



AGENDA
REGULAR BOARD MEETING
Bresnan Meeting Center
706 Kenwood Road, Champaign, Illinois
Wednesday, March 14, 2018
7:00 p.m.

A. CALL TO ORDER

B. COMMENTS FROM THE PUBLIC: *Comments must be limited to not more than three (3) minutes.*

C. COMMUNICATIONS

D. TREASURER'S REPORT

1. Consideration of Acceptance of the Treasurer's Report for the Month of February 2018

E. EXECUTIVE DIRECTOR'S REPORT

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

F. COMMITTEE AND LIAISON REPORTS

1. Champaign Parks Foundation

G. REPORT OF OFFICERS

1. Attorney's Report
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. Minutes of the Regular Board Meeting, February 14, 2018
2. Minutes of the Executive Session, February 14, 2018

I. NEW BUSINESS

1. Approval of Disbursements as of February 14, 2018
Staff recommends approval of disbursements for the period beginning February 14, 2018 and ending March 13, 2018. **(Roll Call Vote)**
2. Approval of Epoxy Floor Coating for Shop and Sholem Bid
Staff recommends accepting the lowest responsible base bid and alternates #1 and #2 for epoxy floor coating for shop and Sholem Aquatic Center from Stout's Building Services in the amount of \$32,621.00 and authorizing the Executive Director to enter into an agreement for the work.
3. Approval of Bid for West Side Park Playground
Staff recommends rejecting all bids, reevaluating scope of work, and re-bidding the project for late summer 2018 construction.

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.

Regular Board Meeting

March 14, 2018

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4. Approval of Bid for Trevett Finch Retaining Wall
Staff recommends accepting the lowest responsible base bid and alternates for the Trevett Finch retaining wall from Stark Excavating in the amount of \$39,200.00 and authorizing the Executive Director to enter into an agreement for the work.
5. Approval of FY19 Garment Bids
Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications as follows in an amount not to exceed \$36,679.08. Will Enterprise in the amount of \$23,805.68; Sunburst Sportswear in the amount of \$3,373.70; Project Te in the amount of \$3,109.75; The Lifeguard Store in the amount of \$3,090.00; Marathon Sportswear in the amount of \$2,624.95; and Challenger Teamwear in the amount of \$675.00.
6. Approval of an Addendum and Amendment to Lease of Park Area for Human Kinetics Park
Staff recommends the board approve the Addendum and Amendment to Lease of Park Area for Human Kinetics Park.
7. Approval of an Agreement with Illinois Futbol Club regarding Lights at the Dodds Soccer Complex
Staff recommends approving the revised agreement with Illinois Futbol Club (IFC) to add lights to one soccer field at the Dodds Soccer Complex and setting field rental rates and fees for use of the soccer fields for a ten (10) year term, and authorizing the Executive Director to execute the agreement subject to IFC executing it before the Park District.
8. Approval of an Agreement with Illinois Futbol Club (IFC) regarding Youth Programming
Staff recommends approving an agreement with IFC regarding youth programming for a period of three (3) years and authorizing the Executive Director to execute the agreement.
9. Approval of a Request from Ameren Illinois for a Gas Pipeline Easement through Glenn Park
Staff recommends granting the easement request and entering into the easement agreement with Ameren Illinois, and collecting fees in accordance with Park District Ordinance No. 459.
10. Approval of a Resolution and an Agreement regarding the U. S. Communities Purchasing Program
Staff recommends approval of the resolution and a Master Intergovernmental Cooperative Purchasing Agreement to participate in the U.S. Communities Purchasing Program.

J. OLD BUSINESS

1. Approval of the FY19 Capital Improvement Budget and the 2020-2024 Capital Improvement Plan
Staff recommends approval of the FY19 Capital Improvement Budget and the 2020-2024 Capital Improvement Plan.

K. DISCUSSION ITEMS

1. Champaign Parks Foundation 3rd Quarterly Financial Update
2. Champaign Park District 3rd Quarterly Financial Update

L. COMMENTS FROM COMMISSIONERS

M. 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 and(c)(11) to address pending litigation.

N. RETURN TO REGULAR MEETING

O. ADJOURN

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: March 5, 2018
SUBJECT: Shop & Sholem Floor Coating Bid

Background

This project addresses the need for a protective, non-skid, and durable floor coating that can withstand heavy abuse in the shop (5 bays) at the Operations facility and the concession stand area at the Sholem Aquatic Center. The bid specifications called for decorative epoxy resin that is easy to clean, maintain, and is chemical resistant. Two alternates were also requested for both sites to complete small office areas that are adjacent to the base bid areas. All of the public areas at Sholem were completed in the spring of 2016 and this project will complete the needed areas at the Aquatic Center.

Bid Results

An invitation to bid was published in *The News-Gazette* and was posted on the CPD website. The bids were opened and read aloud on Friday, March 2, 2018. The results are as follows:

BIDDER	BASE BID (Shop & SAC)	ALT #1 (Shop Office & Receiving)	ALT #2 (South SAC Office)	TOTAL BID
Stout's Building Services, Urbana, IL	\$28,043.00	\$2,289.00	\$2,289.00	\$32,621.00
Concrete Ink, Springfield, IL	\$32,455.05	\$1,814.85	\$2,197.65	\$36,467.55
Midwest Commercial Coatings, Champaign, IL	\$49,824.00	\$3,300.00	\$2,700.00	\$55,824.00
Tuff Kote Flooring, S. Glens Falls, NY	\$55,700.00	\$5,200.00	\$3,500.00	\$64,400.00

Budget Impact

\$32,000 has been budgeted in the FY 17/18 Capital Improvement Plan, (project #18PM02). The remaining \$621 would come from savings in General Painting (project #18RM03).

Recommended Action

Staff recommends accepting the lowest responsible base bid and alternates #1 and #2 from Stout's Building Services in the amount of \$32,621 and authorizing the Executive Director to enter into an agreement for this work.

Prepared by:

Reviewed by:

Bret Johnson
Grounds & Maintenance Supervisor

Daniel Olson
Director of Operations

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

February 14, 2018

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, February 14, 2018 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

Present: President Craig Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin Miller, Treasurer Donna Lawson and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Daniel Olson, Director of Operations, Tammy Hoggatt, Director of Human Resources, and Chelsea Norton, Director Marketing and Communications.

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

Call to Order

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

Comments from the Public

None.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Lawson presented the Treasurer's Report for the month of January 2018. She stated the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Miller made a motion to accept the Treasurer's Report for the month of December 2017. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Executive Director's Report

Commissioner Solon arrived to the meeting at 7:02 p.m.

Volunteer of the Month

Ashley Sims, Special Events and Volunteer Coordinator, reported that Gwen Kasier was chosen as January 2018 Volunteer of the Month. She was chosen for her volunteer efforts with the Creative Movement and Ballet Level 1 classes. She is particularly helpful with the younger students and is always eager to assist the instructor to insure a successful class. Ms. Kasier was presented with a Certificate of Appreciation and a bag of goodies.

Volunteer of the Year

Ashley Sims, Special Events and Volunteer Coordinator, reported that Paul Wilson was chosen as Volunteer of the Year for 2017. He was chosen for his volunteer efforts as master naturalist and helping remove a hornet hive. Mr. Wilson was presented with a Certificate of Appreciation and a bag of goodies.

Project Updates

Mr. DeLuce distributed a list of project updates to the Board. He asked the Board members to let him know if they have any questions regarding the projects.

General Announcements

Mr. DeLuce reported that the Park District will host an IAPD Legislative Breakfast on March 12, 2018 at 8:00 a.m. at the Virginia Theatre. He asked the Board to let Ms. Harvey know if they plan to attend. Mr. DeLuce announced that the Park Honors event has been combined with the City of Champaign Stars Award event to increase the number of people who participate. The event will be held on April 26, 2018 at 6:00 p.m. at the Virginia Theatre.

Committee Reports

Champaign Parks Foundation

President Hays reported that the Foundation will hold a Donor Recognition event on July 21, 2018 from 4:00 to 8:00 p.m. in Hessel Park. He also reported that the estimated number of Ebertfest ticket sold to date is about the same as last year. President Hays stated that the artwork "Flamenco" at Porter Park has been offered for sale to the Champaign Parks Foundation/Park District. He reported that the Foundation directed staff to work on getting the price reduced.

Report of Officers

Attorney's Report

Ordinance No. 629

Attorney Hall recommended approval of Ordinance No. 629, annexing territory pursuant to petition (1212 West Windsor Road). He reported that property being annexed is a lot adjacent directly west of Morrissey Park.

Commissioner Kuhl made a motion to approve Ordinance No. 629, annexing territory pursuant to petition (1212 West Windsor Road). The motion was seconded by Commissioner Solon. The motion passed 5-0.

President's Report

None.

Consent Agenda

President Hays 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 Joint CPD/UPD Board Meeting, December 7, 2017
2. Approval of Minutes of the Regular Board Meeting, January 10, 2018
3. Approval of Minutes of the Special Board Meeting, January 28, 2018
4. Approval of Health Insurance Rates for 2018/2019

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

New Business

Approval of Disbursements as of January 10, 2018

President Hays stated that staff recommends approval of disbursements for the period beginning January 10, 2018 and ending February 13, 2018.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning January 10, 2018 and ending February 13, 2018. The motion was seconded by Commissioner Miller. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; and President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Approval of a Resolution and Authorization to file the Abatement Certificate for Series 2013A Bond
Ms. Wallace reported that this is the annual abatement related to the Sholem Aquatic Center bonds, reducing the debt service from the Park District's debt service property taxes that will be collected.

Commissioner Solon made a motion to approve a resolution and authorize staff to file the Abatement Certificate for Series 2013A Bond. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Formal Action regarding Cash in Lieu of Health Insurance Benefits as IMRF Earnings
Staff requests that the Board of Commissioners formally act to address the resolution regarding "cash in lieu" of health insurance regarding whether such payments are to be reported as IMRF earnings.

Commissioner Kuhl made a motion to not include the "cash in lieu" of health insurance as benefits for IMRF reporting purposes and suggested that Attorney Hall provide a letter to IMRF that to that effect. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Discussion ensued regarding the effective date. Ms. Wallace stated that payments were stopped after the January payroll.

Approval of Bids for Mowing Services

Mr. Olson presented the report. He was pleased that the Park District contract's mowing because the alternative is very expensive. Mr. Olson recommended awarding the mowing bids as recommended by staff.

Commissioner Kuhl made a motion to approve authorizing the Executive Director to enter into contracts with the low bidders on each respective site for mowing services for a period beginning May 1, 2018 through April 30, 2019; awarding to the lowest responsible bidder for each group, except project site groups 8, 9 and 10; awarding the bids for sites 8, 9, and 10 to the second lowest responsible bidder (described on attached bid results) because the lowest bidder is not capable of meeting the specifications required due to lack of staff or proper equipment; and that in the event of a contractor forfeiting his contract prior to its completion, authorizing the Executive Director to proceed to the next lowest responsible bidder and enter into a contractual arrangement for the remainder of the original contract. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of 2018-2019 Program Guide Printing and Mail Preparation Bid

Ms. Norton presented the report. Discussion ensued. Commissioner Kuhl expressed concern regarding a 7% increase and suggested looking at ways to reduce the cost. Ms. Norton stated that all bidders increased prices over last year. She also stated that the lowest responsible bidder was a new company, Indiana Printing. Staff checked references and is confident that Indiana Printing will be able to do the job. Ms. Norton reported that staff plan to monitor and review cost-cutting measures for printing.

Vice President McMahon made a motion to approve awarding the bid for FY18-19 program guide printing and mailing preparation to the lowest responsible bidder, Indiana Printing, in the amount of \$54,774.00 for all three issues. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Old Items

None.

Discussion Items

2019-2024 Capital Improvement Plan

Mr. DeLuce reported that Ms. Wallace was going to present a brief overview of the process for compiling the capital improvement plan and review a pie chart showing fund balances.

President Hays reported that he discussed with staff the need to only present an overview tonight. He encouraged the Commissioners to study the proposed projects and funding and be prepared to discuss and prioritize at the February 28, 2018 meeting.

Ms. Wallace reported that an internal committee was formed to develop guidelines for reviewing capital project requests. She reported that staff reviewed prior year capital to determine if changes needed to be made. She reported that in the proposed plan, changes are shown in "red" and additions in "blue." Ms. Wallace provided additional information including summary pages for new project requests, a list of large projects that warrant Board discussion to determine priority and funding, and an inventory of vehicles. She briefed the Board on proposed new revenue for FY19 and carryover funds for projects in FY18. Ms. Wallace reviewed a pie chart that showed the estimated amount of excess funds remaining. The balance does not include projected carryover from FY18. Discussion ensued. Commissioner Kuhl suggested that funds earmarked for trails and pathways, and project development be extracted from the excess funds balance and be maintained for the designated purposes separately. Mr. DeLuce noted that the Park District needs 30% to 40% up front funds for grant purposes.

President Hays reiterate that the Commissioners review the proposed capital and be prepared to discuss prioritization at the February 28, 2018 meeting. He also encouraged the Commissioners to forward any comments to Mr. DeLuce or Ms. Wallace.

Mr. DeLuce stated that staff would like the capital improvement plan to be approved at the March 14, 2018 Regular meeting.

Comments from Commissioners

None.

Executive Session

Commissioner Kuhl moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Miller. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Barbara J. 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 including meetings held for the purpose of discussing whether a particular parcel should be acquired; (c)(11) to address pending litigation; and (c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Return to Regular Meeting

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

Executive Session Items – Action

Approval to Make Available for Public Viewing Executive Session Minutes

Kuhl made a motion to approve making available for public viewing a portion of minutes from the Executive Session meeting on June 14, 2017. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Adjourn

There being no further business to come before the Board, Vice President McMahon made a motion to adjourn the meeting. The motion was seconded by Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 7:55 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 6, 2018

SUBJECT: West Side Park Playground Replacement

Background

West Side Park Playground Replacement project includes site demolition, and installation of new playground equipment and swings, poured-in-place rubber safety surfacing, and Fibar safety surfacing. Two alternates were included: 1) three shade structures purchase and installation, and 2) demolition and site restoration of the existing swings west of the playground.

Prior Board Action

July 26, 2017 Special Meeting—Board approved FY17-18 Budget, including West Side Park Playground Replacement (Project 180006).

Bid Results

Sealed bids were opened on March 3, 2018. The bid tabulation is as follows:

Bidder	Base Bid	Alt 1 (Shade)	Alt 2 (Swing Demo)	Total (\$)
Kinney Contractors Inc.	\$239,590	\$19,601	\$12,823	\$272,014
Cross Construction	\$247,000	\$14,000	\$5,000	\$266,000
Duce Construction Company	\$270,000	\$22,200	\$7,800	\$300,000
Mid Illinois Concrete & Excavation, Inc.	\$290,050	\$17,500	\$12,200	\$319,750

Budget Impact

The project budget is \$210,000; project balance to date is \$207,550 as \$2,450 was used for a topographic survey. The lowest base bid is \$32,040 over the current project balance.

Recommendation

Staff recommends rejecting all bids, reevaluating scope of work, and re-bidding the reconsidered project for late summer 2018 construction. As part of the redesign staff will include two shade structures at West Side Park playground within the base bid work.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

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

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 5, 2018

SUBJECT: Trevett Finch Retaining Wall

Background

Trevett Finch retaining wall has been in disrepair for many years with the District having received numerous complaints. In August of 2016, the Planning and Operations department approached area contractors for quotes the results ranged from \$27,600.00 to \$63,615.00.

Prior Board Action

July 26, 2017 Special Meeting—Board approved FY17-18 Budget, including \$40,000 Trevett Finch Park Retaining Wall (project 18PM08).

Bid Results

The Planning Department received five quotes for concrete work at Trevett Finch Park in a sealed bid opening on March 5, 2018. The proposed work includes replacing the existing timber, retaining wall and installing a CIP concrete wall and curb. Additional improvements include a sidewalk extension.

Company Name	Base Bid (concrete wall)	Alternate 1 (sidewalk extension)	Alternate 1a (flagstone insert)	Alternate 2 (concrete curb)	TOTAL
Stark Excavating	27,300.00	7,150.00	2,750.00	2,000.00	\$ 39,200.00
Mid Illinois	34,730.00	3,900.00	3,650.00	1,820.00	\$ 44,100.00
Duce	39,400.00	3,900.00	2,700.00	2,000.00	\$ 48,000.00
English Bros	40,600.00	7,600.00	3,255.00	1,030.00	\$ 52,485.00
Cross Construction	42,625.14	7,668.00	10,971.00	2,100.00	\$ 63,364.14

Budget Impact

This project is being funded out of periodic maintenance budget (01-20-001-58001-18PM08).

Recommendation

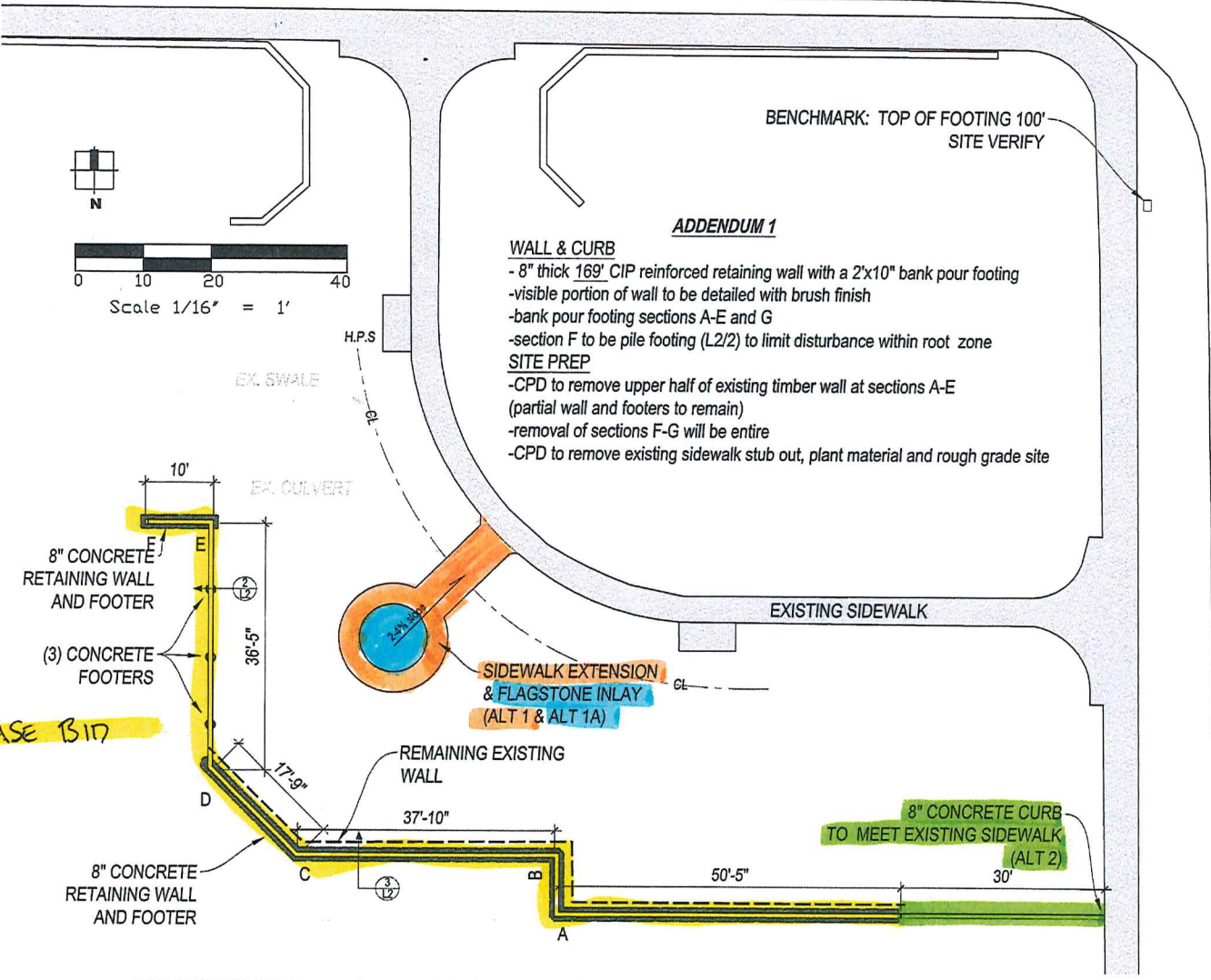
The staff recommends awarding the contract for Trevett Finch Retaining Wall base bid and all alternates to Stark Excavating the amount of \$39,200.00.

Prepared by:

Phil Burke
Park Planner

Reviewed by:

Joe DeLuce
Executive Director



BENCHMARK: TOP OF FOOTING 100'
SITE VERIFY

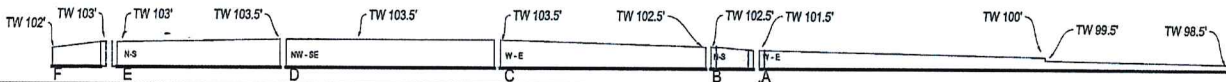
ADDENDUM 1

WALL & CURB

- 8" thick 169' CIP reinforced retaining wall with a 2'x10" bank pour footing
 - visible portion of wall to be detailed with brush finish
 - bank pour footing sections A-E and G
 - section F to be pile footing (L2/2) to limit disturbance within root zone
- SITE PREP**
- CPD to remove upper half of existing timber wall at sections A-E (partial wall and footers to remain)
 - removal of sections F-G will be entire
 - CPD to remove existing sidewalk stub out, plant material and rough grade site

BASE BID

WALL SECTIONS IN ELEVATION (BENCHMARK AT LIGHTPOST 100' SEE L3)



Bresnan Meeting Center
706 Kenwood Road
Champaign IL 61821
217 398 2550
champaignparks.com

trevett finch park
concrete retaining wall
903 west university
(sw corner of university ave & prospec t st.)
champaign illinois 61820

date	drawing issue
2/27/18	ADDENDUM

site plan

L3

sheet 3 of 3



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 7, 2018

SUBJECT: FY19 Garment Bid

Background

In order to be fiscally responsible with taxpayer money, the Park District requests bids for garment needs each year. Items requested each year in the garment bid include staff uniforms, staff garments, volunteer shirts, program awards, and participant garments.

Prior Board Action

None.

Bid Results

The invitation to bid was published in the News-Gazette. The bids were opened and acknowledged on Thursday, Feb 22, 2018. Staff requested bids for 80 items. The bids were awarded based on the lowest bid per item. The bid totals below represent the cumulative bid amounts for all items in which that bidder was the lowest responsible bid.

Bidder	Bid Total
Will Enterprise, Milwaukee, WI	\$23,805.68
Sunburst Sportswear, Glendale Heights, IL	\$3,373.70
Project Te, Urbana, IL	\$3,109.75
The Lifeguard Store, Normal, IL	\$3,090.00
Marathon Sportswear, Blue Island, IL	\$2,624.95
Challenger Teamwear, Naperville, IL	\$675.00
Total:	\$36,679.08

Budget Impact

Appropriate funds have been requested in FY18-19 program budgets for garments.

Recommended Action

Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications as follows in an amount not to exceed \$36,679.08. Will Enterprise in the amount of \$23,805.68; Sunburst Sportswear in the amount of \$3,373.70; Project Te in the amount of \$3,109.75; The Lifeguard Store in the amount of \$3,090.00; Marathon Sportswear in the amount of \$2624.95; and Challenger Teamwear in the amount of \$675.00. The Park District may spend less than, but not to exceed, the amount because garments may not be purchased as a result of low, insufficient, or no enrollment in a program, activity, or event for which the item was to be used. The quantities bid are approximations only. The purchase order quantity will cover the actual needs of the Park District at the time the order was placed.

Prepared by:

Reviewed by:

Jimmy Gleason
Sports and Facilities Manager

Jameel Jones
Director of Recreation

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.

Item #	Date Needed	Program/Activity	Item	Total# Needed	Sizes (Youth & Adult)	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Company	Unit Price	Total Price
1	4/15/2018	Adult Sports: Volleyball Awards (Spring)	T-shirt	60	Adult: Various	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Various team will pick and color; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White	Yes	Front	Silver, Matt	Will Enterprises	\$2.99	\$179.40
2	6/10/2018	Adult Sports: Soccer Award (Spring)	T-shirt	40	Adult: Various	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Various team will pick and color; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White	Yes	Front	Silver, Matt	Will Enterprises	\$3.15	\$126.00
3	8/31/2018	Adult Sports: Soccer Award (Summer)	T-shirt	40	Adult: Various	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Various team will pick color; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White	Yes	Front	Silver, Matt	Will Enterprises	\$3.15	\$126.00
4	10/1/2018	Adult Sports: Softball Awards (Summer)	Jackets	240	Adult: Various	Charles River, quarter zip, 100% nylon, drawstring bottom, mesh lining, corner side pockets	Various: Black, navy, dark green, red, orange, purple	White	Yes	1 - left crest; 1-back	Silver, Matt	Will Enterprises	\$12.39	\$2,973.60
5	11/7/2018	Adult Sports: Soccer Award (Fall)	T-shirt	40	Adult: Various	Crew neck, 100% cotton preshrunk, .6 oz. or better, samples required for sizing	Various team will pick and color; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White	Yes	Front	Silver, Matt	Will Enterprises	\$3.15	\$126.00
6	12/22/2018	Adult Sports: Volleyball Awards (Fall)	T-shirt	50	Adult: Various	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Various team will pick and color; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White	Yes	Front	Silver, Matt	Will Enterprises	\$2.99	\$149.50
7	5/15/2018	CPD All Staff Shirts	T-shirts	263	Adult S - 4XL	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1 - left crest; full-back	Gleason, Jimmy	Will Enterprises	\$3.15	\$828.45
8	5/1/2018	Prairie Farm: Staff Shirts	T-shirt	40	Adult: S-2XL	Crew neck, 100% cotton preshrunk, 6 oz. or better	Forest Green	Yellow	Yes	1-left crest; 1-back	Gleason, Jimmy	Will Enterprises	\$3.15	\$126.00
9	5/25/2018	Prairie Farm: Pee Wee Farmers Shirts	T-shirt	100	2T-Youth Medium	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Navy Blue	White	Yes	1-full front	Gleason, Jimmy	Sunburst	\$2.88	\$288.00

10	5/25/2018	Prairie Farm: Farmhand Shirts	T-shirt	65	Various Youth (XS - XL) and Adult (AS - AXL)	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Orange	Black	Yes	1-full front	Gleason, Jimmy	Will Enterprises	\$2.99	\$194.35
11	7/10/2018	Prairie Farm: Barnyard Fun Camp Shirts	T-shirt	40	Various sizes from youth XS to Adult Large	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Red	White	Yes	1-full front	Gleason, Jimmy	Will Enterprises	\$3.15	\$126.00
12	9/1/2018	CPD All Staff Shirts	T-shirts	160	Adult S - 4XL	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1- left crest; full-back	Gleason, Jimmy	Will Enterprises	\$3.15	\$504.00
13	5/10/2018	LRC Daycamp Participant Shirts	T-shirts	230	Youth Sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Light Green/Lime Green	Black	Yes	1 left crest; 1 back	Meissner, Shannon	Will Enterprises	\$2.99	\$687.70
14	5/10/2018	LRC Daycamp Staff Shirts	T-shirts	180	Various Adult S-XXL	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Jade	White	Yes	1 left crest; 1 back	Meissner, Shannon	Will Enterprises	\$2.99	\$538.20
15	6/6/2018	LRC Daycamp Staff Sweatshirts	Crewneck Sweatshirt	45	Various Adult S-XXL	Crewneck Sweatshirt, 7.5 oz. 50% cotton/50% polyester	Maroon	White	Yes	1 left crest; 1 back	Meissner, Shannon	Project Te	S-XL: \$7.15 2XL: \$8.45	\$351.00
16	9/1/2018	LRC Afterschool: Staff Crew Neck Sweatshirt	Crewneck Sweatshirt	20	Various Adult S-XXL	Crewneck Sweatshirt, 7.5 oz. 50% cotton/50% polyester	Maroon	White	Yes	1 left crest; 1 back	Meissner, Shannon	Will Enterprises	\$8.51	\$170.20
17	1/24/2019	Youth Sports: Youth Hoops	Basketball Shorts	220	Youth and Adult sizes	A4 7" & 9" Cooling Performance Power Mesh Short 100% Polyester; 5 oz.; Style #NB5281	Silver	Navy Blue	Yes	One color logo on front left leg	Evans, Cody	Marathon	S-XL: \$4.45 2XL: \$4.80	\$1,017.50
18	1/24/2019	Youth Sports: Youth Hoops	Reversible Basketball Jersey	220	Youth sizes (YS-YXL): and Adult sizes (AS-A2XL)	YBA Reversible Dry-Fit Tank w/Side Panel and Piping; style # 785	Navy/White	Navy blue on White & White on Navy Blue side.	Yes	4 total: 2 x one color logo (each side would have logo on center front); 2 x one large number (each side would have large number on back);	Evans, Cody	Will Enterprises	\$10.26	\$2,257.20

19	5/1/2018	Youth Sports: Girls Fast-Pitch Softball Uniforms	Softball Jersey	90	Various Youth (YS - YXL) & Adult Sizes (AS - A2XL)	Mustang Jersey (158)- lightweight moisture wicking CT AIR CON fabric, authentic cut classic henley jersey with 2-button placket features stylish contrasting piping on front and back	Various: Purple, Navy, Maroon, Kelly, Gold, Forest Green, Cobalt, Columbia, Orange	White or Black (depending on jersey color)	Yes	1 full front; 1 full back; 8" number on back	Evans, Cody	Challenger	\$5.00 w/screen print of \$2.50 per item (\$7.50 total per item)	\$675.00
20	6/1/2018	Dev Sports: Iddy Biddy Baseball	T-Shirts	50	Youth Sizes (YS-YXL)	Gildan 8000B-Gildan Dry Blend Youth T-shirt, 5.6oz., 50/50 cotton/poly GD120	Yellow/Gold/daisy	Navy Blue	Yes	1 full front; 1 back center crest	Evans, Cody	Sunburst	\$3.34	\$167.00
21	6/1/2018 & 10/1/2018	Dev Sports: Mini Dribblers	T-shirts	70 Total in 2 Seperate orders (1- June and 1- October)	Youth Sizes (YS-YXL)	Gildan 8000B- Gildan Dry Blend Youth T-Shirt, 5.6oz, 50/50 Cotton/Poly--GD120	Navy	Gold/ Yellow	Yes	1 full front; 1 Back Center Crest	Evans, Cody	Sunburst	\$3.34	\$233.80
22	4/15/2018	Aquatics: Staff	Men's Lifeguard Swim Trunks	60	Adult: S-L	TYR Men's Guard Hydroshorts	50 Red/ 10 Blue	NA	NA	NA	Wendt, Topher	Lifeguard Store	\$17.50	\$1,050.00
23	4/15/2018	Aquatics: Staff	Suits	60	Adult XS-L	TYR Women's TYReco Dimaxfit Workout Bikini	50 Red/ 10 Blue	NA	NA	NA	Wendt, Topher	Lifeguard Store	\$34.00	\$2,040.00
24	5/1/2018	Aquatics: Lifeguard	1-piece swimsuit	20	Size: 32-40	Women's Guard TYReco Dimaxfit Swimsuit	4 Navy/ 16 Red	N/A	N/A	N/A	Wendt, Topher	Project Te	\$33.00	\$660.00
25	5/1/2018	Aquatics: Lifeguard Supervisor	Men's Polo	10	Adult: S - L	8425 UltraClub Men's Cool and Dry Sport Performance Interlock Solid Polo Shirt	Royal	White	Yes	1-left crest, 1 back	Wendt, Topher	Will Enterprises	\$10.53	\$105.30
26	5/1/2018	Aquatics: Lifeguard Supervisor	Women's Polo	10	Adult: S-L	UltraClub Polo shirt 8425L Solid Women's Cool and Dry Sport Performance Interlock	Royal	White	Yes	1-left crest, 1 back	Wendt, Topher	Will Enterprises	\$10.53	\$105.30
27	5/1/2018	Aquatics Staff	Cloth Visors	30	One size fits all	Anvil Solid 3-panel twill visor; low profile, adjustable fabric Velcro closure or equal	Wheat	Red	Yes	Embroidered front	Wendt, Topher	Marathon	\$3.55	\$106.50
28	5/1/2018	Aquatics: Staff	Sweatshirt	46	Adult- S-L	Gildan Midweight 50/50 Hooded Sweatshirt	40 Red/ 6 Blue	White	Yes	1-left crest 1-back	Wendt, Topher	Will Enterprises	\$8.65	\$397.90
29	5/1/2018	Aquatics Staff	Hats	156	One size fits all	Champion Brushed cotton, 6-panel twill cap or equal	10 Royal; 30 Gold; 6 Steel; 45 Stone; 65 Red	White	Yes	Embroidered Front	Wendt, Topher	Will Enterprises	\$5.99	\$934.44
30	5/1/2018	Aquatics: Staff	Jackets	30	Adult: Various	Quarter zip lifeguard pullover lined jacket	Red	White	Yes	1-front; 1-back	Wendt, Topher	Will Enterprises	\$15.95	\$478.50

31	5/1/2018	Aquatics: Staff Shirts	Men's Performance T-shirt	70	Adult: S-XL	Champion Men's Performance T-Shirt; 4 oz., 100% poly single knit jersey with a Topical Moisture Management wicking finish or equal	White	Red	Yes	1-left crest; 1-sleeve; 1- back	Wendt, Topher	Will Enterprises	\$8.75	\$612.50
32	5/1/2018	Aquatics: Staff Shirts	Women's Performance T-shirt	80	Adult: S-XL	Champion Women's Performance T-Shirt; 4 oz., 100% poly single knit jersey with a Topical Moisture Management wicking finish; or equal; Ladies cut	White	Red	Yes	1-left crest; 1-sleeve; 1- back	Wendt, Topher	Will Enterprises	\$8.89	\$711.20
33	5/1/2018	Aquatics: Staff	Windpants	15	Adult S-L	Augusta Colorblock Tricot Warm-Up Pant	Navy/White	White	Yes	1 front	Wendt, Topher	Sunburst	\$13.78	\$206.70
34	5/1/2018	Aquatics: Women's Summer Leadership Staff (Customer Service/ Concession s)	Polo	10	Adult- S - XL	UltraClub Polo shirt 8425L Solid Women's Cool and Dry Sport Performance Interlock	Columbia Blue	White	Yes	Embroided front chest, back medium font	Wendt, Topher	Will Enterprises	\$10.53	\$105.30
35	5/1/2018	Aquatics: Men's Summer Leadership Staff (Customer Service/Co ncessions)	Polo	10	Adult S-XL	8425 UltraClub Men's Cool and Dry Sport Performance Interlock Solid Polo Shirt	Columbia Blue	White	Yes	Embroided front chest, back medium font	Wendt, Topher	Will Enterprises	\$10.53	\$105.30
36	5/1/2018	Swim Lesson Supervisor (Men's)	Polo	2	Adult S-L	8425 UltraClub Men's Cool and Dry Sport Performance Interlock Solid Polo Shirt	Bright Yellow	Black	Yes	1 front, 1 back	Wendt, Topher	Marathon	\$14.95	\$29.90
37	5/1/2018	Swim Lesson's Supervisor (Women's)	Polo	4	Adult S-XL	UltraClub Polo shirt 8425L Solid Women's Cool and Dry Sport Performance Interlock	Bright Yellow	Black	Yes	1 front, 1 back	Wendt, Topher	Marathon	\$14.95	\$59.80
38	5/1/2018	Swim Instructor Shirts	T-Shirts	30	Adult S-XL	Gildan 50/50 short sleeve	Daisy	White	Yes	1 front	Wendt, Topher	Will Enterprises	\$2.75	\$82.50
39	5/1/2018	Swim Coach Polos (Men's)	Polo	10	Adult S-L	8425 UltraClub Men's Cool and Dry Sport Performance Interlock Solid Polo Shirt	White	Black	Yes	1 front, 1 back	Wendt, Topher	Sunburst	\$12.74	\$127.40

40	5/1/2018	Swim Coach Polos (Women's)	Polo	10	Adult S-L	UltraClub Polo shirt 8425L Solid Women's Cool and Dry Sport Performance Interlock	White	Black	Yes	1 front, 1 back	Wendt, Topher	Sunburst	\$12.74	\$127.40
41	5/1/2018	Aquatics: Staff	Aquatics Manager Jackets	5 mens/ 5 womens	Adult: S-L	9515 and 5415/ Charles River Beachcomber Jacket	Navy	White	Yes	1 front; 2 back	Wendt, Topher	Sunburst	\$22.54	\$225.40
42	5/31/2018	Sholem: Swim Team Participant Shirts	T-shirt	200	Various Youth and some Adult Sizes	Gildan 8000B, dry blend, Short Sleeve, 50/50, preshrunk, 5.6 oz. or better	Sapphire	Black	Yes	2-front; 1-back	Wendt, Topher	Will Enterprises	\$3.15	\$6.30
43	7/18/2018	Pie Run	T-shirt	125	Adult S-XL	Gildan 50/50 short sleeve	Tennessee Orange	Black	Yes	1 front, 1 back	Wendt, Topher	Will Enterprises	\$2.99	\$373.75
44	7/1/2018	Aquatics: Mini Tri Participant Shirts	Dry Fit T-shirt	225	Adult: S-XL	Champion short sleeve performance t-shirt CW22	Scarlet	White	Yes	2-front; 1-back	Wendt, Topher	Sunburst	\$8.88	\$1,998.00
45	1/1/2019	Frozen 5K	Participant Shirt	200	Various Adult: XS - XL	Gildan G240 Long Sleeve T-Shirt	Light Blue	Black	yes	1 front, 1 back	Wendt, Topher	Marathon	\$6.05	\$1,210.00
46	5/1/2018	SCC Creative Kids Daycamp Staff Shirts	T-shirts	70	Various Adult S-XXL; 2XL Tall	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Navy Blue	White	Yes	1 left crest; 1 back	Kahler, Melanie	Will Enterprises	\$2.99	\$209.30
47	5/15/2018	SCC Creative Kids Daycamp Participant Shirts	T-shirts	100	40 YS; 40 YM; 15 YL; 5 AS	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Aquatic Blue	White	Yes	1 left crest; 1 back	Kahler, Melanie	Will Enterprises	\$2.99	\$299.00
48	10/1/2018	Cultural Arts: Ballet Participant Shirts	T-Shirts	120	Various Youth and some Adult Sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Black	Pink	Yes	1 left; 1 right; 1 front 1 back	Olden, Michelle	Will Enterprises	\$3.35	\$402.00
49	10/1/2018	Cultural Arts: Irish Dance	T-Shirts	70	Various Youth and some Adult Sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Black	Kelly Green	Yes	1 left; 1 right; 1 front 1 back	Olden, Michelle	Will Enterprises	\$3.35	\$234.50
50	10/1/2018	Cultural Arts: Dance Arts	Hooded Sweatshirt	125	Various Youth and Adult Sizes	Full Zipper Hooded Sweatshirt, Drawcord 50% cotton 50% polyester	Black	White	Yes	1 left crest, 1 right crest; 1 full back	Olden, Michelle	Will Enterprises	\$10.50	\$1,312.50
51	3/1/2019	Cultural Arts: Dance Performance	T-Shirts	170	Various Youth and some Adult Sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBA	Two colors	Yes	1 left; 1 right; 1 front 1 back	Olden, Michelle	Will Enterprises	\$3.35	\$565.50

52	4/25/2018	Youth Theatre: Play Gr. 2-4 (Spring)	T-Shirt	55	Youth 40 S-XL; Adult 15 S-XL	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Dudley, Patty	Will Enterprises	\$2.99	\$164.45
53	7/19/2018	Youth Theatre: Play Gr. 5-8 (Summer)	T-Shirt	55	Youth 40 S-XL; Adult 15 S-XL	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Dudley, Patty	Will Enterprises	\$2.99	\$164.45
54	9/20/2018	Youth Theatre: Play Gr. 2-4 (Fall)	T-Shirt	55	Youth 40 S-XL; Adult 15 S-XL	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Dudley, Patty	Will Enterprises	\$2.99	\$164.45
55	11/15/2018	Youth Theatre: Play Gr. 5-8 (Fall)	T-Shirt	55	Youth 40 S-XL; Adult 15 S-XL	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Dudley, Patty	Will Enterprises	\$2.99	\$164.45
56	2/21/2019	Youth Theatre: Play Gr. 5-8 (Spring)	T-Shirt	55	Youth 40 S-XL; Adult 15 S-XL	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Dudley, Patty	Will Enterprises	\$2.99	\$164.45
57	5/1/2018	DCC Mini Ballers Participants Shirts	T-shirts	40 (in two separate orders of 20 each)	3T-YM (toddler and youth sizes)	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Kiwi/Light Green	White	Yes	Full Front	Hicks, Katie	Will Enterprises	\$2.99	\$119.60
58	5/15/2018	DCC Daycamp Participant Shirts	T-shirts	170	Various Youth, some adult sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	White	Black	Yes	Full Front	Hicks, Katie	Will Enterprises	\$2.99	\$508.30
59	5/15/2018	DCC Teen & Daycamp Staff Shirts	T-shirts	75	Various Adult S-4XL	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Red	White	Yes	1 left crest; 1 back	Hicks, Katie	Will Enterprises	\$3.15	\$236.25
60	5/15/2018	DCC Campers Explore	T-shirts	45	Various Youth, some adult sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Yellow	Black	Yes	Full Front	Hicks, Katie	Will Enterprises	\$2.99	\$134.55
61	7/30/2018	CU Days Staff Shirts	T-Shirts	25	Adult: S - 5XL	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	TBD	2 Color TBD	yes	Full Front; Full Back	Hicks, Katie	Will Enterprises	\$3.15	\$78.75
62	9/1/2018	DCC Lions Participant Shirts	T-shirts	20	Various youth and adult sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Black	Gold	Yes	1 full front; 1 full back (will include name on back)	Hicks, Katie	Will Enterprises	\$3.15	\$63.00

63	12/1/2018	DCC First String Basketball Participant Shirts	T-shirts	100	Various Youth and Adult Sizes	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Various Colors; 1 color per team.	Black or White depending on shirt color	Yes	1 full front; 1 full back (will include team name and number on back)	Hicks, Katie	Will Enterprises	\$2.99	\$299.00
64	5/1/2018	CUSR: Camper	T- Shirt	75	Youth Small-Adult XXL	Gildan 50/50 short sleeve	Irish Green	White	Yes	1 left chest	Hitzeman, Caitlin	Will Enterprises	\$2.99	\$224.25
65	5/1/2018	CUSR: Summer Camp Staff Polos	Director Polos	15	Adult: S-2XL	Gilden 8800, Jersey Sport Shirt 50/50	Jade Dome	White	Yes	1 left crest; Embroidered	Hitzeman, Caitlin	Will Enterprises	\$5.99	\$89.85
66	5/1/2018	CUSR Staff Shirts Short-Sleeved	T-shirts	200	Adult: S-3XL	Short-sleeved T-shirts Gildan 50/50	Jade Dome	White	Yes	1 front; 1 full back	Hitzeman, Caitlin	Will Enterprises	\$3.20	\$6.40
67	9/1/2018	CUSR Staff Shirts long-Sleeved	Long-sleeved t-shirts	100	Adult: S-3XL	long-sleeved T-shirts Gildan 50/51	Sapphire	White	Yes	1 front; 1 full back	Hitzeman, Caitlin	Will Enterprises	\$4.99	\$499.00
68	10/31/2018	CUSR: Cupcake 5K	Knit Hat	300	Adult	Sportsman-Marled Knit Beanie	Grey/Charcoal	White	Yes	1 front; 1 back	Hitzeman, Caitlin	Project Te	Embroidered: \$6 Screen Print: \$4.80	Embroidered: \$1800 Screen: \$1440
69	10/31/2018	CUSR Cupcake 5K Shirts	T-Shirt	300	Adult: S-3XL	Gildan 50/50 long sleeve	Ash	Multi-Color (2-3 Colors)	Yes	2 front; 1 back	Hitzeman, Caitlin	Will Enterprises	\$4.20	\$1,260.00
70	12/1/2018	CUSR: Staff	Crewneck Sweatshirt	85	Adult: S-2XL	Gildan Heavy Blend Crewneck Sweatshirt	Charcoal	White	Yes	1 front; 1 full back	Hitzeman, Caitlin	Project Te	S-XL: \$6.60 2XL: \$8.90	\$658.75
71	5/1/2018	CUSR Mustang Athlete Shirts	T-Shirts	80	Adult: S-3XL	Dri-fit	Royal Blue	Yellow	Yes	1 left crest, 1 back	Shartzter, Kyle	Will Enterprises	\$3.20	\$256.00
72	5/1/2018	CUSR Mustang Staff Shirts	T-Shirts	30	Adult: S-3XL	Dri-fit	Royal Blue	Yellow	Yes	1 left crest, 1 back	Shartzter, Kyle	Will Enterprises	\$3.20	\$96.00
73	6/1/2018	Virginia Theater: Union Crew Shirts	T-Shirt	8	Various adult sizes	Crew neck, 100% cotton preshrunk, 6 oz., or better.	Black	Gold/white	Yes	1 left crest embroidered	Marlow, Mitch	Marathon	S-XL: \$8.00 2XL: \$9.50	\$70.00
74	6/1/2018	Virginia Theater: Staff T-Shirt	T-shirt	15	Various adult sizes	Crew neck, 100% cotton preshrunk, 6 oz., or better.	Black	Gold/White	Yes	1 left crest; embroidered	Marlow, Mitch	Marathon	S-XL: \$8.00 2XL: \$9.50	\$131.25

75	6/1/2018	Virginia Theater: Box Office Staff polo	Polo	3	Various adult sizes	Basic mesh polo both men's and women's 60% cotton 40% polyester Land's End or better	Black	Gold/White	Yes	1 left crest; embroidered	Marlow, Mitch	Will Enterprises	\$11.43	\$34.29
76	3/1/2019	Virginia Theater: Ebertfest volunteer shirts	T-shirt	150	Various adult sizes	Crew neck, 100% cotton preshrunk, 6 oz., or better.	Black	Gold/White	Yes	1 left crest; 1 full back	Marlow, Mitch	Will Enterprises	\$2.99	\$448.50
77	6/1/2018	Special Events: Event Staff Shirts	T-Shirt	200	Adult: S-3XL	Crew neck, 100% cotton preshrunk, 6 oz. or better,	Safety Green	Black	Yes	1-front; 1-back	Stinson, Zoe	Will Enterprises	\$2.99	\$598.00
78	6/1/2018	Special Events: Volunteer Shirts	T-Shirt	200	Adult: S-3XL	Crew neck, 100% cotton preshrunk, 6 oz. or better,	Lime Green	Black	Yes	1-left crest 1-back	Stinson, Zoe	Will Enterprises	\$2.99	\$598.00
79	8/1/2018	Special Events: Taste Volunteers	T-shirts	200	Adult: S-3XL	Crew Neck, 100% cotton preshrunk, 2oz or better	Dark Color	2 Color front 1 color back	Yes	1 front; 1 back	Stinson, Zoe	Will Enterprises	\$3.20	\$640.00
80	6/1/2018	Tennis: Tournaments Shirts	T-shirt	200	Adult: S-2XL	Short Sleeve, Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	2-front; 1-back	Sohn, Yuri	Will Enterprises	\$3.20	\$640.00



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 6, 2018

SUBJECT: Human Kinetics Park (HK Park) Lease Amendment

Background

HK Park has been held in Lease by the Park District from Human Kinetics, Inc. since 2012. Operational and maintenance responsibilities are outlined in the original lease (attached), and the recommended action seeks to change a portion of the maintenance responsibilities.

Specific maintenance items relevant to this action include:

Turf Maintenance – The original lease required the Park District to mow and maintain “sports fields” at the site. However, that responsibility has been completed by Human Kinetics staff during the lease period. Staff recommends turf maintenance become the responsibility of the Park District.

Trees and Shrubs – The maintenance and removal of trees and shrubs are not addressed in the original Lease. Staff recommends the maintenance and removal of trees and shrubs become the responsibility of the Park District.

Drive and Parking Areas – Maintenance and repair of the driveway and parking areas are not addressed in the original Lease. However, Park District staff has completed minor repairs and maintenance in the past. Staff recommends the maintenance and repair of the driveway and parking areas become the responsibility of the Park District.

A main goal of the HK Park and Martens Center construction is for the Park District to own HK Park. Staff has submitted a grant to the Land and Water Conservation Fund to acquire the park, but will not get notice of award until December of 2018 or January of 2019. Staff believes it will be beneficial to both parties to have the above responsibilities defined and initiated prior to park ownership.

Prior Board Action

The Board entered into the current Lease of Park Area on May 9, 2012 and one addendum and amendment was made at to the Lease on June 1, 2014 addressing the Lease term and park improvement possibilities.

Budget Impact

Operations costs over what was originally agreed upon in the original lease for HK Park were not included in the 2017/18 budget. The most significant financial impact will be in picking up our already agreed upon turf maintenance responsibilities and adding other user areas. Staff estimate annual costs for turf maintenance responsibilities will be between \$4,700 and \$5,300. Estimated costs for tree maintenance and removal will be approximately \$2,000 to \$2,500 annually. However, costs will decrease significantly when Martens Center construction begins. Estimated costs for parking lot maintenance will be minimal as the eventual construction on the site will alter the existing drive and parking area.

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.

Recommended Action

Staff recommends the board approve the Addendum and Amendment to Lease of Park Area for Human Kinetics Park.

Prepared by:

Reviewed by:

Daniel Olson
Director of Operations

Joe DeLuce
Executive Director

LEASE OF PARK AREA

This Lease made and entered into this 9th day of May, 2012, by and between the Human Kinetics, Inc., an Illinois corporation, with a principal address of 1607 N. Market St. Champaign, Illinois 61820, hereinafter referred to as the LESSOR, and the CHAMPAIGN PARK DISTRICT, an Illinois municipal corporation, with a principal address of 706 Kenwood Rd., Champaign, Illinois 61822, hereinafter referred to as the LESSEE.

WITNESSETH:

1. For and in consideration of the mutual obligations, benefits, and covenants of the parties hereto, benefits to the general public, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Lessor hereby leases to the Lessee, the following described premises:

Section 1. Property Subject to Lease. Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following parcels of land, hereinafter referred to as, "Premises", owned by Lessor and legally described as follows:

Tract 1: Lot 1 of Human Kinetics Subdivision, as per plat recorded in Plat Book "BB" at page 198 as Document 92R 25474, situated in Champaign County, Illinois. PIN: 41-20-01-428-023
Address: 1515 North Market Street, Champaign, Illinois

Tract 2: Lot 2 of Human Kinetics Subdivision, as per plat recorded in Plat Book "BB" at page 198 as document 92R 25474, except a portion of the Northeast Quarter of Lot 2 in the approximate dimensions of 137.8 feet x 288.4 feet constituting a portion of Lessor's parking lot and entryway thereto, situated in Champaign County, Illinois PIN: 41-20-01-428-022
Address: 1501 North Market Street, Champaign, Illinois, all as depicted in Exhibit "A".

Lessor warrants that it is the fee simple owner of the Premises and has the legal authority to enter into this Lease.

Section 2. Lease Term. The term of this Lease shall be for five (5) years commencing on the 1st day of June, 2012 and terminating on the 1st day of June, 2017. The Lease may continue from year to year thereafter until terminated, as otherwise provided for hereinafter; provided Lessee sends notice for each such successive year at least one hundred twenty (120) days prior to the expiration of the Lease.

Section 3. Purpose and Use.

a. The Lessee may, at its expense, develop and use the Premises for recreational purposes, including without limitation for soccer and baseball/softball, or other uses to benefit the public.

b. Lessee shall maintain the Lease Premises in a safe and clean condition, including the provision of such supervisory services as the Lessee deems appropriate in the reasonable exercise of its sole judgment.

c. The park area will be open for public use seven (7) days per week from 6:00 a.m. to dusk.

d. Parking shall be restricted to the parking areas immediately adjacent to the sports fields, and shall not include the Lessor's parking lots.

e. The Lessor and Lessee shall collaborate regarding the development of the parking area within the Premises.

f. Lessor shall place a sign near the park area indicating the properly designated parking areas provided for herein.

g. Lessor shall be responsible for mowing the grass on a weekly basis as weather permits or as needed, except for the sports fields, which shall be the obligation of Lessee.

h. The Lessee shall design, subject to final approval by the Lessor, the layout of such fields and parking on the Premises.

i. Lessee shall be responsible for: preparing sports fields for play, providing the maintenance thereof, and routine refuse removal from trash receptacles located at the Premises.

j. Lessee shall install a sign recognizing Lessor.

k. Initially, Lessee shall develop one field in order to assess the viability of the Premises to serve a recreational need, and Lessor shall provide the goals for the initial field.

l. Lessor shall purchase two goals for soccer fields, which shall be donated to the Lessee for use at the Premises. One set of goals will be 8 x 24 feet in dimensions, and another set shall be 6 ½ x 18 ½ feet in dimensions. Lessee shall be responsible for other recreational equipment placed upon the Premises.

m. Programming at the Premises shall be within the sole discretion of the Lessee.

n. Lessor shall construct fencing around the circle drive area in collaboration with the Park District. From time to time thereafter, the parties may determine that additional fencing is necessary for the beneficial use of the Premises and the Parties. In that event, the parties shall collaborate regarding such fencing needs and allocate costs for the same between themselves.

Section 4. Rent. Lessee shall pay Lessor as rent for the Premises the annual rent of One Dollar (\$1.00) payable on or before December 31, 2012, and on the like day of each year thereafter during the term of this Lease and any extension or renewal hereof.

Section 5. Conditions of Premises. Lessee acknowledges that as of the date of this Lease, it is fully aware of the condition of the Premises. Lessee accepts the Premises in "As Is" condition.

Section 6. Lessee Improvements. The Lessee may, at its expense, make improvements and construct park facilities on any portion of the leased Premises with the exception of the water retention area. Lessor and Lessee acknowledge and understand that

Lessee shall be privileged to remove any such facility or improvements at its own expense. The Lessee shall submit to the Lessor conceptual plans for the construction of any improvements to the leased Premises for review and approval by the Lessor within thirty (30) days prior to undertaking any such construction or improvements. Approval by the Lessor for such construction or improvements shall not be unreasonably withheld and shall in any event be deemed to have been given forty-five (45) days after the Lessee provides such conceptual plans, unless Lessor has provided Lessee with written notice of any written objection thereto with such forty-five (45) day period.

Section 7. Maintenance. Lessee shall at its expense maintain and mow the designated sports field turf areas and Lessor shall mow the non-sports turf areas.

Section 8. Indemnification and Hold Harmless. Lessee shall indemnify, defend and hold harmless Lessor and any of its directors, officers, employees, agents and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorneys fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Lessor that arises solely from an act, failure or omission on the part of Lessee, or any of its commissioners, officers, employees, agents and representatives in carrying out the terms of this Lease.

Section 9. Insurance. Lessee shall obtain and keep in force at all times during the term of this Agreement, at its sole cost and expense to protect against any claims for damages to leased property and for personal injuries, including death, which may arise from the use of the leased Premises or the acts of persons acting on behalf of said Party Commercial General Liability Insurance (or insurance through a self-insured intergovernmental risk management pool) including fire, legal liability, bodily injury, personal injury and property damage limits of not less than \$2,000,000 aggregate and \$1,000,000 per occurrence, written on an occurrence basis. Lessee shall also keep in force worker's compensation insurance in statutory amounts, and employer's liability insurance in the amount of \$1,000,000. Such insurance shall not be cancelled or amended without thirty (30) days prior written notice having been given to Lessor. Any such cancellation shall be deemed a default hereunder, and the Lessor shall have the right to immediately cancel this Agreement without further notice. Certificate of Insurance naming Lessor as additional insured shall be issued to Lessor prior to the program start date.

Section 10. Real Estate Taxes. During the term of the Lease, the Lessor shall be responsible for paying all real estate taxes levied upon the Premises, if applicable.

Section 11. Assignment. Lessee shall not assign this Lease or sublet the Premises to any other party without the express written approval of the Lessor. Any such approval shall be within the sole discretion of the Lessor, which shall not be unreasonably withheld.

Section 12. Notice. All notices required pursuant to this Lease shall be in writing, and shall be deemed to have been given at the time they are mailed to the respective party via certified mail, return receipt requested with an additional copy sent via U.S. first class mail at the address set forth below, or at such other place or address as the Parties shall provide to each other in writing to:

CHAMPAIGN PARK DISTRICT
Attention: Executive Director
706 Kenwood Road
Champaign, IL 61821

Human Kinetics
Attention: _____
1607 N. Market St.
Champaign, IL 61820

Section 13. Towing. Lessee assumes responsibility for towing any vehicle trespassing upon the leased Premises. Lessee shall indemnify and hold harmless Lessor from all claims for personal or property damage arising from the towing of trespassing vehicles.

Section 14. Default. Lessor shall, upon default or breach with respect to any of the provisions of this Lease by Lessee, provide Lessee with written notice of any such default or breach and Lessee shall then have thirty (30) days to either correct the condition, or commence corrective action if the condition (other than payment of rent) cannot be corrected within thirty (30) days. If the condition is not corrected within the thirty (30) day period or if corrective action is not commenced within thirty (30) days, Lessor may elect to declare a forfeiture and terminate the Lease by a further ten (10) day written notice to Lessee or may elect to enforce the terms and conditions of the Lease by any other method available under law.

Lessee may, on default or breach with respect to any of the provisions of this Lease by Lessor, elect to declare forfeiture and termination of this Lease in the same manner provided above. Lessee's election to so terminate shall not operate to exclude or suspend any other remedy of Lessee for default or breach of any of the covenants contained herein.

Any and all remedies provided to Lessor or Lessee for the enforcement of the provisions of the Lease are cumulative and not exclusive, and Lessor or Lessee shall be entitled to pursue the rights enumerated in this Lease and any other remedies authorized by law or equity.

Section 15. Compliance with Laws. Lessor and Lessee shall each comply with all Federal, State, County and City laws and ordinances, and all rules and regulations of any duly constituted authority affecting or respecting the Premises, or the use or occupancy of same.

Section 16. Waiver of Claims. The Parties waive any and all claims against each other for damage to or destruction of any improvements upon the Premises and any other claims which are covered and paid for by any insurance procured by them as required by the terms of this Lease.

Section 17. Mutual Language. The language used in this Lease shall be deemed to be the language approved by all Parties to this Lease to express their mutual intent and understanding, and no rule of strict construction shall be applied against any Party.

Section 18. Time of Essence. Time is of the essence and every provision, covenant and condition herein contained.

Section 19. Binding Effect. The covenants and agreements, contained in this Lease shall be binding on the Parties thereto and on their respective successors, administrators and assigns.

Section 20. Termination of Lease. The Parties agree that this Lease may be terminated at any time upon their written mutual agreement. This Lease may be terminated for "cause" by giving one hundred eighty (180) days' written notice to the other Party in writing of such

intention to terminate the Lease. For the purposes of this Paragraph, "termination for cause" is defined as a default for an intentional or a willful violation of any of the provisions of this Lease by a Party. The Party seeking to terminate this Lease for cause must specify in writing to the other party the nature of the "cause" resulting in termination and provide thirty (30) days written notice of an opportunity to cure such default as provided for in Section 14.

Section 21. Waiver. Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Lease shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

Section 22. Counterparts. This Lease may be executed in any number of counterparts each of which shall be deemed to be an original.

Section 23. Severability. In the event any one or more of the provisions contained in this Lease shall be invalid, illegal, or unenforceable in any respect, such provision shall be deemed severed from this Lease, and the validity, legality, or enforceability of the remaining provisions of this Lease or any other application thereof shall not be affected or impaired thereby, and shall, therefore, remain in effect.

Section 24. No Third Party Beneficiary. This Agreement is entered into solely for the benefit of the Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish, or impose any legal duty to any third party as a beneficiary hereof in any manner whatsoever.

Section 25. Entirety of the Agreement. This Lease and any written addendum to it executed in writing by the Parties constitute(s) the entire contract between the Lessor and Lessee, supercedes any agreement previously entered into between the parties regarding the general and specific subject matter hereof and may be changed, modified or amended only by mutual written agreement executed by the parties.

Section 26. Improvements. That it is understood that the Lessee may, at its expense, make improvements and construct park facilities on any portion of the leased premises with the written approval of the Lessor. Prior to the construction of any improvements on the leased premises, by the Lessee, conceptual plans shall be submitted to the Lessor for its review and approval. Approval by the Lessor shall not be unreasonably withheld. It is agreed that in the event that this lease is terminated by reason of an uncured default or a part of the leased premises on which any such improvements or facilities have hereafter been constructed is conveyed by the Lessor at any time during the term of this lease, the Lessor shall pay to the Lessee the undepreciated portion of the cost of any such improvement or facilities based upon a straight line method five (5) year rate minus the salvage value of such improvements or facility, plus the cost of removal of the same, if said improvement or facility is removed, it being understood that the said Lessee shall be privileged to remove any such facility. If an appropriate extension is approved, the Lessee may proceed to place the contemplated improvements on the premises. The Park District shall remove at its expense any structures or equipment erected or placed on the site and retain any value from those materials.

IN WITNESS WHEREOF, this Lease has been executed in counterparts, each of which shall be deemed an original, effective as of the date set forth herein.

Human Kinetics, Inc.
a corporation

CHAMPAIGN PARK DISTRICT
an Illinois municipal corporation

LESSOR

By: Brian Holey
CEO

LESSEE

By: [Signature]
Its President

Attest:

Jane Rothey
CFO

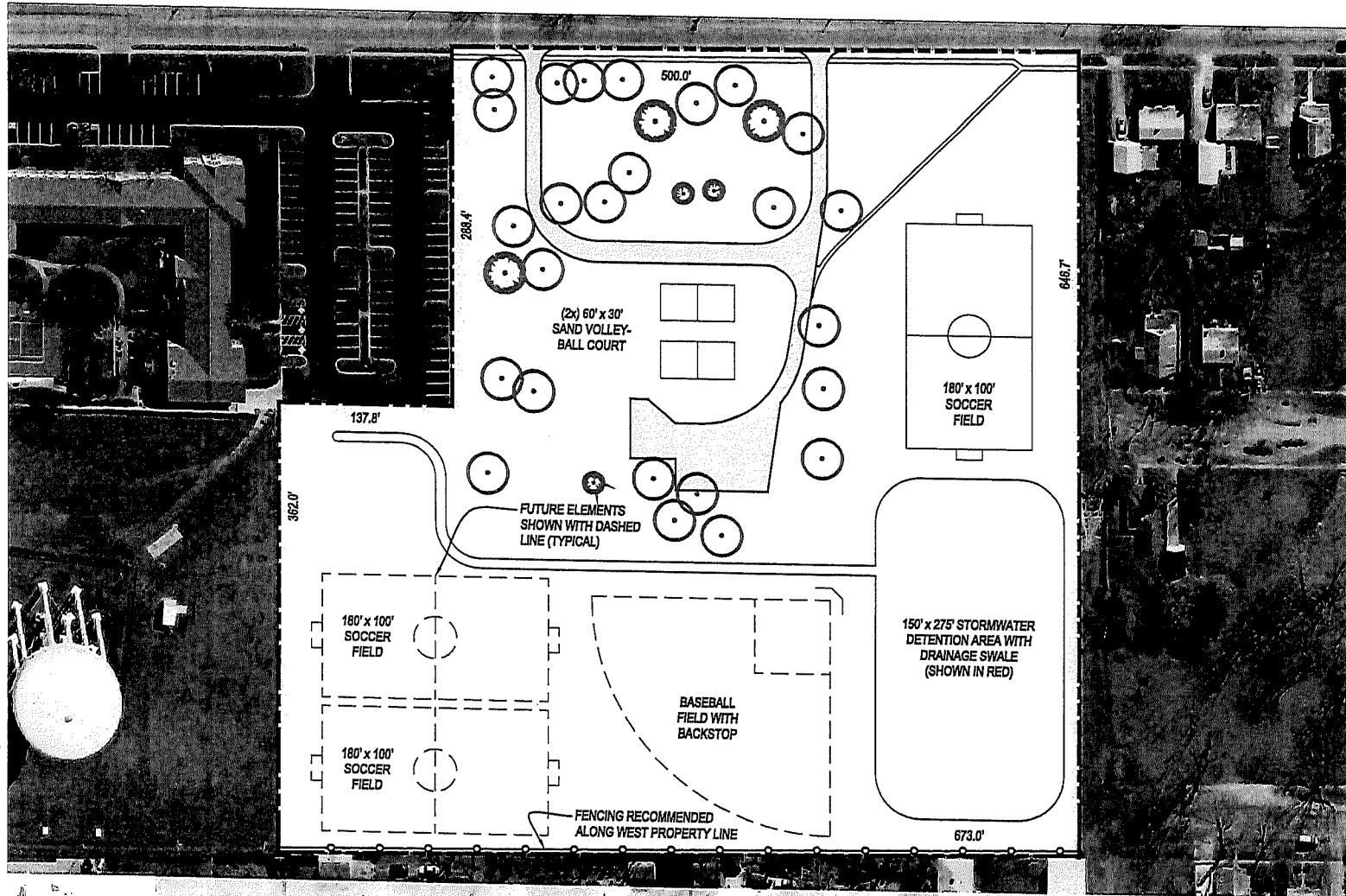
Attest:

[Signature]
Its Secretary

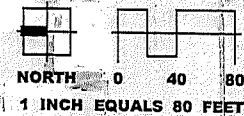
G:\Departments\Administration\Staff\BrianH\HumanKinetics2012final050712.doc

N

Z:\projects\various\human_kinetics\111026_human_kinetics.dwg



AREA SUMMARY	
TURF / PLAYFIELD	(ACRES) 7.13
PAVEMENT / WALKS	.42
STORMWATER DETENTION	1.01
TOTAL	8.56



Brenan Meeting Center
706 Kenwood Road
Champaign IL 61821
217 398 2550
champaignparkdistrict.com

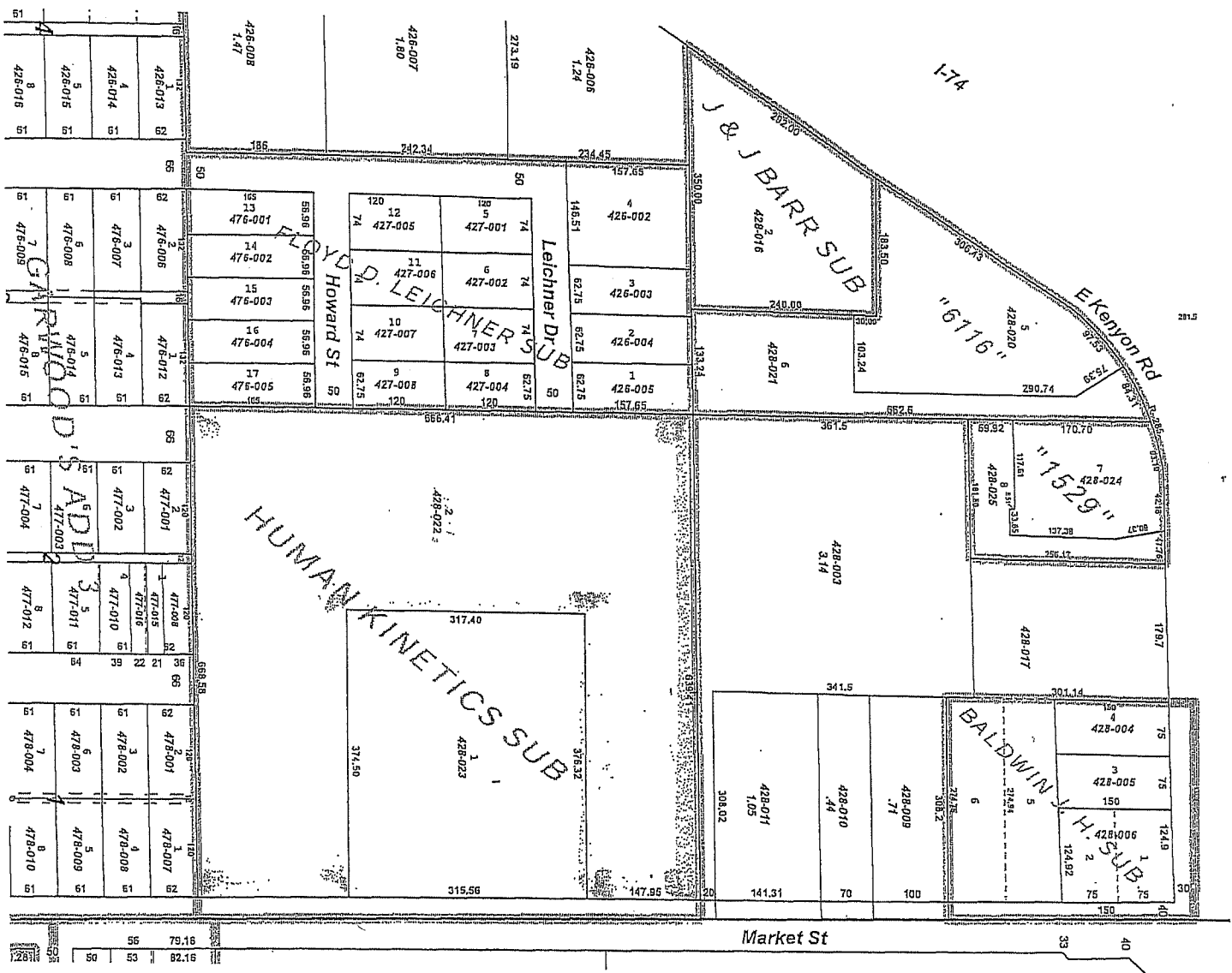
prospective recreation area
human kinetics property
1515 n market street
champaign Illinois 61820

date	drawing issue
11/4/2011	for review

site plan

L1

sheet 1 of 1



20-1D

Revised 21

21-6E

ADDENDUM AND AMENDMENT TO LEASE OF PARK AREA

This Agreement is an addendum and amendment entered into and effective as of June 1, 2014 by and between HUMAN KINETICS, INC., an Illinois corporation, with a principal address of 1607 N. Market St., Champaign, Illinois 61820, hereinafter referred to as, LESSOR, and the CHAMPAIGN PARK DISTRICT, an Illinois municipal corporation, with a principal address of 706 Kenwood Rd., Champaign, Illinois 61821, hereinafter referred to as, LESSEE.

WITNESSETH:

WHEREAS, LESSOR is currently leasing to LESSEE certain real property as described in the Lease of Park Area entered into May 9, 2012, which, except as set forth herein, is hereby ratified and confirmed to be in full force and effect, and is by this referenced incorporated herein, and the Parties wish to amend certain terms therein;

NOW, THEREFORE, for and in consideration of the covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed that the sections set forth hereafter shall be deemed to amend and replace those sections originally set forth in the Lease of Park Area as follows:

Section 2. Lease Term. The term of this Lease shall be for fifteen (15) years commencing on the 1st day of June 2012 and terminating on the 31st day of May 2027, subject to further extension as is provided for herein. This Lease may be extended for an additional ten (10) years from and after May 31, 2027 by either LESSOR or LESSEE providing written notice of the exercise of such extension at least one hundred twenty (120) days prior to the expiration of the Lease. Such notice shall be in accordance with Section 12 of the Lease regarding notice.

Section 6. Lessee Improvements. LESSEE may, at its expense, make improvements and construct park facilities on any portion of the leased Premises with the exception of the water retention area. LESSOR and LESSEE acknowledge and understand that LESSEE shall be privileged to remove any such improvements or facilities at its own expense. LESSEE shall submit to the LESSOR conceptual plans for the construction of any improvements to or facilities at the Premises for review and approval by the LESSOR within thirty (30) days prior to undertaking any such construction or improvements. Approval by the LESSOR for such construction or improvements shall not be unreasonably withheld, and shall in any event be deemed to have been given forty-five (45) days after the LESSEE provides such conceptual plans, unless LESSOR has provided LESSEE with written notice of any written objection thereto within such forty-five (45) day period. In the event of a LESSOR objection, the Parties shall meet within fifteen (15) days after the objection to determine agreeable improvements and facilities. If no agreement is reached, the failure to do so shall be deemed a basis for termination for cause pursuant to Section 20.

In the event that this Lease is terminated by reason of an uncured default or a part of the Premises on which any such improvements or facilities have been constructed is conveyed by the LESSOR to a third party at any time during the term of this Lease, the LESSOR shall pay to the LESSEE the undepreciated portion of the cost of any such improvement or facilities based upon a straight line method five (5) year rate minus the salvage value of such improvements or facilities, plus the cost of removal of the same, if said improvements or facilities are removed; it being understood that the LESSEE may remove any such improvements or facilities; provided that, the LESSEE may remove at its expense any improvements or facilities erected or placed upon the Premises and retain the value thereof.

Section 26. Improvements. [Section 26 is hereby stricken from the Lease of Park Area.]

IN WITNESS WHEREOF, this Addendum and Amendment is executed in duplicate counterparts, each of which shall be deemed an original, effective as of the date set forth herein.

HUMAN KINETICS, INC.
a corporation

CHAMPAIGN PARK DISTRICT
an Illinois municipal corporation

LESSOR

LESSEE

By: Brian Kelly
CEO

By: James P. [Signature]
President & Executive Director

Attest: Jana M Daniel
CFO

Attest: Patty Sharvey
Secretary

SECOND ADDENDUM AND AMENDMENT TO LEASE OF PARK AREA

This Agreement is ~~an a Second addendum Addendum~~ and ~~amendment Amendment~~ entered into and effective as of _____, 2018 by and between HUMAN KINETICS, INC., and Illinois corporation, with a principal address of 1607 N. Market St., Champaign, Illinois 61820, hereinafter referred to as, LESSOR, and the CHAMPAIGN PARK DISTRICT, and Illinois municipal corporation, with a principal address of 706 Kenwood Rd., Champaign, Illinois, 61821, hereinafter referred to as, LESSEE.

WITNESSETH:

WHEREAS, LESSOR is currently leasing to LESSEE ~~CERTAIN REAL PROPERTY AS DESCRIBED IN THE~~ certain real property as described in the Lease of Park Area (Lease) entered into May 9, 2012, subject to an Addendum and Amendment of and as amended June 1, 2014, which, except as set forth herein, ~~is are~~ hereby ratified and confirmed to be in full force and effect, and ~~is are~~ by this referenced incorporated herein, and the Parties wish to amend certain items therein;

NOW, THEREFORE, for and in consideration of the covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed that the sections set forth hereafter shall be deemed to amend and replace those sections originally set forth in the Lease of Park Area as follows:

Section 3. Purpose and Use.

Part g. [Part g is hereby stricken from the Lease Park Area.]

Section 7. Maintenance. Lessee shall at its expense maintain and mow all turf areas within boundaries ~~shown depicted~~ in Exhibit "A", ~~page one (1)~~ of the original ~~lease~~ Lease; ~~and;~~

~~Lessee shall at its expense~~ maintain and remove, if necessary, trees and shrubs within such boundaries; ~~and shown in Exhibit "A", page one (1) of the original lease, and;~~

~~Lessee shall at its expense~~ maintain and repair, to ~~Champaign Park District~~ its standards and priorities, the entrance drive and parking area within such boundaries. ~~shown in Exhibit "A", page one (1) of the original lease.~~

IN WITNESS WHEREOF, this Second Addendum and Amendment is executed in duplicate counterparts, each of which shall be deemed an original, effective as the date set forth herein.

HUMAN KINETICS, INC.
a corporation

LESSOR

By: _____
CEO

Attest: _____
CF&OO

CHAMPAIGN PARK DISTRICT
an Illinois municipal corporation

LESSEE

By: _____
Executive Director

Attest: _____
Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 14, 2018

SUBJECT: Illinois Futbol Club (IFC) Agreement

Background

The Park Board entered into an agreement with the Park District to add lights to one soccer field and backlighting two others at the Dodds Soccer Complex and establish field rental rates and fees for use of soccer fields. After amending the agreement, Kevin Love, Director of IFC, reviewed the terms of the agreement regarding the field rental rates and insurance requirements and requested additional changes. He and I met and discussed the concerns regarding the field rental rates and fees and came up with proposed new field rental rates and fees for the Board's consideration. The proposed changes to the agreement are as follows:

- Increase the field rental costs at the rate of 2.5% per year during the term of the agreement instead of 3% per year.
- Charge IFC the following rates for practices, league games, tournaments, camps, lights, and tryouts as follows: for practices, camps, and tryouts charge \$14.32 per hour for 11x11 fields, \$7.16 per hour for 9x9 and 7x7 fields and \$3.58 per hour for 4x4 fields, and for games and tournaments charge \$22.28 per hour for 11x11 fields, \$11.14 per hour for 9x9 and 7x7 fields, and \$5.57 per hour for 4x4 fields. Fees will be billed in the half hour intervals. Light usage will be charged at a rate of \$10.00 per hour.
- Waive the requirement for IFC to carry Comprehensive Automobile Liability or Umbrella Liability coverage.

Although the Board approved the original agreement and an amendment to the agreement, neither was executed by IFC.

Prior Board Action

On January 10, 2018, the Board approved an agreement between the Park District and Illinois Futbol Club to add lights to one soccer field at the Dodds Soccer Complex for five (5) years with the option to renew for an additional five (5) years.

On January 24, 2018, The Board approved an amendment to the agreement between the Park District and Illinois Futbol Club to add lights to one soccer field at Dodds Soccer Complex for a ten (10) year term.

Recommended Action

Staff recommends the Board approved the revised agreement and authorize the Executive Director to execute the agreement with the Illinois Futbol Club to add lights to one soccer field at the Dodds Soccer Complex and set field rental rates and fees for use of the soccer fields for a ten (10) year term.

Prepared by:

Joe DeLuce
Executive Director

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

**FIELD USE AGREEMENT BETWEEN
ILLINOIS FUTBOL CLUB AND CHAMPAIGN PARK DISTRICT**

THIS AGREEMENT is made and entered into effective this ____ of _____ 2018, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), which has a principal address is 706 Kenwood Road, Champaign, Illinois, and The Illinois Futbol Club, an Illinois not-for-profit corporation (hereinafter referred to as, "IFC"), which has a principal address is 2310 N. Willow Road, Urbana, Illinois 61802.

WITNESSETH:

In consideration of the mutual covenants and agreements set forth herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

Section 1 – General Purpose. The purpose of this Agreement between the Park District and the IFC is to provide the terms and conditions for the installation of lights upon one soccer field at Dodds Park; the use of Park District fields for IFC league play, practices and tournaments; defining operational and maintenance responsibilities, and identifying responsibility for costs.

Section 2 – Term. This Agreement shall be in effect for a period of ten (10) years from the date it is executed.

Section 3 – Permitted Uses. The fields shall be used and occupied by IFC only for the purpose of soccer league play, team tryouts, camps, practices and tournaments (tournaments shall be on certain dates) as mutually agreed upon by the Parties during the term hereof.

Section 4 –IFC Responsibilities. IFC shall:

- A. Pay for the purchase and installation of lights on field #8 at the soccer complex within Dodds Park in the amount of \$176,842.00 by ~~February 15~~ March, 2018. The purchase and installation shall be in accordance with Park District specifications and requirements. The \$176,842.00 amount shall be paid and also credited against the field rental costs at the rate of \$17,684.20 per year.
- B. Pay to the Park District for any field costs over \$17,684.20 per year for practices, camps, tryouts, league play, and tournament games. IFC will be credited up to \$17,684.20 per year for field space usage. If IFC goes over the \$17,684.20 per year credit limit they will pay any additional fees during that year, but if IFC does not reach the \$17,684.20, per year credit limit, then the unused credit will be applied to the following year. Field rental costs will increase at the rate of ~~32.5~~ 32.5% per year during the term of this Agreement.
- C. IFC will be charged the following amounts for practices, league games, tournaments, camps, lights, and tryouts as follows: practices, camps, and tryouts will be charged at

~~per hour for 11x11 fields, \$28.64 per hour for 9x9 and 7x7 fields and \$3.58 per hour for 4x4 fields, games and tournaments will be charged \$44.56 per game, tournaments for 11x11 fields, \$11.14 per hour for 9x9 and 7x7 fields, and \$5.57 per hour for 4x4 fields. will be charged \$44.56 per game, Tryouts and camps will be charged \$28.64 per hour. Fees will be billed in the half hour intervals.~~
Light usage will be charged at a rate of \$10.00 per hour.

- D. Schedule and conduct all team practices and games at Dodds Soccer Complex, unless otherwise agreed upon by the Parties.
- E. ~~If Park District changes the agreement prorated by time change goes into effect. No refund if IFC makes any changes.~~ In the event Park District changes scheduled times for practices and games such that the previously scheduled fields are unavailable for IFC, then Park District shall refund the charges to IFC. However, due to field preparation and reservation practices and policies of the Park District, if IFC cancels or changes dates or times of previously reserved field(s), it shall not be entitled to any refunds.
- F. IFC shall pay any additional costs for requests for services that are not included in normal operations and maintenance of the fields, including without limitation, changing the color of lines on fields, additional lines, concession sales, tents, and the like.

Section 5 – Champaign Park District Responsibilities. Park District shall:

- A. Provide fields at Dodds Soccer Complex for IFC games and practices during soccer seasons. IFC shall have priority access to the lighted field during the fall and spring seasons from 4:00 p.m. until 8:30 p.m. on Monday, Tuesday, Wednesday, and Thursday of each week. IFC will have priority usage of all other fields after Park District programs and special events at the Dodds Soccer Complex.
- B. Provide opportunities for the use of fields at Dodds Soccer Complex for IFC Fall Cup and Spring Cup soccer tournament program, after and to the extent such fields are not otherwise scheduled for Park District use. Such fields will be marked and have nets on goals.
- C. Provide opportunities for the use of fields at Dodds Soccer Complex for IFC summer camp and team tryouts after and to the extent such fields are not otherwise scheduled for Park District program use. Such fields will be marked and have nets on goals.
- D. Maintain the soccer lights and control panels throughout the term of this agreement. Any replacement lights or parts shall be the responsibility of the Park District.

- E. Schedule the soccer fields at Dodds Soccer Complex pursuant to the existing fee schedule with IFC. To the extent otherwise provided for herein, Park District staff shall cooperate with IFC with regard to scheduling IFC games, camps, team tryouts, and practices at Dodds Soccer Complex.

Section 6 – Use by Others. The Park District reserves the right to allow and approve field use by other organizations, and this agreement shall not in any manner whatsoever be construed to provide IFC with exclusive access or use of the soccer field at the Dodds Soccer Complex.

Section 7 – Maintenance.

- A. The Park District shall prepare and maintain all fields and facilities utilized by IFC for each season. Park District shall supply all field preparation equipment and paint necessary to prepare each field for games.
- B. The Park District’s Sports Field Foreman, in conjunction with the Sports Manager, or their respective designees, in their sole discretion, shall make the final determination whether to cancel games, tournaments or practices due to inclement weather and other circumstances.

Section 8 – Responsibility for Damages. IFC shall be responsible for and shall pay Park District for any damage over and above of normal wear and tear to the fields and other Park District property arising in any manner whatsoever out of the use or activities upon the soccer field(s) and facilities. Such determination shall be within the sole reasonable discretion of the Park District.

Section 9 – Rules, Laws, and Ordinances. IFC shall comply with any permit, policies and procedures of the Park District and all applicable laws, regulations and ordinances.

Section 10 – Insurance. IFC shall keep in full force and effect at all times during this Agreement a comprehensive general liability insurance policy, including contractual liability coverage, with minimum limits of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and shall be reasonably satisfactory to Park District. All insurance coverage provided by IFC shall be primary insurance as to Park District. Any insurance or self-insurance maintained by Park District shall be in excess of IFC insurance and shall not contribute with it. The Park District, its commissioners, officers, employees, agents, representatives, and volunteers shall be covered as additional insured’s under the general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insured’s, and shall contain appropriate extensions or riders necessary to assure coverage. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency in the evidence that is provided shall not be construed as a waiver of IFC’s obligation to maintain such insurance. The policy shall not be cancelled or amended without at least thirty (30) days prior

written notice having been given to the Park District. Cancellation of any such coverage without a substitute policy containing the required coverages being put in force, shall be grounds for the Park District to immediately terminate this Agreement with no further rights afforded IFC. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from IFC. In such event, IFC shall pay the amount due within ten (10) days of payment by Park District. The Parties acknowledge that IFC may from time to time change insurers; provided that, the Park District shall be provided with a certificate of such insurance as well as such extensions or riders otherwise conforming to and in compliance with the terms hereof, promptly upon such change. IFC shall provide evidence of such insurance as may be applicable from time to time, listed below, at the time Agreement is signed and annually thereafter. All limits of liability for insurance shall be not less than the following amounts, and must be greater where required by other laws or regulations and must be insured on an "occurrence" basis and not on a "claims made" basis:

IFC shall also maintain in effect at its sole expense the following insurance:

- (a) Workers' Compensation:
 - State Statutory
 - Applicable Federal Statutory
 - Identify the policy number on certificate of insurance if workers' compensation is provided.

- (b) Contractual Liability (Hold Harmless Coverage):
 - Bodily Injury: \$1,000,000
 - Property Damage: \$1,000,000 each occurrence
 - Annual Aggregate: \$2,000,000 each occurrence

- ~~(c) Comprehensive Automobile Liability:~~
 - ~~• Bodily Injury: \$1,000,000 Per Person and \$1,000,000 Per Accident~~
 - ~~• Property Damage: \$500,000 each occurrence or combined single limit of \$500,000~~

- ~~(d) Umbrella Liability:~~
 - ~~• \$2,000,000 each occurrence~~

Section 11 – Independent Contractors. Notwithstanding any other provision of this Agreement, the relationship between Park District and IFC and any of its directors, officers, representatives, employees, agents and volunteers is, and shall remain, one of independent contractors. Nothing in this Agreement shall be construed to establish a relationship of employer/employee, partners or joint ventures between the Parties. In addition, the IFC may from time to time hire person(s) to perform labor and other services for it, and any such person shall not be construed to be an employee of or contractor with the Park District in any manner whatsoever. Furthermore, IFC does hereby acknowledge its obligations and shall remain responsible for the payment of all withholdings, insurance or other amounts as may be required by law in connection with its hiring or contracting with any such person(s), and shall in all respects hold

Park District and its commissioners, officers, employees, representatives, agents and volunteers harmless from and indemnify all of them for the payment of any such claims.

Section 12 – Default. ~~This Agreement may be terminated at any time without notice upon the express written consent of both Parties. Either Party may terminate this Agreement without cause upon sixty (60) days written notice to the other Party; provided that if Park District terminates this Agreement without cause, it shall provide a pro-rata refund of the \$176, 842.00 amount based upon the then remaining period of the term of this Agreement; and provided further that if IFC shall terminate this Agreement without cause, it shall not be entitled to any refund.~~ In the event that ~~either a~~ Party fails or refuses to comply with the terms of this Agreement, and cure such default within fifteen (15) days of written notice as provided for herein, then the ~~other non-defaulting~~ Party shall have the right to terminate this Agreement upon a further ten (10) day notice. ~~This The terms and methodology set forth in this section regarding refunds shall also apply to termination based upon which Party is in default.~~ ~~Agreement may be terminated at any time without notice upon express written consent of both Parties, or for default as otherwise provided for herein; provided that, either Party may otherwise and without cause terminate this Agreement upon ten (10) days written notice. This Section shall not apply to the donation of funds stated in Section 4.~~

Section 13 – Mutual Hold Harmless and Indemnification. Park District shall indemnify, defend and hold harmless the IFC and any of its directors, officers, employees, agents representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against the IFC that arises solely from an act, failure or omission on the part of Park District, or any of its commissioners, officers, employees, agents, representatives, and volunteers in carrying out the terms of this Agreement.

The IFC shall indemnify, defend and hold harmless Park District and any of its commissioners, officers, employees, agents, representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Park District that arises solely from an act, failure or omission on the part of the IFC or any of its directors, officers, employees, agents, representatives, and volunteers in carrying out of the terms of this Agreement.

Section 14 – Severability. In the event any one or more of the provisions contained in this Agreement shall be invalid, illegal, or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the

remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall remain in effect.

Section 15 – Assignment - Binding Effect. Neither Party nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other. If IFC is sold or transferred in any manner to another person or entity of any kind or character whatsoever, this Agreement is not transferable or assignable, except upon the express written consent of the Park District.

Section 16 – Waiver. Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement, shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

Section 17 – No Third Party Rights. This Agreement shall not create any rights or benefits to parties other than Park District and IFC. Third parties shall not have any right to rely on any actions, opinions or, in any other manner whatsoever, regarding the terms of this Agreement.

Section 18 – Counterparts. This Agreement shall be executed in any number of counterparts, each of which shall be deemed to be an original.

Section 19 – Notice. All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given on the date and at the time they are sent by certified mail, return receipt requested, to the respective party at the addresses set forth below, or at such other place address as the parties shall provide to each other in writing. In addition, any such notice shall be sent by first class regular U.S. Mail.

CHAMPAIGN PARK DISTRICT
Attention: Joe DeLuce
Executive Director
706 Kenwood Road
Champaign, IL 61821

THE ILLINOIS FUTBOL CLUB
Attn: _____

2310 n. Willow Road
Urbana, IL 61802

Section 20 - Governing Law and Venue: The Parties agree that the laws of the State of Illinois shall govern the terms of this Agreement. In the event of any claim(s) or suit regarding this Agreement, Champaign County, Illinois shall be the applicable venue for any such claim(s) or suit.

Section 21 – Force Majeure. This Agreement is made and entered into contingent upon strikes, fires, accidents, acts of transportation companies, or subcontractors, acts of God or any other causes beyond the control of the Parties. A Party shall not incur any liability, damages or charge for delays due to a state of war, riot, civil disorder, fire, labor relations impediment, strike, accident, energy failure, equipment breakdown, delays of supplies or carriers, actions of government or civil authorities which are beyond their control. In such event, the Parties may mutually agree upon a new date for performance of this Agreement. A non-performing Party shall not be deemed in breach of this Agreement or any of the terms hereof, nor shall the other

Party be entitled to receive damages of any kind or character whatsoever, arising out of any Force Majeure described herein.

Section 22 – Entire Agreement and Amendment. This Agreement and any written addendum to it executed in writing by the Parties constitute(s) the entire agreement between Park District and the IFC, and may be changed, modified or amended only by mutual written agreement executed by them.

IN WITNESS WHEREOF, the ~~parties~~ Parties have caused this Agreement to be executed effective as the day and year first above written.

Champaign Park District,
a municipal corporation

The Illinois Futbol Club,
an Illinois not-for-profit corporation

By: _____

By: _____

Name: _____
(print name)

Name: _____
(print name)

Title: _____

Title: _____

Date: _____

Date: _____



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 14, 2018

SUBJECT: Illinois Futbol Club (IFC) Youth Programming Contract

Background

This agreement serves to identify the relationship between the Park District and IFC. IFC uses the Dodds Soccer Complex and a few local parks to hold programs for youth sports programs by putting on soccer clinics as well as coaching clinics. IFC provides top quality certified instruction for the developmental soccer program. IFC instruction and programming allows the Park District to provide multiple levels of soccer programming for our community from recreation to competitive.

Prior Board Action

None.

Revisions

The substantive changes in the contract from the previous contract are:

- Deleted reference to usage of practices, rentals, league play, and tournaments as this will be included in the ten (10) year agreement regarding the lights at the Dodds Soccer Complex and field usage and rental fees. The agreement only pertains to youth programming.
- Updated the language regarding resident and non-resident rates.
- Requires IFC to show the Park District proof that all coaches have completed and passed a background check.
- Revised the insurance coverage requirement.

Budget Impact

The Park District will received revenue from programming fees.

Recommended Action

Staff recommends approval of a three (3) year agreement with IFC to coordinate the youth soccer micro programs. Soccer is a vital aspect of youth recreational sports within the community and the Park District should continue to support IFC in their efforts to provide a quality program through the usage of park space and fields.

Prepared by:

Reviewed by:

Cody Evans
Youth Sports Coordinator

Jameel Jones
Director of Recreation

**AGREEMENT BETWEEN
ILLINOIS FUTBOL CLUB AND CHAMPAIGN PARK DISTRICT**

THIS AGREEMENT is made and entered into effective this ____ of _____ 2018, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, and The Illinois Futbol Club, an Illinois not-for-profit corporation (hereinafter referred to as, "IFC"), whose principal address is 2310 N. Willow Road, Urbana, Illinois 61802.

WITNESSETH: In consideration of the mutual covenants and agreements set forth herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the ~~p~~Parties agree as follows:

Section 1 – General Purpose. The purpose of this Agreement between the Park District and the IFC is to provide the terms and conditions for undertaking the following programs on dates to be mutually agreed upon:

- IFC First Kicks Soccer
- IFC Micro Soccer (Pre-K)
- IFC Micro Soccer (Kindergarten)
- IFC Soccer Academy
- IFC Summer Micro Soccer
- Other soccer programs as determined by the Parties

Section 2 – Term. This Agreement shall be in effect for a period of three (3) years from the date the Agreement is executed by both ~~parties~~Parties.

Section 3 – Permitted Uses. IFC will be permitted to use designated field(s) for programming purposes through the 80/20 agreement at both Dodds Soccer Complex, Kenwest, and any other Park District owned park or facility agreed upon.

Section 4 – IFC Responsibilities. IFC shall:

- A. Provide IFC instructor(s) for the following Park District developmental soccer programs:

	Fall	Spring	Summer
IFC First Kicks Soccer	2 classes	2 classes	-
IFC Micro Soccer (Pre-K)	4 classes	4 classes	-
IFC Micro Soccer (Kindergarten)	2 classes	2 classes	-
IFC Soccer Academy	1 class	1 class	-
IFC Summer Micro Soccer	-	-	6 classes

Based upon customer demand, the Park District and IFC will shall mutually determine whether to increase or decrease the number of classes. The Park District will limit participation per class and communicate that limit to IFC in advance. IFC will shall provide a minimum of one (1) IFC instructor per ten (10) participants. IFC will shall provide all shirts for all participants and any necessary equipment, including soccer balls. The Park District will provide a Site Supervisor as it deemeds necessary.

- B. ~~IFC agrees to an 80/20 split for said programs with the Park District where IFC receives 80% of the net resident registration fees after reduction of the resident registration fee by one dollar (\$1.00) per participant, which is allocated and shall be remitted to Park District for its youth scholarship program exclusive of any non-resident or late fees component which shall be paid to Park District. Receive eighty percent (80%) of fees received for~~

each registrant, after subtracting the one dollar (\$1.00) registration resident fee which is to be remitted to the Park District for youth scholarships. The remaining percent (twenty percent (20%)) shall be allocated to the Park District. Such amounts exclude any non-resident or late fees due Park District. Residency shall be determined according to Park District polices in effect at the time of participant registrations.

- C. Provide IFC coach(es) to instruct a Free Coaches' Clinic for Park District volunteer coaches at a mutually agreed upon date. This program will have walk up registration. IFC will provide written handouts or notes for attending coaches.
- D. Distribute information to IFC players about Park District soccer related special events relating to soccer to IFC players as requested by the Park District.
- E. Be IFC is responsible for the removal of loose trash from the spectator areas of the Dodds Soccer Complex during IFC clinics. If the loose trash is not removed to the satisfaction of the Park District, IFC will be billed for the time necessary to remove the trash at a rate of sixteen dollars (\$16.00) per hour. A Park District staff member on duty will shall assist with this duty. Park District staff will shall also be responsible for taking the removing bags of trash from the cans to the dumpster and providing new liners in the trash cans. If the loose trash is not removed to the satisfaction of the Park District, IFC will be billed for the time necessary to remove the trash at a rate of \$16 per hour.
- F. IFC shall pProvide the Park District proof that all coaches have completed and passed a background check as required by the Park District;

Section 5 – Champaign Park District Responsibilities. Park District shall:

- A. Provide facilities, marketing, promotion and registration for Park District developmental soccer programs: IFC First Kicks Soccer, IFC Micro Soccer (Pre-K), IFC Micro Soccer (Kindergarten), IFC Soccer Academy, IFC Summer Micro Soccer, and other agreed upon programs.
- B. The Park District will pPay IFC eighty percent (80%) of the net resident registration fees after reduction-subtraction of the resident registration fee by one dollar (\$1.00) per participant, which is allocated and shall be remitted to Park District for its youth scholarship program, exclusive of any non-resident or late fees component which shall be paid to Park District. Residency shall be determined according to Park District polices in effect at the time of registrations as more fully described in Section 4.B. hereof.
- C. Post IFC flyers on the display board at Dodds Soccer Complex. All flyers must be approved by the Park District.
- D. Provide one access to a Park District building (based upon availability) for one (1) IFC meeting reservation for IFC, based upon availability, in both the Fall and Spring at no charge, provided that, no extraadditional Park District staff is required-necessary to open or prepare the building for such use the facility.
- E. Provide usage of the site box at the Dodds Soccer Complex for IFC to store equipment. IFC must shall provide a lock for the site box. The Park District will shall not be liable responsible in any manner whatsoever for the damage, theft or other harm to the contents of the site box.
- F. All coerver goals must be stored Undertake to store all coerver goals in the east corner of the Dodds Soccer Complex south parking lot(s). They must The goals shall be laid flat,

take up as little space as possible, and all spikes should are to be removed and stored in the IFC site box. The Park District will shall not be liable for the responsible in any manner whatsoever for damage, theft, or other harm to the goals. Repeated failure to return coerver goals to the specified area may result in their permanent removal from the Dodds Soccer Complex as determined solely by the Park District.

Section 6 – Responsibility for Cost. IFC shall be responsible for and shall pay for any damage to Park District property arising in any manner out of the use or occupation of soccer field(s) and facilities pursuant to this Agreement.

Section 7 – Rules, Laws, and Ordinances. IFC shall comply with any and all applicable ordinances, policies and permit procedures of the Park District in carrying out performing the terms of this Agreement.

Section 8 – Insurance.

IFC shall keep in full force and effect at all times during this Agreement workers' compensation insurance, a comprehensive general liability insurance policy, with including contractual liability coverage, with minimum limits of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and shall be reasonably satisfactory to Park District. All insurance coverage provided by IFC shall be primary insurance as to Park District. Any insurance or self-insurance maintained by Park District shall be in excess of IFCs' insurance and shall not contribute with it. The Park District, its commissioners, officers, employees, agents, representatives, and volunteers shall be covered as additional insured's under the general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insured's, and shall contain appropriate extensions or riders necessary to assure coverage. The policy shall not be cancelled or amended without at least ten (10) days prior written notice having been given to the Park District. Cancellation of any such coverage without a substitute policy containing the required coverage's being put in force, shall be grounds a basis for the Park District to immediately terminate this Agreement with no further rights afforded IFC. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from IFC. In such event, IFC shall pay the amount due within ten (10) days of payment by Park District. The Parties acknowledge that IFC may from time to time change insurers; provided that, the Park District shall be provided with a certificate of such insurance, including such extensions or riders otherwise conforming to and in compliance with the terms hereof, promptly upon such change.

Provide a Such certificate of such insurance with extensions or riders as may be applicable from time to time, listed below shall be provided, at the time this Agreement is signed and annually thereafter. Note that all All limits of liability for insurance shall provide coverage be not less than the following amounts, and must be greater where required by other laws or regulations and must be insured on an "occurrence" basis and not on a "claims made" basis:

IFC shall maintain in effect at its sole expense the following insurance applicable to the work performed hereunder:

- (a) — Workers' Compensation:
 - — State Statutory
 - — Applicable Federal Statutory
 - — Must show policy number on certificate of insurance if workman's compensation is provided

- (b) — Comprehensive General Liability:

- ~~General Liability: 1,000,000 each occurrence (including completed operation and products liability)~~
- ~~Property Damage: \$1,000,000 each occurrence~~
- ~~General Aggregate: \$2,000,000 or a combined single limit of \$2,000,000~~
- ~~Property damage liability insurance will provide Explosion, Collapse and underground coverages where applicable~~

(c) ~~Contractual Liability (Hold Harmless Coverage):~~

- ~~Bodily Injury: \$1,000,000~~
- ~~Property Damage: \$1,000,000 each occurrence~~
- ~~Annual Aggregate: \$2,000,000 each occurrence~~

~~The Park District, its officers, agents and employees are to be covered and named as additional insureds under the General Liability coverage and shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause.~~

~~Prior to beginning work, IFC shall furnish the Park District with certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for 30 days written notice to Park District prior to cancellation or material change of any insurance referred to therein. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from the evidence that is provided shall not be construed as a waiver of IFC's obligation to maintain such insurance.~~

~~All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and satisfactory to the Park District at its sole discretion. All insurance coverage provided by the IFC shall be primary coverage as to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the IFC's and shall not contribute to it.~~

Section 9 – Independent Contractors.

IFC understands, acknowledges and agrees that IFC neither it nor any of its employees, coaches, volunteers, agents, and representatives of whatsoever nature or character is not an ~~are~~ employees of the Park District, ~~is and are~~ not entitled to any benefits or protections afforded employees of the Park District, nor bound by any obligations ~~of as~~ employees of the Park District. Nevertheless, IFC and its employees, coaches, volunteers, agents, and representatives shall will not act contrary to law or the ordinances and policies of the Park District. IFC understands, acknowledges and fully agrees that IFC and its employees, coaches, volunteers, agents, and representatives will shall not be insured under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District, and that any injury or property damage in connection with the work performed will shall be IFC's sole responsibility and not that of the Park District. It is also understood, acknowledged and agreed that IFC is and its employees, coaches, volunteers, agents and representatives are not protected as ~~an~~ employees or as a person acting as ~~an~~ agents or employees under the provisions of the general liability insurance of the Park District and, therefore, IFC will be solely responsible for IFC's own acts or omissions, and those of IFC's employees, coaches, volunteers, and agents, and representatives, if any. The Park District will not in any manner whatsoever be obligated to defend, indemnify or hold harmless IFC, or IFC's employees, coaches, volunteers, and agents and representatives, if any, in matters of liability, except as expressly limited and set forth in Section 10.

IFC understands, ~~acknowledges~~ and agrees that IFC is solely responsible to pay all applicable federal, state and local income and withholding tax obligations or contributions imposed pursuant to Social Security, unemployment insurance and worker's compensation insurance on behalf of IFC and those employees, coaches, volunteers, ~~and~~ agents and representatives, if any, employed by IFC.

Section 10 – Mutual Hold Harmless and Indemnification.

Park District shall indemnify, defend and hold harmless IFC and any of its ~~trustees,~~ directors, officers, employees, coaches, volunteers, ~~agents,~~ and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorney fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against IFC that arises solely from an act, failure or omission on the part of Park District, or any of its commissioners, officers, employees, agents, representatives, and volunteers in carrying outperforming the terms of this Agreement.

IFC shall indemnify, defend and hold harmless Park District and any of its commissioners, directors, officers, employees, agents, representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney's fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Park District that arises solely from an act, failure or omission on the part of IFC or any of its ~~trustees,~~ directors, officers, employees, agents, volunteers and representatives in carrying outperforming of the terms of this Agreement.

Section 11 – Default. In the event that either Party fails to comply with the terms of this Agreement, and cure such default within fifteen (15) days of written notice from the other Party, then the non-defaulting Party shall have the right to terminate this Agreement. Any such termination shall not terminate or affect the obligations or rights to enforce the same as they may have accrued prior to termination.

Section 12 – Severability. In the event any one or more of the provisions contained in this Agreement shall be invalid, illegal, or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall, therefore, remain in effect.

Section 13 – Assignment - Binding Effect. Neither ~~party~~ Party nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other.

Section 14 – Waiver. Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement, shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

Section 15 – Entire Agreement and Amendment. This Agreement and any written addendum to it executed in writing by the Parties constitute(s) the entire contract between Park District and the IFC, and may be changed, modified or amended only by mutual written agreement executed by Park District and the IFC.

Section 16 – Counterparts. This Agreement shall be executed in any number of counterparts, each of which shall be deemed to be an original.

Section 17 – Notice. Any notices or other communication required or permitted under this Agreement shall be in writing, and shall be (a) personally delivered, or (b) sent by certified or registered United States mail, postage prepaid, return receipt requested, or (c) by overnight delivery by a reputable courier to the address of the Party set forth in this Section or (d) telecopied to the Fax number of the Party set forth in this Section. Such notice or communication shall be deemed given (i) if sent by personal delivery or by overnight courier, when delivered in person, (ii) if sent by telecopier, when evidence of successful transmission by telecopier has been received by sender or, (iii) in the case of mailed notice, forty-eight (48) hours following deposit in the United States mail. Notice of change of address shall be given by written notice in the manner detailed in this Section. All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given at the time they are mailed to the respective parties at the address set forth in this Agreement, or at such other place or address as the parties shall provide to each other in writing.

CHAMPAIGN PARK DISTRICT

Attention: Joseph DeLuce
Executive Director
706 Kenwood Road
Champaign, IL 61821

Illinois Futbol Club

Attention: Kevin Love
Director of Coaching
2310 N. Willow Road
Urbana, Illinois 61802

IN WITNESS WHEREOF, the ~~p~~Parties have caused this Agreement to be executed effective as the day and year first above written.

~~**CHAMPAIGN PARK DISTRICT**~~

~~Attention: Joseph DeLuce~~
~~Executive Director~~
~~706 Kenwood Road~~
~~Champaign, IL 61821~~

~~**Illinois Futbol Club**~~

~~Attention: Kevin Love~~
~~Director of Coaching~~
~~2310 N. Willow Road~~
~~Urbana, Illinois 61802~~

IN WITNESS WHEREOF, the ~~parties~~Parties have caused this Agreement to be executed effective as the day and year first above written.

Champaign Park District,
a municipal corporation _____

Illinois Futbol Club, an Illinois not-for-profit corporation

By: _____

By: _____

Name: _____
(print name)

Name: _____
(print name)

Title: _____

Title: _____

Date: _____

Date: _____



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 6, 2018

SUBJECT: Ameren Illinois Easement at Glenn Park

Background

Late last year, Ameren Illinois approached the Park District with a request for a gas pipeline easement through a portion of Glenn Park. Ameren Illinois needed to re-route a gas pipeline to accommodate the City of Champaign's West Washington Street Phase 2 Drainage Improvements project. Ameren Illinois is requesting the easement to connect the new gas pipeline to the gas main along Mattis Street.

Prior Board Action

No prior Board action has been taken regarding this easement request.

Budget Impact

The Park District will receive reimbursement for attorney's fee and the easement fee in accordance with Park District Ordinance No. 459.

Recommended Action

Staff recommends approval granting the easement request and entering into the easement agreement with Ameren Illinois, and collecting fees as described herein. The easement agreement has been reviewed by Park District legal counsel.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

Joe DeLuce
Executive Director

Gas Easement (IL Corporation)

REMS INFORMATION

Agreement ID:

Project ID:

EASEMENT

(Gas Pipeline)

KNOW ALL MEN BY THESE PRESENTS, this _____ day of _____, 2018, that CHAMPAIGN PARK DISTRICT, a municipal corporation of the County of Champaign and State of Illinois, its successors and assigns, whether one or more and whether an individual, individuals, a corporation or other legal entity (hereinafter "Grantor"), for and in consideration of the sum of One and No/100^{ths} Dollars (\$1.00) and other valuable consideration in hand paid, the receipt of which is hereby acknowledged, does hereby grant unto AMEREN ILLINOIS COMPANY d/b/a AMEREN ILLINOIS, an Illinois corporation, its successors, assigns, licensees, agents, lessees, contractors, sub-contractors and tenants (hereinafter "Grantee"), a ninety-nine (99) year right and easement to construct, reconstruct, use, operate, maintain, inspect, add to the number of and patrol a natural gas line or lines consisting of piping, hardware, valves, communication lines, and other appurtenances thereto, upon, over, across, and under the following described land in Section 11, Township 19 North, Range 8 East, Third P.M., Champaign County, Illinois, to-wit:

Property Description:

The South Half (S ½) of Blocks 1 and 2 of L.G. Collison's First Addition, being the area designated as "Glenn Park" on the plat of said Addition as shown in Book "D" of Plats at page 201 in the records of the Recorder of Deeds of Champaign County, Illinois, situated in the City of Champaign, Illinois; EXCEPTING THEREFROM,

Commencing at the southwest corner of Lot 8 of Block 2 in the above described L.G. Collison's Addition to the City of Champaign, thence South 00 degrees 43 minutes 00 seconds East 35.01 feet, to a point being the northwest corner of the west tract identified as "Glenn Park" on the aforesaid plat of L.G. Collison's Addition to the City of Champaign, said point also being the POINT OF BEGINNING; thence along the north line of said west tract of "Glenn Park", South 89 degrees 20 minutes 00 seconds East 121.87 feet; thence South 74 degrees 18 minutes 13 seconds West 99.21 feet; thence South 00 degrees 43 minutes 00 seconds East 27.43 feet; thence South 89 degrees 17 minutes 00 seconds West 26.00 feet, to the west line of said west tract of "Glenn Park", said west line also being the east line of Mattis Avenue; thence along said west line of the west tract of "Glenn Park", North 00 degrees 43 minutes 00 seconds West 56.02

feet, the Point of Beginning, containing 2788 square feet, more or less, all in the City of Champaign, Champaign County, Illinois; AND ALSO, Commencing at the southwest corner of Lot 8 of Block 2 in the above described L.G. Collison's Addition to the City of Champaign, thence South 00 degrees 43 minutes 00 seconds East 35.01 feet, to a point being the northwest corner of the west tract identified as "Glenn Park" on the aforesaid plat of L.G. Collison's Addition to the City of Champaign, thence along the west line of said west tract of "Glenn Park", South 00 degrees 43 minutes 00 seconds East 94.47 feet, to the POINT OF BEGINNING; thence South 89 degrees 17 minutes 48 seconds East 9.00 feet; thence South 00 degrees 43 minutes 00 seconds East 15.01 feet, to the south line of said west tract of "Glenn Park"; thence along said south line, North 89 degrees 17 minutes 48 seconds West 9.00 feet, to the southwest corner of said west tract of "Glenn Park"; thence along the west line of said west tract of "Glenn Park", North 00 degrees 43 minutes 00 seconds West 15.01 feet, to the Point of Beginning, containing 135 square feet, more or less, all in the City of Champaign, Champaign County, Illinois; AND ALSO, Commencing at the northeast corner of Lot 1 of Block 3 in the above described L.G. Collison's Addition to the City of Champaign, thence North 00 degrees 46 minutes 19 seconds West 35.01 feet, to a point being the southeast corner of the west tract identified as "Glenn Park" on the aforesaid plat of L.G. Collison's Addition to the City of Champaign, said point also being the POINT OF BEGINNING; thence along the south line of said west tract of "Glenn Park", North 89 degrees 17 minutes 48 seconds West 8.00 feet; thence along a line parallel to and 8.00 feet offset westerly from the east line of said west tract of "Glenn Park", North 00 degrees 46 minutes 19 seconds West 109.73 feet, to the north line of said west tract of "Glenn Park"; thence along said north line, South 89 degrees 20 minutes 00 seconds East 8.00 feet, to the northeast corner of said west tract of "Glenn Park"; thence along the east line of said west tract of "Glenn Park", South 00 degrees 46 minutes 19 seconds East 109.76 feet, to the Point of Beginning, containing 878 square feet, more or less, all in the City of Champaign, Champaign, Illinois. PIN No. 41-20-11-302-001

Easement Description:

The West 10 feet of even width AND ALSO the South 10 feet of the West 60 feet of even width of the above described property, as depicted in Exhibit "B".

together with all rights reasonably implied by and incidental to the exercise and enjoyment of said easement rights, including without limitation the right of ingress and egress to and over the above described easement area and premises of Grantor adjoining the same, for all purposes herein stated; together with the right to trim, control, cut and remove or cause to be removed at any time and from time to time, by any means, any and all brush, bushes, saplings, trees, roots, undergrowth, rock, overhanging branches and other obstructions upon, over and under the surface of said easement area and of the premises of Grantor adjoining the same deemed by Grantee to interfere with the exercise and enjoyment of Grantee's rights hereunder, or endanger the safety of said facilities; and the right to license, permit or otherwise agree to the use or occupancy of said easement or any portion thereof or of said facilities by any other person, association or corporation for the purposes hereinabove set out; and with the further right to remove at any time and from time to time, any or all of the said line or lines, and appurtenances thereto located upon, over, across and under said land by virtue hereof.

Grantee shall be responsible for actual damages occurring on the herein described property as a result of the construction, operation, maintenance or repair of Grantee's facilities and shall reimburse the owner thereof for such loss or damages. Grantee shall not be responsible for any indirect, consequential or punitive damages.

Grantor, for itself, its successors and assigns, does hereby warrant and covenant unto Grantee, (1) that Grantor is the owner of the above-described land and has full right and authority validly to grant this easement, (2) that Grantee may quietly enjoy the premises for the purposes herein stated, and (3) that Grantor will not create or permit any building or other obstruction or condition of any kind or character upon Grantor's premises that will interfere with the Grantee's exercise and enjoyment of the easement rights hereinabove conveyed.

Except as specifically provided otherwise herein, Grantor, for itself and Grantor's successors and assigns, hereby expressly reserves the right to use and enjoy the remainder of the easement area for any purpose, provided such use and enjoyment by Grantor shall not interfere with the use thereof by Grantee as permitted in this Agreement.

The easement shall be for a period of ninety-nine (99) years unless and until terminated as hereafter provided. This easement shall terminate upon Grantee's uncured breach of any condition or uncured default in the performance of any of its covenants or agreements herein set forth. In the event of Grantee's breach of any condition or default hereunder, Grantor shall provide Grantee written notice of such breach or default. If Grantee fails to cure such breach or default within sixty (60) days after written notice of such breach or default from Grantor, Grantor shall have the right, upon written notice of termination to Grantee, to terminate this easement. Upon termination of this easement, all rights herein granted shall revert to Grantor, its successors or assigns, and, if requested, Grantee shall forthwith execute and deliver to Grantor, or Grantor's successors or assigns, any instrument of termination or release and to take such other and further action as may be reasonably required by Grantor to evidence and memorialize such termination and reversion of this easement. Notwithstanding such termination of this easement, Grantee shall remain liable to Grantor, and Grantor's successors and assigns, for all of Grantee's covenants and obligations which expressly survive such termination of this easement as provided herein.

Upon completion of the installation of the natural gas line(s), Grantee shall, at Grantee's sole cost and expense, restore and replace the surface of the easement area to a condition as near as possible to that condition which existed prior to the commencement of such construction, including surface grading, seeding and trees. Grantee shall repair the area within a reasonable time after any sink holes, soil erosion, sloughing or impairment to natural drainage. In the event that Grantee shall ever acknowledge in writing that it has ceased utilizing or has abandoned the natural gas line(s), then in such event Grantee shall, at its sole cost and expense, remove the underground natural gas line(s) and other improvements and appurtenances associated therewith made at the easement site and return the easement area to substantially the same condition as it was prior to the grant of the easement herein; provided that, conduit installed pursuant to this Agreement may remain in place. In the event Grantee fails to undertake such removal and remediation within one hundred eighty (180) days after such cessation or abandonment, Grantor may, in its sole discretion, undertake such removal and remediation obligations of the Grantee and charge and collect the cost thereof from Grantee. Such written acknowledgement of cessation of use or abandonment shall constitute termination as otherwise set forth herein; provided that, in such event, Grantee will remain obligated for removal and remediation. Such acknowledgment shall not be unreasonably withheld.

Grantee covenants and agrees that Grantee shall be solely responsible for, and shall reimburse and pay Grantor, and Grantor's successors and assigns, for all losses and damages incurred by Grantor on the easement area, areas of ingress and egress or any other property of Grantor which is caused by Grantee's exercise of its rights herein granted, including without limitation, any damage to Grantor's land or property by reason of the initial installation, improvement, repair, removal, operation and maintenance of the improvement, and the terms and conditions hereinabove set forth shall be binding upon the successors and assigns of the Grantee; provided, however, that Grantee shall be permitted to keep the easement area clear of trees, undergrowth, brush and prohibited obstructions.

The Grantee shall indemnify and hold the Grantor and its successors and assigns harmless from any and all claims for damages to person or property made by any third party arising out of any act or omission on the part of Grantee's employees, contractors, subcontractors, agents or representatives, and in connection therewith, shall provide Grantor with satisfactory evidence of commercial general liability insurance with limits of not less than \$1,000,000.00 naming the Grantor as an additional insured thereon together with suitable rider or endorsement. Grantee and its successors or assigns shall maintain such insurance for the duration of the term hereof and any subsequent renewals, if applicable.

Grantee covenants and agrees that Grantee shall not permit any mechanic's liens, encumbrances, or any other liens to be attached to or filed against the easement area or any other portion of Grantor's real estate, or any improvements thereon which results from or arise out of any act or work performed by Grantee or any of Grantee's employees, contractors, subcontractors, agents or representatives in the construction, installation,

operation, maintenance, repair, relocation, replacement or removal of the underground natural gas line(s) and other improvements and appurtenances associated therewith, or in the performance of any other right or obligation of Grantee arising hereunder. In the event any such lien is attached to or filed against the easement area or any other portion of Grantor's real estate or any improvement thereon, then, in addition to any other right or remedy of Grantor at law or equity, Grantor may, but shall not be obligated to, discharge the same. Any amount paid by Grantor for any of the aforesaid purposes shall be paid by Grantee to Grantor immediately on demand. Any lien or encumbrance attached to or filed against the easement area, or any other portion of Grantor's real estate, or any improvement thereon as a result of Grantee's operations hereunder shall be immediately paid, released or bonded over by Grantee in a manner acceptable to Grantor. Grantee shall be responsible for reasonable attorney's fees incurred by the Grantor in obtaining the removal of any lien which results from the activities and operations of Grantee.

All notices and demands to be given or served shall be made in writing and shall be given or served by hand delivery or by depositing such notice in the United States mail, certified or registered, return receipt requested, postage prepaid, addressed to the party to be notified, at the following addresses:

If to Grantor at: Champaign Park District
Attn: Executive Director
706 Kenwood Road
Champaign, IL 61821

With a Copy to: Guy C. Hall, Esq.
Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.
301 N. Neil Street, Suite 400
Champaign, IL 61820

If to Grantee: Ameren Illinois
Attn: Jason Zumwalt, Sr. Real Estate Agent
1112 West Anthony Drive
Urbana, IL 61802

or to an address to be designated in writing within fourteen (14) days of the execution of this Agreement by all parties or to such other address as either party may designate to the other in writing from time to time. The day upon which such notice is delivered or mailed by certified or registered mail shall be treated as the date of service. An additional copy of such notice shall be sent by regular U.S. mail.

If any term or provision of this Agreement, or the application thereof, to any person or circumstance shall, to any extent, be deemed by any court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced as permitted by law.

Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

This Agreement and the rights and obligations of the parties hereto shall be interpreted, construed and enforced in accordance with the laws of the State of Illinois, without giving effect to the principles of conflict of laws, and the venue for any claim or cause of action brought to enforce or determine the rights and obligations of either party arising hereunder shall be the state court of competent jurisdiction located in Champaign County, Illinois.

The terms and provisions of this Agreement shall be binding upon and inure to the benefit of Grantor and Grantee and their respective successors and assigns. This Agreement together with Exhibit "A" attached hereto and incorporated by reference herein embodies the entire agreement between the parties hereto with respect to the subject matter contained herein, and supersedes and any and all prior agreements, representations,

warranties, or statements which may have been made between the parties prior to the date hereof, whether express, implied, written, verbal, concerning the subject matter hereof and this Agreement shall not be modified or amended except by written instrument executed by each party hereto.

Grantee shall promptly provide Grantor with a copy of this document with recording information set forth thereon.

IN WITNESS WHEREOF, the Grantor and Grantee have caused this instrument to be executed effective as of the ____ day of _____, 2018.

GRANTOR:

Champaign Park District, an Illinois
Municipal Corporation

By: _____

Its _____

ATTEST:

By: _____

_____, Secretary

STATE OF ILLINOIS)
) SS.
COUNTY OF CHAMPAIGN)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that _____ and _____, personally known to me to be the _____ and _____ of Champaign Park District, an Illinois municipal corporation, and the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their respective free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal, this ____ day of _____, 2018.

Notary Public

Latitude - +40.119658
Longitude - -88.276833

Prepared by: Jason Zumwalt

Return to: Ameren Illinois, 1112 West Anthony Drive, Urbana, IL 61802

WR#

03/08/18

Exhibit "A"

Easement Agreement Supplement

This Exhibit "A" is in supplement to and incorporated by reference in the Easement Agreement executed and approved the ___ day of _____, 2018 between the Champaign Park District, an Illinois municipal corporation, and Ameren Illinois Company, d/b/a Ameren Illinois, an Illinois corporation. Pursuant to the terms and conditions set forth in the Easement Agreement and herein, and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Champaign Park District and Ameren Illinois Company do hereby acknowledge and consent thereto.

Champaign Park District, an Illinois
Municipal Corporation

Ameren Illinois Company
d/b/a Ameren Illinois, an Illinois Corporation

By: _____

Its: _____

By: _____
Jason Zumwalt
Its Senior Real Estate Agent

ATTEST:

By: _____
_____, Secretary

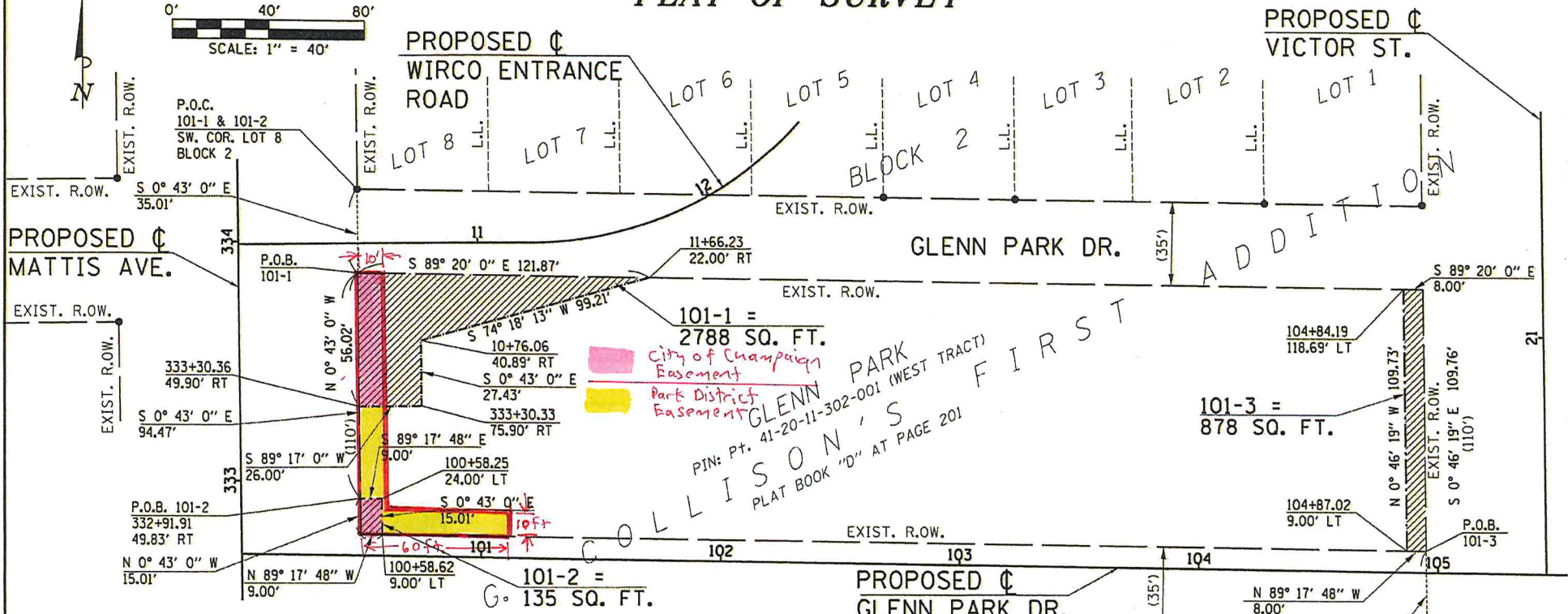
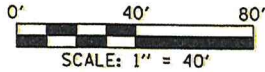
STATE OF ILLINOIS)
) SS.
COUNTY OF CHAMPAIGN)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that _____, personally known to me to be the _____ of Ameren Illinois Company, the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument on behalf of Grantee aforesaid, as his free and voluntary act, for the uses and purposes set forth.

GIVEN under my hand and Notarial Seal, this ___ day of _____, 2018.

Notary Public

PLAT OF SURVEY



CERTIFICATE OF SURVEY

STATE OF ILLINOIS)
 COUNTY OF CHAMPAIGN)

THIS IS TO CERTIFY THAT I, DAVID L. MILAZZO, AM LICENSED PROFESSIONAL LAND SURVEYOR NUMBER 3137, AND THAT THIS SURVEY WAS MADE BY ME OR UNDER MY DIRECTION AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. MADE FOR THE CITY OF CHAMPAIGN, ILLINOIS.

SURVEY COMPLETED THIS 27TH DAY OF NOVEMBER, 2015 A.D.

David L. Milazzo

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3137
 LICENSE EXPIRES 11/30/2016
 PROFESSIONAL DESIGN FIRM REGISTRATION NO. 184-000450
 LICENSE EXPIRES 04/30/2017



PARCEL 101
TOTAL AREA OF SURVEY
= 5555 SQ. FT.

LEGEND

- (150') RECORD DIMENSION
- L.L. LOT LINE
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- IRON PIPE/PIN FOUND

REVISED: 1-9-2016
 REVISED: 5-24-2016
 REVISED: 8-9-2016





REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director
DATE: March 6, 2018
SUBJECT: U.S. Communities Cooperative Purchasing Program

Background

U.S. Communities is a cooperative purchasing organization dedicated to serving state and local government agencies through competitively solicited vendor bids for products and services. Under Illinois procurement code, government entities may use cooperative purchasing organizations provided that their governing board approves the particular purchasing program. Many vendors provide their lowest pricing only through cooperative purchasing organizations. The U.S. Communities procurement process meets the State of Illinois and Park District competitive bidding requirements.

More than 55,000 public and non-profit agencies utilize U.S. Communities. This includes over 2,000 in Illinois, many of which are park districts and municipalities. Current members include the Urbana, Decatur, Crystal Lake and Peoria Park Districts, just to name a few. Additionally, the Champaign Public Library, and the Cities of Bloomington, Champaign, Danville, Decatur, and Urbana are also members. Thousands of products and services including equipment, vehicles, playgrounds, technology, painting, and roofing are available through the program.

Board approval of this request will allow Park District employees to use U.S. Communities to select equipment or services to purchase just as the state bid list provides equipment and services that have already been competitively bid. If approved, the Park District will act as a participating public agency under the U.S. Communities agreement, (see attached Master Intergovernmental Cooperative Purchasing Agreement and sample Lead Public Agency Certificate).

CPD Authority

The District's *Economizing Purchases and Resources Policy*, as amended and approved in 2016 states:

"It shall be the policy of the Board of Commissioners of the Park District to economize the purchases and resources of the Park District. The Executive Director and department heads are directed to determine the best options available to the Park District when making purchases. Such options include, but are not limited to, joining other governmental bodies in cooperative purchasing, membership in the joint membership purchasing program with Illinois Park and Recreation Association (IPRA), joint purchasing of health insurance with the City of Champaign, joint bidding with other local units of government and using the State of Illinois purchasing program for vehicles and equipment."

Legal counsel has reviewed whether it is permissible for the Park District to use cooperative purchasing agencies such as U.S. Communities and has determined that the Park District may use the agency under certain circumstances pursuant to the Intergovernmental Cooperation Act and the Governmental Joint Purchasing Act.

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

Prior Board Action

U.S. Communities and cooperative purchasing opportunities were discussed at the February 28, 2018 Special Meeting.

Budget Impact

There is no application fee or membership cost to the Park District.

Recommended Action

Staff recommends approval of the resolution and a Master Intergovernmental Cooperative Purchasing Agreement to participate in the U.S. Communities Purchasing Program.

Prepared by:

Reviewed by:

Daniel Olson
Director of Operations

Joe DeLuce
Executive Director

RESOLUTION

Board of Commissioners Champaign Park District

WHEREAS, the Champaign Park District, an Illinois municipal corporation, was formed and organized pursuant to the Illinois Park District Code, 70 ILCS 1205/1-1, *et seq.*;

WHEREAS, the Champaign Park District is a public agency within the meaning of the Illinois Intergovernmental Cooperation Act (Act), 5 ILCS 220/2, and is authorized by such Act to exercise any power or powers, privileges, functions, or authority which may be exercised by a public agency of the State of Illinois in combination, transfer or joint enjoyment with any other public agency of the State of Illinois and jointly with any public agency of any other state or the United States to the extent that the laws of such other state or the United States do not prohibit joint exercise or enjoyment, and except where specifically and expressly prohibited by law. 5 ILCS 220/3;

WHEREAS, the Champaign Park District, as such an authorized public agency, may from time to time be interested in entering into intergovernmental cooperative purchasing agreements through coordination with cooperative entities and with other suitable public agencies; and

WHEREAS, the Champaign Park District anticipates, expects and finds that by entering into intergovernmental cooperative purchasing agreements as it deems necessary for the public good and convenience, such agreements will be utilized to achieve efficiency and save taxpayer funds;

NOW, THEREFORE, BE IT RESOLVED that the Board of Park Commissioners of the Champaign Park District does hereby determine and find that it may from time to time enter into intergovernmental cooperative purchasing agreements as permitted by law, including without limitation, entering into agreements with lead and other public agencies, by utilizing entities such as U.S. Communities Government Purchasing Alliance. Entering into such agreements as it sees fit shall be for the public good, efficiency and best interests of the Champaign Park District; provided that, such agreements and actions are implemented and performed in compliance with the requirements of the Illinois Park District Code, Intergovernmental Cooperation Act and other applicable law.

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14th day of March, 2018.

APPROVED:

Craig W. Hays, President

ATTEST:

Cindy Harvey, Secretary

LEAD PUBLIC AGENCY CERTIFICATE

I hereby acknowledge, on behalf of Champaign Park District (the "Lead Public Agency") that I have read and agree to the general terms and conditions set forth in the enclosed Master Intergovernmental Cooperative Purchasing Agreement, (MICPA) regulating the use of the Master Agreements and purchase of Products that from time to time are made available by Lead Public Agency to Participating Public Agencies nationwide through U.S. Communities. Copies of Master Agreements and any amendments thereto made available by Lead Public Agency will be provided to Suppliers and U.S. Communities to facilitate use by Participating Public Agencies.

I understand that the purchase of one or more Products under the provisions of the MICPA is at the sole and complete discretion of the Participating Public Agency.

Craig W. Hays, Board President
Authorized Signature, Lead Public Agency

Date



U.S. COMMUNITIES[®]
GOVERNMENT PURCHASING ALLIANCE



MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Master Intergovernmental Cooperative Purchasing Agreement (“Agreement”) is made between certain government agencies that execute a Lead Public Agency Certificate (collectively, “Lead Public Agencies”) to be appended and made a part hereof and other government agencies (“Participating Public Agencies”) that agree to the terms and conditions hereof through the U.S. Communities registration process and made a part hereof.

RECITALS

WHEREAS, after a competitive solicitation and selection process by Lead Public Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers (each, a “Contract Supplier”) have entered into Master Agreements with Lead Public Agencies to provide a variety of goods, products and services based on national and international volumes (herein “Products and Services”);

WHEREAS, Master Agreements are made available by Lead Public Agencies through U.S. Communities and provide that Participating Public Agencies may purchase Products and Services on the same terms, conditions and pricing as the Lead Public Agency, subject to any applicable local purchasing ordinances and the laws of the State of purchase;

WHEREAS, the parties desire to comply with the requirements and formalities of any intergovernmental cooperative act, if applicable, to the laws of the State of purchase;

WHEREAS, the parties hereto desire to conserve resources and reduce procurement cost;

WHEREAS, the parties hereto desire to improve the efficiency, effectiveness and economy of the procurement of necessary Products and Services;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties agree as follows:

1. That each party will facilitate the cooperative procurement of Products and Services.
2. That the procurement of Products and Services subject to this Agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules and regulations that govern each party’s procurement practices.
3. That the cooperative use of solicitations obtained by a party to this Agreement shall be in accordance with the terms and conditions of the solicitation, except as modification of those terms and conditions is otherwise allowed or required by applicable law.
4. That the Lead Public Agencies will make available, upon reasonable request and subject to convenience, information which may assist in improving the effectiveness, efficiency and economy of Participating Public Agencies’ procurement of Products and Services
5. That the Participating Public Agency will make timely payments to the Contract Supplier for Products and Services received in accordance with the terms and conditions of the procurement. Payment, inspections and acceptance of Products and Services ordered by the Participating Public Agency shall be the exclusive obligation of such Participating Public Agency. Disputes between the Participating Public Agency and Contract Supplier are to be resolved in accordance with the applicable laws and venue rules of the State of purchase.
6. The Participating Public Agency shall not use this Agreement as a method for obtaining additional concessions or reduced prices for similar products or services.
7. The Participating Public Agency is solely responsible for ordering, accepting, and paying and any other action, inaction or decision regarding the Products and Services obtained under this Agreement. A Lead Public Agency shall not be liable in any fashion for any violation by a Participating Public Agency, and the Participating Public Agency shall be responsible for its own conduct to the extent permitted by law.
8. The exercise of any rights or remedies by the Participating Public Agency shall be the exclusive obligation of such Participating Public Agency.
9. This Agreement shall remain in effect until termination by a party giving thirty (30) days prior written notice to U.S. Communities at 2999 Oak Road, Suite 710, Walnut Creek, CA 94597.
10. This Agreement shall become effective after execution of the Lead Public Agency Certificate or Participating Public Agency registration, as applicable.



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 6, 2018

SUBJECT: Approval of the 2019-2024 Capital Improvement Plan (CIP)

Background

This is a continuation of prior meetings held to discuss and request that action be taken on the proposed capital improvement plan for fiscal years ended April 30, 2019-2024.

Based on prior Board action/discussions and as directed by the Executive Director, staff modified the originally presented CIP document with those changes being denoted in Attached A, as well as the addition of Spalding Park improvements and Greenbelt Bike Connection Path to be funded from excess funds as discussed at the February 28, 2018 Special Meeting.

Budget Impact

The capital budget for 2018-2019 is \$3,254,100. All items are detailed in Attachment A of the 2019-2024 CIP document.

Recommended Action

Staff request approval of the 2019-2024 CIP as revised.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA
Director of Finance

Joe DeLuce, CPRP
Executive Director

3/8/2018

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

Changed /Modified for 2019-2024 as Directed by Ex. Director
Changed from 2019-2024 CIP document presented 2/14/18 and discussed on 2/28/18

ATTACHMENT A STRIKE-THROUGH
WITH CHANGES FROM 2/28/18

Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
ADA General Projects from transition plan		\$ 300,000	300,000	300,000	300,000	300,000	300,000	-	1,800,000	Addressing accessibility issues in parks & facilities.	Annual funds allocated each year from CUSR property tax levy specific to ADA
Backup-generator for servers and data	REMOVED- \$100,000 from FY19	\$ -								fy19 \$100,000 - Address need for backup during power outages, all servers are located at Bresnan facility. A & E, Installation.	removed no longer necessary as electrical circuits were updated which resolved issues.
BMC Basement HVAC (Project #180004)		\$ 58,000	-	-	-	-	-	-	58,000	2019 Engineering for entire building with replacement/Upgrade of HVAC system	Units showing signs of failure. New units will be more efficient. Includes \$18,000 balance from FY18 for engineering costs.
Champaign Park District mobile App	2019-3	\$ -	\$ 18,000						18,000	Purchase and implementation of a mobile app to further serve our residents.	The app would provide weather/cancellations, deadline and event reminders, ability to register for programming, scanning of membership cards but does not allow access to restricted rooms. The app was originally to be constructed in-house, but it appears that staff could purchase the app and customize it as necessary. Refer to http://centralparks.net for additional detailed information. There is no annual fee to use this service from the operating budget.
Contingency - 5% of 'new' revenues	Updated to reflect changes made from 2/28/18 special meeting & as directed.	\$ 60,000	70,000	60,000	60,000	50,000	50,000	-	350,000	Contingency for unexpected expenditures related to capital items - Calculated at 5% of the total capital by year.	To allow for unexpected expenditures that may arise during the year either beyond our control or that become a necessity to be addressed within the fiscal year. There is no known impact on the operating budget at this time.

3/8/2018

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

Changed /Modified for 2019-2024 as Directed by Ex. Director
Changed from 2019-2024 CIP document presented 2/14/18 and discussed on 2/28/18

ATTACHMENT A STRIKE-THROUGH
WITH CHANGES FROM 2/28/18

Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Dodds 3-Plex Upgrades - moved from "delayed" to 2019 & 2020 Question raised by Commissioner Solon as to price being too low given other ongoing projects.	<i>Delayed one-year; originally 2019 & 2020</i>	\$	\$ 35,000	150,000	-	-	-	-	185,000	Dodds 3plex bathroom/concessions building and potential fencing of complex. FY20 is scheduled for the Design work, and FY21 for construction	The building is in disrepair and needs to be replaced. When it rains, both bathrooms are completely covered with water which makes it a hazard to enter the bathroom as the floors are concrete so it becomes very slippery. The walls of this facility have moved off its foundation. Fencing in the complex would allow better control of the facilities in terms of controlling access and would allow for taking admission at tournaments. Reduction in repairs within the operating budget as a result of this upgrade.
Elevator Refurbishment @ Springer Cultural Center - increased from \$75,000 to \$110,100	2019-6.5	\$ 110,100	-	-	-	-	-	-	110,100	Modernization includes microprocessor based system, code compliancy items, improved door operation and hydraulics. Added replacement of the cab and doors.	Modernization necessary to address performance, safety, reliability, energy savings, oper. costs. Cost includes a 10% contingency. Operating budget will include \$100 for bid notice publication, plus an annual maintenance of approximately \$5,000 based on current year fees.
Henry Michael Park New Development - #170011 (originally \$80,000)		\$ 82,000	-	-	-	-	-	-	82,000	Construction in FY19 for park improvements and playground . Also includes the remaining funds of \$2,200 from FY18.	Increased costs for maintenance of park estimated at \$2,200 annually from operating budget.
Kaufman Lake West Pier Replacement \$90,000	REMOVED - \$90,000 from FY19	\$								Project has been removed - 1st year - Engineering and design of west side pier replacement 2nd year - construction of west side accessible replacement.	East and West piers were removed in FY17. This is to plan, design and construct a new pier on the West side for patron use.

3/8/2018

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

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Changed from 2019-2024 CIP document presented 2/14/18 and discussed on 2/28/18

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Project Name	Comment / Score from Capital Project Request Forms Submitted (YYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Land Acquisition - transfer from General Fund - from operating budget \$100,000 annually - will only include an amount if there is a planned /anticipated purchase of land	Operating - transfer only	\$ -								Annual funds set aside for a future land purchase(s). Transfer is part of the operating budget, until which time land is actually purchased.	Board approved the establishment of a Land Acquisition Fund in April 2012. \$100,000 was to be transferred from the General Fund for future land acquisitions. To keep with this, the Board has continued to transfer \$100,000 annually into this fund. The cumulative balance through 4/30/2017 is projected at \$503,500. No impact on operating budget other than using current year transfer from the General Fund into the Land Acquisition Fund.
Playground Replacement - reprioritized the playground order of replacement. West Side playground - carried over from FY18 in separate line item -	2019_Noel 2020_Bristol & Morrissey 2021_Clark 2022_Wesley 2023_Zahnd 2024_Robeson	\$ 80,000	200,000	100,000	100,000	100,000	100,000	-	680,000	Updated FY 19- Morrissey Noel Park FY 20-Clark Bristol & Morrissey FY 21-Neel \$80K Clark Park FY22-Zahnd \$85K Wesley Park FY23-Robenson & Bristol- \$440K Zahnd FY24-Robeson	Replacement of playgrounds as part of ongoing replacement schedule and needs repair. Listing of all playgrounds is included in the overall capital improvement plan document. All playgrounds will be installed by a 3rd party vendor, and the only playground to be considered for poured-in-place surfacing will be Zahnd, unless the playground land is leveled or playground is moved to higher ground. No savings for fiber material as a result of the existing replacements, estimated at \$35,000 annually for applicable sites.
Prairie Farm Restroom/ Pavilion (#180007) Reduced from \$113,000 & moved to 2020 so a masterplan can be completed in FY2019 first.		\$ -	\$ 73,000	-	-	-	-	-	73,000	Drainage issues at Prairie Farm - FY18 balance of \$13,000 was rolled over into FY19 for design with construction following in FY19 as well.	Construction would allow exterior accessibility to covered program/rental space. Potential for increased patron use, however no impact on operating budget expected unless patrons charged rental fee for pavilion private use.

3/8/2018

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

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WITH CHANGES FROM 2/28/18

Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Risk Management Improvements & Updates decreased amount from \$36,000 in 2020 and increased amounts from \$8000 for 2021-2024	2019-5.5 2020-5.5 2021-5.5 2022-5.5 2023-5.5 2024-5.5	\$ 60,000	35,000	15,000	15,000	15,000	15,000	-	155,000	Security camera equipment & wiring installation/upgrades (Tort Fund). Total project is \$60,000 with \$35,000 of the project taken out of excess restricted tort funds.	Security cameras to be added to both inside and outside of parks and facilities as noted on each request sheet. In addition this fund is for Tort Liability projects that are currently unforeseen. To continue with upgrades to all parks and facilities. FY2021 marks the beginning of the first replacement of the cameras which will be upgraded every three years. FY19 will include using \$35,000 from excess funds in the tort/liability fund, reducing the fund balance to \$310,000.
Roof Replacements at various facilities	2019-3 VT 2020-3 DTC 2021-Pfarm trolley barn 2022-Ops existing offices 2024-2 Douglass Annex	\$ 375,000	450,000	150,000	150,000	-	150,000	-	1,275,000	Flipped Virginia Theatre (VT) (FY19) with Dodds Tennis Center (DTC) (FY20) originally in reverse years. FY 21 & FY22 are place holding estimates. FY24 is for Douglass Annex (DA) roof replacement.	All replacements based upon replacement schedule, to address defects and deficiencies. Impact to operating budget is a decrease in the unexpected repairs, as a more planned approach is taken. An additional amount will be added to the operating budget for \$100 in legal publication notices to cover the bid notice. - propose to use \$200,000 of the Foundation restoration funds to cover the roof repair at the VT in 2019, plus \$100,000 bequest received in FY18 for the VT, requiring only \$75,000 from Park District current year revenues.
Scoreboard Replacement(s) Moved from operating budget as meets capitalization threshold amount	2019-2_3plex 2020-2_4plex 2021-2-Zahnd	\$ 24,000	32,000	16,000	-	-	-	-	72,000	Replacement of 3 scoreboards at the Dodds 3-Plex (FY19), 4 scoreboards at Dodds 4-Plex (FY20), 2 scoreboards at Zahnd Park (FY21)	Update and replace scoreboards by facility rather than by individual scoreboard. This new process for replacement will ensure all facilities have the same electronic equipment. Previously staff only replaced one scoreboard per year, and repaired the existing as needed.

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CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

Changed /Modified for 2019-2024 as Directed by Ex. Director
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ATTACHMENT A STRIKE-THROUGH
WITH CHANGES FROM 2/28/18

Project Name	Comment / Score from Capital Project Request Forms Submitted (YYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Seal Coating/Line Striping Parking Lots - MOVED FROM operating budget to capital due to amount	2019-3 reduced from \$42K 2024-2	\$ 30,000	41,700	42,300	46,000	55,000	30,100	-	245,100	Annual maintenance	Annual maintenance - estimated. May decrease as we move to concrete surfaces
Toalson Park Sidewalk & Earthwork	2019-8.5 Toalson Park	\$ 48,000							48,000	Completion of the sidewalk and sitework upon expiration of the lease for the dirt which ends in late spring, early summer.	No operating costs to the District once installed as the maintenance would revert to the City of Champaign.
Trail/Path Connection at Noel Park	2019-4-Noel	\$ 53,500							53,500	6' wide connector path at Noel Park to connect the existing trail/path.	Will also include an additional \$1,500 in the operating budget for one-time professional fees.
Vehicle Replacement - Recreation Reduced from \$70,000		\$ 40,000	-	-	-	-	-	-	40,000	Replacement of 1 vehicle for recreation - a 15-passenger van	1996 passenger van is restricted to in-town driving only due to age of vehicle, sound truck inadequate for Showmobile transport.
Vehicle Replacement- Operations increased fy19 from 139,000	2024-2	\$ 185,000	230,000	245,000	300,000	300,000	155,000	-	1,415,000	Replacement of 3 2006 F150 trucks (vehicle #'s 32, 39, 42) and the replacement of the garbage truck (#33) in operations. Years 2021-2024 may include Recreation vehicles as per replacement schedule and analysis of vehicle at time of replacement	Replacement Scheduled. Replacement of aging vehicles "per schedule", The body of the garbage truck is failing and can no longer be welded for repairs. The estimate to replace is \$110,000 of the total request.
Amphitheatre Replacement at Douglass Park		\$ -	-	-	150,000	-	-	-	150,000	Replacement of existing wood retaining wall seating and grading.	Replace with concrete seating, retaining walls, increase grading of the South side. No impact on operating budget.
Dog Park Path (put into 2023 for \$116,500) REMOVED AS lease ends May 1, 2028	2023-4									Add 6' path within enclosed dog area. An additional \$3,000 will be added to the operating budget for one-time professional fees associated with this project.	Numerous requests from patrons to add expanded, paved paths within the park for ten years. Operating costs would increase as staff would then need to expand the snow plowing responsibilities and maintain the concrete paths.

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Project Name	Comment / Score from Capital Project Request Forms Submitted (YYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Equipment - Kubota Replacement moved from 2023 to 2024		\$ -	-	-	-	-	20,000	-	20,000	Replacement of utility/snow equipment.	Replacement based upon replacement schedule, as well as maintenance and repair costs of existing equipment.
Equipment- Replacement Chipper moved from 2022 to 2021		\$ -	-	35,000	-	-	-	-	35,000	Scheduled replacement of 1996 chipper.	Upgrade to more modern, faster, efficient unit per replacement schedule.
Equipment- Replacement of Rolling Equipment							-	50,000	50,000	Annual equipment replacement	Equipment upgraded per replacement schedules and based on annual evaluation of needs as time draws closer.
Flower Staging Area (Operations) - not included in the current operations expansion drawings		\$ -	-	-	35,000	-	-	-	35,000	Replacement of wooden units which are beginning to deteriorate and need repair. These are not part of the proposed operations expansion project.	Partial replacement of wooden structures due to failures; replacement of shade cloths. These structures can be relocated if necessary pending outcome of shop expansion. No expected impact on operating budget.
General Flooring (Carpet Replacement RENAMED)	2021-1 Hays	\$ -	-	30,100	-	-	-	-	30,100	Replace carpet and tile throughout the entire facility at Hays Recreation Center. There is 4,300 total square footage; 1400 is carpeted and 2900 is tiled at the present.	Douglass afterschool room replacement (20+ years). Replace/install new tile at the Douglass Annex and carpet an existing office. 2021-Hays Center flooring replacement. For the other years, the amount falls below the capitalization threshold and thus is included in the operating budgets.
LRC Utility Access		\$ -	-	-	-	25,000	-	-	25,000	Provide paved access to west mechanical rooms.	Poured concrete surfaces allowing vehicular access to LRC mechanical rooms, thus reducing damage and subsequent turf and planting repairs. Staff efficiencies to have a positive impact on the operating budget.

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Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Parking and Drive at Eddie Albert Gardens in Dodds Park		\$ -	-	-	-	-	-	140,000	140,000	Provide additional parking and paved access to east gardens.	This has been a public request for some time. Also will help eliminate turf destruction and repair. Allow to redirect staff time to other areas, and reduce the repair/supply costs within the operating budget.
Replacement of Kaufman Boathouse		\$ -	-	-	-	-	-	150,000	150,000	Replacement of useless space with accessible restrooms and rentable shelter. Existing boathouse will be demo by staff and the replacement is delayed to future years.	Boathouse has reached useful life expectation. New restrooms and rentable space will be a draw for the site, as well as programming space. The cost also includes an estimate for architectural and engineering costs. Potential impact to operating budget is increased A&E costs to work on planning of new master plan for that location.
Sholem Replacement Shade Cloth		\$ -	-	-	20,000	-	-	-	20,000	Replacement of existing deteriorating shade structures as needed	This is an annual request by patrons at the end of year surveys conducted. Last shades purchased were in October 2007. No impact on operating budget.
Soccer Goals - moved from operating budget as total is above capitalization threshold	2024-1 Dodds Soccer	\$ -	-	-	-	-	14,000	-	14,000	Replace two of the larger soccer goals at the Dodds Soccer fields.	Periodic replacement of goals due to wear and tear/aging.
Sunset Ridge Lot Entrance Re-Location		\$ -	40,000	-	-	-	-	-	40,000	Complete initial park plan	Re-locate parking entry to Peppermill extension
Tennis Center Backdrop Replacement		\$ -	-	-	10,000	12,000	-	-	22,000	Replacement of backdrops and court dividers.	Replacement of backdrops on south side and court dividers. Some of backdrops are torn, different colors, and in need of updating. No impact on operating budget.
Tennis Center Court Fans delayed from 2020 \$35,000 and placed all in one year for 2021		\$ -	-	70,000	-	-	-	-	70,000	Replacement of under-sized units.	Replacement of units to allow for increased air flow for patrons. When comparing to installing air conditioning, staff does not see an increase in revenue to justify the cost of installation of units and monthly utilities. Many of the summer programs continue to be held outdoors for various reasons and would continue despite having AC at the TC; thus the fans should be sufficient.
Tennis Center Shed Replacement		\$ -	-	-	-	-	-	10,000	10,000	Replace existing "garage".	Provide for better storage options, which are limited currently. No impact on operating budget.

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Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Trail Amenities— Exercise-Equipment— moved to playground-funding-line item (\$50,000 in FY24)	REMOVED	\$ -							-	Add exterior grade exercise-equipment to existing trail(s).	Centennial Park and Kaufman Lake are targeted possibilities. This project has been on the CIP for a couple years. No impact on operating budget.
Trail and Park Path Additions 50% to come from ADA-CUSR - reclassified items into Noel Park trail and Toalson Park sidewalk addition.		\$ -	-	125,000	125,000	68,500	125,000	700,000	1,143,500	Annual addition/updates to trails and park paths. Reduced 2023 for the amount of path added at North Champaign Trail.	The trails plan developed internally by the planning department, in conjunction with discussions with Regional Planning Commission address the locations identified. No impact on operating budget.
Trail/Path Connection at North Champaign Trail	2023-4 North Champaign Trail	\$ -	-	-	-	81,500	-	-	81,500	Installation of trail connection from the North Champaign Trail west of Gordon Food Service.	Connection was never completed from documentation created in 1997. An additional \$2,000 will be added to the operating budget for professional fees related to the project.
Virginia Theatre (VT) Lighting Project								55,000	55,000	Computer-controlled programmable moving lights for live shows	Project delayed at this time until additional information can be obtained and presented for review, along with quotes for the service requested. Will re-evaluate the project as part of the 2020 review of capital projects.
Virginia Theatre (VT) Orchestra Pit Cover								50,000	50,000	Custom-designed solid wood cover for the orchestra pit	To cover the orchestra pit when not in use to facilitate providing additional space on the stage, as well as prevent falling into the open space. Delayed to future years as there needs to be a more precise estimate of the costs given this is a historic theatre. In addition if a safety issue, then should be presented to the safety committee. This project will be re-evaluated in the 2020 review of capital projects and possibly moved up.
Wide Area Mower Moved from delayed column to 2023		\$ -	-	-	-	50,000	-		50,000	Replacement mower	Plan is to re-claim Douglass and Zahnd parks from the contracted mowers at \$12,250/year. New staff would account for \$27,000 plus benefits and the mower would be \$6,500/year (purchase over 8 year useful life). These funds would be reinvested back into the parks since they are of "showcase" grade and deserve our full attention.

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Project Name	Comment / Score from Capital Project Request Forms Submitted (YYYY-##-Location)	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
SUBTOTAL-Capital from New Revenues		\$ 1,505,600	\$ 1,524,700	\$ 1,338,400	\$ 1,311,000	\$ 1,057,000	\$ 959,100	\$ 1,155,000	\$ 8,850,800		
Carry Over Project #170021 Heritage Phase 1 - any "savings" will be applied to the Greenbelt Connection link - reduced from \$1,132,560 approved by Board	Rolled forward from FY18 & FY17	\$ 700,000	-	-	-	-	-	-	700,000	Site preparation and earthwork around perimeter of lake, utilities, hardscape including a concrete path, stone jetties and weir wall; also to include boardwalk and woodland platform with footbridges, and partial landscaping.	Budgeted for in FY17, but carried over into FY18. This project will be funded from excess funds (fund 16). Projecting a savings of \$432,560 to be applied to the Greenbelt Connection Path project if authorized by Board.
Carry Over Development of a park North of Trails at Abbey Fields Subdivision at Commissioners Park	Rolled forward from FY18	\$ 280,000	-	-	-	-	-	-	280,000	FY18-Design A/E FY19-construction phase and completion.	Land improvements required under IDNR agreement, must be completed within 3 years from fall 2016.
Carry Over from FY18 Project #180006 Playground Replacement West Side playground will carry-over from FY18 Project	Rolled forward from FY18	\$ 207,500						-	207,500	Updated FY 18 - West Side Playground	Replacement of playgrounds as part of ongoing replacement schedule and needs of repair.
Carry Over from FY18 Project #180009 Risk Management Improvements & Updates	Rolled forward from FY18	\$ 16,000	0	0	0	0	0	0	16,000	Security camera installation/upgrades (Tort Fund). Balance to come out of restricted tort fund reserves to cover installation of cameras.	Complete addition of interior & exterior security cameras to be added to Leonhard Recreation Center scheduled for FY18, and roll unused balance forward to be used for FY19 installation of security cameras included above.

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		2019	2020	2021	2022	2023	2024				
Greenbelt Bikeway Connection Path Increased 2019 from \$80,000 to \$105,000.		\$ 105,000	645,000	-	-	-	-	-	750,000	FY19-Design A/E. Schematic design work is in progress during FY18 with additional information being gathered by all parties involved with this project.	Apply \$432,560 "savings" from Heritage Park Phase 1 revised that has been previously set aside towards this project. If approved, it would be best to formally "commit" the funds via a resolution such that when the grant application process rolls around (August/September) we are ready to begin.
Spalding Park Design & Construction, Paths, Lighting and Playground (reduced from \$4.2 million when discussing a building at the location)		\$ 440,000	-	-	-	-	-	-	440,000	FY19 - lighting, paths and playground replacement, which was originally purchased in 1996 and has been in need of replacement, but put on hold. Added \$120,000 for playground/pour-in-place surfacing as original cost of \$320,000 for all components only covered the cost estimate for lighting & paths provided by Unit 4 at the 2/28/18 special meeting.	Excess funds earmarked from the Park Development Fund balance of \$809,000, If use funds for Heritage Park, still have \$693,000 remaining for this project. Will need to install paths, lighting, and replace the playground that was originally installed in 1996. The playground has been on hold for several years now as the property development has been negotiated with Unit 4. Also propose to add pour-in-place surfacing at this park.
SUBTOTAL-Carry-over/Excess		\$ 1,748,500	\$ 645,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,393,500		
Version 2 - GRAND TOTAL CAPITAL PROJECTS FOR 2019-2024											
TOTAL CAPITAL PROJECTS		\$ 3,254,100	\$ 2,169,700	\$ 1,338,400	\$ 1,311,000	\$ 1,057,000	\$ 959,100	\$ 1,155,000	\$11,244,300		

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Schedule 1

Project Name	2019	2020	2021	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
VERSION 2 - DISCUSSION ITEMS ONLY - POTENTIAL NEW LARGE PROJECTS-EXCESS RESERVE FUNDS						
Bresnan Meeting Center - Exterior Improvements Moved from 2019 to 2021	\$ -	-	\$ 75,000	75,000	Renovate the front entrance of Bresnan Meeting Center for enhanced accessibility to main entrance, including landscaping.	Available ADA funds from new revenues is \$300,000 to exterior of Bresnan main entrance. Operating budget includes an additional \$2,000 for professional fees associated with this project.
CUSR New Location Space	\$ 304,000	-	-	304,000	Renovate an existing facility to accommodate CUSR programming, or consider building a new facility due to the demolition of Spalding Rec Center in Spring 2018.	Available ADA funds from new revenues is \$300,000 plus carry over of \$450,000 specific to ADA improvements.
Heritage Phase 2 and 3 - delayed one year, moved starting point from 2019 to 2020		532,200	729,360	1,261,560	Continuation of Phase 1 with additional features for parking lot, nature play area and additional landscaping around new features. Continuation of project in phase 3 will add site furnishings & signage, stone jetties, footbridges and landscaping with new interpretive gardens and prairie areas.	Re-evaluate the needs at Heritage once the revised phase 1 is completed to determine the need for any additional amenities.
Virginia Theatre Sound - phased in over 3-years Cut from \$750,000 to \$250,000 based on discussion at special meeting on 2/28/18	\$ -	250,000		250,000	Purchase & install a new sound system for the Virginia Theatre, include fill speakers throughout the auditorium, add the support system for new linear speakers, new sound board and controls.	Currently rent equipment at approximately \$4,000 per event. This would eliminate those equipment rental expenditures. This project plan is to phase in over a 3-year period at \$250,000 per year.
Greenbelt Bikeway Connection- Path moved to 2019-2024 cip	\$ -				FY19-Design A/E. Schematic design work is in progress during FY18 with additional information being gathered by all parties involved with this project.	Can apply \$432,560 "savings" from Heritage Park Phase 1 revised that has been previously set aside towards this project. If proceed, it would be best to formally "commit" the funds via a resolution such that when the grant application process rolls around (August/September) we are ready to begin.
Shop Expansion (previously spread \$800,000 per year for 3 years)	\$ 2,650,000	-	-	2,650,000	FY19-Design A/E, sitework and construction	Added additional \$250,000 to cover the design development & construction docs, plus any additional contingencies and A&E Construction 'management' fees once we break ground.
Spalding Park Design & Construction, Paths, and Playground (reduced from \$4.2 million when discussing a building at the location) moved to 2019-2024 cip	\$ -				FY19 - lighting, paths and playground replacement, which was originally purchased in 1996 and has been in need of replacement, but put on hold.	Excess funds earmarked from the Park Development Fund balance of \$809,000. If use funds for Heritage Park, still have \$693,000 remaining for this project. Will need to install paths, lighting, and replace the playground that was originally installed in 1996. The playground has been on hold for several years now as the property development has been negotiated with Unit 4. Also propose to add pour in-place surfacing at this park.
Total Projects for Discussion	\$ 2,954,000	782,200	804,360	4,540,560		



CHAMPAIGN
PARK DISTRICT

Capital Improvement Plan
For Fiscal Years Ended April 30
2019-2024

PRESENTED TO BOARD: February 14, 2018

Approved by Board of Commissioners: *March 14, 2018*

Overview

The capital improvement plan (CIP) budget encompasses capital outlay expenditures only.

Capital Outlay

The capital budget authorizes and provides the basis for control of expenditures for the acquisition of significant Park District assets and construction of all capital facilities. A six-year CIP is developed, reviewed and updated annually. The projects outlined in the CIP includes the CIP for the fiscal year ended April 30, 2019 (FYE2019) budget year, as well as the projected plan for the next five fiscal years in accordance with Park District policy. The 2019-2024 CIP will be presented to the Board of Commissioners for review and final approval prior to the presentation and adoption of the overall Park District budget.

Capital budget appropriations lapse at the end of the fiscal year, however, staff may re-budget until the project is complete, or unless re-assigned by the Board of Commissioners. As capital improvements projects are completed, the operations of these facilities are funded in the operating budget.

Capital Improvement Project Guidelines

The project must:

- Have a monetary value of at least \$10,000.
- Have a useful life of at least three years.
- Result in the creation of a fixed asset, or the revitalization of a fixed asset.
- Support the Park District's strategic plan or board priorities.

Included within the above definition of a capital project are the following items:

- Construction of new facilities.
- Remodeling or expansion of existing facilities.
- Purchase, improvement and development of land.
- Operating equipment and machinery for new or expanded facilities.
- Planning and engineering costs related to specific capital improvements.

During the fall 2017, staff established a Capital Prioritization Committee to discuss and develop a methodology for ranking the capital project requests received by staff annually. The goal was to create a template for staff to utilize when requesting projects that are "scored" against a set of criteria with the utmost goal of evaluating the projects on an objective basis. The committee consists of ten staff representing divisions within the Park District. A template was created and implemented for the 2019-2024 CIP cycle and scores projects based on six areas: new construction, maintain existing infrastructure, legal requirement, risk mitigation, board approved documents and other criteria (grants, public input, etc.). The committee reviews the requests, seeks additional information as necessary and votes on the requests prior to including in the CIP document.

The final compilation of requests, sources of funding and scheduling presented to the Board of Commissioners are based capital prioritization committee action and review by Executive Director. By providing this planning and programming of capital improvements the effect of capital expenditures on the annual budget is determined. This provides an orderly growth of Park District assets and allows for proper planning of resources in future years.

The Park District's capital projects may include items such as the redevelopment of land, buildings, playgrounds, outdoor hard courts (tennis and basketball), athletic fields, aquatics, vehicles, and equipment. If these assets are not maintained in good condition, or if they are allowed to become obsolete, the result is often a decrease in the usefulness of the assets, an increase in the cost of maintaining and replacing them and a decrease in the quality of service. The average cost to fund these types of projects (excluding major renovations) is \$2 million per year.

Each year it is important to identify and pursue the funding sources for capital improvements. Staff also need to explore innovative means of financing facility renovations and maintaining existing parks and amenities.

CIP Funding Sources

The CIP utilizes funding from grant funds when available, revenue bonds, recreation funds, non-referendum general obligation bonds and donations through the Park Foundation.

General Fund

The General Fund is the general operating fund of the Park District and includes administrative, maintenance, parks and all other financial resources except those required to be accounted for in another fund. Funding is provided from property taxes, interest income, and other receipts such as easement fees. Available fund balance in excess of 33% of annual budgeted operating expenditures may be transferred to the Capital Improvements Fund to support future capital projects with Board approval.

Recreation Fund

This fund is a special revenue fund used to account for the operation of recreation programs and facilities. Financing is provided from fees and charges for programs and activities as well as the annual property tax levy. Program numbers are used to account for separate recreation programs such as swimming, senior programs, preschool, and day camp programs. Funds used for capital projects as deemed by the CIP, will be transferred to the Capital Improvement Fund annually as part of the annual budget. Examples of past projects funded with these dollars include, the Leonhard Recreation Center, Douglass Community Center, and Sholem Aquatic Center.

Museum Fund

This fund is a special revenue fund used to account for the operation of cultural arts programs and facilities. Financing is provided from fees and charges of programs and activities as well as the annual property tax levy. Program numbers are used to account for separate cultural arts programs such as special events, Prairie Farm, Virginia Theatre and Springer Cultural Center programs. Funds used for capital projects as deemed by the CIP, will be transferred to the Capital Improvement Fund annually as part of the annual budget.

Champaign-Urbana Special Recreation (CUSR) Fund

This fund is a Special Revenue Fund established to account for revenues derived from a specific annual property tax levy and expenditures of these monies for the CUSR program to provide special recreation programs for physically and mentally handicapped. This is a joint program created through an intergovernmental agreement with the Urbana Park District. Of the annual tax levy, 43.75% is set aside specifically to fund ADA improvements. It also assists in making the existing facilities accessible as required by the ADA (Americans with Disabilities Act).

Interest and Miscellaneous Income

Interest and miscellaneous income represents interest income earned on the capital projects funds' investments and other miscellaneous revenues related to capital projects.

Grants

The Park District has had an impressive record of success obtaining grants from various agencies and organizations. Grants awarded in prior years for capital projects include the following:

- **OSLAD Grants** are grant funds from the Open Space Land Acquisition and Development Act (OSLAD). The Act provides for grants to be disbursed by the Illinois Department of Natural Resources to eligible local governments for the purpose of acquiring, developing, and/or rehabilitating land for public outdoor recreation purposes.
- **PARC Grants** (Park and Recreational Facility Construction Act) were created by Public Act 096-0820 effective November 19, 2009 to provide grants to be disbursed by IDNR to eligible local governments for park and recreation unit construction projects. Park or recreation unit construction project means the acquisition, development, construction, reconstruction, rehabilitation, improvements, architectural planning, and installation of capital facilities consisting of, but not limited to, buildings, structures, and land for park and recreation purposes and open spaces for natural areas.

Non-Referendum Limited Obligation Park Bonds

Non-Referendum Limited Obligation Park Bonds are bonds that are secured by the full faith and credit of the issuer. General obligation bonds, issued by local governments are secured by a pledge of the issuer's property taxing power. The legal debt limit for non-referendum bonds is .575% of assessed valuation. The Park District has the capacity to issue \$9,638,546 in general obligation bonds; however the debt service extension base (DSEB) on these bonds limits maturities to \$1,147,100 per year. The Park District uses the funds from these bonds to fund capital improvements and to develop, maintain and improve parks and facilities, acquire land, and replace outdated equipment. Funds are also used to pay the debt service for the Sholem Aquatic Center revenue bonds payable June 15 and December 15, annually through 2024.

Our current non-referendum bonding plan will provide \$6 million over the next six years. Based on current economic conditions and revenue and expenditure projections, funding is not sufficient to maintain all existing system assets and build new park and recreation facilities.

Impact on the Operating Budget

The majority of the Park District's assets are invested in its physical assets or infrastructure, such as land, buildings, swimming pool, equipment, and outdoor courts. If regular maintenance on these assets to keep them in quality operating condition does not occur, or the assets are not replaced before they become obsolete, then this results in an increase in maintenance and repair expenditures, a decrease in the usefulness and safety of the asset, and ultimately a decrease in the quality of standards that the Park District strives to achieve.

The overall capital improvement plan projects will most likely result in a reduction of long-term operating expenditures, while staying on scheduled maintenance and replacement timelines with higher-efficiency equipment should meet the strategic goal of reducing energy

consumption. See the attached CIP schedule for specifics by project as to the operating budget impact.

Summary

This year the Park District CIP for FYE2019 totals \$3,254,100. The 2019-2024 CIP is scheduled to be approved at the March 14, 2018 Board of Commissioners regular meeting. The major capital projects included in the upcoming fiscal year include Spalding Park improvements (lights, paths, and playground replacement), roof replacement at Virginia Theatre, continuation of security camera installation at various facilities and parks, as well as playground replacement at West Side, Heritage Park phase 1, Henry Michael Park improvements, Commissioners Park improvements, and planning for the Greenbelt bikeway connection path. Other capital funding is to be used for maintaining our existing parks and facilities, and vehicle/equipment replacements. The following is a breakdown of the capital projects presented to the Board of Commissioners and budgeted for the following year, with a brief description of the major projects. Not included in the \$3,254,100, is a \$100,000 transfer from the General Fund to the Land Acquisition Fund that will come from operating budget in FYE2019.

FYE2019 Capital Summary

Capital Projects (Capital Budget):

	From New Funds	From Carryover / Excess Reserves	Totals
Capital Outlay	\$1,205,600	\$1,748,500	\$2,954,100
ADA	300,000	0	300,000
Total CIP Expenditures	\$1,505,600	\$1,748,500	\$3,254,100

Attachment A: Six-Year Capital Improvement Program with Descriptions
Attachment B: Replacement Schedules

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

Project Name	FOR THE FISCAL YEARS ENDED APRIL 30,						Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
	2019	2020	2021	2022	2023	2024				
CAPITAL PROJECTS FROM NEW FUNDS										
ADA General Projects	\$ 300,000	300,000	300,000	300,000	300,000	300,000	-	1,800,000	Addressing accessibility issues in parks & facilities.	Annual funds allocated each year from CUSR property tax levy specific to ADA
BMC Basement HVAC (Project #180004)	\$ 58,000	-	-	-	-	-	-	58,000	2019 Engineering for entire building with replacement/Upgrade of HVAC system	Units showing signs of failure. New units will be more efficient. Includes \$18,000 balance from FY18 for engineering costs.
Champaign Park District mobile App	\$ -	18,000						18,000	Purchase and implementation of a mobile app to further serve our residents.	The app would provide weather/cancellations, deadline and event reminders, ability to register for programming, scanning of membership cards but does not allow access to restricted rooms. The app was originally to be constructed in-house, but it appears that staff could purchase the app and customize it as necessary. Refer to http://centralparks.net for additional detailed information. There is no annual fee to use this service from the operating budget.
Contingency - 5% of 'new' revenues	\$ 60,000	70,000	60,000	60,000	50,000	50,000	-	350,000	Contingency for unexpected expenditures related to capital items - Calculated at 5% of the total capital by year.	To allow for unexpected expenditures that may arise during the year either beyond our control or that become a necessity to be addressed within the fiscal year. There is no known impact on the operating budget at this time.
Dodds 3-Plex Upgrades	\$ -	35,000	150,000	-	-	-	-	185,000	Dodds 3plex bathroom/concessions building and potential fencing of complex. FY20 is scheduled for the Design work, and FY21 for construction	The building is in disrepair and needs to be replaced. When it rains, both bathrooms are completely covered with water which makes it a hazard to enter the bathroom as the floors are concrete so it becomes very slippery. The walls of this facility have moved off its foundation. Fencing in the complex would allow better control of the facilities in terms of controlling access and would allow for taking admission at tournaments. Reduction in repairs within the operating budget as a result of this upgrade.

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

FOR THE FISCAL YEARS ENDED APRIL 30,								Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Project Name	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information			
Elevator Refurbishment @ Springer Cultural Center - increased from \$75,000 to \$110,100	\$ 110,100	-	-	-	-	-	-	110,100	Modernization includes microprocessor based system, code compliancy items, improved door operation and hydraulics. Added replacement of the cab and doors.	Modernization necessary to address performance, safety, reliability, energy savings, oper. costs. Cost includes a 10% contingency. Operating budget will include \$100 for bid notice publication, plus an annual maintenance of approximately \$5,000 based on current year fees.
Henry Michael Park New Development - #170011	\$ 82,000	-	-	-	-	-	-	82,000	Construction in FY19 for park improvements and playground. Also includes the remaining funds of \$2,200 from FY18.	Increased costs for maintenance of park estimated at \$2,200 annually from operating budget.
Playground Replacement	\$ 80,000	200,000	100,000	100,000	100,000	100,000	-	680,000	FY 19- Noel Park FY 20-Bristol & Morrissey FY 21-Clark Park FY22-Wesley Park FY23-Zahnd FY24-Robeson	Replacement of playgrounds as part of ongoing replacement schedule and needs repair. Listing of all playgrounds is included in the overall capital improvement plan document. All playgrounds will be installed by a 3rd party vendor, and the only playground to be considered for poured-in-place surfacing will be Zahnd, unless the playground land is leveled or playgroud is moved to higher ground. No savings for fibar material as a result of the existing replacements, estimated at \$35,000 annually for applicable sites.
Prairie Farm Pavilion (#180007)	\$ -	\$ 73,000	-	-	-	-	-	73,000	Drainage issues at Prairie Farm - FY18 balance of \$13,000 was rolled over into FY19 for design with construction following in FY19 as well.	Construction would allow exterior accessibility to restrooms as well as covered program/rental space. Potential for increased patron use, however no impact on operating budget expected unless patrons charged rental fee for pavilion private use.

Draft Presented for Approval

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

FOR THE FISCAL YEARS ENDED APRIL 30,							Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Project Name	2019	2020	2021	2022	2023	2024				
Risk Management Improvements & Updates	\$ 60,000	35,000	15,000	15,000	15,000	15,000	-	155,000	Security camera equipment & wiring installation/upgrades (Tort Fund). Total project is \$60,000 with \$35,000 of the project taken out of excess restricted tort funds.	Security cameras to be added to both inside and outside of parks and facilities as noted on each request sheet. In addition this fund is for Tort Liability projects that are currently unforeseen. To continue with upgrades to all parks and facilities. FY2021 marks the beginning of the first replacement of the cameras which will be upgraded every three years. FY19 will include using \$35,000 from excess funds in the tort/liability fund, reducing the fund balance to \$310,000.
Roof Replacements at various facilities	\$ 375,000	450,000	150,000	150,000	-	150,000	-	1,275,000	FY19 Virginia Theatre (VT) FY20 Dodds Tennis Center FY 21 & FY22 are estimates FY24 is for Douglass Annex (DA) roof replacement.	All replacements based upon replacement schedule, to address defects and deficiencies. Impact to operating budget is a decrease in the unexpected repairs, as a more planned approach is taken. An additional amount will be added to the operating budget for \$100 in legal publication notices to cover the bid notice. - propose to use \$200,000 of the Foundation restoration funds to cover the roof repair at the VT in 2019, plus \$100,000 bequest received in FY18 for the VT, requiring only \$75,000 from Park District current year revenues.
Scoreboard Replacement(s) Moved from operating budget as meets capitalization threshold amount	\$ 24,000	32,000	16,000	-	-	-	-	72,000	Replacement of 3 scoreboards at the Dodds 3-Plex (FY19), 4 scoreboards at Dodds 4-Plex (FY20), 2 scoreboards at Zahnd Park (FY21)	Update and replace scoreboards by facility rather than by individual scoreboard. This new process for replacement will ensure all facilities have the same electronic equipment. Previously staff only replaced one scoreboard per year, and repaired the existing as needed.
Seal Coating/Line Striping Parking Lots	\$ 30,000	41,700	42,300	46,000	55,000	30,100	-	245,100	Annual maintenance	Annual maintenance - estimated. May decrease as we move to concrete surfaces
Toalson Park Sidewalk & Earthwork	\$ 48,000							48,000	Completion of the sidewalk and sitework upon expiration of the lease for the dirt which ends in late spring, early summer.	No operating costs to the District once installed as the maintenance would revert to the City of Champaign.

Draft Presented for Approval

Project Name	FOR THE FISCAL YEARS ENDED APRIL 30,						Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
	2019	2020	2021	2022	2023	2024				
Trail/Path Connection at Noel Park	\$ 53,500							53,500	6' wide connector path at Noel Park to connect the existing trail/path.	Will also include an additional \$1,500 in the operating budget for one-time professional fees.
Vehicle Replacement - Recreation	\$ 40,000	-	-	-	-	-	-	40,000	Replacement of 1 vehicle for recreation - a 15-passenger van	1996 passenger van is restricted to in-town driving only due to age of vehicle, sound truck inadequate for Showmobile transport.
Vehicle Replacement-Operations	\$ 185,000	230,000	245,000	300,000	300,000	155,000	-	1,415,000	Replacement of 3 2006 F150 trucks (vehicle #'s 32, 39, 42) and the replacement of the garbage truck (#33) in operations. Years 2021-2024 may include Recreation vehicles as per replacement schedule and analysis of vehicle at time of replacement.	Replacement Scheduled. Replacement of aging vehicles "per schedule". The body of the garbage truck is failing and can no longer be welded for repairs. The estimate to replace is \$110,000 of the total request.
Amphitheatre Replacement at Douglass Park	\$ -	-	-	150,000	-	-	-	150,000	Replacement of existing wood retaining wall seating and grading.	Replace with concrete seating, retaining walls, increase grading of the South side. No impact on operating budget.
Equipment - Kubota Replacement	\$ -	-	-	-	-	20,000	-	20,000	Replacement of utility/snow equipment.	Replacement based upon replacement schedule, as well as maintenance and repair costs of existing equipment.
Equipment-Replacement Chipper	\$ -	-	35,000	-	-	-	-	35,000	Scheduled replacement of 1996 chipper.	Upgrade to more modern, faster, efficient unit per replacement schedule.
Equipment-Replacement of Rolling Equipment	\$ -	-	-	-	-	-	50,000	50,000	Annual equipment replacement	Equipment upgraded per replacement schedules and based on annual evaluation of needs as time draws closer.
Flower Staging Area (Operations) - not included in the current operations expansion drawings	\$ -	-	-	35,000	-	-	-	35,000	Replacement of wooden units which are beginning to deteriorate and need repair. These are not part of the proposed operations expansion project.	Partial replacement of wooden structures due to failures; replacement of shade cloths. These structures can be relocated if necessary pending outcome of shop expansion. No expected impact on operating budget.

Project Name	FOR THE FISCAL YEARS ENDED APRIL 30,						Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
	2019	2020	2021	2022	2023	2024				
General Flooring	\$ -	-	30,100	-	-	-	-	30,100	Replace carpet and tile throughout the entire facility at Hays Recreation Center. There is 4,300 total square footage; 1400 is carpeted and 2900 is tiled at the present.	2021-Hays Center flooring replacement. For the other years, the amount falls below the capitalization threshold and thus is included in the operating budgets.
LRC Utility Access	\$ -	-	-	-	25,000	-	-	25,000	Provide paved access to west mechanical rooms.	Poured concrete surfaces allowing vehicular access to LRC mechanical rooms, thus reducing damage and subsequent turf and planting repairs. Staff efficiencies to have a positive impact on the operating budget.
Parking and Drive at Eddie Albert Gardens in Dodds Park	\$ -	-	-	-	-	-	140,000	140,000	Provide additional parking and paved access to east gardens.	This has been a public request for some time. Also will help eliminate turf destruction and repair. Allow to redirect staff time to other areas, and reduce the repair/supply costs within the operating budget.
Replacement of Kaufman Boathouse	\$ -	-	-	-	-	-	150,000	150,000	Replacement of useless space with accessible restrooms and rentable shelter. Existing boathouse will be demo by staff and the replacement is delayed to future years.	Boathouse has reached useful life expectation. New restrooms and rentable space will be a draw for the site, as well as programming space. The cost also includes an estimate for architectural and engineering costs. Potential impact to operating budget is increased A&E costs to work on planning of new master plan for that location.
Sholem Replacement Shade Cloth	\$ -	-	-	20,000	-	-	-	20,000	Replacement of existing deteriorating shade structures as needed	This is an annual request by patrons at the end of year surveys conducted. Last shades purchased were in October 2007. No impact on operating budget.
Soccer Goals - Dodds Soccer	\$ -	-	-	-	-	14,000	-	14,000	Replace two of the larger soccer goals at the Dodds Soccer fields.	Periodic replacement of goals due to wear and tear/aging.
Sunset Ridge Lot Entrance Re-Location	\$ -	40,000	-	-	-	-	-	40,000	Complete initial park plan	Re-locate parking entry to Peppermill extension

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CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

Project Name	FOR THE FISCAL YEARS ENDED APRIL 30,						Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
	2019	2020	2021	2022	2023	2024				
Tennis Center Backdrop Replacement	\$ -	-	-	10,000	12,000	-	-	22,000	Replacement of backdrops and court dividers.	Replacement of backdrops on south side and court dividers. Some of backdrops are torn, different colors, and in need of updating. No impact on operating budget.
Tennis Center Court Fans	\$ -	-	70,000	-	-	-	-	70,000	Replacement of under-sized units.	Replacement of units to allow for increased air flow for patrons. When comparing to installing air conditioning, staff does not see an increase in revenue to justify the cost of installation of units and monthly utilities. Many of the summer programs continue to be held outdoors for various reasons and would continue despite having AC at the TC; thus the fans should be sufficient.
Tennis Center Shed Replacement	\$ -	-	-	-	-	-	10,000	10,000	Replace existing "garage".	Provide for better storage options, which are limited currently. No impact on operating budget.
Trail and Park Path Additions	\$ -	-	125,000	125,000	68,500	125,000	700,000	1,143,500	Annual addition/updates to trails and park paths. Reduced 2023 for the amount of path added at North Champaign Trail.	The trails plan developed internally by the planning department, in conjunction with discussions with Regional Planning Commission address the locations identified. No impact on operating budget.
Trail/Path Connection at North Champaign Trail	\$ -	-	-	-	81,500	-	-	81,500	Installation of trail connection from the North Champaign Trail west of Gordon Food Service.	Connection was never completed from documentation created in 1997. An additional \$2,000 will be added to the operating budget for professional fees related to the project.
Virginia Theatre (VT) Lighting Project	\$ -	-	-	-	-	-	55,000	55,000	Computer-controlled programmable moving lights for live shows	Project delayed at this time until additional information can be obtained and presented for review, along with quotes for the service requested. Will re-evaluate the project as part of the 2020 review of capital projects.

Draft Presented for Approval

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

FOR THE FISCAL YEARS ENDED APRIL 30,									Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Project Name	2019	2020	2021	2022	2023	2024						
Virginia Theatre (VT) Orchestra Pit Cover	\$ -	-	-	-	-	-	50,000	50,000	50,000	Custom-designed solid wood cover for the orchestra pit	To cover the orchestra pit when not in use to facilitate providing additional space on the stage, as well as prevent falling into the open space. Delayed to future years as there needs to be a more precise estimate of the costs given this is a historic theatre. In addition if a safety issue, then should be presented to the safety committee. This project will be re-evaluated in the 2020 review of capital projects and possibly moved up.	
Wide Area Mower	\$ -	-	-	-	50,000	-	-	50,000	50,000	Replacement mower	Plan is to re-claim Douglass and Zahnd parks from the contracted mowers at \$12,250/year. New staff would account for \$27,000 plus benefits and the mower would be \$6,500/year (purchase over 8 year useful life). These funds would be reinvested back into the parks since they are of "showcase" grade and deserve our full attention.	
SUBTOTAL-Capital from New Revenues	\$1,505,600	\$1,524,700	\$1,338,400	\$1,311,000	\$1,057,000	\$ 959,100	\$1,155,000	\$ 8,850,800				
CARRY-OVER PROJECTS FROM FY18 AND NEW PROJECTS FROM EXCESS RESERVES												
Carry Over Project #170021 Heritage Phase 1 - any "savings" will be applied to the Greenbelt Connection link - reduced from \$1,132,560 approved by Board	\$ 700,000	-	-	-	-	-	-	700,000	700,000	Site preparation and earthwork around perimeter of lake, utilities, hardscape including a concrete path, stone jetties and weir wall; also to include boardwalk and woodland platform with footbridges, and partial landscaping.	Budgeted for in FY17, but <u>carried over</u> into FY18. This project will be funded from excess funds (fund 16). Projecting a savings of \$432,560 to be applied to the Greenbelt Connection Path project if authorized by Board.	
Carry Over Development at Commissioners Park	\$ 280,000	-	-	-	-	-	-	280,000	280,000	FY18-Design A/E FY19-construction phase and completion.	Land improvements required under IDNR agreement, must be completed within 3 years from fall 2016.	
Carry Over from FY18 Project #180006 Playground Replacement West Side playground	\$ 207,500	-	-	-	-	-	-	207,500	207,500	Carry-over from FY 18 - West Side Playground replacement	Replacement of playgrounds as part of ongoing replacement schedule and needs of repair.	

CHAMPAIGN PARK DISTRICT
CAPITAL IMPROVEMENT PLAN 2019-2024

ATTACHMENT A

FOR THE FISCAL YEARS ENDED APRIL 30,										
Project Name	2019	2020	2021	2022	2023	2024	Amounts from CIP Requests Submitted and DELAYED to Future Years pending additional information	Totals	DESCRIPTION OF PROJECT	JUSTIFICATION and Impact on Operating Budget
Carry Over from FY18 Project #180009 Risk Management Improvements & Updates	\$ 16,000	-	-	-	-	-	-	16,000	Security camera installation/upgrades (Tort Fund). Balance to come out of restricted tort fund reserves to cover installation of cameras.	Complete addition of interior & exterior security cameras to be added to Leonhard Recreation Center scheduled for FY18, and roll unused balance forward to be used for FY19 installation of security cameras included above.
Greenbelt Bikeway Connection Path	\$ 105,000	645,000	-	-	-	-	-	750,000	FY19-Design A/E. Schematic design work is in progress during FY18 with additional information being gathered by all parties involved with this project.	Apply \$432,560 "savings" from Heritage Park Phase 1 revised that has been previously set aside towards this project. If approved, it would be best to formally "commit" the funds via a resolution such that when the grant application process rolls around (August/September) we are ready to begin.
Spalding Park Design & Construction, Paths, Lighting and Playground Replacement	\$ 440,000	-	-	-	-	-	-	440,000	FY19 - lighting, paths and playground replacement, which was originally purchased in 1996 and has been in need of replacement, but put on hold. Added \$120,000 for playground/ pour-in-place surfacing as original cost of \$320,000 for all components only covered the cost estimate for lighting & paths provided by Unit 4 at the 2/28/18 special meeting.	Excess funds earmarked from the Park Development Fund balance of \$809,000, If use funds for Heritage Park, still have \$693,000 remaining for this project. Will need to install paths, lighting, and replace the playground that was originally installed in 1996. The playground has been on hold for several years now as the property development has been negotiated with Unit 4. Also propose to add pour-in-place surfacing at this park.
SUBTOTAL-Carry-over /	\$1,748,500	645,000	-	-	-	-	-	2,393,500		
GRAND TOTAL CAPITAL PROJECTS FOR 2019-2024										
TOTAL CAPITAL PROJECTS	\$3,254,100	\$2,169,700	\$1,338,400	\$1,311,000	\$1,057,000	\$ 959,100	\$1,155,000	\$ 11,244,300		

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CHAMPAIGN PARK DISTRICT

Operations Department Replacement Schedule Outdoor Basketball Court Surfaces

The following is the suggested replacement schedule for the district's outdoor basketball court surfaces. Each project will include removal of the existing surface, excavation of sub-grade, installation of a new concrete surface, court striping, and new poles, backboards and rims. Barring unforeseen circumstances, each new surface should last 20 years.

<u>Location</u>	<u>Last Reconstruction</u>	<u>Capital Plan Year</u>
Clark Park (1 court)	1990/91	2018/19
Washington Park (1 court)	1988/89	2019/20
Detention Basin (1 court)	1992/93	2019/20
Powell Park (1 court)	1993/94	2020/21
Mulliken Park (1/2 court)	2006/07	2026/27
Turnberry Ridge Park (1/2 court)	2006/07	2026/27
Spalding Park (2 courts)	2007/08	2027/28
Scott Park (1 court)	2009/10	2029/30
Toalson Park (1/2 court)	2009/10	2029/30
Sunset Ridge Park (1 court)	2011/12	2031/32
HK Park (1 court)	2014/15	2034/35
Eisner Park (1 court)	2014/15	2034/35
Glenn Park (1/2 court)	2014/15	2034/35
Wesley Park (2 courts)	2015/16	2035/36
Beardsley Park (1 court)	2016/17	2036/37
Hazel Park (1 court. concrete)	2017 (actual year)	2037/38

Centennial Park (located on Dexter Field parking lot; to be moved as off as part of park master plan)



Operations Department
Replacement Schedule
Outdoor Tennis Court Surfaces

The following is the suggested replacement schedule for the district's outdoor tennis court surfaces.

- Each RENOVATION project will include removal of the existing surface, excavation of sub-grade, installation of a new asphalt surface, court striping, and new net poles. Replacement lighting and/or fencing may be a consideration. Barring unforeseen circumstances, each RENOVATED surface should last 25 years (with proper REFURBISHMENT every 7 to 8 years).
- Each REFURBISHMENT project will include crack-filling, rectifying ponding issues, color-coating and line striping. Barring unforeseen circumstances, each REFURBISHED surface should last 7 to 8 years, with a maximum of 3 refurbishments before RENOVATION is necessary.

<u>Location (# of courts)</u>	<u>Last Renovated</u>	<u>Last Refurbished</u>	<u>FY Refurb/Renov</u>
Sunset Ridge Park (1)	2011/12 (new)	N/A	19/20 Refurb.
Eisner Park (1 synth)	1990/91	2008/09	HOLD
Centennial Park (Lindsey) (8)	1997/98	2006/07 2013/14	20/21 Refurb.
Clark Park (2)	1996/97	2014/15	21/22 Refurb.
Morrissey Park (4)	1994/95	2008/09 2015/16	22/23 Refurb.
Hessel Park (4)	2004/05	2016/17	24/25 Refurb.
Hessel Park Pickle Ball (1)			TBD
Spalding Park (4)	1995/96	2008/09 2016/17	24/25 HOLD Renov. (Unit 4 Agreement)



Operations Department
Replacement Schedule
Equipment

The following is the suggested replacement schedule for the district's Equipment. Equipment longevity varies greatly upon equipment type, use, safety, and repair costs.

<u>Item</u>	<u>Model</u>	<u>Year</u>	<u>FY Replacement</u>
Vermeer Chipper	1250	1996	20/21
Land Pride Mower	AFM4211	2011	21/22
Kabota Tractor	BX2230	2006	23/24



Operations Department
Replacement Schedule
Building Roofing

The following is the suggested replacement schedule for the district's roof structures. Each project will include removal of the existing roof, under-lying repair, and installation of the chosen roofing material. Barring unforeseen circumstances, each new roof system should last 40 years.

<u>Facility</u>	<u>Location and Type</u>	<u>Replacement FY</u>
Virginia Theatre	TBD	18/19
Dodds Tennis Center	Court Roof Flat Roof	19/20 19/20
Prairie Farm	Trolley Barn	20/21
Operations	Office	21/22
Douglass Annex	All	23/24



CHAMPAIGN PARK DISTRICT

Replacement Schedule Vehicles

The following is the suggested replacement schedule for the Park District's fleet vehicles through fiscal year ended April 30, 2021. Barring unforeseen circumstances, fleet vehicles are replaced every 10 to 12 years, based upon appropriateness for application (appearance), repair history, lifecycle (age), and mileage.

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>Dept.</u>	<u>FY Replacement</u>	<u>Mileage (1/10/2018)</u>
Ford (32)	F150	2006	Ops - SP	18/19	63,540
International (33)	Garbage	2008	Ops - GM	18/19	108,437
Ford (39)	F150	2006	Ops - GM	18/19	48,868
Ford (42)	F150	2006	Ops - SP	18/19	66,831
Chevrolet (14)	14 pass. Van	2000	Recreation	18/19	89,464
Ford (64)	F350 Dump Truck	2006	Ops - GM	19/20	73,113
Dodge (58)	Ram Truck	1998	Ops- HNA	19/20	50,002
Chevrolet (52)	1500	2005	Ops - GM	19/20	72,536
Ford (48)	F150	2006	Ops - HNA	20/21	43,513
Ford (22)	F150	2006	Ops - GM	20/21	48,632
Chevrolet (47)	1500	2006	Ops - GM	20/21	57,227
Ford (66)	F150	2006	Ops - GM	20/21	57,554

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

Listing of Vehicle Fleet

Description	Purchase Date	Serial #	Original Cost	Book Value	Age (Years)	Comment
#24 1994 SOUND TRUCK	3/15/1994	1HTSAZRMORH584613	27,511.00	0.00	24.00	FY18 Replaced
#17 1999 15 PASSANGER VAN	11/1/1999	1FBSS31L9X4B99739	22,994.00	0.00	18.36	FY18 Replaced
#43 TRUCK PICKUP	7/15/2001	1GBGC24U92Z190107	26,100.00	0.00	16.66	FY18 Replaced
#63 2003 FORD F350 CHASSIS W/ DUMP BODY	6/12/2003	1FDWF36P53EC90415	26,541.00	0.00	14.75	FY18 Replaced
#71 2012 F150 Ford Regular Cab, 2wd	6/29/2012	1FTMF1CM2CKD83050	15,850.00	381.58	5.70	FY18 Replaced-wreck
#14 CHEVY VAN (RECREATION) 15-PASSENGER	11/1/1999	1GAHG39R9Y1176660	22,640.00	0.00	18.36	FY19
#32 2006 Ford F150	6/1/2006	1FTRF12W96NB66784	13,781.40	0.00	11.78	FY19
#39 2006 Ford F150	6/15/2006	1FTRF12W16NB70571	11,781.39	0.00	11.74	FY19
#42 2006 Ford F150	6/15/2006	1FTRF12W56NB66782	12,781.40	0.00	11.74	FY19
#33 Garbage Truck	7/31/2007	3HAJEAVH38L649313	73,585.00	0.00	10.61	FY19
#33 Garbage Truck Impr-REPLACE HUEI PUMP, OIL MODULE,	8/18/2015		10,273.55	6,508.17	2.56	FY19
#33 Garbage Truck ENGINE REPLACEMENT	11/30/2015		19,620.02	13,734.02	2.27	FY19
#58 1999 DODGE RAM PICKUP TRUCK	5/1/1998	1B7HC16YXXS259865	14,230.00	0.00	19.87	FY20
#52 2005 Silverado Pickup	6/1/2005	1GCEC14V652312609	14,027.00	0.00	12.78	FY20
#64 2006 Ford One Ton Dump Truck	1/1/2006	1FDWF36P66EC24332	29,450.00	0.00	12.19	FY20
#47 2006 Chevy Pickup	4/1/2006	1GCEC14V26E249940	12,843.30	0.00	11.94	FY21
#48 2006 Ford F150	6/15/2006	1FTRF12W36NB66781	13,281.40	0.00	11.74	FY21
#22 2006 Ford F150	6/15/2006	1FTRF12W76NB66783	13,281.40	0.00	11.74	FY21
#66 2006 Ford F150	6/15/2006	1FTRF12WX6NB70570	13,781.40	0.00	11.74	FY21
#62 DODGE RAM PICKUP TRUCK	5/15/2001	1B7HCC16Y51S268464	15,453.00	0.00	16.83	
#23 2006 Box Truck	1/1/2006	1GBJG31U861132465	28,890.00	0.00	12.19	
#65 2006 Chevy Pickup	4/1/2006	1GCEC14V26E248142	12,843.30	0.00	11.94	
#36 2006 International Aerial Truck	6/1/2006	1HTMMAAN97H364342	104,634.49	0.00	11.78	
#45 2007 Ford 1 Ton Dump Truck	9/15/2006	1FDWF36P87EA79313	27,644.11	0.00	11.49	
#18 2006 FORD RANGER	9/15/2006	1FTYR10U67PA10244	11,773.99	0.00	11.49	
#12 2007 Ford Ranger	4/30/2007	1FTRY10U78PA04888	11,082.82	0.00	10.86	
#27 2007 Ford Ranger	4/30/2007	1FTYR10U58PA04890	11,082.81	0.00	10.86	
#35 2008 FORD RANGER	4/30/2007	1FTYR10U98PA04889	11,082.81	0.00	10.86	
#67 2007 Chevy colorado 2 wheel drive pickup	5/31/2007	1GCCS149178178940	12,668.00	0.00	10.78	
#38 2008 Ford 3/4 Ton Crew Cab Pickup	10/9/2007	1PTSW20RX8EC52922	22,634.00	0.00	10.42	
#68 2008 Ford Ranger Truck	4/30/2008	1FTYR10U38PA88076	12,554.00	0.00	9.86	

Champaign Park District

Listing of Vehicle Fleet

Description	Purchase Date	Serial #	Original Cost	Book Value	Age (Years)	Comment
#25 14 Passenger Bus for SRec and other District	10/6/2008	1GBJG31K781212339	38,611.00	0.00	9.43	
#55 2008 F350 Chassis with Aerial Platform	11/11/2008	1FPWF36R88EE30921	58,479.76	0.00	9.33	
#21 2009 Dodge Grand Caravan	12/2/2008	2D8HN44E19R58704	21,385.00	0.00	9.27	
New Showmobile-	12/9/2008	1W9SE28228M174008	102,994.00	0.00	9.25	
#31 2010 Ford Escape Hybrid--trade in 1995 Jimmy 9	4/27/2010	1fmcu4k33akb90359	28,484.00	0.00	7.87	
#69 2010 Ford Ranger	5/5/2010	1FTKR1AE9APA53691	14,962.65	0.00	7.85	
#29 2011 Ford XL 4x4, 3/4 ton full size pickup	5/24/2010	1FTBF2BT9BEA37368	26,424.54	0.00	7.80	
#51 2011 Ford F250 4x2 pickup, trade in	6/3/2010	1FTBF2AT4BEA37375	24,040.00	0.00	7.77	
#49, 2011 Ford White F350Chcab truck, trade in	6/8/2010	1FDRF3HT4BEA42260	34,717.38	0.00	7.76	
#53 2011 Ford Ranger	2/21/2011	1FTKR1AE7BPA31576	14,199.05	0.00	7.05	
#54 2011 Ford F250 crew cab	7/31/2011	1FT7W2AT8BED08153	25,999.59	0.00	6.61	
#34 2011 Ford F150	7/31/2011	1FTNF1CF5BKD82302	15,999.34	0.00	6.61	
#16 2012 FORD ESCAPE HYBRID	8/31/2011	1FMCU4K34CKA17081	25,395.00	0.00	6.53	
#56 2011 Ford F150 4x2 pickup	9/30/2011	1FTNF1CF7BKE10599	15,786.35	0.00	6.44	
#19 2012 Ford F250 Regular Cab 4x4	11/30/2011	1FTBF2BT4CEA81926	25,875.00	0.00	6.28	
#72 2012 Ford E-150 8 passenger van for CUSR	7/20/2012	1FMNE1BWOCDB25331	22,629.00	949.45	5.64	
#46 2013 International Durastar Dump Truck	9/12/2012	IHTMNAAM2DH305407	82,546.00	6,124.96	5.49	
#57 2014 Ford F150 received 900 trade in value for	7/21/2014	1FTNF1CF1EKE92611	17,065.00	7,539.24	3.63	
#10 2014 F150 Regular Cab 4x2	7/21/2014	1FTNF1CF3EKE92612	17,170.00	7,585.65	3.63	
#26 2015 CHEVY 14-PASSENGER CUSR VAN	12/23/2014	1GB6G5CG1F1116679	52,616.00	27,642.73	3.21	
DUMP TRAILER FOR LANDSCAPE 2016 SURE TRAC	7/31/2015	5JW1D122XG4123525	5,200.00	5,200.00	2.61	
#59 2015 CHEVY SILVERADO PICKUP	9/14/2015	1GCNCPEC5FZ423704	18,738.00	13,810.94	2.48	
#61 2015 CHEVY SILVERADO PICKUP	9/14/2015	1GCNPEC3FZ424382	18,643.00	13,712.13	2.48	
#41 2015 FORD F150 CREWCAB	9/29/2015	1FTEW1CF1FFC62674	22,410.00	16,294.30	2.44	
#73 2016 FORD E450 ACCESSIBLE BUS-CUSR	12/1/2015	1FD4E4FS9GDC15483	52,926.00	37,922.62	2.27	
#37 2016 FORD F150 SUPER CAB	7/5/2016	1FTEX1CF9GKE84904	21,705.00	18,268.37	1.68	
#11 2017 FORD EXPLORER (RISK MGR)	7/31/2016	1FM5K8B81HGA04493	26,762.00	22,524.71	1.60	
#20 2016 FORD F-150 SUPERCAB	7/31/2016	1FTEX1CF9GKE84905	22,205.00	18,689.24	1.60	
#30 2016 FORD F250 MECHANIC TRUCK	9/27/2016	1FT7X2B66GED40824	36,390.00	31,841.25	1.45	



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 14, 2018

SUBJECT: Virginia Theatre Sound System Upgrade Funding

Background

Staff has some updated information on the sound system for the Virginia Theatre and we wanted to share it with the Board as we feel upgrading the sound system at the Virginia Theatre is needed as we continue to provide quality entertainment with higher ticket prices.

Staff is requesting \$275,000.00 in funding—\$266,000 to cover direct costs and an additional \$9,000.00 for architectural and engineering fees—to purchase sound equipment for the Virginia Theatre in fiscal year 2019.

When CPD took ownership of the Virginia in 2000, the theatre had no sound system for use during concerts, dance, spoken word, and theatrical events. Since that time, the district has met the technical requirements of live touring events at the Virginia by renting sound equipment on a per-show basis. Included in these rentals is a concert-quality “line array” system which is stacked on custom-built wooden platforms at either edge of the stage.

This solution has proved insufficient at touring events such as Ron White, ZZ Top, Jack Hanna, Martina McBride, and many others, due to the following two factors:

- Peripheral “fill” speakers are needed to augment the principle line arrays, to provide thorough sound coverage in the auditorium;
- The line array itself should be elevated off the stage (flown from the ceiling) for the most effective coverage of the house.

Recommendations

Since completing its Phase III Restoration, the park district has experienced increased traffic at the Virginia Theatre from commercial promoters and touring attractions where high quality, professional sound equipment is a rider requirement and a condition for booking a given show. With no sound system in place at the theatre, the best answer for this need would address the unique acoustic properties of the facility, providing the most thorough sound solution possible. A fully-designed system comprised of a rented line-array augmented by a complete set of permanently-installed fill speakers will greatly increase the sound quality at the theatre’s live shows and improve the experience of patrons sitting anywhere in the venue. Elevating (flying) the main line array speakers off the stage, while important, is of secondary concern and could be addressed at a future date.

Staff have consulted extensively on this subject over the past four years, with an L'Acoustic system being recommended by a wide variety of sound professionals. The central element of this system—the line array speakers—has also been extensively tested (as a rental) at numerous Virginia shows. And, while the line-array itself has performed well at those events, the sound quality has remained inadequate, given the lack of the many peripheral speakers needed to fully cover the house, especially the areas at the sides of the auditorium and in the upper balcony.

Threshold Acoustic, working with architects BLDD, has provided the district with a complete design for this system, broken out in four phases of work. Completing just Phase I of this design—the purchase and installation of peripheral fill speakers and associated electrical throughout the auditorium—would substantially improve the sound at Virginia Theatre shows here forward.

Prior Board Action

None.

Budget Impact

\$275,000.00 would be requested from the Virginia Theatre restoration funds held by the Champaign Parks Foundation.

Prepared by:

Reviewed by:

Steven Bentz
Director of Virginia Theatre

Joe DeLuce, CPRP
Executive Director



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 6, 2018

SUBJECT: Champaign Parks Foundation (Foundation) 3rd Quarter Financial Analysis for Fiscal Year 2018

Background

Attached is the Foundation financial update for the nine months ended January 31, 2018 for discussion purposes. To provide better communication and transparency on the sources and uses of funds, also attached is last fiscal report as of and for the nine months ended January 31, 2018 detailed by restriction.

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

See discussion analysis on attached report.

Recommended Action

For discussion purposes only.

Prepared by:

Andrea N. Wallace
Director of Finance

Reviewed by:

Joe DeLuce
Executive Director

Champaign Parks Foundation
3rd Quarter Analysis
For the 9 Months Ended January 31, 2018 and 2017

	2017-2018 Current Fiscal Year- to-Date Actual	2016-2017 Prior Fiscal Year-To-Date Actual	Variance from Prior Year-to-Date
Net Assets, 5/1	\$ 795,527	\$ 675,077	\$ 120,450
<i>Revenues</i>			
Donations	\$ 80,008	\$ 79,424	
Pledged Donations	4,362,114	-	
Scholarship Donations	10,630	25,050	
Sponsorships (Special Events)	7,386	-	
Ticket Sales (Special Events)	7,160	-	
*Realized Gains (Losses) on Investments	(3,140)		
*Unrealized Gains (Losses) on Investments	393		
*Dividends	308	-	
Interest	3,533	1,084	
Total Revenues	<u>\$ 4,468,392</u>	<u>\$ 105,558</u>	<u>\$ 4,362,834</u>
<i>Expenses</i>			
Contractual	\$ 58,776	\$ 38,045	
Commodities/Supplies	12,609	28,049	
*Investment Fees	165	-	
Capital Outlay	20,419	-	
Transfers to Park District	30,188	-	
Total Expenditures	<u>122,157</u>	<u>66,094</u>	<u>56,063</u>
Net Income (Loss)	<u>\$ 4,346,235</u>	<u>\$ 39,464</u>	<u>\$ 4,306,771</u>
Net Assets, 1/31	<u>\$ 5,141,762</u>	<u>\$ 714,541</u>	<u>\$ 4,427,221</u>

Change in year-to-date revenues over prior year is related to the pledged capital donation from the donor for the new Martens Center project. Due to accounting treatment the present value of the full pledge annual payments was recognized at the time the agreement was executed. As such, the future annual payments will be reflected on the balance sheet as a reduction in pledge receivable, and not shown in income similar to the Jimmy John's 5-year contribution was recorded as revenue in FY2017. Expenses are \$28,875 higher than prior year. The previous year included a payout to reimburse supplies used to maintain Prairie Farms of \$8,081, as well as \$7,054 for the purchase of 9 wheelchairs and sensory items for the CUSR program. The program expenses paid for in the current year include \$7,344 balance for the mezzanine lobby furniture and \$12,857 HVAC compressor replacement at the Virginia Theatre. Leonhard Recreation Center is using funds from the brick campaign to modify office space of approximately \$1,500. The 3rd quarter includes the 1st installment of \$6,750 for fundraising expenses, 1st pay request to Ratio Architects \$27,188.09 and \$375 in attorney expenses for Martens Center; plus \$3,000 for funds to purchase a sculpture through the Park District. All other items were consistent with ongoing operations.

* - denotes new account specific to Cozad Investment account for Martens Center.

Note: Immaterial differences in calculations are due to rounding.

**Champaign Parks Foundation
Foundation Funds as of January 31, 2018**

Central Illinois Bank Operating Account	\$ 2,238.66	
Central Illinois Bank Money Market Account .20%	136,596.35	
Commerce Bank Money Market, .20%	42,999.83	
Marine Bank Money Market, .20%	43,339.10	
Midland States Bank - MMA, 1.15%	150,459.63	includes 145.54 int for Dec; Jan stmt not received as of 2/9
12 month CD with BankChampaign at 1.30% (7/10/18)	101,848.96	
18 month CD with First Bank of Savoy at 0.45% (10/19/2018)	212,137.54	
First Financial Bank CD, .95%, (8/23/19)	52,504.69	
Cozad Asset Management Investment Account	992,487.28	
Pledge Receivable Long-Term (JJohn & Martens), includes short-term amount of \$400,000	3,434,638.00	
Total Cash Balance		5,169,250.04
*Less: Accounts Payable as of End of Month		(27,530.00)
Total Funds Available:		<u>\$ 5,141,720.04</u>

	Audited Balance 4/30/2017	Current Month		Fiscal Year-to-Date		Unaudited Balance 1/31/2018
		Revenues	Expenses	Revenues	Expenses	
Art in the Park	371.10	-	-	2,000.00	2,000.00	371.10
Art Smart	280.00	-	-	-	-	280.00
Bach's Lunch	25.00	-	-	-	25.00	-
Champaign Heat 17U Basketball (hotels/meals)	500.00	-	-	-	-	500.00
Champaign West Rotary Meditation Garden - Mattis Pk	10,939.83	-	-	-	384.06	10,555.77
Clark Park - General (Adopt-a-Park \$226.94)	50.00	-	-	276.94	-	326.94
Clark Park Bench	820.00	-	-	-	-	820.00
CUSR Mustang Boosters	4,071.34	-	-	-	-	4,071.34
CUSR Programs	28,448.25	50.00	-	970.00	6,000.00	23,418.25
Dodds Tennis Center (general)	200.00	-	-	-	200.00	-
Dog Park Development	4,525.00	-	-	100.00	-	4,625.00
Dog Park Amenities	3,109.28	-	-	-	-	3,109.28
Donor Appreciation Lunch/Meals	963.23	-	-	-	38.86	924.37
Douglas Seniors	1,000.00	-	-	-	-	1,000.00
Douglass Center	1,500.00	-	-	-	-	1,500.00
Douglass Community Gardens	100.00	-	-	-	-	100.00
Eisner Park - baseball field maintenance	2,046.74	-	-	-	-	2,046.74
Environmental Ed Programs	285.00	-	-	-	-	285.00
Flower Program	245.00	-	-	160.00	-	405.00
Fraker Memorial	1,160.00	-	-	-	-	1,160.00
H.E. Moore Trust	68,119.00	-	-	-	-	68,119.00
Hays Seniors	2,812.68	-	-	-	-	2,812.68
Hazel Park	180.00	-	-	-	-	180.00
Helm Park - Adopt of Park	40.00	-	-	-	-	40.00
Hessel Park	918.12	-	-	-	-	918.12

	Audited Balance 4/30/2017	Current Month		Fiscal Year-to-Date		Unaudited Balance 1/31/2018
		Revenues	Expenses	Revenues	Expenses	
Hessel Park - Doggie Bags	200.00	-	-	100.00	-	300.00
Kaufman Lake	4,484.00	-	-	-	2,850.33	1,633.67
Laborer's Memorial	2,000.00	-	-	-	-	2,000.00
Land Acquisition	1,375.00	-	-	-	-	1,375.00
Land Dedication	555.00	-	-	-	-	555.00
Land/Natural Areas	2,806.00	-	-	105.00	-	2,911.00
Leonhard Rec Center - Brick Campaign	16,213.02	-	26.93	-	26.93	16,186.09
Lindsay Memorial Garden	3,478.65	-	-	-	-	3,478.65
Martens Center (Includes full pledge not received)	-	-	27,188.09	4,359,298.88	34,361.69	4,324,937.19
Mattis Park - Boots	404.00	-	-	-	-	404.00
Memorials	38,830.76	2,300.00	-	9,925.00	5,093.36	43,662.40
Memorials - Hays	1,040.00	-	-	-	-	1,040.00
Memorial-Robert Toalson	2,395.00	-	-	-	-	2,395.00
Playgrounds	1,575.00	-	-	3,000.00	1,450.00	3,125.00
Powell Park	2,246.00	-	-	-	-	2,246.00
Prairie Farm	12,169.17	-	-	1,075.91	-	13,245.08
Special Events_Fundraiser 7/21/17	29.95	-	-	14,545.98	3,730.87	10,845.06
Scholarships (\$75K is pledge receivable)	103,270.00	-	-	10,630.00	28,370.00	85,530.00
Seniors-Carle Grant	131.33	-	-	-	-	131.33
Sholem Pool	1,000.00	-	-	-	-	1,000.00
Sims Memorial	5,882.76	-	-	-	293.52	5,589.24
Skelton Park	688.91	-	-	-	-	688.91
Sports/Athletics - General Programs	100.00	-	-	-	-	100.00
Trees - General (Not Memorial) Morrissey Park	310.00	-	-	-	-	310.00
Trees - Porter Park Memorial	175.00	-	-	-	-	175.00
Virginia Theatre Restoration	272,130.67	-	-	46,389.76	20,219.00	298,301.43
Virginia Theatre Non-Specific	14,197.72	75.00	-	5,052.27	-	19,249.99
Visual and Performing Art	100.00	-	-	-	-	100.00
Westside Park Tootsie	16,853.00	-	-	-	-	16,853.00
Westside-Sculptures	57,866.67	-	-	-	600.00	57,266.67
Wheelchair Basketball	5,099.00	-	-	-	-	5,099.00
William Wagner Trust (Capital improvements-parks)	18,356.04	-	-	-	-	18,356.04
Youth Programs - restricted	500.00	-	-	-	-	500.00
Youth Theatre	-	-	-	1,113.00	-	1,113.00
Subtotal - Restricted/Endowment	719,172.22	2,425.00	27,215.02	4,454,742.74	105,643.62	5,068,271.34
Unrestricted	76,354.38	1,442.66	194.29	12,212.11	15,117.79	73,448.70
Total Funds	795,526.60	3,867.66	27,409.31	4,466,954.85	120,761.41	5,141,720.04



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 13, 2018

SUBJECT: Champaign Park District (District) 3rd Quarter Financial Analysis for FYE2018

Background

This is a financial update for the nine months ended January 31, 2018 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
- D – Excess funds excluding current year projected surplus
- E – Martens Center Project financial update

Attachments A and B 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 period end date, current year
- Activity for Quarter – Actual expenditures invoiced as of period end date, prior 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.

Budget Impact

None, other than as detailed within Attachment A.

Recommended Action

For discussion purposes only.

Prepared by:

Andrea N. Wallace
Director of Finance

Reviewed by:

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
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED 1/31/2018	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 01 - GENERAL											
Total Revenue:	5,750,628	5,686,781	197,683	5,772,550	5,590,250	182,300	3.3%	-	(21,922)	100.4%	100.1%
Total Expenditure:	4,543,547	3,470,025	918,732	3,104,395	3,049,795	54,601	1.8%	-	1,341,672	68.3%	63.4%
Total Transfers-Out:	1,058,700	1,058,700	-	1,058,700	100,000	958,700	958.7%	-	-	100.0%	100.0%
NET OF REVENUES & EXPENDITURES	148,381	1,158,056	(721,050)	1,609,455	2,440,455	(831,001)		-	(1,363,595)		

Revenues received as a percent of budget are slightly ahead of prior year. The line item with the most significant variance from prior year is special receipts. The prior year included ~\$11,000 in proceeds received from the sale of disposed equipment that did not recur in current year. Total expenditures as a percentage of budget are slightly ahead of last year by .7%. The biggest change from prior year expenditures is in seasonal wages from rate increases and adding an additional flower crew, and architect and engineering services as more projects in progress this year. Transfers to the capital improvement fund for Commissioners Park was made during the 1st quarter as approved through a resolution in February 2017. The remaining transfers for capital projects occurred in 2nd quarter. Both Revenues and overall expenditures/transfers are on track with annual budget amounts in total.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 02 - RECREATION											
Total Revenue:	4,044,633	3,658,709	335,118	3,763,539	3,712,515	51,024	1.4%	-	281,094	93.1%	94.0%
Total Expenditure:	3,254,588	2,572,539	487,671	2,394,311	2,344,372	49,938	2.1%	16,847	843,430	74.1%	73.9%
Total Transfers-Out:	190,600	50,600	-	190,600	-	190,600	#DIV/0!	-	-	100.0%	0.0%
Total Capital Outlay:	12,350	9,263	-	12,100	9,700	2,400	24.7%	-	250	98.0%	97.0%
NET OF REVENUES & EXPENDITURES	587,095	1,026,307	(152,554)	1,166,528	1,358,443	(191,915)		(16,847)	(562,586)		

Revenues as a percentage of budget are the nearly same as prior year-to-date, and in line with budget expectations. Expenditures in total as a percentage of budget are nearly the same as prior year with the largest fluctuations in contractual and commodities expenditures. Capital Outlay came in under budget for the year. Transfers out to the cover capital projects made during the 2nd quarter. Still on track to meet budgeted surplus at year-end.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 03 - MUSEUM											
Total Revenue:	2,558,669	2,234,897	461,963	2,914,078	2,311,888	602,190	26.0%	-	(355,409)	113.9%	89.8%
Total Expenditure:	2,209,407	1,580,694	419,221	1,530,915	1,436,637	94,278	6.6%	17,896	660,596	70.1%	74.6%
Total Transfers-Out:	285,900	55,363	-	258,900	-	258,900	#DIV/0!	-	27,000	90.6%	0.0%
NET OF REVENUES & EXPENDITURES	63,362	598,841	42,742	1,124,263	875,251	249,012		(17,896)	(1,043,005)		

Revenues are ahead of year-to-date budget and slightly ahead as a percentage of budget compared to the prior year to date. Approximately \$154,000 is pre-sales for the VT that will occur later during last quarter and had not yet been deferred as of the end of quarter 3. Expenditures are on track with budget overall. Balance in Transfers out to the other funds for capital funding will occur in 3rd quarter, with remaining \$27,000 to occur in February 2018 due to a transposition error. This transfer is to the Capital Improvement Fund (16).

**CHAMPAIGN PARK DISTRICT
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$	YTD %	ENCUMBERED	JNENCUMBEREI	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE	QUARTER		YTD						YTD %
	BUDGET	1/31/2018	1/31/2018	1/31/2018	1/31/2017	Variance	Variance	YEAR-TO-DATE	BALANCE	USED	USED
Fund 04 - LIABILITY INSURANCE											
Total Revenue:	321,550	311,414	9,687	326,262	304,650	21,612	7.1%	-	(4,712)	101.5%	100.2%
Total Expenditure:	317,026	222,015	71,651	200,504	172,802	27,702	16.0%	-	116,522	63.2%	64.4%
Total Capital Outlay:	60,000	45,000	470	23,913	2,557	21,356	835.4%	-	36,087	39.9%	7.3%
NET OF REVENUES & EXPENDITURES	(55,476)	44,399	(62,433)	101,845	129,291	(27,446)		-	(157,321)		

Revenues through end of January 31, 2018 have met annual budget. Total expenditures through end of 3rd quarter are on track with budget. Insurance premiums for January - March are due in April, and are expected to decrease slightly from prior calendar year. Once those invoices are received the funds will be encumbered. Installation of new security cameras purchased are being installed in as planned, with any remaining funds to roll-over to FY19 as part of the capital budget process.

FUND	2018	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$	YTD %	ENCUMBERED	JNENCUMBEREI	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE	QUARTER		YTD						YTD %
	BUDGET	1/31/2018	1/31/2018	1/31/2018	1/31/2017	Variance	Variance	YEAR-TO-DATE	BALANCE	USED	USED
Fund 06 - IMRF FUND											
Total Revenue:	323,144	310,125	9,042	326,434	334,469	(8,035)	-2.4%	-	(3,290)	101.0%	99.9%
Total Expenditure:	312,051	228,037	72,296	233,837	224,655	9,183	4.1%	-	78,213	74.9%	62.6%
NET OF REVENUES & EXPENDITURES	11,093	82,088	(63,253)	92,596	109,815	(17,218)		-	(81,503)		

Revenues and expenditures on in line with budget overall. Revenues are less than prior year due to purposefully reducing the property tax levy requested in order to use excess funds to cover expenditures. Average number of unduplicated members (employees) reported to IMRF for the 3rd quarter in FY2018 is 106 compared to 99 in prior year. More seasonal staff were added this year than in prior years adding to some of this increase, with other part-time staff reaching the 1000 hour mark making them eligible to participate in the plan. The calendar year 2018 employer contribution rate of 7.86% decreased from the calendar year 2017 rate of 8.22%. This rate decrease helps to offset the increase in the average number of participants eligible IMRF earnings. About 56% of the enrolled members are on the Tier 2 plan, up from 51% in the prior year. This shift between Tier 1 and Tier 2 helps to reduce the employer contribution rate as the tier 2 requires a longer vesting period.

FUND	2018	BUDGET	ACTIVITY FOR	YTD	PRIOR	YTD \$	YTD %	ENCUMBERED	JNENCUMBEREI	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE	QUARTER		YTD						YTD %
	BUDGET	1/31/2018	1/31/2018	1/31/2018	1/31/2017	Variance	Variance	YEAR-TO-DATE	BALANCE	USED	USED
Fund 08 - AUDIT FUND											
Total Revenue:	19,986	19,591	549	20,435	19,694	742	3.8%	-	(449)	102.2%	96.8%
Total Expenditure:	19,500	19,500	-	19,500	19,500	-	0.0%	-	-	100.0%	97.5%
NET OF REVENUES & EXPENDITURES	486	92	549	935	194	742		-	(449)		

Revenues and expenditures both are in line with budget, with the only additional revenue source for the remainder of the year to come from interest earnings.

**CHAMPAIGN PARK DISTRICT
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 09 - PAVING AND LIGHTING FUND											
Total Revenue:	83,825	82,982	3,259	85,808	77,936	7,872	10.1%	-	(1,983)	102.4%	98.9%
Total Transfers-In:	458,700	344,025	-	458,700	-	458,700	#DIV/0!	-	-	100.0%	0.0%
Total Expenditure:	67,000	56,500	4,909	46,893	62,197	(15,304)	-24.6%	-	20,107	70.0%	79.7%
Total Capital Outlay:	525,000	525,000	40,000	440,000	-	440,000	#DIV/0!	85,000	-	100.0%	0.0%
NET OF REVENUES & EXPENDITURES	(49,475)	(154,493)	(41,650)	57,615	15,738	41,877		(85,000)	(22,090)		

Revenues have met or exceeded the annual budget, with remaining revenues through end of fiscal year from interest earnings. **Transfers-in** came from other funds to assist in the light-replacement at the 3-plex. All of the 3-plex lighting project except for \$15,000 has been paid as of end of 3/14/2018. Balance remaining in encumbered to be paid out in next quarter as planned and includes \$37,600 to be applied to the District's portion of the backlighting at the Dodds Soccer complex.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 11 - ACTIVITY AND AFFILIATES FUND											
Total Revenue:	9,462	7,341	5,564	9,048	4,514	4,533	100.4%	-	414	95.6%	48.9%
Total Expenditure:	9,462	6,496	4,261	5,385	10,740	(5,356)	-49.9%	-	4,077	56.9%	117.4%
NET OF REVENUES & EXPENDITURES	-	845	1,303	3,663	(6,226)	9,889		-	4,965		

Revenues are more than prior year due to the renewal of the Pepsi Contract that occurred in June 2017. Generally these vending machine proceeds are not paid to the District until January each year. With the renewal of the contract and changing of the commission percentages, Pepsi paid out the amount due from January to June 2017 to coincide with the expiration of the old contract. Overall, do not expect to receive additional revenues above budgeted at this time. **Expenditures** are way down from prior year as prior year 1st quarter staff purchased \$3,520 in gift cards to be distributed to employees that had earned a set number of POSI bucks, which did not recur.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 12 - SPECIAL DONATIONS FUND											
Total Revenue:	53,434	33,618	4,785	50,211	44,747	5,465	12.2%	-	3,223	94.0%	85.7%
Total Expenditure:	53,434	26,404	8,145	35,574	47,437	(11,864)	-25.0%	-	17,861	66.6%	91.1%
NET OF REVENUES & EXPENDITURES	-	7,214	(3,360)	14,638	(2,690)	17,328		-	(14,638)		

Revenues are higher than this same time last year due to timing of donation receipts. Jimmy John's paid their \$25,000 contribution in August for the year to the Foundation, and was transferred into the scholarship fund in 2nd quarter. This transfer did not occur until December in FY16. There is also a \$6,000 deposit for CUSR scholarships transferred in from the Foundation CUSR Program restricted funds to award to CUSR participants; this was new in FY17. Scholarships awarded/used through end of 3rd quarter is on track with annual budget. In comparison to prior year, a decrease of \$14,431 as we did not receive the Midland States Bank scholarship funds in the current fiscal year.

**CHAMPAIGN PARK DISTRICT
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 14 - SOCIAL SECURITY FUND											
Total Revenue:	348,197	342,590	9,732	351,677	365,693	(14,016)	-3.8%	-	(3,480)	101.0%	100.0%
Total Expenditure:	412,854	329,744	80,109	324,102	288,357	35,745	12.4%	-	88,752	78.5%	77.0%
NET OF REVENUES & EXPENDITURES	(64,657)	12,846	(70,377)	27,575	77,336	(49,761)		-	(92,232)		

Revenues in line with expectations. The budgeted revenue for FYE18 included a planned reduction in tax revenues. **Expenditures** are in line with expectations and project to have deficit at year-end as budgeted in order to utilize built up surplus in fund balance at the beginning of the year as planned.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 15 - SPECIAL RECREATION FUND											
Total Revenue:	1,041,152	1,020,570	61,046	1,021,972	966,885	55,088	5.7%	-	19,180	98.2%	98.7%
Total Expenditure:	692,996	537,116	145,887	524,580	499,217	25,363	5.1%	490	167,926	75.8%	70.3%
Total Capital Outlay:	817,500	306,707	50,729	313,619	312,157	1,461	0.5%	123,868	380,013	53.5%	40.8%
NET OF REVENUES & EXPENDITURES	(469,344)	176,747	(135,571)	183,773	155,510	28,264		(124,358)	(528,760)		

Revenues are on track with expectations used in the budget. Interest income through January has already surpassed the budget amount of \$10,300 due to increasing interest rates. **Expenditures** are higher than prior year at this time but on track with year-to-date budget. Inclusion services continues to grow as more participants request these additional services. **Capital outlay (ADA)** includes the ongoing ADA port-a-potties for the summer months as well as construction costs for the Hessel Park phase 2/3 project which began in late August 2017. The amount in encumbered YTD is the contractual obligation remaining balance to complete Hessel Park Phase 2/3. \$300,000 of the unencumbered balance is for accessible paths at Zahnd park including design services with Clark Dietz for phase 1, scheduled for end of fiscal year, with the balance for the Hessel Park improvements phase 2/3 scheduled to be completed by the end of the fiscal year.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 16 - CAPITAL IMPROVEMENTS FUND											
Total Revenue:	390,454	176,945	45,782	234,257	456,603	(222,346)	-48.7%	-	156,197	60.0%	63.9%
Total Transfers-In:	776,500	776,500	-	749,500	-	749,500	#DIV/0!	-	27,000	96.5%	0.0%
Total Capital Outlay:	2,261,875	1,766,776	73,912	247,719	672,092	(424,373)	-63.1%	2,076,574	1,070,142	102.8%	29.9%
NET OF REVENUES & EXPENDITURES	(1,094,921)	(813,332)	(28,130)	736,038	(215,489)	951,527		(2,076,574)	(886,945)		

Revenues to date include an unexpected \$100,000 bequest received in May 2017 to be used for Virginia Theatre restoration project(s). This item was not included in the original budget and will be set aside to a future year when discussing capital projects for FY19. Also the prior year included the \$300,000 grant reimbursement received from the State for Douglass Park. **Transfers in** - represents the funds transferred from General Fund for Commissioners Park as approved by the Board via resolution in February 2017. As for expenditures, the following Heritage Park project phase 1 of \$1,132,560 has been added to the "encumbrance year-to-date" column to reflect items approved by the board but not yet entered into the accounting system. The remaining \$27,000 transfer will occur in February 2018 due to a transposition error when originally transferred from Fund 03. Actual **expenditures** are higher than prior year with Hessel Park Phase 2/3 beginning in late August.

**CHAMPAIGN PARK DISTRICT
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 19 - POLICE PROTECTION											
Total Revenue:	21,868	21,100	754	22,072	19,841	2,231	11.2%	-	(204)	100.9%	97.0%
Total Expenditure:	18,000	8,072	9,871	9,871	14,569	(4,699)	-32.3%	4,663	3,466	80.7%	71.3%
NET OF REVENUES & EXPENDITURES	3,868	13,028	(9,117)	12,201	5,272	6,929		(4,663)	(3,670)		

Revenues are in line with budget and expectations. **Expenditures** are in line with budget and no further invoices are anticipated from what is already encumbered above.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 21 - BOND AMORTIZATION FUND											
Total Revenue:	1,105,143	967,249	27,904	1,115,121	1,102,434	12,687	1.2%	-	(9,978)	100.9%	100.2%
Total Transfers-Out:	1,104,421	1,104,421	17,204	1,104,421	1,100,567	3,854	0.4%	-	-	100.0%	100.0%
NET OF REVENUES & EXPENDITURES	722	(137,172)	10,700	10,700	1,867	8,834		-	(9,978)		

Revenues are in line with budget and expectations. **Transfers-out** to Fund 22-Bond Proceeds Fund to pay off the 2016 annual general obligation debt and interest payment due 12/1 transferred in October up to the amount received from property taxes and interest income. Additional tax payments received in November transferred covered the amount of the debt service payment.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						% BDGT USED
Fund 22 - BOND PROCEEDS FUND											
Total Revenue:	3,291	2,024	3,443	8,009	1,831	6,178	337.4%	-	(4,718)	243.4%	228.9%
Total Transfers-In:	1,104,421	1,104,421	17,204	1,104,421	1,100,567	3,854	0.4%	-	-	100.0%	100.0%
Total Expenditure:	3,725	3,725	3,000	3,428	3,428	-	0.0%	-	297	92.0%	93.7%
Total Capital Outlay:	593,000	294,750	52,179	238,729	137,089	101,639	74.1%	61,934	292,338	50.7%	24.5%
Total Debt Service:	540,662	530,232	6,549	535,599	531,861	3,737	0.7%	-	5,063	99.1%	99.2%
NET OF REVENUES & EXPENDITURES	(29,675)	277,738	(41,080)	334,675	430,020	(95,345)		(61,934)	(302,416)		

Revenues are ahead of prior year due to the increase in interest rates over the last year. **Transfers-in** from Fund 21-Bond Amortization Fund to cover the annual general obligation debt payment that is due 12/1 was transferred in October. **Expenditures** are in line with prior year and correlate to the bond administrative fee for the alternate revenue bonds (pool). **Capital Outlay** is more than prior year as the Hessel Park Phase 2/3 project commenced in August 2017. Debt service expenditure are on track with budget. While variances with prior year, overall revenues and expenditures are on track with budget through the 3rd quarter.

**CHAMPAIGN PARK DISTRICT
3RD QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE NINE MONTHS ENDED 1/31/2018**

ATTACHMENT A

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 24 - LAND ACQUISITION FUND											
Total Revenue:	402,650	401,752	1,984	5,058	1,765	3,293	186.6%	-	397,592	1.3%	135.7%
Total Transfers-In:	100,000	100,000	-	100,000	100,000	-	0.0%	-	-	100.0%	100.0%
Total Capital Outlay:	400,000	400,000	-	-	-	-	0.0%	-	400,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	102,650	101,752	1,984	105,058	101,765	3,293		-	(2,408)		

Budgeted **revenues** include a projected donation to purchase land with an offsetting capital outlay expenditure. No transactions other than interest income have occurred as of the end of the quarter. **Transfer** from the General fund completed in line with budget. **Capital Outlay** is pending approval of grant funding for Martens Center land purchase.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 25 - PARK DEVELOPMENT FUND											
Total Revenue:	3,550	1,142	2,704	6,542	2,540	4,001	157.5%	-	(2,992)	184.3%	94.1%
Total Transfers-In:	100,000	100,000	-	100,000	-	100,000	#DIV/0!	-	-	100.0%	0.0%
NET OF REVENUES & EXPENDITURES	103,550	101,142	2,704	106,542	2,540	104,001		-	(2,992)		

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 park development projects not yet identified. The only item budgeted in the prior year was interest. As part of the budget process, the Board authorized an additional \$100,000 transfer into this fund during FY2018, which has been transferred. Interest rates have been at the highest rate in the last several years, thereby earning additional income over prior year.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 26 - TRAILS AND PATHWAYS FUND											
Total Revenue:	535	172	649	1,185	353	832	235.9%	-	(650)	221.5%	92.8%
Total Transfers-In:	100,000	100,000	-	100,000	-	100,000	-	-	-	100.0%	0.0%
NET OF REVENUES & EXPENDITURES	100,535	100,172	649	101,185	353	100,832		-	(650)		

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 prior year was interest. As part of the budget process, the Board authorized an additional \$100,000 transfer into this fund during FY2018, which has been transferred. Interest rates have been at the highest rate in the last several years, thereby earning additional income over prior year.

FUND	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
Fund 27 - HUMAN KINETICS PARK DEVELOPMENT FUND											
Total Revenue:	100,000	100,000	-	-	-	-	0.0%	-	100,000	0.0%	N/A
Total Expenditure:	101,200	61,200	27,188	27,188	-	27,188	#DIV/0!	63,000	11,012	89.1%	N/A
NET OF REVENUES & EXPENDITURES	(1,200)	38,800	(27,188)	(27,188)	-	(27,188)		(63,000)	88,988		

New fund created as part of the budget process to capture potential community park improvements at HK Park. Frist pay request to Ratio has been processed. Funds from the Cozad investment account with the Foundation were transferred in February to cover these costs.

TOTALS OF ALL FUNDS COMBINED											
ALL FUNDS COMBINED	2018	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	JNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2018	QUARTER 1/31/2018	YTD 1/31/2018	YTD 1/31/2017						
TOTAL REVENUES - ALL FUNDS	\$ 19,221,792	\$ 17,903,949	\$ 1,198,852	\$ 18,646,880	\$ 16,519,175	\$ 2,127,705	12.9%	\$ -	\$ 574,912	97.0%	
TOTAL EXPENDITURES - ALL FUNDS	\$ 19,864,797	\$ 15,268,878	\$ 2,493,982	\$ 12,884,781	\$ 11,039,731	\$ 1,845,049	16.7%	\$ 2,450,272	\$ 5,564,825	77.2%	
REVENUES & EXPENDITURES ALL FUNDS	\$ (643,005)	\$ 2,635,071	\$ (1,295,130)	\$ 5,762,099	\$ 5,479,444	\$ 282,656		\$ (2,450,272)	\$ (4,989,913)		

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT
 PERIOD ENDING 01/31/2018
 % Fiscal Year Completed: 75.62
 3RD QUARTER FINANCIAL ANALYSIS
 FOR THE NINE MONTHS ENDED 1/31/2018

ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 01 - GENERAL							
PROPERTY TAX REVENUE	5,551,048.00	5,521,787.63	5,597,599.75	0.00	(46,551.75)	100.84	202,112.37
CHARGE FOR SERVICE REVENUE	128,580.00	121,053.88	106,710.08	0.00	21,869.92	82.99	(32,973.84)
CONTRIBUTIONS/SPONSORSHIPS	2,500.00	(0.01)	0.00	0.00	2,500.00	0.00	0.00
INTEREST INCOME	48,000.00	30,452.89	61,447.29	0.00	(13,447.29)	128.02	26,996.23
SPECIAL RECEIPTS	20,500.00	13,486.91	6,793.20	0.00	13,706.80	33.14	(13,834.60)
TOTAL REVENUES	5,750,628.00	5,686,781.30	5,772,550.32	0.00	(21,922.32)	100.38	182,300.16
SALARIES AND WAGES	2,466,674.16	1,857,648.47	1,766,439.11	0.00	700,235.05	71.61	105,938.77
FRINGE BENEFITS	370,538.52	267,704.82	269,253.94	0.00	101,284.58	72.67	21,457.33
CONTRACTUAL	845,960.00	662,151.80	545,072.52	84,847.75	216,039.73	74.46	(52,787.39)
COMMODITIES/SUPPLIES	472,857.00	389,588.00	294,172.51	1,826.10	176,858.39	62.60	(11,115.05)
UTILITIES	151,817.00	116,157.26	108,221.87	0.00	43,595.13	71.28	5,721.18
ROUTINE/PERIODIC MAINTENANCE	235,700.00	176,774.96	121,235.54	10,805.00	103,659.46	56.02	(14,614.12)
TRANSFERS TO OTHER FUNDS	1,058,700.00	1,058,700.00	1,058,700.00	0.00	0.00	100.00	958,700.00
TOTAL EXPENDITURES	5,602,246.68	4,528,725.31	4,163,095.49	97,478.85	1,341,672.34	76.05	1,013,300.72
Fund 01 - GENERAL:							
TOTAL REVENUES	5,750,628.00	5,686,781.30	5,772,550.32	0.00	(21,922.32)	100.38	182,300.16
TOTAL EXPENDITURES	5,602,246.68	4,528,725.31	4,163,095.49	97,478.85	1,341,672.34	76.05	1,013,300.72
NET OF REVENUES & EXPENDITURES	148,381.32	1,158,055.99	1,609,454.83	(97,478.85)	(1,363,594.66)	1,018.98	(831,000.56)
Fund 02 - RECREATION							
PROPERTY TAX REVENUE	2,031,236.00	1,974,947.00	2,046,457.69	0.00	(15,221.69)	100.75	81,725.73
CHARGE FOR SERVICE REVENUE	1,639,919.00	1,396,516.33	1,427,856.66	0.00	212,062.34	87.07	(9,547.01)
CONTRIBUTIONS/SPONSORSHIPS	2,800.00	1,806.64	1,800.00	0.00	1,000.00	64.29	(9,450.00)
MERCHANDISE/CONCESSION REV	135,953.00	131,581.02	116,045.15	0.00	19,907.85	85.36	(15,096.92)
INTEREST INCOME	11,650.00	7,818.24	26,127.16	0.00	(14,477.16)	224.27	18,473.57
SPECIAL RECEIPTS	223,075.00	146,040.13	145,252.36	0.00	77,822.64	65.11	(15,081.83)
TOTAL REVENUES	4,044,633.00	3,658,709.36	3,763,539.02	0.00	281,093.98	93.05	51,023.54
SALARIES AND WAGES	1,864,659.30	1,479,649.27	1,411,484.62	0.00	453,174.68	75.70	5,156.37
FRINGE BENEFITS	149,961.83	109,579.50	107,980.86	0.00	41,980.97	72.01	11,038.04
CONTRACTUAL	436,078.00	349,744.25	280,789.74	15,745.25	139,543.01	68.00	(12,770.55)
COMMODITIES/SUPPLIES	381,093.00	305,552.79	248,818.62	1,101.74	131,172.64	65.58	(35,664.76)
UTILITIES	343,296.00	268,388.68	300,597.81	0.00	42,698.19	87.56	37,540.08
ROUTINE/PERIODIC MAINTENANCE	79,500.00	59,625.00	44,639.04	0.00	34,860.96	56.15	44,639.04
CAPITAL OUTLAY	12,350.00	9,262.52	12,100.00	0.00	250.00	97.98	2,400.00
TRANSFERS TO OTHER FUNDS	190,600.00	50,600.07	190,600.00	0.00	0.00	100.00	190,600.00
TOTAL EXPENDITURES	3,457,538.13	2,632,402.08	2,597,010.69	16,846.99	843,680.45	75.60	242,938.22
Fund 02 - RECREATION:							
TOTAL REVENUES	4,044,633.00	3,658,709.36	3,763,539.02	0.00	281,093.98	93.05	51,023.54

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ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	YTD BALANCE DIFF
	ORIGINAL BUDGET	YEAR-TO-DATE THRU 01/31/18	01/31/2018	YEAR-TO-DATE	BALANCE	USED	01/31/2018 01/31/2017
Fund 02 - RECREATION							
TOTAL EXPENDITURES	3,457,538.13	2,632,402.08	2,597,010.69	16,846.99	843,680.45	75.60	242,938.22
NET OF REVENUES & EXPENDITURES	587,094.87	1,026,307.28	1,166,528.33	(16,846.99)	(562,586.47)	195.83	(191,914.68)
Fund 03 - MUSEUM							
PROPERTY TAX REVENUE	1,412,240.00	1,365,163.08	1,423,331.47	0.00	(11,091.47)	100.79	79,675.66
CHARGE FOR SERVICE REVENUE	935,703.00	730,715.54	1,330,399.65	0.00	(394,696.65)	142.18	520,973.84
CONTRIBUTIONS/SPONSORSHIPS	43,550.00	39,704.40	41,431.50	0.00	2,118.50	95.14	(10,379.72)
MERCHANDISE/CONCESSION REV	112,999.00	56,780.29	81,120.25	0.00	31,878.75	71.79	10,540.25
INTEREST INCOME	9,252.00	6,459.66	21,595.21	0.00	(12,343.21)	233.41	14,920.31
SPECIAL RECEIPTS	44,925.00	36,073.72	16,199.91	0.00	28,725.09	36.06	(13,540.28)
TOTAL REVENUES	2,558,669.00	2,234,896.69	2,914,077.99	0.00	(355,408.99)	113.89	602,190.06
SALARIES AND WAGES	951,972.00	659,284.11	673,822.90	0.00	278,149.10	70.78	55,305.46
FRINGE BENEFITS	104,294.59	76,490.15	75,625.94	0.00	28,668.65	72.51	13,184.43
CONTRACTUAL	810,641.00	602,405.67	590,244.97	16,450.88	203,945.15	74.84	22,853.65
COMMODITIES/SUPPLIES	168,640.00	118,101.86	92,974.31	1,445.00	74,220.69	55.99	(5,968.36)
UTILITIES	126,859.00	89,161.80	98,246.66	0.00	28,612.34	77.45	8,902.50
ROUTINE/PERIODIC MAINTENANCE	47,000.00	35,250.02	0.00	0.00	47,000.00	0.00	0.00
TRANSFERS TO OTHER FUNDS	285,900.00	55,362.57	258,900.00	0.00	27,000.00	90.56	258,900.00
TOTAL EXPENDITURES	2,495,306.59	1,636,056.18	1,789,814.78	17,895.88	687,595.93	72.44	353,177.68
Fund 03 - MUSEUM:							
TOTAL REVENUES	2,558,669.00	2,234,896.69	2,914,077.99	0.00	(355,408.99)	113.89	602,190.06
TOTAL EXPENDITURES	2,495,306.59	1,636,056.18	1,789,814.78	17,895.88	687,595.93	72.44	353,177.68
NET OF REVENUES & EXPENDITURES	63,362.41	598,840.51	1,124,263.21	(17,895.88)	(1,043,004.92)	1,746.09	249,012.38
Fund 04 - LIABILITY INSURANCE							
PROPERTY TAX REVENUE	318,625.00	309,190.50	321,725.62	0.00	(3,100.62)	100.97	19,283.60
CHARGE FOR SERVICE REVENUE	500.00	405.17	100.00	0.00	400.00	20.00	(275.00)
INTEREST INCOME	2,425.00	1,818.73	4,436.32	0.00	(2,011.32)	182.94	2,603.81
TOTAL REVENUES	321,550.00	311,414.40	326,261.94	0.00	(4,711.94)	101.47	21,612.41
SALARIES AND WAGES	46,962.59	34,318.83	33,415.60	0.00	13,546.99	71.15	2,237.94
FRINGE BENEFITS	9,178.95	6,738.38	6,702.85	0.00	2,476.10	73.02	280.55
CONTRACTUAL	15,464.00	10,409.94	3,158.85	0.00	12,305.15	20.43	2,665.85
COMMODITIES/SUPPLIES	6,210.00	4,308.88	1,379.60	0.00	4,830.40	22.22	(2,493.90)
INSURANCE	239,210.00	166,239.21	155,846.87	0.00	83,363.13	65.15	25,011.32
CAPITAL OUTLAY	60,000.00	45,000.00	23,912.71	0.00	36,087.29	39.85	21,356.18
TOTAL EXPENDITURES	377,025.54	267,015.24	224,416.48	0.00	152,609.06	59.52	49,057.94
Fund 04 - LIABILITY INSURANCE:							
TOTAL REVENUES	321,550.00	311,414.40	326,261.94	0.00	(4,711.94)	101.47	21,612.41

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ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 04 - LIABILITY INSURANCE							
TOTAL EXPENDITURES	377,025.54	267,015.24	224,416.48	0.00	152,609.06	59.52	49,057.94
NET OF REVENUES & EXPENDITURES	(55,475.54)	44,399.16	101,845.46	0.00	(157,321.00)	183.59	(27,445.53)
Fund 06 - IMRF FUND							
PROPERTY TAX REVENUE	321,944.00	309,224.94	324,147.24	0.00	(2,203.24)	100.68	(9,457.41)
INTEREST INCOME	1,200.00	900.00	2,286.57	0.00	(1,086.57)	190.55	1,421.95
TOTAL REVENUES	323,144.00	310,124.94	326,433.81	0.00	(3,289.81)	101.02	(8,035.46)
FRINGE BENEFITS	312,050.80	228,037.13	233,837.46	0.00	78,213.34	74.94	9,182.81
TOTAL EXPENDITURES	312,050.80	228,037.13	233,837.46	0.00	78,213.34	74.94	9,182.81
Fund 06 - IMRF FUND:							
TOTAL REVENUES	323,144.00	310,124.94	326,433.81	0.00	(3,289.81)	101.02	(8,035.46)
TOTAL EXPENDITURES	312,050.80	228,037.13	233,837.46	0.00	78,213.34	74.94	9,182.81
NET OF REVENUES & EXPENDITURES	11,093.20	82,087.81	92,596.35	0.00	(81,503.15)	834.71	(17,218.27)
Fund 08 - AUDIT FUND							
PROPERTY TAX REVENUE	19,914.00	19,536.68	20,325.17	0.00	(411.17)	102.06	682.52
INTEREST INCOME	72.00	54.72	110.13	0.00	(38.13)	152.96	59.25
TOTAL REVENUES	19,986.00	19,591.40	20,435.30	0.00	(449.30)	102.25	741.77
CONTRACTUAL	19,500.00	19,499.78	19,500.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES	19,500.00	19,499.78	19,500.00	0.00	0.00	100.00	0.00
Fund 08 - AUDIT FUND:							
TOTAL REVENUES	19,986.00	19,591.40	20,435.30	0.00	(449.30)	102.25	741.77
TOTAL EXPENDITURES	19,500.00	19,499.78	19,500.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES	486.00	91.62	935.30	0.00	(449.30)	192.45	741.77
Fund 09 - PAVING AND LIGHTING FUND							
PROPERTY TAX REVENUE	82,975.00	82,393.48	83,722.42	0.00	(747.42)	100.90	6,373.21
INTEREST INCOME	850.00	588.70	2,085.30	0.00	(1,235.30)	245.33	1,498.95
TRANSFERS FROM OTHER FUNDS	458,700.00	344,025.00	458,700.00	0.00	0.00	100.00	458,700.00
TOTAL REVENUES	542,525.00	427,007.18	544,507.72	0.00	(1,982.72)	100.37	466,572.16
ROUTINE/PERIODIC MAINTENANCE	67,000.00	56,500.00	46,892.89	0.00	20,107.11	69.99	(15,304.45)
CAPITAL OUTLAY	525,000.00	525,000.00	440,000.00	47,400.00	37,600.00	92.84	440,000.00
TOTAL EXPENDITURES	592,000.00	581,500.00	486,892.89	47,400.00	57,707.11	90.25	424,695.55

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ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 09 - PAVING AND LIGHTING FUND							
Fund 09 - PAVING AND LIGHTING FUND:							
TOTAL REVENUES	542,525.00	427,007.18	544,507.72	0.00	(1,982.72)	100.37	466,572.16
TOTAL EXPENDITURES	592,000.00	581,500.00	486,892.89	47,400.00	57,707.11	90.25	424,695.55
NET OF REVENUES & EXPENDITURES	(49,475.00)	(154,492.82)	57,614.83	(47,400.00)	(59,689.83)	20.65	41,876.61
Fund 11 - ACTIVITY AND AFFILIATES FUND							
Fund 11 - ACTIVITY AND AFFILIATES FUND:							
CHARGE FOR SERVICE REVENUE	4,400.00	2,640.00	2,085.47	0.00	2,314.53	47.40	1,946.37
INTEREST INCOME	162.00	118.09	326.95	0.00	(164.95)	201.82	223.41
SPECIAL RECEIPTS	4,900.00	4,583.17	6,635.42	0.00	(1,735.42)	135.42	2,363.61
TOTAL REVENUES	9,462.00	7,341.26	9,047.84	0.00	414.16	95.62	4,533.39
CONTRACTUAL	0.00	0.00	105.00	0.00	(105.00)	100.00	105.00
COMMODITIES/SUPPLIES	9,462.00	6,496.03	5,279.76	0.00	4,182.24	55.80	(5,460.57)
TOTAL EXPENDITURES	9,462.00	6,496.03	5,384.76	0.00	4,077.24	56.91	(5,355.57)
Fund 11 - ACTIVITY AND AFFILIATES FUND							
Fund 11 - ACTIVITY AND AFFILIATES FUND:							
TOTAL REVENUES	9,462.00	7,341.26	9,047.84	0.00	414.16	95.62	4,533.39
TOTAL EXPENDITURES	9,462.00	6,496.03	5,384.76	0.00	4,077.24	56.91	(5,355.57)
NET OF REVENUES & EXPENDITURES	0.00	845.23	3,663.08	0.00	(3,663.08)	100.00	9,888.96
Fund 12 - SPECIAL DONATIONS FUND							
Fund 12 - SPECIAL DONATIONS FUND:							
CHARGE FOR SERVICE REVENUE	3,000.00	2,074.27	7,955.33	0.00	(4,955.33)	265.18	4,948.33
CONTRIBUTIONS/SPONSORSHIPS	50,050.00	31,274.39	41,351.74	0.00	8,698.26	82.62	(142.67)
INTEREST INCOME	384.00	269.36	904.29	0.00	(520.29)	235.49	658.97
TOTAL REVENUES	53,434.00	33,618.02	50,211.36	0.00	3,222.64	93.97	5,464.63
CONTRACTUAL	53,434.00	26,404.07	35,573.50	0.00	17,860.50	66.57	(11,863.50)
TOTAL EXPENDITURES	53,434.00	26,404.07	35,573.50	0.00	17,860.50	66.57	(11,863.50)
Fund 12 - SPECIAL DONATIONS FUND:							
Fund 12 - SPECIAL DONATIONS FUND:							
TOTAL REVENUES	53,434.00	33,618.02	50,211.36	0.00	3,222.64	93.97	5,464.63
TOTAL EXPENDITURES	53,434.00	26,404.07	35,573.50	0.00	17,860.50	66.57	(11,863.50)
NET OF REVENUES & EXPENDITURES	0.00	7,213.95	14,637.86	0.00	(14,637.86)	100.00	17,328.13
Fund 14 - SOCIAL SECURITY FUND							
Fund 14 - SOCIAL SECURITY FUND:							
PROPERTY TAX REVENUE	346,837.00	341,569.42	349,264.05	0.00	(2,427.05)	100.70	(15,503.19)
INTEREST INCOME	1,360.00	1,020.70	2,413.14	0.00	(1,053.14)	177.44	1,487.01
TOTAL REVENUES	348,197.00	342,590.12	351,677.19	0.00	(3,480.19)	101.00	(14,016.18)
FRINGE BENEFITS	412,853.79	329,744.05	324,101.85	0.00	88,751.94	78.50	35,744.55

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ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGD USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 14 - SOCIAL SECURITY FUND							
TOTAL EXPENDITURES	412,853.79	329,744.05	324,101.85	0.00	88,751.94	78.50	35,744.55
Fund 14 - SOCIAL SECURITY FUND:							
TOTAL REVENUES	348,197.00	342,590.12	351,677.19	0.00	(3,480.19)	101.00	(14,016.18)
TOTAL EXPENDITURES	412,853.79	329,744.05	324,101.85	0.00	88,751.94	78.50	35,744.55
NET OF REVENUES & EXPENDITURES	(64,656.79)	12,846.07	27,575.34	0.00	(92,232.13)	42.65	(49,760.73)
Fund 15 - SPECIAL RECREATION FUND							
PROPERTY TAX REVENUE	872,585.00	869,431.70	879,910.57	0.00	(7,325.57)	100.84	49,303.21
CHARGE FOR SERVICE REVENUE	156,917.00	142,158.54	124,963.58	0.00	31,953.42	79.64	(3,552.97)
CONTRIBUTIONS/SPONSORSHIPS	900.00	900.00	350.00	0.00	550.00	38.89	350.00
INTEREST INCOME	10,300.00	7,724.98	15,890.60	0.00	(5,590.60)	154.28	8,480.00
SPECIAL RECEIPTS	450.00	354.33	857.57	0.00	(407.57)	190.57	507.57
TOTAL REVENUES	1,041,152.00	1,020,569.55	1,021,972.32	0.00	19,179.68	98.16	55,087.81
SALARIES AND WAGES	447,354.12	365,355.68	359,851.11	0.00	87,503.01	80.44	16,955.50
FRINGE BENEFITS	81,136.20	46,660.08	49,890.44	0.00	31,245.76	61.49	(1,319.59)
CONTRACTUAL	110,095.00	83,298.13	81,258.52	490.00	28,346.48	74.25	10,292.12
COMMODITIES/SUPPLIES	39,934.00	31,648.69	24,201.85	0.00	15,732.15	60.60	1,103.96
UTILITIES	5,599.00	3,871.83	3,532.10	0.00	2,066.90	63.08	(1,166.34)
INSURANCE	8,878.00	6,281.51	5,845.92	0.00	3,032.08	65.85	(502.88)
CAPITAL OUTLAY	817,500.00	306,706.81	313,618.89	123,867.88	380,013.23	53.52	1,461.44
TOTAL EXPENDITURES	1,510,496.32	843,822.73	838,198.83	124,357.88	547,939.61	63.72	26,824.21
Fund 15 - SPECIAL RECREATION FUND:							
TOTAL REVENUES	1,041,152.00	1,020,569.55	1,021,972.32	0.00	19,179.68	98.16	55,087.81
TOTAL EXPENDITURES	1,510,496.32	843,822.73	838,198.83	124,357.88	547,939.61	63.72	26,824.21
NET OF REVENUES & EXPENDITURES	(469,344.32)	176,746.82	183,773.49	(124,357.88)	(528,759.93)	12.66	28,263.60
Fund 16 - CAPITAL IMPROVEMENTS FUND							
PERSONAL PROPERTY REPLACEMENT TAXES	250,000.00	145,091.12	116,719.85	0.00	133,280.15	46.69	(34,540.67)
CONTRIBUTIONS/SPONSORSHIPS	0.00	0.00	100,000.00	0.00	(100,000.00)	100.00	100,000.00
INTEREST INCOME	8,470.00	5,256.29	17,537.37	0.00	(9,067.37)	207.05	12,194.64
SPECIAL RECEIPTS	131,984.00	26,597.27	0.00	0.00	131,984.00	0.00	(300,000.00)
TRANSFERS FROM OTHER FUNDS	776,500.00	776,500.00	749,500.00	0.00	27,000.00	96.52	749,500.00
TOTAL REVENUES	1,166,954.00	953,444.68	983,757.22	0.00	183,196.78	84.30	527,153.97
CAPITAL OUTLAY	2,261,875.00	1,766,776.24	247,718.95	944,014.27	1,070,141.78	52.69	(424,373.23)
TOTAL EXPENDITURES	2,261,875.00	1,766,776.24	247,718.95	944,014.27	1,070,141.78	52.69	(424,373.23)

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT
 PERIOD ENDING 01/31/2018
 % Fiscal Year Completed: 75.62
 3RD QUARTER FINANCIAL ANALYSIS
 FOR THE NINE MONTHS ENDED 1/31/2018

ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 16 - CAPITAL IMPROVEMENTS FUND							
TOTAL REVENUES	1,166,954.00	953,444.68	983,757.22	0.00	183,196.78	84.30	527,153.97
TOTAL EXPENDITURES	2,261,875.00	1,766,776.24	247,718.95	944,014.27	1,070,141.78	52.69	(424,373.23)
NET OF REVENUES & EXPENDITURES	(1,094,921.00)	(813,331.56)	736,038.27	(944,014.27)	(886,945.00)	18.99	951,527.20
Fund 19 - POLICE PROTECTION							
PROPERTY TAX REVENUE	21,574.00	20,887.50	21,535.95	0.00	38.05	99.82	1,893.30
INTEREST INCOME	294.00	212.27	536.02	0.00	(242.02)	182.32	337.42
TOTAL REVENUES	21,868.00	21,099.77	22,071.97	0.00	(203.97)	100.93	2,230.72
CONTRACTUAL	18,000.00	8,071.50	9,870.63	4,663.31	3,466.06	80.74	(4,698.60)
TOTAL EXPENDITURES	18,000.00	8,071.50	9,870.63	4,663.31	3,466.06	80.74	(4,698.60)
Fund 19 - POLICE PROTECTION:							
TOTAL REVENUES	21,868.00	21,099.77	22,071.97	0.00	(203.97)	100.93	2,230.72
TOTAL EXPENDITURES	18,000.00	8,071.50	9,870.63	4,663.31	3,466.06	80.74	(4,698.60)
NET OF REVENUES & EXPENDITURES	3,868.00	13,028.27	12,201.34	(4,663.31)	(3,670.03)	194.88	6,929.32
Fund 21 - BOND AMORTIZATION FUND							
PROPERTY TAX REVENUE	1,103,571.00	965,740.73	1,112,348.24	0.00	(8,777.24)	100.80	11,091.89
INTEREST INCOME	1,572.00	1,508.63	2,772.89	0.00	(1,200.89)	176.39	1,595.19
TOTAL REVENUES	1,105,143.00	967,249.36	1,115,121.13	0.00	(9,978.13)	100.90	12,687.08
TRANSFERS TO OTHER FUNDS	1,104,421.00	1,104,421.00	1,104,421.00	0.00	0.00	100.00	3,853.56
TOTAL EXPENDITURES	1,104,421.00	1,104,421.00	1,104,421.00	0.00	0.00	100.00	3,853.56
Fund 21 - BOND AMORTIZATION FUND:							
TOTAL REVENUES	1,105,143.00	967,249.36	1,115,121.13	0.00	(9,978.13)	100.90	12,687.08
TOTAL EXPENDITURES	1,104,421.00	1,104,421.00	1,104,421.00	0.00	0.00	100.00	3,853.56
NET OF REVENUES & EXPENDITURES	722.00	(137,171.64)	10,700.13	0.00	(9,978.13)	1,482.01	8,833.52
Fund 22 - BOND PROCEEDS FUND							
INTEREST INCOME	3,291.00	2,024.18	8,009.40	0.00	(4,718.40)	243.37	6,178.37
TRANSFERS FROM OTHER FUNDS	1,104,421.00	1,104,421.00	1,104,421.00	0.00	0.00	100.00	3,853.56
TOTAL REVENUES	1,107,712.00	1,106,445.18	1,112,430.40	0.00	(4,718.40)	100.43	10,031.93
CONTRACTUAL	3,725.00	3,725.26	3,428.00	0.00	297.00	92.03	0.00
CAPITAL OUTLAY	593,000.00	294,750.00	238,728.56	61,933.94	292,337.50	50.70	101,639.41
DEBT SERVICE PRINCIPAL	420,000.00	420,000.00	420,000.00	0.00	0.00	100.00	10,000.00
DEBT SERVICE INTEREST/FEES	120,662.00	110,231.61	115,598.60	0.00	5,063.40	95.80	(6,262.60)

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT
 PERIOD ENDING 01/31/2018
 % Fiscal Year Completed: 75.62
 3RD QUARTER FINANCIAL ANALYSIS
 FOR THE NINE MONTHS ENDED 1/31/2018

ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 22 - BOND PROCEEDS FUND							
TOTAL EXPENDITURES	1,137,387.00	828,706.87	777,755.16	61,933.94	297,697.90	73.83	105,376.81
Fund 22 - BOND PROCEEDS FUND:							
TOTAL REVENUES	1,107,712.00	1,106,445.18	1,112,430.40	0.00	(4,718.40)	100.43	10,031.93
TOTAL EXPENDITURES	1,137,387.00	828,706.87	777,755.16	61,933.94	297,697.90	73.83	105,376.81
NET OF REVENUES & EXPENDITURES	(29,675.00)	277,738.31	334,675.24	(61,933.94)	(302,416.30)	919.09	(95,344.88)
Fund 24 - LAND ACQUISITION FUND							
CONTRIBUTIONS/SPONSORSHIPS	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00	0.00
INTEREST INCOME	2,650.00	1,751.75	5,057.94	0.00	(2,407.94)	190.87	3,293.26
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	0.00
TOTAL REVENUES	502,650.00	501,751.75	105,057.94	0.00	397,592.06	20.90	3,293.26
CAPITAL OUTLAY	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00	0.00
TOTAL EXPENDITURES	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00	0.00
Fund 24 - LAND ACQUISITION FUND:							
TOTAL REVENUES	502,650.00	501,751.75	105,057.94	0.00	397,592.06	20.90	3,293.26
TOTAL EXPENDITURES	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	102,650.00	101,751.75	105,057.94	0.00	(2,407.94)	102.35	3,293.26
Fund 25 - PARK DEVELOPMENT FUND							
INTEREST INCOME	3,550.00	1,142.38	6,541.51	0.00	(2,991.51)	184.27	4,001.26
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	100,000.00
TOTAL REVENUES	103,550.00	101,142.38	106,541.51	0.00	(2,991.51)	102.89	104,001.26
Fund 25 - PARK DEVELOPMENT FUND:							
TOTAL REVENUES	103,550.00	101,142.38	106,541.51	0.00	(2,991.51)	102.89	104,001.26
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	103,550.00	101,142.38	106,541.51	0.00	(2,991.51)	102.89	104,001.26
Fund 26 - TRAILS AND PATHWAYS FUND							
INTEREST INCOME	535.00	171.59	1,185.03	0.00	(650.03)	221.50	832.25
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	100,000.00
TOTAL REVENUES	100,535.00	100,171.59	101,185.03	0.00	(650.03)	100.65	100,832.25
Fund 26 - TRAILS AND PATHWAYS FUND:							
TOTAL REVENUES	100,535.00	100,171.59	101,185.03	0.00	(650.03)	100.65	100,832.25
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	100,535.00	100,171.59	101,185.03	0.00	(650.03)	100.65	100,832.25

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT
 PERIOD ENDING 01/31/2018
 % Fiscal Year Completed: 75.62
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 FOR THE NINE MONTHS ENDED 1/31/2018

ATTACHMENT B

ACCOUNT DESCRIPTION	2017-18 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/18	YTD BALANCE 01/31/2018	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	YTD BALANCE DIFF 01/31/2018 01/31/2017
Fund 27 - HUMAN KINETICS PARK IMPROVEMENT FUND							
CONTRIBUTIONS/SPONSORSHIPS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00
TOTAL REVENUES	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>
CONTRACTUAL	101,200.00	61,200.00	27,188.09	63,000.00	11,011.91	89.12	27,188.09
TOTAL EXPENDITURES	<u>101,200.00</u>	<u>61,200.00</u>	<u>27,188.09</u>	<u>63,000.00</u>	<u>11,011.91</u>	<u>89.12</u>	<u>27,188.09</u>
Fund 27 - HUMAN KINETICS PARK IMPROVEM							
TOTAL REVENUES	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00
TOTAL EXPENDITURES	<u>101,200.00</u>	<u>61,200.00</u>	<u>27,188.09</u>	<u>63,000.00</u>	<u>11,011.91</u>	<u>89.12</u>	<u>27,188.09</u>
NET OF REVENUES & EXPENDITURES	(1,200.00)	38,800.00	(27,188.09)	(63,000.00)	88,988.09	7,515.67	(27,188.09)
TOTAL REVENUES - ALL FUNDS	19,221,792.00	17,903,948.93	18,646,880.01	0.00	574,911.99	97.01	2,127,704.76
TOTAL EXPENDITURES - ALL FUNDS	<u>19,864,796.85</u>	<u>15,268,878.21</u>	<u>12,884,780.56</u>	<u>1,377,591.12</u>	<u>5,602,425.17</u>	<u>71.80</u>	<u>1,845,049.24</u>
NET OF REVENUES & EXPENDITURES	(643,004.85)	2,635,070.72	5,762,099.45	(1,377,591.12)	(5,027,513.18)	681.88	282,655.52

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 01 - GENERAL			
Net - Dept 01-001-ADMINISTRATION	2,996,742.80	3,506,732.42 ●	509,989.62
Net - Dept 10-006-PUBLIC AFFAIRS - VOLUNTEERS	(10,900.00)	(3,185.00) ●	7,715.00
Net - Dept 10-069-PUBLIC AFFAIRS - MARKETING	(162,313.01)	(94,188.14) ●	68,124.87
Net - Dept 20-001-OPERATIONS - ADMINISTRATION	(350,262.90)	(184,709.01) ●	165,553.89
Net - Dept 20-070-OPERATIONS - SAFETY	(14,790.00)	(8,524.85) ●	6,265.15
Net - Dept 20-071-OPERATIONS - LANDSCAPE MAINTENANCE	(621,650.41)	(439,627.97) ●	182,022.44
Net - Dept 20-072-OPERATIONS - FACILITIES & EQUIPMENT	(473,270.83)	(316,414.49) ●	156,856.34
Net - Dept 20-073-OPERATIONS - PARK MAINTENANCE	(191,295.44)	(130,783.99) ●	60,511.45
Net - Dept 20-074-OPERATIONS - FLOWER ISLANDS	(74,480.12)	(58,119.12) ●	16,361.00
Net - Dept 20-075-OPERATIONS - PARK FLOWERS	(309,434.19)	(252,013.49) ●	57,420.70
Net - Dept 20-079-OPERATIONS - SPECIAL PROJECTS	(218,791.15)	(167,217.10) ●	51,574.05
Net - Dept 20-080-OPERATIONS - NATURAL AREAS	(113,816.93)	(80,417.91) ●	33,399.02
Net - Dept 20-300-OPERATIONS - PLANNING & DEVELOPMENT	(298,806.50)	(255,628.47) ●	43,178.03
Net - Dept 30-077-FACILITIES - SKATE PARK	(500.00)	(28.93) ●	471.07
Net - Dept 30-098-FACILITIES - DOUGLASS BRANCH LIBRARY	(9,450.00)	(5,286.58) ●	4,163.42
Net - Dept 60-096-OTHER PROGRAMS - EDDIE ALBERT GARDENS	1,400.00	1,388.61 ▲	(11.39)
NET OF REVENUES & EXPENDITURES	148,381.32	1,511,975.98 ●	1,363,594.66

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 02 - RECREATION			
Net - Dept 01-001-ADMINISTRATION	1,456,621.07	1,592,759.85 ●	136,138.78
Net - Dept 30-020-FACILITIES - DOUGLASS ANNEX	(18,301.00)	(13,705.96) ●	4,595.04
Net - Dept 30-021-FACILITIES - HAYS CENTER	(23,462.00)	(24,695.38) ◆	(1,233.38)
Net - Dept 30-076-FACILITIES - BALL FIELDS	(310,851.42)	(213,966.98) ●	96,884.44
Net - Dept 30-092-FACILITIES - DOUGLASS COMMUNITY CENTER	(178,890.03)	(112,756.59) ●	66,133.44
Net - Dept 30-093-FACILITIES - BICENTENNIAL CENTER	18,270.00	14,709.52 ◆	(3,560.48)
Net - Dept 30-094-FACILITIES - KAUFMAN LAKE	(4,519.00)	(2,852.74) ●	1,666.26
Net - Dept 30-097-FACILITIES - BMC/PAVILION RENTAL	12,200.00	5,685.00 ◆	(6,515.00)
Net - Dept 30-155-FACILITIES - DOG PARK	5,053.53	5,030.69 ▲	(22.84)
Net - Dept 30-160-FACILITIES - LEONARD RECREATION CENTER	(152,548.52)	(84,311.78) ●	68,236.74
Net - Dept 40-025-SPORTS PROGRAMS - DODDS TENNIS CENTER	(7,752.35)	10,761.61 ●	18,513.96
Net - Dept 40-065-SPORTS PROGRAMS - FITNESS EVENTS	(3,504.00)	218.53 ●	3,722.53
Net - Dept 40-082-SPORTS PROGRAMS - ADULT SOFTBALL	14,157.25	29,407.58 ●	15,250.33
Net - Dept 40-083-SPORTS PROGRAMS - ADULT VOLLEYBALL	(3,599.75)	5,757.58 ●	9,357.33
Net - Dept 40-085-SPORTS PROGRAMS - YOUTH BASKETBALL	2,899.00	10,602.40 ●	7,703.40
Net - Dept 40-086-SPORTS PROGRAMS - YOUTH SOFTBALL	(3,943.50)	(3,484.09) ●	459.41
Net - Dept 40-088-SPORTS PROGRAMS - YOUTH SOCCER	1,145.00	(1,915.02) ◆	(3,060.02)
Net - Dept 40-150-SPORTS PROGRAMS - GROUP FITNESS PROGRAMS	6,105.59	13,610.31 ●	7,504.72
Net - Dept 40-154-SPORTS PROGRAMS - SPRINGER FITNESS	68.00	361.62 ●	293.62

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Net - Dept 40-195-SPORTS PROGRAMS-MOTOR SKILLS DEVELOPMENT	4,745.50	10,987.95 ●	6,242.45
Net - Dept 40-196-SPORTS PROGRAMS - SPORTS CAMPS	(2,330.00)	1,037.66 ●	3,367.66
Net - Dept 40-197-SPORTS PROGRAMS - DODDS SOCCER RENTALS	2,388.75	(433.58) ◆	(2,822.33)
Net - Dept 40-198-SPORTS PROGRAMS - BALL FIELD RENTAL	29,249.27	19,726.70 ◆	(9,522.57)
Net - Dept 40-200-SPORTS PROGRAMS - YOUTH VOLLEYBALL	(1,715.00)	1,329.47 ●	3,044.47
Net - Dept 40-202-SPORTS PROGRAMS - ADULT SOCCER	2,779.25	534.13 ◆	(2,245.12)
Net - Dept 40-203-SPORTS PROGRAMS-DOUGLASS YOUTH	(10,292.80)	1,491.33 ●	11,784.13
Net - Dept 40-204-SPORTS PROGRAMS-DOUGLASS ADULT	1,600.00	(180.00) ◆	(1,780.00)
Net - Dept 50-004-AFTERSCHOOL/DAYCAMP-DOUGLASS AFTERSCHOOL	(17,504.48)	(3,391.58) ●	14,112.90
Net - Dept 50-005-AFTERSCHOOL/DAYCAMP-GIRLS EXPLORE	6,868.68	(304.04) ◆	(7,172.72)
Net - Dept 50-006-AFTERSCHOOL/DAYCAMP-DOUGLASS SCHOOL OUT	435.68	(678.43) ◆	(1,114.11)
Net - Dept 50-009-AFTERSCHOOL/DAYCAMP - TEEN CAMP	(5,722.00)	(2,848.42) ●	2,873.58
Net - Dept 50-011-AFTERSCHOOL/DAYCAMP-BUSYBEES/SWINGSETTER	41,271.46	32,299.33 ◆	(8,972.13)
Net - Dept 50-012-AFTERSCHOOL/DAYCAMP-LEONHARD DAY CAMP	11,237.65	3,069.89 ◆	(8,167.76)
Net - Dept 50-013-AFTERSCHOOL/DAYCAMP-DOUGLASS DAY CAMP	(22,446.64)	(18,314.01) ●	4,132.63
Net - Dept 50-016-AFTERSCHOOL/DAYCAMP-COMMUNITY MATTERS/GARDEN HILLS	620.00	400.03 ▲	(219.97)
Net - Dept 50-017-AFTERSCHOOL/DAYCAMP-LEONHARD AFTERSCHOOL	12,487.59	23,680.80 ●	11,193.21
Net - Dept 50-144-AFTERSCHOOL/DAYCAMP-PRESCHOOL CLASS	3,599.00	3,140.32 ▲	(458.68)
Net - Dept 60-026-OTHER PROGRAMS - SHOLEM SWIM TEAM	(800.00)	4,967.63 ●	5,767.63
Net - Dept 60-130-OTHER PROGRAMS - DOUGLASS SENIORS	(59,988.56)	(43,993.97) ●	15,994.59

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Net - Dept 60-131-OTHER PROGRAMS - HAYS SENIORS	(12,115.00)	(9,635.24) ●	2,479.76
Net - Dept 60-241-OTHER PROGRAMS - SCHOOLS DAY OUT	(2,503.88)	(2,383.63) ●	120.25
Net - Dept 65-123-TEEN - TEENS IN ACTION	(624.00)	0.24 ●	624.24
Net - Dept 68-092-SPECIAL EVENTS-DOUGLASS COMMUNITY CENTER	(9,196.73)	(5,920.47) ●	3,276.26
Net - Dept 69-024-CONCESSIONS - SHOLEM AQUATIC CENTER	17,632.00	7,991.89 ◆	(9,640.11)
Net - Dept 69-041-CONCESSIONS - YOUTH BASEBALL/ZAHND PARK	(1,783.75)	(3,793.74) ◆	(2,009.99)
Net - Dept 69-080-CONCESSIONS - DODDS PARK	3,214.50	4,431.47 ●	1,216.97
Net - Dept 69-088-CONCESSIONS - DODDS SOCCER COMPLEX	(5,349.75)	(2,399.73) ●	2,950.02
Net - Dept 70-022-POOLS AND AQUATICS - SHOLEM POOL	(207,809.74)	(102,346.81) ●	105,462.93
NET OF REVENUES & EXPENDITURES	587,094.87	1,149,681.34 ●	562,586.47

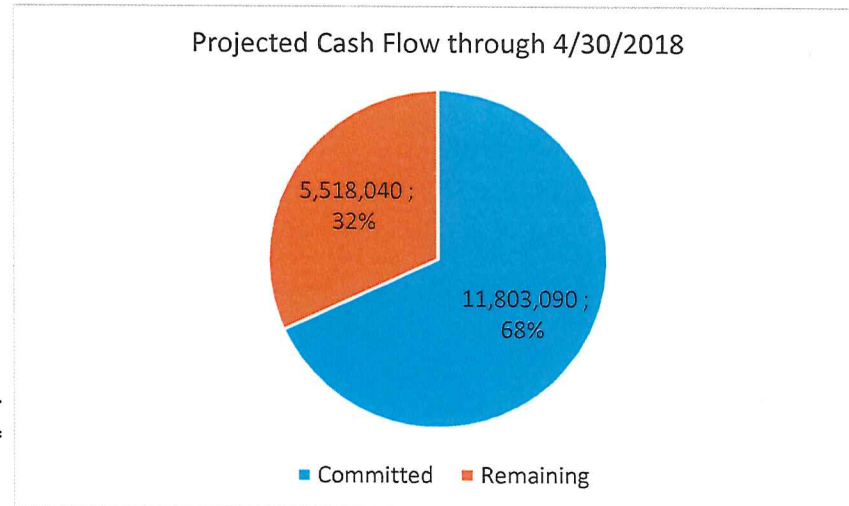
FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 03 - MUSEUM			
Net - Dept 01-001-ADMINISTRATION	917,435.98	1,031,975.30 ●	114,539.32
Net - Dept 15-014-CULTURAL ARTS - BACH'S LUNCH	(3,240.00)	(2,476.79) ●	763.21
Net - Dept 15-015-CULTURAL ARTS - YOUTH THEATRE	21,210.50	4,842.89 ◆	(16,367.61)
Net - Dept 15-031-CULTURAL ARTS - TASTE OF CU	(39,391.67)	6,264.93 ●	45,656.60
Net - Dept 15-032-CULTURAL ARTS - SUMMER CONCERTS	(13,760.00)	(9,631.21) ●	4,128.79
Net - Dept 15-036-CULTURAL ARTS - ART EXHIBITION SERIES	(8,737.00)	(2,811.09) ●	5,925.91
Net - Dept 15-038-CULTURAL ARTS - BALLET PROGRAMS	6,983.50	15,748.16 ●	8,764.66
Net - Dept 15-067-CULTURAL ARTS-FLANNEL FEST (FEST ARTS)	(10,575.00)	(8,518.81) ●	2,056.19
Net - Dept 15-068-CULTURAL ARTS - SPECIAL EVENTS	(57,831.25)	(38,649.56) ●	19,181.69
Net - Dept 15-078-CULTURAL ARTS - VIRGINIA THEATRE RENTALS	59,347.20	543,206.55 ●	483,859.35
Net - Dept 15-140-CULTURAL ARTS - IRISH DANCE	2,090.84	9,178.60 ●	7,087.76
Net - Dept 15-141-CULTURAL ARTS - DANCE PERFORMANCE	(15,570.21)	(1,027.41) ●	14,542.80
Net - Dept 15-143-CULTURAL ARTS - CULTURAL ARTS PROGRAM	(8,490.89)	2,041.43 ●	10,532.32
Net - Dept 15-146-CULTURAL ARTS-OTHER DANCE PROGRAMS	1,033.68	3,995.83 ●	2,962.15
Net - Dept 15-170-CULTURAL ARTS - CU DAYS	(15,221.87)	(11,946.13) ●	3,275.74
Net - Dept 15-172-CULTURAL ARTS - DADDY DAUGHTER DANCE	6,352.00	5,979.15 ▲	(372.85)
Net - Dept 15-173-CULTURAL ARTS - EGG HUNTS	(4,310.00)	(2,320.57) ●	1,989.43
Net - Dept 15-174-CULTURAL ARTS - HALLOWEEN FUNFEST	(5,477.00)	(3,702.01) ●	1,774.99
Net - Dept 15-177-CULTURAL ARTS - STREETFEST (MUSIC FEST)	(13,860.98)	(8,324.32) ●	5,536.66

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Net - Dept 30-019-FACILITIES - POTTERY/CLAY STUDIO	(6,411.22)	(955.41) ●	5,455.81
Net - Dept 30-030-FACILITIES - SPRINGER CULTURAL CENTER	(223,425.90)	(138,801.96) ●	84,623.94
Net - Dept 30-078-FACILITIES - VIRGINIA THEATRE	(408,801.72)	(289,932.62) ●	118,869.10
Net - Dept 30-095-FACILITIES - PRAIRIE FARM	(110,639.00)	(76,037.51) ●	34,601.49
Net - Dept 50-033-AFTERSCHOOL/DAYCAMP-ART SMART KIDS	4,313.00	6,137.74 ●	1,824.74
Net - Dept 50-034-AFTERSCHOOL/DAYCAMP-CREATIVE KIDS	3,993.00	13,412.88 ●	9,419.88
Net - Dept 60-078-VT - VIRGINIA THEATRE FILMS	(7,103.01)	168.53 ●	7,271.54
Net - Dept 60-099-OTHER PROGRAMS - SHOWMOBILE	1,007.63	(2,113.60) ◆	(3,121.23)
Net - Dept 68-078-VT - HOUSE EVENTS	(41,802.40)	28,988.51 ●	70,790.91
Net - Dept 69-078-CONCESSIONS - VIRGINIA THEATRE	34,244.20	31,675.83 ◆	(2,568.37)
NET OF REVENUES & EXPENDITURES	63,362.41	1,106,367.33 ●	1,043,004.92

FUND/DEPARTMENT DESCRIPTION	2017-18 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 01/31/2018	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 15 - SPECIAL RECREATION FUND			
Net - Dept 25-001-CUSR - ADMINISTRATION	(330,648.32)	192,466.06 ●	523,114.38
Net - Dept 25-006-CUSR - VOLUNTEERS	(1,320.00)	0.00 ●	1,320.00
Net - Dept 25-050-CUSR - DAYS OUT PROGRAMS	(3,300.00)	(1,962.00) ●	1,338.00
Net - Dept 25-051-CUSR - TEEN/CAMP SPIRIT	(43,419.00)	(52,060.65) ◆	(8,641.65)
Net - Dept 25-052-CUSR - TRANSPORTATION	(20,701.00)	(5,105.52) ●	15,595.48
Net - Dept 25-054-CUSR - YOUTH/TEEN PROGRAMS	1,124.00	2,786.97 ●	1,662.97
Net - Dept 25-056-CUSR - SPECIAL EVENTS	2,840.00	7,393.61 ●	4,553.61
Net - Dept 25-058-CUSR - DANCE	4,794.00	4,316.72 ▲	(477.28)
Net - Dept 25-059-CUSR - ADULT PROGRAMS	1,990.00	(9,343.62) ◆	(11,333.62)
Net - Dept 25-060-CUSR - AFTERSCHOOL PROGRAM	(14,369.00)	(17,099.26) ◆	(2,730.26)
Net - Dept 25-061-CUSR - OVERNIGHT TRIPS	134.00	(384.53) ▲	(518.53)
Net - Dept 25-062-CUSR - SPECIAL OLYMPICS	(20,142.00)	(7,749.36) ●	12,392.64
Net - Dept 25-063-CUSR - SPORTS & FITNESS	1,873.00	603.89 ◆	(1,269.11)
Net - Dept 25-064-CUSR - FOR KIDS ONLY CAMP	(37,016.00)	(46,628.35) ◆	(9,612.35)
Net - Dept 25-091-CUSR - SPALDING RECREATION CENTER	(11,184.00)	(7,818.35) ●	3,365.65
NET OF REVENUES & EXPENDITURES	(469,344.32)	59,415.61 ●	528,759.93

Champaign Park District
 Projected Cash Flow Through 4/30/18

Cash/Investments, 5/1/2017		\$17,321,130	
Less:			
120-day reserve	3,700,870		
Martens Center CPD Commitment	2,000,000		
Heritage Phase 1	1,132,560		
Commissioners Park - balance	280,000		
Henry Michael Park, balance	80,000		
West Side Park (carried over)	207,500		
Land Acquisition	504,360		
Legal/Payroll Restrictions	3,897,800	(11,803,090)	
Excess Funds Remaining		<u>\$5,518,040</u>	



Above calculation excludes current-year projected surplus/deficit

ATTACHMENT E

Martens Center Funds
Running Balance by Month based on funds actually received

	<u>Foundation</u>		<u>District</u>		<u>Martens Center</u>
	<u>Revenues</u>	<u>Expenses (transfer)</u>	<u>Revenues (Transfer)</u>	<u>Expenditures</u>	<u>Investment Balance</u>
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Dec-17	1,002,476.34	(2,882.06)	-	-	999,594.28
Jan-18	-	(33,102.73)	27,188.09	(27,188.09)	966,491.55
Feb-18	-	(7,182.13)	-	(52,129.25)	907,180.17
Mar-18	-	(52,129.25)	52,129.25	-	907,180.17

ATTACHMENT E

Martens Center Cozad Investment Account
Activity for Foundation & District

Foundation Funds

Date	Date Paid	Vendor/Customer	Description	Remaining Contract Balance	Amount Deposited	Investment Changes	Amount Spent	Amount Transferred to District	Funds Remaining
12/14/17			Funds Received		502,476.34				502,476.34
12/15/17			Funds Received		500,000.00				1,002,476.34
12/31/17			Net Investment Changes			(2,882.06)			999,594.28
1/8/18	2/12/18	Robbins Schwartz	attorney fees to review Cozad investment agreement				(357.00)		999,237.28
1/8/18	2/12/18	Surface 51	50% payment for capital campaign fundraising design (contract \$13,500)	6,750.00			(6,750.00)		992,487.28
1/31/18			Net Investment Changes			1,192.36			993,679.64
2/13/18	2/13/18	Champaign Park District	Transfer from Cozad Account to Park District					(27,188.09)	966,491.55
2/28/18			Net Investment Changes			617.87			967,109.42
2/28/18	3/12/18	Surface 51	Remaining balance for capital campaign fundraising design	-			(6,750.00)		960,359.42
2/28/18	3/12/18	Surface 51	Add'l Cost for design changes to fundraising design	-			(1,050.00)		959,309.42
3/14/18		Champaign Park District	Transfer from Cozad Account to Park District					(52,129.25)	907,180.17
		Surface 51	Printing Costs (Estimate at \$2,100)	2,100.00					907,180.17
		Dean's Blueprints	Printing of map for meetings with community/donors				(130.00)		907,050.17

District Funds

Date	Date Paid	Vendor/Customer	Description	Remaining Contract Balance	Deposit	Column1	Amount Spent	Amount Transferred in from Foundation	Funds Remaining
1/31/18	2/14/18	Ratio Architects	Schematic Design - Pay App #1 (total contract \$90,000 + \$500 reimb)	63,311.91			(27,188.09)	27,188.09	0.00
2/28/18	3/14/18	Ratio Architects	Schematic Design - Pay App #1 (total contract \$90,000 + \$500 reimb)	18,311.91			(45,000.00)	0.00	(45,000.00)
2/28/18	3/14/18	Ratio Architects	Survey (Berns Clancy paid to Ratio \$7,100)	-			(7,100.00)		(52,100.00)
2/28/18	3/14/18	Dean's Blueprints	Printing costs				(29.25)		(52,129.25)
3/15/18			Transfer from Foundation Cozad Account					52,129.25	0.00