0%
Total Revenue:	9,740	4,044	-	5,696	41.5%	34.4%
Total Expenditure:	5,380	6,575	-	(1,195)	122.2%	39.6%
Net - Dept 30-155-FACILITIES - DOG PARK	4,360	(2,531)	-	6,891	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17				PRIOR YEAR	
	ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	% BDGT USED
Total Revenue:	168,120	90,691	-	77,429	53.9%	38.9%
Total Expenditure:	330,050	148,554	-	181,496	45.0%	45.3%
Net - Dept 30-160-FACILITIES - LEONARD RECREATION CENTER	(161,930)	(57,863)	-	(104,067)	0.0%	0.0%
Total Revenue:	266,820	108,258	(55)	158,617	40.6%	38.6%
Total Expenditure:	260,570	101,352	-	159,218	38.9%	38.1%
Net - Dept 40-025-SPORTS PROGRAMS - DODDS TENNIS CENTER	6,250	6,906	(55)	(601)	0.0%	0.0%
Total Expenditure:	-	-	-	-	0.0%	100.0%
Net - Dept 40-041-SPORTS PROGRAMS -	-	-	-	-	0.0%	0.0%
Total Revenue:	21,760	8,132	-	13,629	37.4%	63.6%
Total Expenditure:	18,580	8,270	-	10,310	44.5%	41.2%
Net - Dept 40-065-SPORTS PROGRAMS - FITNESS EVENTS	3,180	(138)	-	3,318	0.0%	0.0%
Total Revenue:	7,500	-	-	7,500	0.0%	44.5%
Total Expenditure:	8,620	2,228	-	6,392	25.9%	10.2%
Net - Dept 40-081-SPORTS PROGRAMS - ADULT BASKETBALL	(1,120)	(2,228)	-	1,108	0.0%	0.0%
Total Revenue:	94,520	82,300	-	12,220	87.1%	85.7%
Total Expenditure:	73,650	53,181	-	20,469	72.2%	64.3%
Net - Dept 40-082-SPORTS PROGRAMS - ADULT SOFTBALL	20,870	29,119	-	(8,249)	0.0%	0.0%
Total Revenue:	16,650	11,250	-	5,400	67.6%	35.8%
Total Expenditure:	17,100	6,250	-	10,850	36.6%	20.2%
Net - Dept 40-083-SPORTS PROGRAMS - ADULT VOLLEYBALL	(450)	5,000	-	(5,450)	0.0%	0.0%
Total Revenue:	18,780	7,430	-	11,350	39.6%	9.2%
Total Expenditure:	19,970	3,460	-	16,510	17.3%	8.3%
Net - Dept 40-085-SPORTS PROGRAMS - YOUTH BASKETBALL	(1,190)	3,970	-	(5,160)	0.0%	0.0%
Total Revenue:	2,160	2,347	-	(187)	108.6%	327.3%
Total Expenditure:	5,590	3,042	-	2,548	54.4%	117.2%
Net - Dept 40-086-SPORTS PROGRAMS - YOUTH SOFTBALL	(3,430)	(696)	-	(2,734)	0.0%	0.0%
Total Revenue:	40,110	26,351	-	13,760	65.7%	82.2%
Total Expenditure:	40,840	23,972	-	16,868	58.7%	51.8%
Net - Dept 40-088-SPORTS PROGRAMS - YOUTH SOCCER	(730)	2,379	-	(3,109)	0.0%	0.0%
Total Revenue:	22,000	16,142	-	5,859	73.4%	66.0%
Total Expenditure:	15,270	8,376	-	6,894	54.9%	26.0%
Net - Dept 40-150-SPORTS PROGRAMS - GROUP FITNESS PROGRAMS	6,730	7,766	-	(1,036)	0.0%	0.0%
Total Revenue:	-	-	-	-	0.0%	100.0%
Net - Dept 40-193-SPORTS PROGRAMS - DEVELOPMENTAL SOCCER	-	-	-	-	0.0%	0.0%
Total Revenue:	8,160	6,586	-	1,574	80.7%	78.8%
Total Expenditure:	5,660	1,967	-	3,693	34.8%	25.7%
Net - Dept 40-195-SPORTS PROGRAMS-MOTOR SKILLS DEVELOPMENT	2,500	4,619	-	(2,119)	0.0%	0.0%
Total Revenue:	5,660	4,205	-	1,455	74.3%	97.7%
Total Expenditure:	3,360	1,934	-	1,426	57.6%	24.3%

CHAMPAIGN PARK DISTRICT
 TOTALS BY FUND AND DEPARTMENT
 FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17 ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PRIOR YEAR % BDGT USED
Net - Dept 40-196-SPORTS PROGRAMS - SPORTS CAMPS	2,300	2,271	-	29	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17				PRIOR YEAR	
	ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	% BDGT USED
Total Revenue:	13,910	-	-	13,910	0.0%	14.9%
Total Expenditure:	5,600	2,399	-	3,201	42.9%	26.8%
Net - Dept 40-197-SPORTS PROGRAMS - DODDS SOCCER RENTALS	8,310	(2,399)	-	10,709	0.0%	0.0%
Total Revenue:	31,950	37,180	-	(5,230)	116.4%	135.2%
Total Expenditure:	24,380	16,363	-	8,017	67.1%	84.7%
Net - Dept 40-198-SPORTS PROGRAMS - BALL FIELD RENTAL	7,570	20,817	-	(13,247)	0.0%	0.0%
Total Expenditure:	-	-	-	-	0.0%	100.0%
Net - Dept 40-199-SPORTS PROGRAMS - NON TRADITIONAL SPORTS	-	-	-	-	0.0%	0.0%
Total Revenue:	3,690	5,738	-	(2,048)	155.5%	202.6%
Total Expenditure:	5,960	2,101	-	3,859	35.3%	60.5%
Net - Dept 40-200-SPORTS PROGRAMS - YOUTH VOLLEYBALL	(2,270)	3,636	-	(5,906)	0.0%	0.0%
Total Revenue:	18,460	12,585	-	5,875	68.2%	61.8%
Total Expenditure:	16,440	12,118	-	4,322	73.7%	62.4%
Net - Dept 40-202-SPORTS PROGRAMS - ADULT SOCCER	2,020	467	-	1,553	0.0%	0.0%
Total Revenue:	31,100	15,758	-	15,342	50.7%	36.5%
Total Expenditure:	25,130	8,660	-	16,470	34.5%	29.0%
Net - Dept 40-203-SPORTS PROGRAMS-DOUGLASS YOUTH	5,970	7,098	-	(1,128)	0.0%	0.0%
Total Revenue:	2,550	-	-	2,550	0.0%	0.3%
Total Expenditure:	2,330	213	-	2,117	9.1%	2.9%
Net - Dept 40-204-SPORTS PROGRAMS-DOUGLASS ADULT	220	(213)	-	433	0.0%	0.0%
Total Revenue:	3,600	-	-	3,600	0.0%	0.0%
Total Expenditure:	1,080	-	-	1,080	0.0%	0.0%
Net - Dept 40-205-SPORTS PROGRAMS - TOURNAMENTS	2,520	-	-	2,520	0.0%	0.0%
Total Revenue:	29,000	6,013	-	22,987	20.7%	40.9%
Total Expenditure:	39,890	12,496	-	27,394	31.3%	37.9%
Net - Dept 50-004-AFTERSCHOOL/DAYCAMP-DOUGLASS AFTERSCHOC	(10,890)	(6,483)	-	(4,407)	0.0%	0.0%
Total Revenue:	20,150	18,090	-	2,060	89.8%	0.0%
Total Expenditure:	12,247	10,174	-	2,073	83.1%	0.0%
Net - Dept 50-005-AFTERSCHOOL/DAYCAMP-GIRLS EXPLORE	7,903	7,916	-	(13)	0.0%	0.0%
Total Revenue:	13,580	3,171	-	10,409	23.4%	0.0%
Total Expenditure:	4,300	485	-	3,815	11.3%	0.0%
Net - Dept 50-006-AFTERSCHOOL/DAYCAMP-DOUGLASS SCHOOL OUT	9,280	2,686	-	6,594	0.0%	0.0%
Total Revenue:	25,900	17,367	-	8,533	67.1%	75.4%
Total Expenditure:	29,080	23,141	-	5,939	79.6%	108.4%
Net - Dept 50-009-AFTERSCHOOL/DAYCAMP - TEEN CAMP	(3,180)	(5,774)	-	2,594	0.0%	0.0%
Total Revenue:	135,380	57,857	-	77,523	42.7%	51.9%
Total Expenditure:	91,550	38,727	-	52,823	42.3%	56.3%
Net - Dept 50-011-AFTERSCHOOL/DAYCAMP-BUSYBEES/SWINGSETTE	43,830	19,129	-	24,701	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17				PRIOR YEAR	
	ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	% BDGT USED
Total Revenue:	178,360	167,734	-	10,626	94.0%	86.7%
Total Expenditure:	182,680	146,615	-	36,065	80.3%	80.0%
Net - Dept 50-012-AFTERSCHOOL/DAYCAMP-LEONHARD DAY CAMP	(4,320)	21,118	-	(25,438)	0.0%	0.0%
Total Revenue:	66,960	47,205	-	19,755	70.5%	144.9%
Total Expenditure:	83,760	62,989	-	20,771	75.2%	88.8%
Net - Dept 50-013-AFTERSCHOOL/DAYCAMP-DOUGLASS DAY CAMP	(16,800)	(15,784)	-	(1,016)	0.0%	0.0%
Total Revenue:	3,500	180	-	3,320	5.1%	100.0%
Total Expenditure:	270	180	-	90	66.7%	100.0%
Net - Dept 50-016-AFTERSCHOOL/DAYCAMP-COMMUNITY MATTERS GF	3,230	-	-	3,230	0.0%	0.0%
Total Revenue:	68,400	30,964	-	37,436	45.3%	51.0%
Total Expenditure:	57,150	18,344	200	38,606	32.5%	46.1%
Net - Dept 50-017-AFTERSCHOOL/DAYCAMP-LEONHARD AFTERSCHOC	11,250	12,620	(200)	(1,170)	0.0%	0.0%
Total Revenue:	7,820	4,579	-	3,241	58.6%	57.6%
Total Expenditure:	4,050	1,437	-	2,613	35.5%	25.4%
Net - Dept 50-144-AFTERSCHOOL/DAYCAMP-PRESCHOOL CLASS	3,770	3,142	-	628	0.0%	0.0%
Total Revenue:	22,110	22,130	-	(20)	100.1%	99.9%
Total Expenditure:	23,980	25,900	-	(1,920)	108.0%	143.4%
Net - Dept 60-026-OTHER PROGRAMS - SHOLEM SWIM TEAM	(1,870)	(3,770)	-	1,900	0.0%	0.0%
Total Revenue:	43,930	38,404	-	5,526	87.4%	88.1%
Total Expenditure:	97,450	61,514	-	35,936	63.1%	63.7%
Net - Dept 60-130-OTHER PROGRAMS - DOUGLASS SENIORS	(53,520)	(23,110)	-	(30,410)	0.0%	0.0%
Total Revenue:	5,960	3,729	-	2,231	62.6%	56.7%
Total Expenditure:	15,120	7,707	-	7,413	51.0%	35.5%
Net - Dept 60-131-OTHER PROGRAMS - HAYS SENIORS	(9,160)	(3,978)	-	(5,182)	0.0%	0.0%
Total Revenue:	16,600	4,962	-	11,638	29.9%	39.2%
Total Expenditure:	15,920	4,731	-	11,189	29.7%	21.8%
Net - Dept 60-241-OTHER PROGRAMS - SCHOOLS DAY OUT	680	231	-	449	0.0%	0.0%
Total Revenue:	5,240	1,211	-	4,029	23.1%	12.1%
Total Expenditure:	7,090	2,878	-	4,212	40.6%	67.5%
Net - Dept 65-123-TEEN - TEENS IN ACTION	(1,850)	(1,667)	-	(183)	0.0%	0.0%
Total Revenue:	1,500	-	-	1,500	0.0%	0.0%
Total Expenditure:	14,940	3,458	-	11,482	23.1%	39.1%
Net - Dept 68-092-SPECIAL EVENTS	(13,440)	(3,458)	-	(9,982)	0.0%	0.0%
Total Revenue:	68,510	92,565	-	(24,055)	135.1%	128.1%
Total Expenditure:	56,180	64,277	-	(8,097)	114.4%	92.2%
Net - Dept 69-024-CONCESSIONS - SHOLEM AQUATIC CENTER	12,330	28,288	-	(15,958)	0.0%	0.0%
Total Revenue:	5,490	2,703	-	2,787	49.2%	90.0%
Total Expenditure:	8,290	5,347	-	2,943	64.5%	172.0%
Net - Dept 69-041-CONCESSIONS - YOUTH BASEBALL/ZAHND PARK	(2,800)	(2,645)	-	(155)	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PRIOR YEAR
	ORIGINAL BUDGET					
Total Revenue:	34,440	27,734	-	6,706	80.5%	85.5%
Total Expenditure:	28,780	21,660	-	7,120	75.3%	71.5%
Net - Dept 69-080-CONCESSIONS - DODDS PARK	5,660	6,075	-	(415)	0.0%	0.0%
Total Revenue:	15,050	1,888	-	13,162	12.5%	1011.6%
Total Expenditure:	13,070	6,808	200	6,062	53.6%	215.4%
Net - Dept 69-088-CONCESSIONS - DODDS SOCCER COMPLEX	1,980	(4,920)	(200)	7,100	0.0%	0.0%
Total Revenue:	369,450	437,737	-	(68,287)	118.5%	108.4%
Total Expenditure:	587,220	531,396	750	55,074	90.6%	86.7%
Net - Dept 70-022-POOLS AND AQUATICS - SHOLEM POOL	(217,770)	(93,659)	(750)	(123,361)	0.0%	
TOTAL REVENUES	3,947,720	3,349,782	(55)	597,993		
TOTAL EXPENDITURES	3,181,838	1,919,706	6,165	1,255,967		
NET OF REVENUES & EXPENDITURES FUND 02	765,882	1,430,076	(6,220)	(657,974)		
Fund 03 - MUSEUM						
Total Revenue:	1,347,800	1,306,471	0	41,329	96.9%	96.6%
Total Expenditure:	218,420	95,935	52	122,433	44.0%	43.5%
Total Transfers-Out:	0	0	0	0	0.0%	12.0%
Net - Dept 01-001-ADMINISTRATION	1,129,380	1,210,536	(52)	(81,104)	0.0%	0.0%
Total Revenue:	1,550	478	0	1,072	30.9%	0.0%
Total Expenditure:	4,960	1,989	327	2,643	46.7%	46.6%
Net - Dept 15-014-CULTURAL ARTS - BACH'S LUNCH	(3,410)	(1,511)	(327)	(1,572)	0.0%	0.0%
Total Revenue:	54,490	54,203	0	287	99.5%	38.1%
Total Expenditure:	81,100	38,938	4,440	37,814	53.4%	49.5%
Net - Dept 15-015-CULTURAL ARTS - YOUTH THEATRE	(26,610)	15,265	(4,440)	(37,526)	0.0%	0.0%
Total Revenue:	97,960	68,515	0	29,445	69.9%	135.3%
Total Expenditure:	121,560	107,986	1,004	12,570	89.7%	97.4%
Net - Dept 15-031-CULTURAL ARTS - TASTE OF CU	(23,600)	(39,471)	(1,004)	16,875	0.0%	0.0%
Total Revenue:	4,750	0	0	4,750	0.0%	100.0%
Total Expenditure:	12,770	8,962	0	3,808	70.2%	109.6%
Net - Dept 15-032-CULTURAL ARTS - SUMMER CONCERTS	(8,020)	(8,962)	0	942	0.0%	0.0%
Total Revenue:	2,800	1,073	0	1,727	38.3%	89.8%
Total Expenditure:	9,550	1,013	0	8,537	10.6%	36.9%
Net - Dept 15-036-CULTURAL ARTS - ART EXHIBITION SERIES	(6,750)	60	0	(6,810)	0.0%	0.0%
Total Revenue:	83,520	36,446	0	47,075	43.6%	45.1%
Total Expenditure:	52,420	33,714	150	18,556	64.6%	45.9%
Net - Dept 15-038-CULTURAL ARTS - BALLET PROGRAMS	31,100	2,732	(150)	28,518	0.0%	0.0%
Total Revenue:	12,350	650	0	11,700	5.3%	0.0%
Total Expenditure:	18,930	9,158	0	9,772	48.4%	0.0%
Net - Dept 15-067-CULTURAL ARTS-FLANNEL FEST (FEST ARTS)	(6,580)	(8,508)	0	1,928	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PRIOR YEAR
	ORIGINAL BUDGET					
Total Revenue:	2,250	0	0	2,250	0.0%	0.2%
Total Expenditure:	60,930	27,105	22	33,803	44.5%	61.2%
Net - Dept 15-068-CULTURAL ARTS - SPECIAL EVENTS	(58,680)	(27,105)	(22)	(31,553)	0.0%	0.0%
Total Revenue:	373,970	143,673	(4,643)	234,940	37.2%	107.9%
Total Expenditure:	133,370	62,848	6,451	64,102	52.0%	75.5%
Net - Dept 15-078-CULTURAL ARTS - VIRGINIA THEATRE RENTALS	240,600	80,825	(11,094)	170,839	0.0%	0.0%
Total Revenue:	13,420	9,083	0	4,337	67.7%	57.7%
Total Expenditure:	10,490	5,478	0	5,012	52.2%	55.0%
Net - Dept 15-140-CULTURAL ARTS - IRISH DANCE	2,930	3,605	0	(675)	0.0%	0.0%
Total Revenue:	22,230	958	0	21,272	4.3%	6.4%
Total Expenditure:	18,950	2,027	0	16,923	10.7%	14.5%
Net - Dept 15-141-CULTURAL ARTS - DANCE PERFORMANCE	3,280	(1,069)	0	4,349	0.0%	0.0%
Total Revenue:	16,080	13,742	0	2,338	85.5%	66.2%
Total Expenditure:	24,800	12,620	0	12,180	50.9%	46.5%
Net - Dept 15-143-CULTURAL ARTS - CULTURAL ARTS PROGRAM	(8,720)	1,122	0	(9,842)	0.0%	0.0%
Total Revenue:	6,410	8,804	0	(2,394)	137.4%	0.0%
Total Expenditure:	1,680	1,755	0	(75)	104.5%	0.0%
Net - Dept 15-146-CULTURAL ARTS-OTHER DANCE PROGRAMS	4,730	7,049	0	(2,319)	0.0%	0.0%
Total Revenue:	6,800	2,450	0	4,350	36.0%	23.3%
Total Expenditure:	23,880	13,566	0	10,314	56.8%	55.7%
Net - Dept 15-170-CULTURAL ARTS - CU DAYS	(17,080)	(11,116)	0	(5,964)	0.0%	0.0%
Total Expenditure:	0	0	0	0	0.0%	100.0%
Net - Dept 15-171-CULTURAL ARTS - HARVEST FESTIVAL	0	0	0	0	0.0%	0.0%
Total Revenue:	17,980	0	0	17,980	0.0%	0.0%
Total Expenditure:	16,250	971	0	15,279	6.0%	6.9%
Net - Dept 15-172-CULTURAL ARTS - DADDY DAUGHTER DANCE	1,730	(971)	0	2,701	0.0%	0.0%
Total Revenue:	1,750	0	0	1,750	0.0%	0.0%
Total Expenditure:	5,540	971	0	4,569	17.5%	17.7%
Net - Dept 15-173-CULTURAL ARTS - EGG HUNTS	(3,790)	(971)	0	(2,819)	0.0%	0.0%
Total Expenditure:	4,830	3,747	0	1,083	77.6%	67.1%
Net - Dept 15-174-CULTURAL ARTS - HALLOWEEN FUNFEST	(4,830)	(3,747)	0	(1,083)	0.0%	0.0%
Total Revenue:	16,900	14,256	0	2,644	84.4%	142.5%
Total Expenditure:	24,420	13,900	0	10,520	56.9%	138.3%
Net - Dept 15-177-CULTURAL ARTS - STREETFEST (MUSIC FEST)	(7,520)	356	0	(7,876)	0.0%	0.0%
Total Revenue:	19,390	11,920	0	7,470	61.5%	55.2%
Total Expenditure:	27,600	10,113	0	17,487	36.6%	51.4%
Net - Dept 30-019-FACILITIES - POTTERY/CLAY STUDIO	(8,210)	1,807	0	(10,017)	0.0%	0.0%
Total Revenue:	1,000	330	0	670	33.0%	7.0%
Total Expenditure:	199,260	96,018	67	103,175	48.2%	48.7%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

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GL NUMBER	2016-17 ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PRIOR YEAR % BDGT USED
Net - Dept 30-030-FACILITIES - SPRINGER CULTURAL CENTER	(198,260)	(95,688)	(67)	(102,505)	0.0%	0.0%
Total Revenue:	1,130	2,067	0	(937)	183.0%	100.0%
Total Expenditure:	382,690	167,589	608	214,493	44.0%	54.4%
Net - Dept 30-078-FACILITIES - VIRGINIA THEATRE	(381,560)	(165,522)	(608)	(215,431)	0.0%	0.0%
Total Revenue:	9,740	15,101	0	(5,361)	155.0%	104.5%
Total Expenditure:	93,982	79,690	0	14,292	84.8%	84.4%
Net - Dept 30-095-FACILITIES - PRAIRIE FARM	(84,242)	(64,589)	0	(19,653)	0.0%	0.0%
Total Revenue:	17,760	8,050	0	9,710	45.3%	25.2%
Total Expenditure:	5,000	3,877	0	1,123	77.5%	15.7%
Net - Dept 50-033-AFTERSCHOOL/DAYCAMP-ART SMART KIDS	12,760	4,173	0	8,587	0.0%	0.0%
Total Revenue:	57,410	71,581	0	(14,171)	124.7%	118.5%
Total Expenditure:	43,960	56,047	0	(12,087)	127.5%	116.4%
Net - Dept 50-034-AFTERSCHOOL/DAYCAMP-CREATIVE KIDS	13,450	15,534	0	(2,084)	0.0%	0.0%
Total Revenue:	29,650	17,618	(43)	12,075	59.3%	34.7%
Total Expenditure:	34,880	16,523	903	17,454	50.0%	36.7%
Net - Dept 60-078-OTHER PROGRAMS - VIRGINIA THEATRE FILMS	(5,230)	1,095	(946)	(5,379)	0.0%	0.0%
Total Revenue:	13,200	3,650	0	9,550	27.7%	15.8%
Total Expenditure:	7,100	5,204	0	1,896	73.3%	41.4%
Net - Dept 60-099-OTHER PROGRAMS - SHOWMOBILE	6,100	(1,554)	0	7,654	0.0%	0.0%
Total Revenue:	250,000	180,514	0	69,486	72.2%	3.2%
Total Expenditure:	236,580	157,952	28,042	50,586	78.6%	9.3%
Net - Dept 68-078-VT - HOUSE EVENTS	13,420	22,562	(28,042)	18,901	0.0%	0.0%
Total Revenue:	92,800	42,386	0	50,414	45.7%	50.2%
Total Expenditure:	53,870	25,265	883	27,722	48.5%	47.8%
Net - Dept 69-078-CONCESSIONS - VIRGINIA THEATRE	38,930	17,121	(883)	22,692	0.0%	0.0%
TOTAL REVENUES	2,575,090	2,014,019	(4,686)	565,757	78.0%	78.9%
TOTAL EXPENDITURES	1,929,772	1,060,961	42,948	825,985	57.2%	50.8%
NET OF REVENUES & EXPENDITURES FUND 03	645,318	953,058	(47,634)	(260,228)		
Fund 15 - SPECIAL RECREATION FUND						
Total Expenditure:	0	(47)	0	47	100.0%	0.0%
Net - Dept 01-001-ADMINISTRATION	0	47	0	(47)	0.0%	0.0%
Total Revenue:	839,060	808,433	0	30,627	96.4%	96.4%
Total Expenditure:	413,970	165,479	48,192	200,300	51.6%	40.2%
Total Capital Outlay:	764,570	267,455	0	497,116	35.0%	8.7%
Net - Dept 25-001-CUSR - ADMINISTRATION	(339,480)	375,500	(48,192)	(666,788)	0.0%	0.0%
Total Expenditure:	1,320	550	0	770	41.7%	17.9%
Net - Dept 25-006-CUSR - VOLUNTEERS	(1,320)	(550)	0	(770)	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
TOTALS BY FUND AND DEPARTMENT
FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

GL NUMBER	2016-17				% BDGT USED	PRIOR YEAR % BDGT USED
	ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE		
Total Revenue:	2,400	0	0	2,400	0.0%	11.9%
Total Expenditure:	3,690	0	0	3,690	0.0%	2.8%
Net - Dept 25-050-CUSR - DAYS OUT PROGRAMS	(1,290)	0	0	(1,290)	0.0%	0.0%
Total Revenue:	18,720	19,521	0	(801)	104.3%	79.2%
Total Expenditure:	61,310	60,124	0	1,186	98.1%	75.5%
Net - Dept 25-051-CUSR - TEEN/CAMP SPIRIT	(42,590)	(40,603)	0	(1,987)	0.0%	0.0%
Total Revenue:	6,320	6,257	0	63	99.0%	58.1%
Total Expenditure:	20,450	6,810	0	13,640	33.3%	38.2%
Net - Dept 25-052-CUSR - TRANSPORTATION	(14,130)	(553)	0	(13,577)	0.0%	0.0%
Total Revenue:	8,420	3,408	0	5,012	40.5%	62.6%
Total Expenditure:	8,230	2,910	0	5,320	35.4%	32.4%
Net - Dept 25-054-CUSR - YOUTH/TEEN PROGRAMS	190	498	0	(308)	0.0%	0.0%
Total Revenue:	0	0	0	0	0.0%	0.0%
Total Expenditure:	2,700	0	0	2,700	0.0%	3.3%
Net - Dept 25-055-CUSR - CHOICES	(2,700)	0	0	(2,700)	0.0%	0.0%
Total Revenue:	12,870	0	0	12,870	0.0%	0.0%
Total Expenditure:	10,130	490	0	9,640	4.8%	10.8%
Net - Dept 25-056-CUSR - SPECIAL EVENTS	2,740	(490)	0	3,230	0.0%	0.0%
Total Revenue:	6,690	3,441	0	3,249	51.4%	67.3%
Total Expenditure:	4,120	445	100	3,575	13.2%	42.0%
Net - Dept 25-058-CUSR - DANCE	2,570	2,996	(100)	(326)	0.0%	0.0%
Total Revenue:	28,000	16,019	0	11,981	57.2%	30.9%
Total Expenditure:	29,000	19,546	0	9,454	67.4%	41.2%
Net - Dept 25-059-CUSR - ADULT PROGRAMS	(1,000)	(3,527)	0	2,527	0.0%	0.0%
Total Revenue:	10,800	8,387	0	2,413	77.7%	60.5%
Total Expenditure:	27,200	13,384	0	13,816	49.2%	25.9%
Net - Dept 25-060-CUSR - AFTERSCHOOL PROGRAM	(16,400)	(4,997)	0	(11,403)	0.0%	0.0%
Total Revenue:	7,200	8,275	0	(1,075)	114.9%	63.8%
Total Expenditure:	10,900	4,788	0	6,112	43.9%	44.7%
Net - Dept 25-061-CUSR - OVERNIGHT TRIPS	(3,700)	3,487	0	(7,187)	0.0%	0.0%
Total Revenue:	19,070	10,902	0	8,168	57.2%	59.8%
Total Expenditure:	38,330	16,188	1,080	21,062	45.1%	59.6%
Net - Dept 25-062-CUSR - SPECIAL OLYMPICS	(19,260)	(5,286)	(1,080)	(12,894)	0.0%	0.0%
Total Revenue:	3,730	3,853	0	(123)	103.3%	78.7%
Total Expenditure:	4,610	682	0	3,928	14.8%	25.9%
Net - Dept 25-063-CUSR - SPORTS & FITNESS	(880)	3,170	0	(4,050)	0.0%	0.0%
Total Revenue:	16,150	15,805	0	345	97.9%	76.4%
Total Expenditure:	62,900	51,424	0	11,476	81.8%	99.3%
Net - Dept 25-064-CUSR - FOR KIDS ONLY CAMP	(46,750)	(35,619)	0	(11,131)	0.0%	0.0%

CHAMPAIGN PARK DISTRICT
 TOTALS BY FUND AND DEPARTMENT
 FOR THE SIX MONTHS ENDED 10/31/2016

ATTACHMENT C

% Fiscal Year Completed: 50%

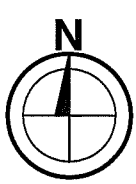
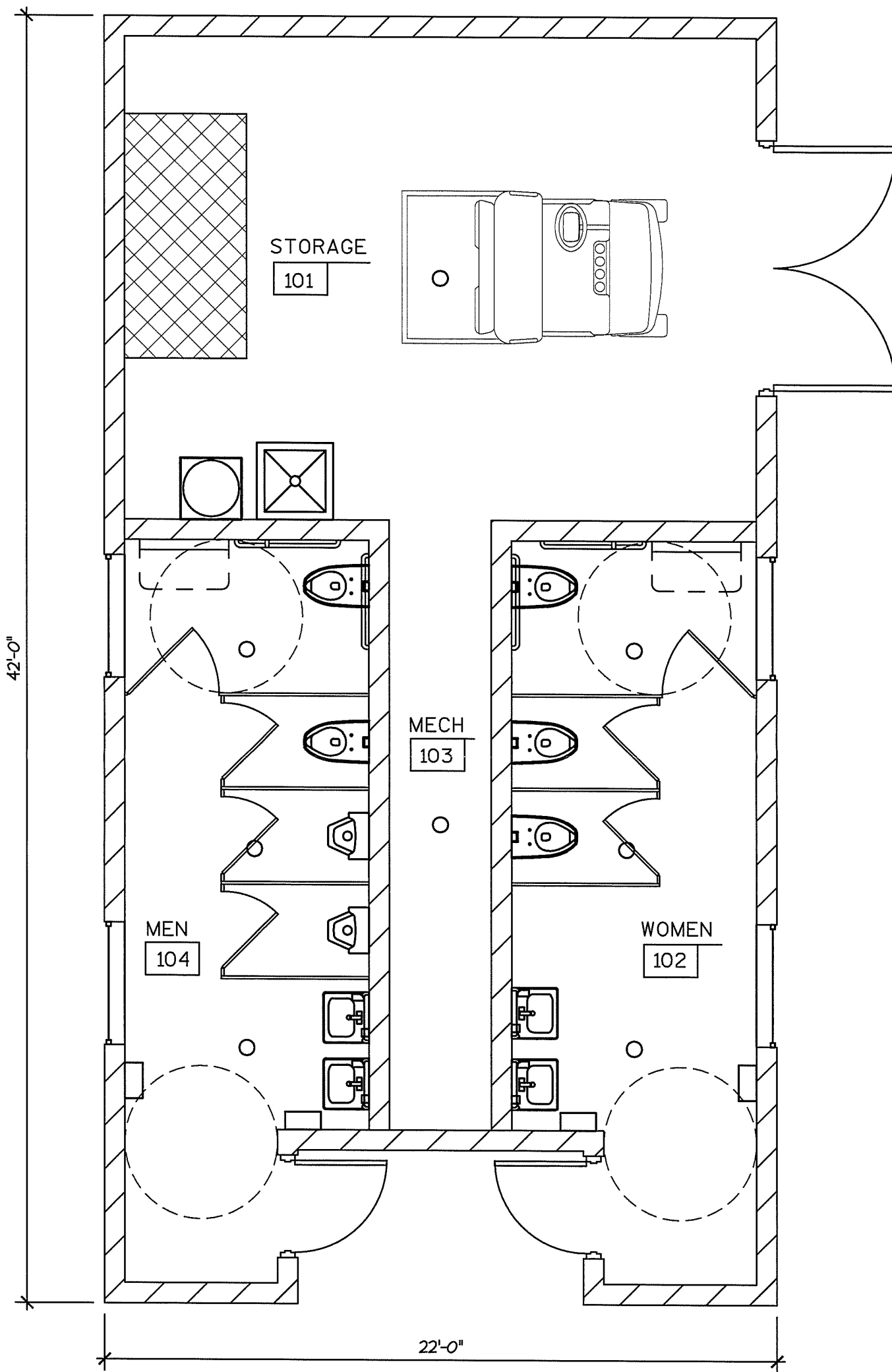
GL NUMBER	2016-17 ORIGINAL BUDGET	YTD BALANCE	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PRIOR YEAR % BDGT USED
Total Revenue:	0	0	0	0	0.0%	-43.3%
Total Expenditure:	11,530	5,762	0	5,768	50.0%	50.9%
Net - Dept 25-091-CUSR - SPALDING RECREATION CENTER	(11,530)	(5,762)	0	(5,768)	0.0%	0.0%
TOTAL REVENUES	979,430	904,301	0	75,129		
TOTAL EXPENDITURES	1,474,960	615,988	49,371	809,600		
NET OF REVENUES & EXPENDITURES FUND 15	(495,530)	288,313	(49,371)	(734,471)		
-						
TOTAL REVENUES - ALL MAJOR FUNDS	13,088,540	11,664,914	(4,741)	1,428,366	89.1%	88.2%
TOTAL EXPENDITURES - ALL MAJOR FUNDS	11,506,530	5,766,816	178,395	5,599,845	51.5%	42.4%
NET OF REVENUES & EXPENDITURES MAJOR FUNDS	1,582,010	5,898,098	(183,136)	(4,171,478)		

CHAMPAIGN PARK DISTRICT
 Stats for the Six Months Ended October 31, 2016

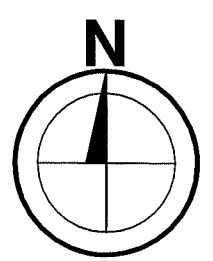
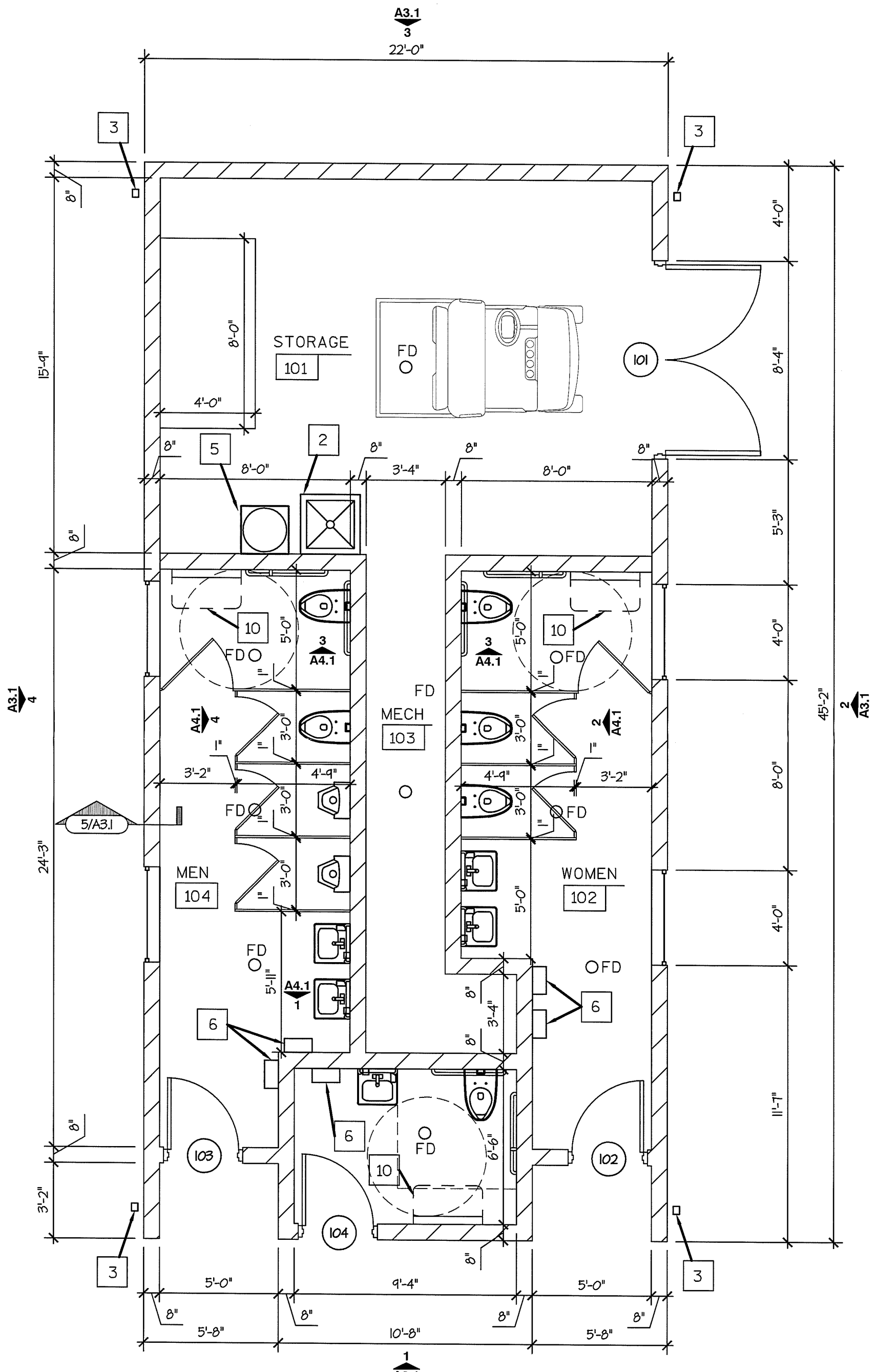
Attachment D

	<u>BALANCE</u> AS OF <u>10/31/2016</u>
BEG. FUND BALANCE - ALL FUNDS (Audited)	14,055,787
Net of Revenues and Expenditures for Six Months Ended October 31	<u>6,779,936</u>
END FUND BALANCE - ALL FUNDS	<u><u>20,835,723</u></u>

	Total Fund Balance	General Fund Unassigned	Operating Funds	Capital Project Funds	Debt Service	Non- Spendable
No Required Reserve Level	4,209,063		3,424,329		534,734	250,000
Capital Funds - No Required Reserve Level	3,301,635			3,301,635		
120-day Reserve Level (Gen, Rec, Mus)	3,298,050	1,617,521	1,680,529			
Excess Reserves @ 10/31/16 (Gen, Rec, Mus)	10,026,974	5,992,894	4,034,081			
	<u>20,835,723</u>	<u>7,610,415</u>	<u>9,138,939</u>	<u>3,301,635</u>	<u>534,734</u>	<u>250,000</u>



PLAN ALTERNATE
AREA 880 SQ. FT.
510 SQ. FT. LESS
 SCALE: 1/4"=1'-0"



1

FLOOR PLAN
SCALE: 1/4" = 1'-0"



REPORT TO PARK BOARD

FROM: Joe DeLuca, Executive Director

DATE: December 14, 2016

SUBJECT: 2016 Aquatics Report

Introduction

Sholem Aquatic Center had a very successful 2016 aquatic season. Staff welcomed 88,858 total visitors and hosted several successful events this summer such as: the opening weekend Memorial Day celebration, Father's Day celebration, the Splish Splash Safety Bash (free) for parents and their children, 4th of July celebration, and the sixth annual Cardboard Cup races. The international award winning lifeguard staff received a large number of compliments about the diligence and training program that was highlighted by receiving three "Exceeds" from Ellis and Associates aquatic auditors. This past summer was warmer and a little dryer than the previous season. Revenue and attendance at Sholem was up compared to last year. The following report outlines this season's successes and challenges.

Aquatic Safety

Unannounced Audits

The Champaign Park District's lifeguard staff has demonstrated a long history of excellence. This summer was no different. This year's staff received an "Exceeds" on all three unannounced Ellis audits. To date, the lifeguard staff has received twenty consecutive "Exceeds" over the past eight seasons. These are no small accomplishments as Ellis has client facilities in 40+ states as well as Mexico, Brazil, China, Spain, Bahamas, Korea, Egypt, Bahrain and Dubai just to name a few.

Rescues and First Aid

Sholem lifeguard staff put their skills to use in plenty of real scenarios this year. Staff performed 75 rescues this summer. Rescue data shows that lifeguards spent most of their time keeping our young grade school age patrons safe. Specifically, 52% of this season's rescues were for children ages 0-5 (20 out of the 39 saves in this age group were age 5), and 45% were for children ages 6-12 (21 out of the 34 saves in this age group were age 6). The remaining 3% were a teen (age 13) and an older patron (age 66). 39 of these rescues were for male patrons and 36 were for female patrons. The time period with the most rescues is between the hours of 2pm and 4pm. In this three hour time frame there were 30 saves. This makes sense when noting that day camps attend the pool from 1pm to 4pm on weekdays. Each of these rescues ended quickly and safely without injury to patron or lifeguard, a meaningful statistic when contrasted to the 10 drowning-related deaths reported each day by the Centers for Disease Control (www.cdc.gov). Rescues by day were: Sunday's (11), Monday's (9), Tuesday's (9), Wednesday's (4), Thursday's (14), Friday's (13), and Saturday's (15). These are fairly consistent since

weekdays saw a large number of young day camp patrons, but larger patron loads do correlate with more rescues. Since Saturday had the highest attendance and Wednesday had the lowest it makes sense that Saturday would have the most rescues and Wednesday would have the least.

The lifeguard staff handled two types of first aid situations this summer. The first was for very minor injuries which were recorded in the minor treatment log. There were 307 of these minor treatment entries, many of which were for very minor bloody noses or for needing a Band-Aid. The second type of first aid was for more serious injuries that may possibly require further treatment. There were 38 cases of this type of first aid being provided. Most of these cases were for more serious bloody noses and head or neck injuries. EMS was offered to be called in these cases. The number of serious first aid situations decreased by over half from the 2015 season to the 2016 season. This can be explained by better rule enforcement to keep visitors safe and a more effective use of the minor treatment log. The entries in the minor treatment log were much higher than in previous years. The only notable increase in injuries were the number of major, non-contact bloody noses.

EMS calls decreased from 6 to 2 from 2015 to 2016. Both of these calls were for a suspected spinal injury. In one case the aid was accepted. In the second case, the child's mother refused to get care from EMS, EMS was called off, and alternative care was provided. Neither instance led to lasting injury. In all first aid and EMS situations the lifeguarding staff performed professionally, efficiently, and appropriately.

Revenue and Attendance Trends

Saturday was Sholem's highest attended day of the week (12,212 visits: Up from 10,730 visits last year). Sunday was second (11,805 visits).

Survey Results

This season's survey received 95 responses. Of those, the largest percentage of respondents reported visiting Sholem one-two times per week (37%) followed by three-four times per week (25%). Few respondents reported visiting more than 5 times a week or less than once a month. This was a slight increase compared to 2015 results as well.

This season's survey asked respondents about the quality of their overall experiences. In 2016, 98% of respondents ranked their experiences either "Excellent" or "Very Good." These percentages are a slight improvement over last year when 94% of respondents ranked their experiences either "Excellent" or "Very Good."

The survey also asked if respondents would recommend Sholem to a friend. Of the 95 respondents, 82% of respondents said "Definitely" and another 12% said "Maybe." Respondents who ranked this question lower often felt that the non-resident rate is prohibitive for grandparents or other friends and family who are visiting from out of town. There were also several negative comments surrounding behavior and lack of activities for older kids that often led to them becoming very disruptive.

The survey also asked, in an open-ended format, “What do you enjoy most about Sholem Aquatic Center?” The most common responses were: the lazy river, the lifeguard staff (feeling safe), riverwalk and the waterslides. Several respondents also mentioned the layout of the facility (everything is so close) and the swim lessons program.

Respondents were also asked “If you could make one improvement at Sholem Aquatic Center, what would it be?” The most common responses were: add a diving well, add more lap lanes, add more features (slides, etc.), add more shade, keep the restrooms cleaner, more adult hours to swim, bring back later hours in July, and improve the speed and efficiency of the concessions stand operations. Patrons frequently bring these same concerns to staff’s attention during the pool season. Of all the patron complaints about the facility, the most common is in regards to the diving well or other aquatic area’s and activities for the older youth population.

Finances

Discounted Rentals and Parties. This summer staff booked 25 parties for a total of \$9,787.00 in revenue generated. This is a slight increase in number of parties compared to last year with revenues coming in slightly under last year.

Holiday Programs and Pricing. Sholem’s holiday event results are mixed this year. Memorial Day and the Cardboard Cup race were down due to cold weather. But, Father’s Day, 4th of July, and Labor Day events were much better than last year. This was due in part to better weather on these days.

Table 1: Holiday and Event Revenue 2011 - 2015

	2016	2015	2014	2013	2012	2011
Memorial Day	\$6,802	\$2,973	\$5,752	\$498	\$10,434	\$8,976
Father’s Day	\$4,181	\$2,413	\$1,070	\$1,053	\$2,651	\$485
4th of July	\$626 (rain)	\$4,412	\$1,723	\$3,712	\$8,234	\$4,749
Cardboard Boat	\$1,175	\$1,267	\$2,743	\$1,487	\$5,193	\$5,418
Labor Day	\$2,615	\$2,709	\$729	\$1,881	\$770	\$152

Swipe-n-Swim Cards. A Swipe-n-Swim card program was started in 2012 which allowed people to purchase 5 or 10 pre-paid lap swim visits, open swim visits, or Tiny Tots visits. Users received a mild discount, but nothing like the discount they would get by regularly using a pool pass. The Swipe-n-Swim program started out very successfully. Recent years have shown a decline in use of this offer, however, this year we saw an increase.

Table 2: Swipe-n-Swim Cards 2012 - 2015

	2016	2015	2014	2013	2012
Visits	411	341	561	718	1,062
Revenue	\$2,411	\$1,759	\$2,899	\$3,709	\$5,376

Budget Comparisons (through the first five months of this fiscal year)

Season pass sales grew this year (by \$3,056), as well as daily admission sales saw an increase (by \$28,939). Staff attributes much of the season pass increase to the good weather and increased programming and amenities offered.

The table below reflects income and expenses for 12 months of 2008-2015. The 2015 year is only shown through the first five months of this fiscal year.

Table 3: Sholem Aquatic Center Budget Highlights 2009-2015 **only major revenue/expenses shown*

	2016	2015	2014	2013	2012	2011	2010	2009
Season Ticket Sales	\$111,236	\$108,180	\$114,323	\$129,335	\$173,471	\$210,965	\$223,787	\$215,680
Daily Admissions	\$254,689	\$225,750	\$161,145	\$166,626	\$269,469	\$282,670	\$283,835	\$234,553
Rental Sales	\$12,072	\$10,866	\$10,564	\$12,234	\$10,112	\$8,238	\$12,261	\$12,427
Program Fees	\$59,738	\$43,106	\$38,057	\$49,828	\$46,369	\$41,644	\$38,965	\$35,951
Staff Uniform Cost	\$12,931	\$4,664	\$4,359	\$1,674	\$2,435	\$5,228	\$7,464	\$11,738
Staff Training/Audits	\$10,110	\$10,568	\$11,952	N/A	N/A	N/A	N/A	N/A
Building Maint. Supplies	\$6,702	\$9,111	\$12,917	\$11,053	\$14,634	\$15,518	\$22,673	\$12,715
Building Repair	\$20,755	\$18,349	\$6,609	N/A	N/A	N/A	N/A	N/A
Cleaning Supply Cost	\$756	\$3,039	\$4,059	\$3,739	\$3,094	\$3,374	\$5,055	\$4,260
Chemical Cost	\$33,623	\$30,522	\$18,654	\$19,184	\$25,898	\$24,965	\$21,097	\$36,920
Program Supply Cost	\$5,869	\$575	\$961	\$896	\$4,362	\$4,979	\$2,874	\$7,390
Landfill Fees	\$978	\$1,519	\$1,266	\$3,042	\$1,566	\$1,925	\$1,848	\$1,670
Sanitary Fees	\$545	\$829	\$1,192	\$5,588	\$1,833	\$1,106	\$1,637	\$1,264
Gas & Electricity	\$31,224	\$28,612	\$44,937	\$31,768	\$50,497	\$73,316	\$69,584	\$94,323
Water	\$14,434	\$11,330	\$14,424	\$26,562	\$37,827	\$33,095	\$29,419	\$27,467
Total Staffing Payroll	\$321,969	\$277,159	\$258,603	\$285,731	\$248,110	\$247,332	\$326,433	\$322,689
Net	(\$60,052)	(\$8,465)	(\$55,844)	(\$74,326)	\$94,212	\$117,933	\$58,093	(\$35,670)

The Impact of Other Local Aquatic Centers and Pools

Compared to 2015, Sholem saw an increase across the board in admissions, rentals and program fees. This can be attributed to the good weather this past summer. It is very clear that we need to invest in creating another “splash” amenity to Sholem to assist with increasing pool pass holders compared to past years. We still see competition from other local pools but good weather shows Sholem is still a summer destination. As part of the end-of-season Sholem survey, staff asked respondents, “Are there other local pools you attended this summer instead of Sholem?” Out of 95 respondents, 44% visited Crystal Lake at least once this summer instead of going to Sholem, 15% of the respondents visited the Urbana Indoor Aquatic Center at least once this summer instead of going to Sholem, and 17% of respondents visited the YMCA’s pool at least once this summer instead of going to Sholem. Other local pools that multiple respondents reported visiting were Rantoul, Tuscola, Lincolnshire, Indian Acres, apartment pools, and CRCE.

The survey also asked respondents what Sholem does better than other pools and what other pools do better than Sholem. By a vast majority, respondents said that the exceptional lifeguard staff is what Sholem does better than any other pools. Comments about our lifeguards included:

“Very impressive lifeguard core. Obviously well trained and disciplined.”

“Lifeguards are some of the best we have seen this summer and we have traveled several places with pools and guards.”

“We feel safe at Sholem.”

Program, Event, and Daily Attendance

Daily Attendance

Daily attendance was up compared to 2015. The warm weather directly contributed to the results. Sholem was scheduled to be open 101 days this season. We saw really good revenue numbers at the concession stand between the hours of noon and 2pm each day as a result of the solid attendance. Saturday is traditionally the best attended and highest revenue generating day of the week for the pool and the concessions stand.

Due to the evening programming, there was a clear increase in attendance in Twilight hours and the under 3 Free category. Again, the nice weather attributed to more families attending the pool as a destination for summer entertainment this year. Day camps and Day Care programs also utilize the pool and were able to attend more often this year.

Table 4: Sholem Daily Attendance Data 2009 - 2015

Entry Type	2016	2015	2014	2013	2012	2011	2010	2009
Lap Swim R	177	52	85	115	250	160	161	147
Lap Swim NR	1	0	4	13	35	36	35	21
Daily Admit R	17,748	17,932	14,333	14,191	23,109	25,814	25,363	20,244
Daily Admit NR	5,552	5,425	3,826	3,958	7,514	9,235	10,601	8,690
Tiny Tots R	2,118	731	603	1,150	1,106	626	502	303
Tiny Tots NR	70	60	57	235	285	94	129	70
Under 3 Free	5,790	571	198	7,146	2,659	3,166	2,657	3,706
Free Admit	1,400	856	17	644	1,213	753	1,049	899
CPD Groups	2,776	2,993	3,045	2,158	1,203	951	1,187	1,499
Community Groups	972	1,113	570	491	1,633	3,071	2,230	2,979
Twilight R	7,734	3,498	3,637	4,798	6,281	5,867	4,354	3,222
Twilight NR	986	263	338	474	1,048	997	966	583
Passholder Visits	21,836	20,595	19,826	20,397	28,505	31,358	36,128	32,417
\$4 Friday R	5,164	4,261	2,825	4,302	4,391	N/A	N/A	N/A
\$6 Friday NR	1,674	751	823	1,611	1,753	N/A	N/A	N/A
Urbana Passholders*	34	46	63	167	N/A	N/A	N/A	N/A
Program Visits**	14,826	5,689	871	12,190	N/A	N/A	N/A	N/A
Total Visits	88,858	64,796	51,121	74,040	80,985	82,128	85,362	74,780

Revenue and Attendance Trends

Saturday was Sholem’s highest attended day of the week (12,212 visits: Up from 10,730 visits last year). Sunday was second (11,805 visits).

Table 5: Sholem 2016 Daily Attendance by Day of the Week

Day of the Week	Daily Admit Attendance	Daily Admit Revenue	Pass Holder Visits	Total Attendance
Monday	7,635	\$36,391.60	3,732	11,367
Tuesday	4,915	\$24,880.95	2,970	7,885
Wednesday	5,057	\$24,056.75	2,618	7,675
Thursday	6,372	\$31,366.70	3,296	9,668
Friday	8,512	\$34,907.85	3,247	11,759
Saturday	9,471	\$50,377.40	2,741	12,212
Sunday	8,569	\$43,639.25	3,236	11,805

Season Passes

Sholem saw an increase in pool pass sales for the 2016 swimming season which is better than the 9% drop that occurred for the 2015 season. However, overall new and renewal sales have fallen nearly every year since Sholem opened. Other pool opportunities and poor weather in previous seasons has been a factor in pool pass purchases. Through our surveys, we are aware that the other pools are attractive with their offerings and do compete with our offerings on some level. Those facilities such as the YMCA and the Crystal Lake Pool draw local customers away from Sholem, confirming the competition for aquatic members is tight.

Table 6: Sholem Pass Holder Data 2009 – 2016

	2016	2015	2014	2013	2012	2011	2010	2009
New Pass Sales	1,012	1,042	1,346	834	1,242	1,779	1,739	1,986
Renewal Pass Sales	1,137	1,145	977	1,772	2,119	2,316	2,525	2,205
Total Passes Sold	2,149	2,187	2,323	2,606	3,361	4,095	4,264	4,191

Weather Data (Source: U. S. Climate Data)

This season had the second coldest average temperature since staff started to record that data. This season also had the second most rainfall since staff started documenting this data. The Champaign area had an average temperature of 83 degrees and never got above 94 degrees. The area also experienced a significant amount of rain.

Table 7: Weather Statistics from 2011 – 2016 (Memorial Day – Labor Day)

Year	Average Temperature	Maximum Temperature	Total rainfall
2016	83	92	12.48"
2015	83	94	14.70"
2014	82	93	15.44"
2013	84	97	10.95"
2012	88	101	9.46"
2011	86	99	5.79"

Program Registration Data

Sholem's programming was down this year. Crystal Lake Pool and YMCA draws potential program patrons away from Sholem. In addition, it was the second coldest and wettest summer since that data has been tracked starting in 2009.

Table 8: Program Enrollment Data 2011-2015

Program	2016 Enrollees	2015 Enrollees	2014 Enrollees	2013 Enrollees	2012 Enrollees	2011 Enrollees
Weekday Swim Lessons	478	465	570	588	719	768
Saturday Swim Lessons	109	Not offered	88	77	54	32
Sunday Swim Lessons	141	219	68	42	Not offered	Not offered
Adult Swim Lessons	28	7	6	7	14	12
Private Swim Lessons	49	31	96	234	154	131
Junior Lifeguard	8	10	7	15	15	13
Sholem Sharks Swim Team	164	156	163	180	170	169
Sholem Sharks Pre-Team	30	31	27	27	25	48
Morning Water Aerobics	180	170	161	199	230	195
Saturday/Sunday Water Aerobics	65	27	31	30	18	Not offered
Enrollment Totals	1,252	1,116	1,217	1,399	1,399	1,104

Swim Lessons

Group swim lessons were up slightly from previous year (2015 – 691 vs. 2016 – 756). Staff believes this is due in part to the better management of space when sharing the pool with swim team and other programs. The end of season survey showed that there still some concerns about crowding in the pool, but better management of space allowed class sizes to increase. Private lessons are slightly up from last year, but have not rebounded to where they were in past years. Staff believes part of the reason for lower enrollment in private lessons stem from Crystal Lake Pool/Urbana Indoor Pool, Campus Rec, and Stephens Family YMCA all offering swim lessons. Survey results showed that patrons complained of the high price for private swim lessons.

Parents were very happy with our program overall. Survey results show that 88% of respondents ranked the program "Excellent" or "Good." Most of the complaints stem from lack of space for swim lessons, competing for space with swim team, slow moving lesson plans for some students, and cool water temps. Very few lessons days were cancelled due to weather related issues.

Water Fitness

Attendance in water aerobics was up a bit this year by another 10 participants. Jo Rodriguez, longtime water aerobics instructor, has developed a very loyal following and has done a great job with this program. Enrollment numbers have gone up for the last few years. We should see an increase further with the addition of evening water aerobics classes if Jo wishes to continue

with those. Jo added some of these evening classes this last pool season and many people attended. They received positive attention for being available after people in the community got off of work.

Swim Team

Sholem Sharks Pre- and Swim Team had another successful year. Coach Jason Maddux led the Sholem Sharks to its sixth straight conference championship. This program continues to be one of the most popular summer programs and has a waiting list of people wanting to join the team. Unfortunately due to lack of space in the pool, enrollment has to be capped.

Due to pool crowding concerns voiced by parents in 2011, staff decreased the size of the team for the 2012 season. However, at the start of 2013 parents were upset about the waitlist and many parents said that we should increase the size of the team again to accommodate all interested children. Staff increased the team to accommodate all swimmers and staff scheduled swim lessons in the river to allow the swim team full use of the lanes. This program requires more space.

Concessions

“The Oasis” Concessions Stand *(fiscal data mentioned is through the fifth month of this fiscal year)*

Overall net revenue was up from \$26,430.51 in 2015 to \$27,276.21 in 2016. Sholem’s top sellers by volume (excluding beverages) have remained constant over the past four seasons including this one. Top sellers this year were pretzels with cheese, quarter candy, shaved ice, nachos with cheese, hotdogs, and ice cream. End of year surveys show that customers are interested in a change of the concessions menu.

Table 9: Concessions Financial History 2011 – 2015

	2016	2015	2014	2013	2012	2011
Sales	\$90,782.14	\$82,263.08	\$58,635.48	\$63,060.92	\$93,554.55	\$98,299.69
Staffing Costs	\$13,395.21	\$19,395.64	\$20,640.33	\$18,852.16	\$22,559.67	\$23,220.26
Merchandise for Resale	\$40,248.72	\$29,907.57	\$24,545.97	N/A	N/A	N/A
Revenue	\$27,513.79	\$26,430.51	\$6,025.31	\$11,597.47	\$23,787.86	\$22,950.37

Based on this year’s survey, 69% of patrons felt the food selection was “Excellent” or “Good.” Additional survey results show 52% or more of the patrons felt the prices, speed of service and customer service were “Excellent” or “Good.” All these results are an improvement from 2014.

Table 10: Concessions Survey Results: 2015

	Excellent	Good	Okay	Fair	Poor
Food Selection	10.20%	59.18%	22.45%	8.16%	0.0%
Prices	10.20%	42.86%	32.65%	12.24%	2.04%
Speed of Service	16.33%	40.82%	26.53%	12.24%	4.08%
Customer Service	18.37%	57.14%	16.33%	6.12%	2.04%

Communication and Customer Service

Social Media

Social media continues to be a strong point and is very well maintained by the Park District Marketing team. Patrons frequently mentioned how much they appreciated the Facebook updates and Twitter closure alerts, and several told staff that it was great to be able to check social media from their phones before heading to the pool.

Staff Mentoring

Sholem's Leadership and Mentoring Program had a successful season. Five (5) lifeguards were chosen to participate in this one month leadership and training program. Participants shadowed current managers and completed sets of tasks commonly required of the aquatics management team. They will now have the opportunity to interview for available aquatic positions in 2017.

Media Presence

Over the course of the summer, several news outlets produced stories related to Sholem Aquatic Center that included: 1) new lifeguard training program that was opened up to the public, 2) water safety and the importance of attending a public pool with highly trained lifeguards, 3) opening weekend story about the Sholem Aquatic Center, new programs being offered and the summer events.

Community and Customer Service

This is where the Team Sholem staff truly shine. While staff can't control weather, patronage, and lack of aquatic offerings for older teens, they could control the Outstanding Customer Service that was offered this past year. The Team Sholem staff continued their tradition of community service again in 2015. Managers and Lifeguards participated in the Champaign County Forest Preserve Fundraiser in which they modeled swim wear from previous decades! Lifeguard and swim lessons staff provided water safety demonstrations, hosted a free water safety clinic for children and their parents, gave brief water safety talks for visiting camps; and the aquatics division also continued partnership with the Champaign Police Department, Champaign Fire Department, and Carle Foundation Hospital to provide water safety information and demonstrations to Unit 4 students through the *Risk Watch* program.

There were several customer service highlights that included: 1) Opening up the weekly lifeguard training class to the general public for them to observe and/or participate in the training on Monday nights. We continued our recent tradition of including adults and children, ages 3-13, during the weekly training sessions. This provided real life/real time training that has proven to be invaluable. 2) Training the Champaign Fire Department on various in-water rescue techniques (such as spinals, back boarding, in water care). 3) Allowed St Thomas Moore girls swim team to get practice laps in during early mornings to prepare for upcoming season.

Challenges

The 2016 aquatic season saw great attendance which often provides opportunities for challenges to arise also.

- 1) Lack of activities for youth/teen and behavior issues
- 2) Lack of aquatic space for programming
- 3) Staffing

Several comments surrounding the youth/teen crowds and their behavior were shared through our evaluations.

Troubled patronage requiring 911 assistance proved to be a major challenge from the opening weekend to the very last day of the season. Management staff had to escort patrons out of the facility on several occasions this summer. Each time it involved multiple youth that were bothering other patrons, using extreme profanity, not complying with written and published pool rules, being disrespectful to guest and staff, fighting, and begging other patrons for money near concessions. Each of these times also involved multiple warnings which jeopardized patron safety by taking lifeguard and management attention away from the pool area in order to deal with these incidents. On three occasions staff had to escort adults out of the facility for extreme profanity and threats of bodily harm to lifeguards and management staff.

Lack of aquatic space continues to provide difficult challenges to overcome year after year. While Sholem Aquatic Center does have several bodies of water for leisurely play and relaxation, it does not have enough dedicated space for lap swim, advanced swim lessons, swim team, and water aerobics activities all at the same time. We face an uphill battle to provide public programs that will fit many different time slots, ages, abilities, and needs of our community. More aquatic space for these types of programs is needed.

One of the biggest challenges this summer was staffing. We are seeing this challenge as more staff from previous years are aging out and not returning. This year we hired several new staff and lifeguards that are replacing the old "guard" and getting acclimated to our system. We anticipate attracting more potential staff for upcoming years as our new guards gain more confidence and our recruiting strategies are increased.

Prepared by:

Reviewed by:

Christopher Wendt
Aquatics Coordinator

Jameel Jones
Director of Recreation



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 14, 2016

SUBJECT: 2016 Taste of CU Report

Event Details

Location: West Side Park

Date: Friday, August 19-20, 2016

Time: Friday 5:00pm-11:00pm and Saturday 11:00am-11:00pm

Attendees entered the park through six main entrance points this year. At each entrance, various non-profit organizations were responsible for utilizing clickers and counting all attendees that entered the park and soliciting donations for admittance. Based on those two factors, it is estimated that 27,000 people attended the event over the span of two days. There was an estimated 11,600 attendees on Friday with donations of \$2,350 and 14,000 attendees with donation of \$4,862 on Saturday. Ticket sales on Friday reached \$40,840 and \$65,736 on Saturday. This year weather was an issue on Saturday with large amounts of rainfall at the start of the event and a few small showers later in the day, this may have been a factor for the drop of attendance and lower ticket sales for Saturday's events.

Event Logistics

The event featured 24 food vendors, 24 artists, 8 corporate sponsors, 19 non-profit sponsors and various other media sponsors. Like the previous year, food vendors lined the sidewalks running North-South and East through the park with food trucks moved along University Ave. Art vendors were moved to the corner of Elm and Church filling in the area where the kid's zone had been in past years. Community Corridor and Park Partners were stationed on the sidewalk from the corner of University and Elm. Corporate Corridor sponsors were placed in the middle of the park between the fountain and gazebo.

Minor changes were added to the event this year including an additional beer tent featuring local craft beer and diaper changing stations throughout the park. These additions decreased long lines for beverages and appealed to the growing popularity of craft beer. The adding of diaper changing stations, we hope made the event easier for families with small children and created a more family friendly atmosphere.

The layout of the food vendors was adjusted slightly this year to accommodate the large amount of food trucks added to the event. The food trucks that receive a high volume of traffic were moved in the grass area along University Ave. This gave more room for lines that did not interfere with walking traffic on the sidewalks. Based off of positive feedback from 2015 from both patrons and vendors, food vendors were kept on only one side of the sidewalk, while the other side of the sidewalk was lined with picnic tables for attendees to sit down and enjoy their food.

Budget

Friday evening generated \$40,841 in ticket sales, Saturday generated \$65,736 in ticket. The total ticket sales value was \$106,577, with projected revenues of \$68,515.00. The projected expenses for this year's event are \$100,059, resulting in a projected net value of -\$31,544.00

Of the projected expenses, \$8,710 will be used for the Special Event Coordinator's salary. Two music headliners were booked for Taste this year increase the contractual entertainment up to \$43,000

Event Discussion

Weather

This year's weather did cause a drop in attendance for Saturday. The sun was shining and the temperatures were great on Friday with a large early morning shower and scattered showers throughout the day on Saturday.

Ticketing

This year's ticket value was adjusted from the past two years with the removal of .25 cents removed from each ticket. Patrons purchased a sheet of 5 tickets for \$5. Each ticket was \$1. To make up for the loss of the .25 cents a suggested donation of \$5 was asked at each entry point into the festival. 30% of the proceeds raised at the entrances went the non-profit groups that staffed the entrances for their help. The rest went to the Park District to support the Youth Scholarship Fund.

These changes were made because of the growing frustration from food vendors and patrons of the event. Every year a large number of vendors are confused and frustrated by the ticket pricing system. Vendors receive 80% of the ticket sales they collect, with 20% going to the Park District. For every 4 tickets the vendors collect they receive \$3.20 (80% of \$4). The vendors know that the patrons have paid \$5 for 4 tickets and have expressed that they should receive \$4 (80% of \$5).

This confusion and frustration is also shared by festival patrons. Patrons pay \$5 for 4 tickets (forgetting about the \$1 off the top) and feel that each ticket is worth \$1.25. When they see food items for 8 tickets they feel they are buying a \$10 item. The vendors, however, are selling an \$8 item. This leads to patrons feeling that food items are overpriced.

Beer Sales

2016 marked the fourth year in which the Taste of Champaign-Urbana featured the sale of beer. In past years, attendees have continually requested both local craft beer and domestic beers be sold. This year Orange and Blue Distributing served with the addition of four local craft beer distributors to accommodate the past requests. This year 100% of sales went directly to the Park District. CPD made \$25,587 in beer sales, down from last year at \$35,152.50 which is to be expected with the lower attendance rate for Saturday.

This year, anyone who wished to purchase alcohol was required to show a valid ID and wear a wristband in order to purchase alcohol. Another change this year was the requirement from Sgt. Ketchum of the Champaign Police Department and new Champaign law, for all servers of alcohol to be TIPS trained. Both Zoe Stinson and Wendy Zindars went through training to become certified TIPS trainers to make sure all volunteers pouring alcohol had the proper certification. This resulted in the Park District having numerous CPD staff and volunteers with proper training that is valid for up to 3 years. Logistically, beer sales was a success. The Park District did not receive any infractions, nor did the hired security and the Champaign Police Officers who were on site were not needed for any alcohol-related concerns.

Art Vendors

This year art vendors were not allowed to park any vehicle behind their tent for the duration of the festival. This made for a smother set up less safety risks inside of the festival grounds. Additionally, vendors were allowed to pack up after 9pm. Due to the presence of security guards dedicated to the artist area of the event from 9-11pm, artists were comfortable leaving their spots for the night, even while the festival was still open to the public.

Volunteers

This year's recruitment of volunteers was difficult, largely because it was also move-in weekend for U of I students. Staff utilized extra efforts through the volunteer listserv, social media, and staff emails to meet the festival's needs. A large majority of volunteers were walk-ups at the event itself. With the use of social media and Facebook ads, along with reaching out to school groups prior to the summer academic break, the Park District should see an increase in the number of volunteers for future events.

Sponsorships

Sponsorships were fairly consistent with previous years. Illinois American Water returned as a \$6,000 Main Stage sponsor, \$5,000 new sponsorship from Orderup and additional Corporate Sponsor including FedEx and XFINITY.

Survey Results

Surveys were created using SurveyMonkey.com in order to obtain information about the experiences of patrons, food vendors, beer vendors, and artists and also to obtain their valuable suggestions for future years.

Family Activities

Joyful Bubbles was the number one pick of patrons with Inflatables as the runner up. We went with a new inflatable company this year House of Bouncers and added paintball from Firemark Paintball. Both received high praise for the set up and safety of the activities. Last year we had safety issues with Action Inflatables that resulted in two injuries, zero injuries accrued for 2016

Event Rating/Location

All responses came back positive on the event quality with unanimous *Very Good* vote. Event location had a mix of *Excellent* and *Very Good* responses. Few comments came back about how to deal with wet event grounds.

Concerns and Comments

Most of the comments that came back about the event referenced the stage entertainment with high praises on Friday night's performance from Kurtis Blow. All comments were favorable on continuing bring larger acts to the event.

Final Conclusion

The Taste of Champaign went through minor changes this year making improvements from issues that arouse last year. There was a stronger emphasis on beer and music with a national act performing on Friday and Saturday. All of the changes made to the festival were well received by both the public and staff. Overall, the festival was conducted very well. The biggest challenge faced this year was the weather with scattered showers throughout the day on Saturday. Changes for next year will be relatively small and will focus on fine tuning the issues that arose this year, with a strong emphasis on obtaining increased vendor participation and sponsorships.

Prepared by:

Reviewed by:

Zoe Stinson
Special Events Manager

Jameel Jones
Director of Recreation



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: December 14, 2016

SUBJECT: Virginia Theatre Semi-Annual Report 2016

2016-2017 Restoration Projects

In FY16, Virginia Theatre staff scheduled the facility's event calendar to allow time for a major project to purchase and install a flown "line-array" speaker system, along with new front-of-house lighting. The project was to be underwritten by \$750,000 from the State of Illinois' Museum Grant program, however the grant was suspended due to state budgetary issues. This fiscal, staff moved forward with opening the theatre's calendar to year-round bookings. Small projects continue—most recently CPD approved the purchase of furnishings for the building's second floor lobby—but for now, these large-scale restoration projects are on hold.

2016-2017 Performing Arts Season/Subscriptions

On Saturday, July 2, 2016, CPD announced its third planned performing arts season at the Virginia Theatre, featuring concerts by America, Manhattan Transfer & Take 6, Ricky Skaggs and Grace Potter, along with comedy by Nick Offerman, the return of the Champaign-Urbana Theatre Company with *Oklahoma!*, Champaign Unit 4 Schools with *Disney's Beauty and the Beast*, The Moth Radio Hour, and a number of other events—twelve of which were made eligible for subscription purchase.

As in the previous two seasons, the Virginia's 2016-2017 events were promoted in a printed brochure, through direct mailings, press releases, and in radio advertising, as well as online at thevirginia.org. As always, additional events are being added as the season progresses and both community members and commercial promoters reach out with fresh bookings.

The theatre's frequent buyer ("VT Series") subscription program continues to offer value to patrons who elect to purchase multiple (four or more) eligible events, in the form of:

- ticket discounts
- first choice of seats
- retaining seats at select new shows when added throughout the year
- option to renew a favorite seat from season to season
- purchase six or more series events and receive free admission to all *News-Gazette & Reel Deal* films

Subscriptions fell in FY17 (YTD), however, dropping from 175 in FY15 to 166 thus far this season, which may be attributable in part to fewer commercial promoter (rental) bookings in the fall of 2016 than in 2015.

Strong interest in single tickets at events continued in calendar year 2016, with the total number of patrons ticketed growing to 52,132, year-to-date, compared to 38,258 during the same period in 2015. The paid ticket sales gross for the first eleven months of this calendar year also rose to \$1,122,687.50, compared to \$1,002,607.55 for the same period in 2015.

Overall, FY17 continues the park district's strategic approach at the Virginia, with diverse offerings (concerts, film, comedy, children's shows, dance, community events, spoken word, live theatre) brought to the stage through a flexible set of business models (rentals, park district programs, house-presented, partnership).

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.

Important media partnerships also returned in FY17 with WILL Illinois Public Media and *The News-Gazette* again joining as season sponsors and offering robust support throughout the year.

Concessions

Virginia Theatre concessions saw further growth in FY17, with year-to-date gross sales at \$59,189, compared to \$41,965 for the same period in FY16 (an increase of 41%).

FY17 YTD REPORT

<u>Event</u>	<u>2015 Ticketed</u>	<u>2015 Gross</u>	<u>2016 Ticketed</u>	<u>2016 Gross</u>	<u>2016 CPD P/L</u>
CU Ballet <i>Coppelia</i>	1,929	\$27,993	1,577	\$20,539	+ \$7,816
[RENTAL] Champaign Urbana Ballet's annual spring performance featured the troupe's always exceptional sets, lighting, and costumes supporting their very professional young performers on stage. A lesser-known work than 2015's <i>Swan Lake</i> , <i>Coppelia</i> was attended by fewer patrons but still produced a fine evening of classical dance for attendees.					
Twist and Shout	1,313	\$18,467	1,415	\$20,172	+ \$4,938
[RENTAL] Twist and Shout, Dance and Cheer Studio's annual recital is a recent addition to the Virginia's calendar after performing at their own Mahomet facility for the event's first few years. They have seen increased revenue and attendance in each season at the Virginia, and 2017 will bring their 7 th annual recital, with dancers aged 18 months to 18 years.					
Art in Motion	2,303	\$42,696	2,482	\$47,035	+ \$10,937
[RENTAL] In June, 2016, Art in Motion Dance Studio held their 25 th annual recital at the Virginia Theatre, with dozens of short performances by their numerous competitive teams (over 300 young performers participated). Conversations are underway with the studio to add another event at the Virginia as they continue to grow their successful program.					
Youth Theatre <i>Annie KIDS</i>	802 (<i>King & I</i>)	\$7,769 (<i>King & I</i>)	1,469	\$11,594	+ \$4,650
[CPD] In 2016, Youth Theatre altered its schedule of five performances annually, moving its younger children's program to the spring to allow older participants (many of whom have spring activities and scholastic testing) to instead register for the winter program. The decision paid off with strong turnouts at <i>Annie KIDS</i> in May.					
Unit 4 Schools: <i>Chicago, the Musical</i>	-	-	852	\$10,569	+ \$1,305
[PARTNERSHIP] Champaign Central High School Drama Program presented this one-day performance of the acclaimed Broadway musical at the Virginia Theatre before taking the program to the International Thespian Festival at the University of Nebraska in Lincoln.					
Ice Cream & Independence	873 (in 2014)	\$13,766 (in 2014)	444	\$5,248	- \$3,997
[HOUSE] CPD's joint production with UIUC Bands Program is a multi-media jazz concert broadcast live on WDWS and narrated by radio host Jim Turpin. In 2014—the last time the program was offered—touring performers Canadian Brass joined area musicians on stage as featured soloists (no soloists were offered at 2016's show). Staff are working with conductor Linda Moorhouse to identify possible special guests for 2017.					
Youth Theatre <i>Fame JR</i>	1,150 (<i>Mulan</i>)	\$9,859 (<i>Mulan</i>)	721	\$6,830	TBD
[CPD] CPD Youth Theatre's summer program produced a fun, high-energy version of <i>Fame</i> in 2016, which unfortunately didn't reach the audience of the popular Disney program featured in the summer of 2015, <i>Mulan</i> .					
CUTC <i>Oklahoma</i>	-	-	1,971	\$34,369	+ \$6,905
[HOUSE] In August, 2016, the Champaign Urbana Theatre Company performed at the Virginia for the first time since 2009, drawing strong attendance for <i>Oklahoma</i> and providing a sound business model for possible future programs. CPD will announce a 2017 CUTC show this winter.					
4th Annual Pens to Lens	950	\$4,430	894	\$4,385	+ \$1,323
[PARTNERSHIP] The Champaign-Urbana Film Society, Champaign Movie Makers, and Champaign-Urbana Design Organization again partnered with CPD this year to present a unique program where K-12 students write original screenplays which are then made into short films by local filmmakers. Area graphic designers and illustrators also pitch in to create original movie posters for many of the screenplays.					

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<u>Event</u>	<u>2015 Ticketed</u>	<u>2015 Gross</u>	<u>2016 Ticketed</u>	<u>2016 Gross</u>	<u>2016 CPD P/L</u>
Chicago	-	-	1,418	\$147,996	+ \$6,542
[RENTAL] 2016 Rock & Roll Hall of Fame inductees Chicago performed before a full house at the Virginia on August 24, breaking the theatre's all-time record for highest grossing live event.					
Youth Theatre					
<i>Sleeping Beauty KIDS</i> 1,304 (<i>Aladdin KIDS</i>)		\$9,987(<i>Aladdin KIDS</i>)	1,349	\$10,897	+ \$1,634
[CPD] Strong participation and attendance were in evidence at this early fall Youth Theatre program, featuring students grades 2-4 in a live stage musical based on one of the most treasured Disney animated films of all time.					
John Gordon Seminar -	-	-	577	\$17,057	+ \$2,793
[RENTAL] Attendees met author and speaker Jon Gordon when he visited the Virginia in September for a special live appearance. The author of the bestselling book <i>The Energy Bus</i> , Gordon was brought to Champaign by Habeeb Habeeb, motivational speaker and founder of H-Squared Leadership Institute.					
Grace Potter	-	-	640	\$26,236	- \$15,036
[HOUSE] Rock singer-guitarist Grace Potter was presented with her band at the Virginia on September 30 before a small but enthusiastic audience.					
Rewind Film Fest / Dirty Dancing	-	-	266	\$1,228	+ \$436
[HOUSE] In FY17, CPD restructured the "festival" concept first tried with this event in 2015 – following that year's modest turnout for a series of five movies – as a series of quarterly feature films. Offered through a media partnership with Illini Radio Group's Rewind FM, the first title in this new series garnered strong attendance.					
John Maxwell: Live 2 Lead Seminar/Simulcast -	-	-	478	\$11,025	+ \$3,253
[RENTAL] This live simulcast hosted from Atlanta by author and speaker John C. Maxwell (and presented locally by Habeeb Habeeb, motivational speaker and founder of H-Squared Leadership Institute) was a half-day leadership development seminar designed to equip participants with fresh perspectives and practical tools.					
That's What She Said 1,012		\$31,236	506	\$12,117	+ \$3,863
[RENTAL] <i>That's What She Said</i> appeared at the Virginia on October 15 with another of its signature programs of "local women—exchanging stories". Presented by Christie Clinic, 2016's <i>TWSS</i> returned to the simpler format of its earlier years, with less added-on programming. Unfortunately, the event saw a steep reduction in attendance and gross revenue. The producers are taking a break in 2017 and will re-assess the program in 2018 forward.					
USS Indianapolis: Legacy	-	-	450	\$1,367	+ \$797
[HOUSE] This groundbreaking documentary film was added late to the theatre's schedule after an area resident approached staff about it. The story of the greatest sea disaster in U.S. Navy History, <i>USS Indianapolis: Legacy</i> told that story through testimonials of the men who lived it. Survivors of the tragedy were in the audience that night, and all veterans, active duty military personnel, and ROTC were allowed in free.					
America	-	-	849	\$53,413	- \$534
[PARTNERSHIP] On October 27, the classic rock band America performed in concert at the Virginia through a partnership between CPD and commercial promoter Exceptional Artists.					
Masks, Music, & Merlot	-	-	339	\$9,848	+ \$2,278
[RENTAL] The Champaign-Urbana Symphony Orchestra returned to the Virginia after a long absence with a Halloween-themed concert that included conductor Stephen Alltop on the Wurlitzer. A VIP fundraiser preceded the concert, which took place opposite a re-opening concert at State Farm Center, and the World Series.					
Nick Offerman	-	-	1,428	\$63,713	+ \$16,965
[HOUSE] The actor, comedian, musician, writer, and woodworker (best known for the role of Ron Swanson on NBC's <i>Parks & Recreation</i>) visited Champaign in November for a successful one-man show at the Virginia.					

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<u>Event</u>	<u>2015 Ticketed</u>	<u>2015 Gross</u>	<u>2016 Ticketed</u>	<u>2016 Gross</u>	<u>2016 CPD P/L</u>
"The Summit" Manhattan Transfer meets Take 6	-	528	\$25,595	- \$9,211	
[HOUSE] A rare classic jazz event at the Virginia Theatre featuring legendary vocal group Manhattan Transfer and contemporaries Take 6 in a joint concert. The event played exceptionally well for the modest crowd, with impressive production values and energetic performances from all involved.					

Disney's Beauty & the Beast, the Broadway Musical

4923 (Little Mermaid) \$58,330 (Little Mermaid) 4,026 \$44,436 + \$5,952

[PARTNERSHIP] Champaign Central/Centennial High School Drama Programs returned to the Virginia this fall with another full Broadway (including live orchestra) show, produced through a new collaboration between the two schools and CPD.

COMPARABLE VENUE COMPARISONS: 2016-17 Performing Arts Season

Virginia Theatre, Champaign

Concerts

Ice Cream and Independence
Chicago
Grace Potter
America
Masks, Music, & Merlot
Manhattan Transfer/Take 6
Andrew Peterson
The Chorale
Ricky Skaggs
Peter Frampton
Under the Streetlamp

Comedy

Nick Offerman

Theatrical/Spoken Word

Chicago, the Musical
Oklahoma
Jon Gordon seminar
Sleeping Beauty KIDS
John Maxwell seminar
That's What She Said
Beauty & the Beast
Elf JR
Disney's The Lion King JR
The Moth Radio Hour

Dance

CPD Dance Arts annual recital
Bravo Dance Competition
CU Ballet presents *Cinderella*
Twist & Shout annual recital
Art in Motion annual recital

Film

News-Gazette Film Series
Reel Deal Film Series
4th Annual Pens to Lens
Under the Gun
USS Indianapolis
PechaKucha, Volume 23

2017 Roger Ebert's
Film Festival

**Bloomington Center
for the Performing Arts**

Theatrical/Spoken Word
Elf, The Broadway Musical
The Amazing Max (magician)
Love Letters
Bye, Bye Birdie
Pantagraph Holiday Spectacular
A Church Basement Ladies
Christmas

A Christmas Carol
The Greatest Pirate Story (N)ever
Told,
Annie, The Musical
One Woman Sex & the City
PUSH Physical Theatre

Comedy

Dan Paul's What's Funny After 50?
Second City
Brian Regan
Louie Anderson
Kathleen Madigan

Concerts

The Oak Ridge Boys
Illinois Symphony Orchestra (5
seasonal concerts)
Elvis My Way starring Brandon
Bennett
Peter Oyloe & Hank Band
The Happy Together Tour
3 Girls Rock into a Bar
Maddie & Tae
Jonny Lang
The 12 Dames of Christmas
Starring Angela Ingersoll
Illinois Symphony Chamber
Orchestra (2 seasonal concerts)

American English
Mucca Pazza
Route 66 Musical Revue
Black Violin
The Sound of Illinois Chorus
I Gotta Right to Sing the Blues: A
Salute to Ella, Judy, & Patsy
The Young Irishers

Paramount Theatre, Aurora

Concerts

Engelbert Humperdinck
Under the Streetlamp
God Save The Queen
Madeleine Peyroux & Rickie Lee
Jones

Dance

Ballet Folklorico
Riverdance
Golden Dragon Acrobats

Comedy

Billy Gardell
Garrison Keillor
Defending the Caveman

Theatrical/Spoken Word

Mamma Mia!
Jigsaw Jones
Doktor Kaboom
The Little Mermaid
Nut-Cracking Holiday Revue
Sweeney Todd
Laura Ingalls Wilder
Jesus Christ Superstar

Film

The Matrix, Inception
The Princess Bride, *Scream*, 28
Days Later, *Saw*, *Elf*, *Miracle on*
34th Street, *Home Alone*, *Polar*
Express, *E.T.*, *Kung Fu Panda*

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.

Prepared by:

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Reviewed by:

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Executive Director