



AGENDA

**REGULAR BOARD MEETING
BRESNAN MEETING CENTER
706 Kenwood Road, Champaign, Illinois
Wednesday, June 13, 2018
7:00 p.m.**

A. CALL TO ORDER

B. COMMENTS FROM THE PUBLIC

C. COMMUNICATIONS

D. TREASURER'S REPORT

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

E. EXECUTIVE DIRECTOR'S REPORT

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

F. COMMITTEE AND LIAISON REPORTS

1. Champaign Parks Foundation

G. REPORT OF OFFICERS

1. Attorney's Report
 - a. Ordinance No.631
Annexing Territory Pursuant to Petition (3208 Fields South Drive, Champaign, Illinois – Carle at the Fields)
2. President's Report

H. CONSENT AGENDA

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

1. Approval of Minutes of the Annual and Regular Board Meetings, May 9, 2018
2. Approval of Minutes of the Executive Session, May 9, 2018
3. Approval of Minutes of the Special Board Meeting, May 23, 2018
4. Approval of Minutes of the Executive Session, May 23, 2018

I. NEW BUSINESS

1. Approval of Disbursements as of May 9, 2018
Staff recommends approval of the list of disbursements for the period beginning May 9, 2018 and ending June 12, 2018. **(ROLL CALL VOTE REQUIRED)**

Regular Board Meeting

June 13, 2018

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2. Approval of Setting a Public Hearing on the Budget and Appropriation Ordinance
Staff recommends the Board set a Public Hearing on the proposed Budget and Appropriation Ordinance for Wednesday, July 25, 2018 at 5:30 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 630, the proposed Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review.
3. Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions
Staff recommends approval of a resolution authorizing the destruction of audio recordings of executive sessions listed in the resolution.
4. Approval of Ordinance No. 632: Prevailing Wage
State Statutes require local governments to annually adopt an ordinance listing the prevailing wages for the Park District. Staff recommends that the Board adopt Ordinance No. 632 declaring the prevailing wage rates for the ensuing year to be the same as those fixed for Champaign County by the Illinois Department of Labor.
5. Approval of the Champaign Park District FY19 Workplan
Staff recommends approval of the Park District's FY19 Workplan commencing May 1, 2018 and ending April 30, 2019.
6. Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program
Staff recommends approval of the Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program. The term of the agreement is from July 1, 2018 through June 30, 2019.
7. Approval of Bid for Playground Surfacing
Staff recommends accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking, LLC at a bid price of \$16.30 per cubic yard, or \$32,000 using the bid multiplier.
8. Approval of Contract with ESS Clean, Inc. (ESS) for Janitorial Service at Dodds Tennis Center
Staff recommends Board approval of the one year renewal option with ESS for Dodds Tennis Center janitorial service in FY19 with a \$45.00/month increase for a cost of service price of \$2,379.00/month making the base annual amount \$20,221.50 with no changes to the alternates.
9. Approval of Bid for Development of Commissioners Park
Staff recommends accepting Base Bid plus Alternate 2 from Feutz Contractors, Inc. for a total contract of \$239,947 and authorizing the Executive Director to enter into the contract.
10. Approval of Executing the Grant Agreement with the Illinois Department of Natural Resources
Staff recommends approval authorizing the Executive Director enter into the Grant Agreement between the Illinois Department of Natural Resources and the Champaign Park District for \$141,500.

J. OLD BUSINESS

K. DISCUSSION ITEMS

1. FY19 Annual Operating Budget

L. COMMENTS FROM COMMISSIONERS

M. EXECUTIVE SESSION

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

N. RETURN TO REGULAR MEETING

O. EXECUTIVE SESSION ACTION ITEM

1. Approval of Wage Increase for the Executive Director for FY19

P. ADJOURN

ORDINANCE NO. 631
AN ORDINANCE ANNEXING TERRITORY
TO CHAMPAIGN PARK DISTRICT

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

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

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

and

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

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

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

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

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

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

TERRITORY PURSUANT TO PETITION
(3208 Fields South Drive, Champaign, Illinois – Carle at the Fields)
Council Bill No. 2018-075

Part of the Northeast ¼ of the Southwest ¼ Section 28, Township 19 North, Range 8 East of the 3rd P.M., Champaign County, Illinois, more particularly described as follows: Beginning at the Northwest corner of Lot 101 of Carle at the Fields Phase 1, recorded as Document Number 2017R01757 on January 31, 2017 in the Office of the Champaign County Recorder of Deeds, said point also being the Southwest corner of the Northeast ¼ of the Southwest ¼ of said Section 28; thence North 00° 33' 54" West along the West line of the Northeast ¼ of the Southwest ¼ of said Section 28, said line also being the East Right-of-Way line of Fields South Drive as per Carle at the Fields Phase 2 recorded as Document Number 2017R12960 on July 17, 2017 in the Office of the Champaign County Recorder of Deeds, 130.03 feet; thence South 89° 19' 21" East 824.61 feet; thence south 00°40' 39" West 130.00 feet to the Northeast corner of said Lot 101; thence North 89° 19' 21" West along the North line of said Lot 101 821.79 feet to the point of beginning, encompassing 2.457 acres, more or less; all situated in the City of Champaign, Champaign County, Illinois.

A portion of PIN: 03-20-28-300-002

Commonly known as: 3208 Fields South Drive, Champaign, IL 61822

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

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

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

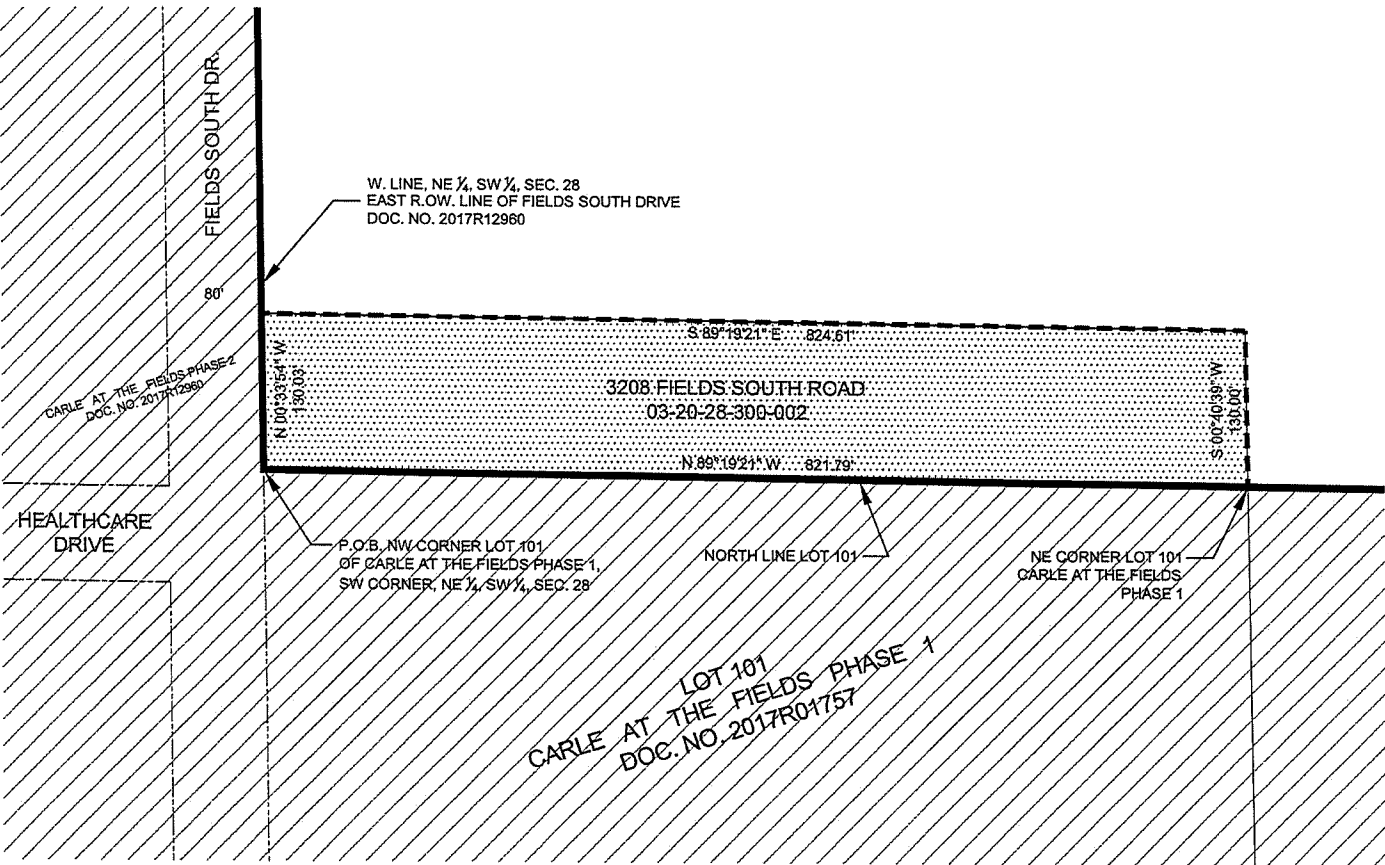
PASSED this 13th day of June 2018.

APPROVED this 13th day of June 2018.

ATTEST:

Craig W. Hays, President

Cindy Harvey, Secretary



LEGAL DESCRIPTION

PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 SECTION 28, T. 19N, R. 8 E. OF THE 3RD P.M., CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 101 OF CARLE AT THE FIELDS PHASE 1, RECORDED AS DOCUMENT NUMBER 2017R01757 ON JANUARY 31, 2017 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER OF DEEDS, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 28; THENCE NORTH 00°33' 54" WEST ALONG THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 28, SAID LINE ALSO BEING THE EAST RIGHT-OF-WAY LINE OF FIELDS SOUTH DRIVE AS PER CARLE AT THE FIELDS PHASE 2 RECORDED AS DOCUMENT NUMBER 2017R12960 ON JULY 17, 2017 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER OF DEEDS, 130.03 FEET; THENCE SOUTH 89°19' 21" EAST 824.61 FEET; THENCE SOUTH 00°40' 39" WEST 130.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 101; THENCE NORTH 89°19' 21" WEST ALONG THE NORTH LINE OF SAID LOT 101 821.79 FEET TO THE POINT OF BEGINNING, ENCOMPASSING 2.457 ACRES, MORE OR LESS; ALL SITUATED IN THE CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS.

PIN: 03-20-28-300-002 STREET ADDRESS: 3208 FIELDS SOUTH DRIVE, CHAMPAIGN, IL 61822

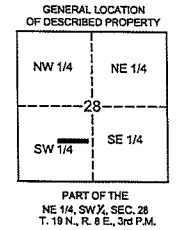
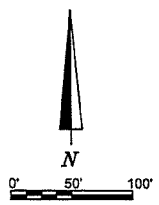
**ANNEXATION PLAT OF
3208 Fields South Drive,
Champaign, Illinois -
Carle at the Fields**

City of Champaign
Champaign County, Illinois
Council Bill No.: 2018-075
Date Passed: May 15, 2018

LEGEND:

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

ANNEXED AREA.....	2.457
RIGHT-OF-WAY	0.000
(not included in description)	
TOTAL ACREAGE.....	2.457



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

I, DENNIS A. VANDEVENTER, a duly registered Engineer in the State of Illinois do hereby certify that this plat was prepared under my supervision on 5-17-2018.

DENNIS A. VANDEVENTER
Assistant City Engineer
Registered Professional Engineer
No. 062-054107
Expiration Date: 11-30-2019.



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

May 9, 2018

The Champaign Park District Board of Commissioners held an Annual Meeting on Wednesday, May 9, 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 W. Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin J. Miller, Treasurer Donna Lawson and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Andrew Weiss, Director of Planning, and Stacey Cornell, Aquatics and Tennis Center Coordinator I.

Call to Order

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

Election of Officers

Election of President

Commissioner Solon made a motion to nominate and elect Craig W. Hays for the office of President. The motion was seconded by Vice President McMahon. There were no other nominations. The motion passed 5-0.

Election of Vice President

Commissioner Solon made a motion to nominate and elect Timothy P. McMahon for the office of Vice President. The motion was seconded by Commissioner Miller. There were no other nominations. The motion passed 5-0.

Appointment of Officers

Appointment of Secretary, Assistant Secretary and Treasurer

Commissioner Solon made a motion that Cindy Harvey be appointed as Secretary, Joseph C. DeLuce be appointed as Assistant Secretary and Donna Lawson be appointed as Treasurer of the Champaign Park District. The motion was seconded by Commissioner Miller. There were no other nominations. The motion passed 5-0. Attorney Hall then administered the Oaths of Office to Secretary Cindy Harvey, Assistant Secretary Joe DeLuce, and Treasurer Donna Lawson.

Appointment of Board Member to Boards and Committees

Commissioner Solon made a motion to nominate Commissioner Miller to the Champaign Parks Foundation Board. The motion was seconded by Vice President McMahon. There were no other nominations. The motion passed 5-0.

Adjourn

There being no further business to come before the meeting, upon a motion duly made by Commissioner Solon, Seconded by Vice President McMahon and unanimously approved, the Annual Meeting was adjourned at 7:04 p.m.

Approved:

Craig W. Hays, President

Cindy Harvey, Secretary

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

May 9, 2018

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, May 9, 2018 immediately following the Annual Board meeting at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

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

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Andrew Weiss, Director of Planning, and Stacey Cornell, Aquatics and Tennis Center Coordinator I.

Call to Order

President Hays called the meeting to order at 7:05 p.m.

Presentations

Ice Rink, Fox Development Corporation

Andrea Ruedi, with Fox Development Corporation, and colleague Patrick Fitzgerald, with Meyer Capel, presented an overview and answered questions from the Board regarding a proposed ice arena and facility at the corner of First Street and St. Mary's Road. The proposed facility would include a hockey arena and a community sports facility with two additional ice rinks, along with an expansion of the conference center at the I Hotel. Discussion ensued generally about various public and private participants involved with the facility. President Hays asked if there was any objections from the Board to have staff review the proposal to continue the process. There were no objections from the Board.

Comments from the Public

Guy Hall There reported that he plays in a Park District softball league at Dodds Park. He stated that participants that played under the new lights commented that they were pleased with them. Mr. Hall noted that there was one minor comment about the short delay in the lights becoming fully bright.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Larson reviewed the Treasurer's Report for the month of April 2018 and found it to be in appropriate order. Discussion ensued.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of April 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Mr. Jones reported that April Volunteers of the Month were all the staff that volunteered at Ebertfest at the Virginia Theatre.

Project Updates

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

General Announcements

Mr. DeLuce reminded the Board to let Ms. Harvey know if anyone plans to attend the National Recreation and Park Association Conference that will be held September 25-27, 2018 in Indianapolis. He reported that May 16, 2018 from 10 a.m. to 1 p.m. is Touch-A-Truck Day in Centennial Park. Mr. DeLuce announced that Sholem Aquatic Center and Prairie Farm open on Saturday, May 26, 2018.

Committee and Liaison Reports

Champaign Parks Foundation

President Hays reported that the Foundation Board will meet on May 14, 2018. He will attend a couple of meetings with newly appointed Foundation Board member Commissioner Miller to assist with orientation. A report will be presented at the June Regular Board meeting.

Report of Officers

Attorney's Report

None.

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 regarding any item, that item shall be removed and discussed separately.

1. Minutes of the Regular Board Meeting, April 11, 2018
2. Minutes of the Executive Session, April 11, 2018
3. Minutes of the Special Board Meeting, April 25, 2018
4. Minutes of the Executive Session, April 25, 2018

Vice President McMahon made a motion to approve the Consent Agenda Items. The motion was seconded by Commissioner Solon. The motion passed 5-0.

New Business

Approval of Disbursements as of April 10, 2018

President Hays reported that staff recommended approval of the list of disbursements for the period beginning April 10, 2018 and ending May 8, 2018.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning April 10, 2018 and ending May 8, 2018. 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; President Hays – yes; Vice President McMahon – yes; and Commissioner Kuhl – yes.

Approval of an Agreement with Farnsworth Group, Inc. for the Operations Shop and Yard Expansion

Mr. DeLuce presented the report. Discussion ensued. Attorney Hall reported that details regarding insurance were being finalized and that it is expected the insurance endorsement will be received shortly. He indicated that the Board could proceed with approval of the agreement and have Farnsworth Group execute the agreement prior to Park District doing so in order to assure that all documentation is in order. Discussion ensued about necessary endorsements from the insurance carrier.

Commissioner Miller made a motion to approve an agreement between the Park District and Farnsworth Group, Inc. for the Operations shop and yard expansion and authorize the Executive Director to execute the agreement. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Bid to Purchase one (1) Trim Mower

Mr. Olson presented the report. He reported that only one bid was received and the pricing matched a bid from one of the national purchasing programs. Discussion ensued about the timeframe for disposing of the mower declared as surplus.

Commissioner Miller made a motion to accept the sole bid and authorize the purchase of one (1) new 2018 Toro Groundmaster 7200 with Polar Trac System from MTI Distributing in the amount of \$38,246.36. The motion was seconded by Vice President McMahon. The motion passed 5-0.

Approval of Request for Proposals (RFP) for Sale of Real Estate in Trails at Abbey Fields Subdivisions

Mr. DeLuce presented the options regarding the sale of real estate in The Trails at Abbey Fields Subdivisions. He reported that only two proposals were received. Discussion ensued about the fair market value of the real estate. After discussion, it was the consensus of the Board to reject all RFPs.

Commissioner Kuhl made a motion to reject all RFPs received for sale of Lots 173, 181 and 194 in Trails at Abbey Fields Subdivisions and put the matter on hold. The motion was seconded by Commissioner Solon. The motion passed 5-0.

A representative with the Domus Properties who submitted a proposal addressed the Board regarding its RFP. He stated that Domus Properties goal in submitting a proposal was to maintain Lot 173 as green space due to the number of children that use it as a play area. Discussion ensued about the lots being tax exempt and the homeowner association dues.

Old Business

None.

Discussion Items

Part-Time Park Security Position

Mr. DeLuce presented the report. He discussed staff's recommendation for a part-time licensed park security position and the duties and responsibilities, including patrolling the parks, pool and facilities as well as leading security efforts at the Virginia Theatre and special events. Mr. DeLuce stated that this position would be supervised by the risk manager, wear a uniform (without weapons), and be paid from the Police Fund. Staff would like to try the position for one year and then reevaluate it. Discussion ensued. Board members expressed various concerns with hiring park security including increased liability concerns, possible physical confrontations, negative feedback from the community, and lack of impact on reducing calls to the police department. The majority of the Board do not favor hiring a part-time licensed park security position. It was also noted that there was no desire to end up with a Park District police force. Commissioner Kuhl stated that she was not sure that a park security position would work. However, she would be willing to try it for 6-months and reevaluate at that time.

Board Priorities/FY19 Workplan

Mr. DeLuce presented the report. He indicated that the FY10 Workplan was created as a result of wanting to have all goals in one document. Mr. DeLuce stated that staff will seeking feedback from the Board on the document. President Hays encouraged the Board to review the workplan and share any comments with staff. Discussion ensued.

Commissioner Kuhl commented that it was a great document. She favors having a workshop session with the Board to review priorities. Commissioner Kuhl stated that she would like to have such a workshop session annually to discuss Board priorities. Before the workplan is approved, she would like the Board to meet and determine if it agrees with the proposed goals for FY19 and also possibly setting goals for up to three years. Further discussion ensued. Mr. DeLuce reported that the goals include capital priorities.

The Board will forwarded any comments or suggestions to Mr. DeLuce.

Comments from Commissioners

Commissioner Solon Kuhl reported that individual whose family from Indianapolis attended a baseball tournament at Dodds Park shared with her how impressed they were with Dodds Park.

Commissioner Solon thanked staff to straightening the parking bollards on the north end at Hessel Park.

President Hays reported that his wife resumed walking at Hessel Park and commented on how well she enjoys the walking path and that the park is well attended. He also reported that during a visit to Spalding Park he met people from Rantoul using the park who shared how much they really like Champaign's parks.

Executive Session

Commissioner Solon 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; President Hays – yes; Vice President McMahon – yes; and Commissioner Kuhl. 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; (c)(6) for the setting of a price for sale or lease of property owned by the public body; and (c)(11) to address pending litigation.

Return to Regular Meeting

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

Action Items from Executive Session

Resolution Authorizing Unit 4 School District to Undertake Demolition at Spalding Park

There was no action taken on this item.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 8:35 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary

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

May 23, 2018

The Champaign Park District Board of Commissioners held a Special Meeting on Wednesday, May 23, 2018 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Craig W. Hays presided over the meeting.

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

Staff Present: Joe DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Daniel Olson, Director of Operations, Tammy Hoggatt, Director of Human Resources, and Andrew Weiss.

Call to Order

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

Comments from the Public

There were no comments from the public.

New Business

Approval of Setting a Public Hearing on the Budget and Appropriation Ordinance

Mr. DeLuce reported that staff continues to finalize the budget and that no action is necessary for this item. The Board will consider formal action at the June 13, 2018 Regular meeting.

Discussion Items

FY19 Workplan/Board Priorities

Mr. DeLuce presented the report. He reported that the Workplan includes the Board goals, strategic plan goals, and department goals. Mr. DeLuce asked for questions or comments. Discussion ensued. President Hays suggested adding a goal for the Virginia Theatre to decrease its tax subsidy. Commissioner Kuhl suggested that the Board hold a workshop with staff that would be visionary and look at future goals and priorities.

Mr. DeLuce reported that Mr. Weiss and planning staff are working on the comprehensive plan. He stated that once the comprehensive plan is finalized, staff will begin working on the three year strategic plan. Mr. DeLuce stated working on these documents will give the Board the opportunity to review plans for the future. Discussion ensued. It was determined that the fall would be the best time to hold a planning workshop.

Mr. DeLuce encouraged the Board to share any comments or changes to the Workplan.

Annual Operating Budget FY19

Mr. DeLuce reported that staff plans to finalize the draft budget by June 4, 2018 in order to send it out in the Board packet to be discussed at the June 13, 2018 meeting. He reported that the final budget will be presented to the Board for approval at the July 25, 2018 Special meeting.

Comments from Commissioners

None.

Executive Session

Commissioner Solon 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 and (c)(6) the setting of a price for sale or lease of property owned by the public body.

Return to Regular Meeting

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

Executive Session Action ItemsGround Lease and Resolution regarding the Spalding Park Project

Commissioner Miller made a motion to approve the Ground Lease and the Resolution regarding the Spalding Park project. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Adjourn

There being no further items to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 5:45 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: June 1, 2018

SUBJECT: Approval Setting a Public Hearing on the Budget and Appropriations Ordinance

Background

Annually the Champaign Park District Board of Commissioners must set a date for the public hearing on the Budget and Appropriation Ordinance. At the same time, the budget will be placed for public inspection for at least 30 days prior to the public hearing. A formal notice will also be placed in the newspaper at least 7 days prior to the public hearing.

Prior Board Action

None at this time.

Budget Impact

The proposed budget and appropriations Ordinance No. 630 for fiscal year beginning May 1, 2018 and ending April 30, 2019 for the Champaign Park District sets total expenditures/transfers in the amount of \$27,059,141.

Recommended Action

Staff recommends the Board set a Public Hearing on the proposed Budget and Appropriation Ordinance for Wednesday, July 25, 2018 at 5:30 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 630 the proposed Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review.

Prepared by:

Reviewed by:

Andrea N. Wallace
Director of Finance

Joe DeLuce, CPRP
Executive Director

ORDINANCE #630

**BUDGET AND APPROPRIATION ORDINANCE
For Fiscal Year 2019**

**AN ORDINANCE ADOPTING THE COMBINED
ANNUAL BUDGET AND APPROPRIATION OF
FUNDS FOR THE CHAMPAIGN PARK DISTRICT
CHAMPAIGN COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING ON THE
FIRST (1ST) DAY OF MAY 2018, AND ENDING ON
THE THIRTIETH DAY (30TH) OF APRIL 2019**

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

SECTION 1. It is hereby found and determined:

- (a) This Board has heretofore caused to be prepared a combined Annual Budget and Appropriation in tentative form, which Ordinance will be conveniently available for public inspection for at least 30 days prior to final action thereon; and
- (b) A public hearing will be held at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, on the 25th day of July 2018 on said Ordinance, notice of said hearing having been given by publication in the Champaign News Gazette, being a newspaper published within the District, at least one week prior to such hearing; and
- (c) That all other legal requirements for the adoption of the Annual Budget and Appropriation of this Park District for the fiscal year beginning May 1, 2018 and ending April 30, 2019 have heretofore been performed.

SECTION 2. The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first (1st) day of May 2018 and ending the thirtieth (30th) day of April 2019.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2018 and ending April 30, 2019 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2018 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

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

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

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$20,159,734.
- (b) An estimate of the cash expected to be received during the fiscal from all sources is \$24,817,544.
- (c) An estimate of the expenditures and transfers contemplated for the fiscal year is \$27,059,141.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$17,918,137.

(e) An estimate of the amount of taxes to be received during the fiscal year is \$12,674,452.

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

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

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

PASSED this 25th day of July, 2018.

AYES:

NAYS:

ABSENT:

ABSTAIN:

[SEAL]

CHAMPAIGN PARK DISTRICT

By _____
Craig W. Hays, Board President

ATTEST:

Cindy Harvey, Board Secretary

Champaign Park District
Ordinance No. 630
Budget & Appropriations Totals by Fund
May 1, 2018 through April 30, 2019

		2018-19	
FUND	DESCRIPTION	FINAL BUDGET	APPROPRIATIONS
01	General	\$8,439,938	\$8,922,550
02	Recreation	4,307,515	4,551,157
03	Museum	2,670,497	2,842,640
04	Liability Insurance	393,256	419,520
06	IMRF Fund	314,787	343,120
08	Audit Fund	27,500	27,775
09	Paving And Lighting Fund	77,000	79,950
11	Activity And Affiliates Fund	8,860	9,370
12	Special Donations Fund	59,920	64,550
14	Social Security Fund	428,548	471,400
15	Special Recreation Fund	1,807,755	1,877,920
16	Capital Improvements Fund	4,713,706	4,945,660
19	Police Protection	18,000	20,000
21	Bond Amortization Fund	1,141,101	1,163,920
22	Bond Proceeds Fund	1,432,248	1,459,990
24	Land Acquisition Fund	0	650,000
25	Park Development Fund	440,000	448,800
26	Trails and Pathways Fund	53,500	54,300
27	Martens Center	725,010	812,511
APPROPRIATIONS - ALL FUNDS		\$27,059,141	\$29,165,133

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 01 - GENERAL			
SALARIES AND WAGES			
70001	Executive Director	133,900	136,600
70101	Department Head	455,317	464,400
70301	Office Staff/Support	336,725	343,500
70501	Managers/Supervisors	306,368	312,500
70601	Operations Staff	872,013	889,500
70901	Building Service Worker	31,116	31,700
71001	Program/Facility Dir.	46,308	47,200
80303	Pt Office Staff/Support	30,180	33,200
80903	Pt Building Service Worker	1,000	1,100
82703	Pt Seasonal Staff	310,583	341,640
	SALARIES AND WAGES	2,523,510	2,601,340
FRINGE BENEFITS			
53132	Dental Insurance	13,276	14,340
53133	Medical Health Insurance	298,150	322,000
53134	Life Insurance	7,043	7,610
53137	Employee Assistance Program	1,540	1,660
83003	Allowances/Reimbursements	57,829	62,460
	FRINGE BENEFITS	377,838	408,070
CONTRACTUAL			
54201	Postage And Mailing	4,330	4,700
54202	Printing And Duplicating	8,700	9,400
54204	Staff Meetings	1,400	1,500
54205	Legal Publications/Notices	7,300	7,900
54206	Advertising/Publicity	28,750	31,100
54207	Staff Training	16,670	18,000
54208	Memberships, Dues And Fees	19,005	20,500
54209	Conference And Travel	24,780	26,800
54210	Board Expense	10,450	11,300
54212	Attorney Fees	130,000	153,400
54214	Architect And Engineering Fees	38,965	42,100
54215	Professional Fees	148,375	160,200
54234	Landfill Fees	29,300	32,200
54236	Auto Allowance	500	540
54240	Vehicle Repair	7,700	8,300
54241	Equipment Repair	5,375	5,800
54242	Building Repair	12,400	13,400
54245	Equipment Rental	8,900	9,600
54250	Pest Control	910	1,000
54253	Service Contracts	48,060	51,900
54254	License And Fees	18,665	20,200
54255	Service Contracts - Facilities	7,072	7,600
54260	Service Contracts-Grounds	40,375	43,600
54261	Contractual Mowing	131,700	142,200

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
54263	Cell Phone Expense	7,220	7,800
54264	Subscriptions	840	900
54265	Personnel Costs	22,900	24,700
54270	Health And Wellness	4,500	4,900
54275	Other Contractual Services	23,840	25,700
54280	Park And Recreation Excellence	1,980	2,100
54281	Property/Sales Tax	550	600
54282	Credit Card Fees	800	900
CONTRACTUAL		812,312	890,840
COMMODITIES/SUPPLIES			
55301	Office Supplies	10,995	11,900
55302	Envelopes And Stationary	2,500	2,700
55303	Duplicating Supplies	2,275	2,500
55304	Checks And Bank Supplies	1,495	1,600
55305	Photographic Supplies	575	600
55307	Books And Manuscripts	290	300
55308	First Aid/Medical Supplies	4,500	4,900
55309	Safety Supplies	7,200	7,800
55315	Staff Uniforms	18,030	19,500
55316	Participant Uniforms	1,650	1,800
55320	Building Maintenance Supplies	19,650	21,200
55321	Landscape Supplies	24,000	25,900
55322	Cleaning /Janitorial Supplies	5,261	5,700
55323	Playground Maintenance Supplies	6,500	7,000
55324	Prescribed Burn Supplies	800	900
55325	Equipment And Tools	23,350	25,200
55326	Shop Equipment And Supplies	7,600	8,200
55327	Vehicle/Equipment Repair Parts	24,850	26,800
55328	Amenity Maintenance Supplies	8,000	8,600
55329	Office/ Equipment Value <\$10000	49,500	53,500
55330	Gas,Fuel,Grease And Oil	45,750	49,400
55331	Chemicals	16,750	18,100
55332	Paints	625	700
55333	Plant Materials	115,555	124,800
55348	Flowers And Cards	550	600
55349	Plaques, Awards And Prizes	5,704	6,200
55350	Recreation/Program Supplies	3,250	3,500
55352	Fish Restocking	2,000	2,200
55354	Food Supplies	1,650	1,800
COMMODITIES/SUPPLIES		410,855	443,900

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
UTILITIES			
56230	Sanitary Fees And Charges	13,186	14,800
56231	Gas And Electricity	45,300	52,100
56232	Water	74,780	86,000
56233	Telecomm Expense	28,192	30,400
UTILITIES		161,458	183,300
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	30,965	31,600
58002	Routine Maintenance	173,000	176,500
ROUTINE/PERIODIC MAINTENANCE		203,965	208,100
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	3,950,000	4,187,000
TRANSFERS TO OTHER FUNDS		3,950,000	4,187,000
APPROPRIATIONS - FUND 01		8,439,938	8,922,550

Fund 02 - RECREATION

SALARIES AND WAGES			
70101	Department Head	43,286	44,200
70301	Office Staff/Support	122,321	124,800
70501	Managers/Supervisors	148,214	151,200
70601	Operations Staff	36,013	36,700
70901	Custodial	42,607	43,500
71001	Program/Facility Dir.	352,747	359,800
80303	Pt Office Staff/Support	113,930	116,200
80903	Pt Custodial	29,455	32,400
81003	Pt Program Director/Supervisor	78,953	86,800
81103	Pt Sports Officail	29,474	32,400
81303	Pt Assistant Director/Supervisor	98,706	108,600
81403	Pt Instructor	151,599	166,800
81503	Pt General Staff	91,951	101,100
81703	Pt Day Camp Staff/Life Guard	398,031	437,800
81803	Pt Site Supervisor	40,500	44,600
81903	Pt Building/Park Openers	3,951	4,300
82703	Pt Seasonal Staff	43,841	48,200
SALARIES AND WAGES		1,825,579	1,939,400
FRINGE BENEFITS			
53132	Dental Insurance	5,304	5,730
53133	Medical Health Insurance	122,960	132,800
53134	Life Insurance	2,267	2,450
53137	Employee Assistance Program	620	670
83003	Allowances/Reimbursements	14,540	15,700
FRINGE BENEFITS		145,691	157,350

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
CONTRACTUAL			
54201	Postage And Mailing	18,660	20,200
54202	Printing And Duplicating	36,909	39,900
54204	Staff Meetings	805	900
54205	Legal Publications/Notices	350	400
54206	Advertising/Publicity	8,628	9,300
54207	Staff Training	16,045	17,300
54208	Memberships, Dues And Fees	11,847	12,800
54209	Conference And Travel	12,350	13,300
54215	Professional Fees	5,000	5,400
54234	Landfill Fees	1,540	1,700
54236	Auto Allowance	600	600
54241	Vehicle Repair	3,750	4,100
54242	Equipment Repair	12,200	13,200
54245	Building Repair	29,150	31,500
54250	Equipment Rental	4,145	4,500
54251	Rental Facilities	3,960	4,300
54253	Pest Control	3,440	3,700
54254	Service Contracts	9,188	9,900
54255	License And Fees	895	1,000
54260	Service Contracts-Facilities	60,737	65,600
54261	Service Contracts-Grounds	6,000	6,500
54264	Cell Phone Expense	2,368	2,600
54265	Subscriptions	1,280	1,400
54280	Other Contractual Services	13,275	14,300
54281	Contractual Personnel	51,513	55,600
54282	Contractual Entertainment	1,200	1,300
54285	Field/Special Trips	75,207	81,200
54299	Property/Sales Tax	11,665	12,600
59414	Credit Card Fees	43,320	46,800
CONTRACTUAL		446,027	481,900
COMMODITIES/SUPPLIES			
55301	Office Supplies	4,220	4,600
55302	Duplicating Supplies	1,650	1,800
55303	Books And Manuscripts	871	900
55305	First Aid/Medical Supplies-Pool Specific	3,000	3,200
55307	Staff Uniforms	12,095	13,100
55308	Participant Uniforms	16,084	17,400
55315	Building Maintenance Supplies	37,475	40,500
55316	Landscape Supplies	10,800	11,700
55320	Cleaning /Janitorial Supplies	14,187	15,300
55321	Equipment And Tools	3,800	4,100
55322	Vehicle/Equipment Repair Parts	5,200	5,600
55325	Office/ Equipment Value <\$10000	10,000	10,800
55327	Gas,Fuel,Grease And Oil	8,500	9,200
55329	Chemicals	43,000	46,400
55330	Paints	8,600	9,300

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55331	Plant Materials	2,060	2,200
55332	Flowers And Gifts	135	150
55333	Plaques, Awards And Prizes	13,764	14,900
55348	Recreation/Program Supplies	61,153	66,000
55349	Food Supplies	20,648	22,300
55350	Merchandise For Resale	63,595	68,700
COMMODITIES/SUPPLIES		340,837	368,150
UTILITIES			
56230	Sanitary Fees And Charges	8,870	10,200
56231	Gas And Electricity	237,559	273,200
56232	Water	91,711	105,500
56233	Telecomm Expense	22,656	26,100
UTILITIES		360,796	415,000
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	23,585	24,057
58002	Routine Maintenance	15,000	15,300
ROUTINE/PERIODIC MAINTENANCE		38,585	39,357
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	1,150,000	1,150,000
TRANSFERS TO OTHER FUNDS		1,150,000	1,150,000
APPROPRIATIONS - FUND 02		4,307,515	4,551,157

Fund 03 - MUSEUM

SALARIES AND WAGES

70101	Department Head	106,994	109,100
70301	Office Staff/Support	87,937	89,700
70501	Managers/Supervisors	141,931	144,800
70901	Custodial	37,488	38,200
71001	Program/Facility Dir.	147,652	150,600
71401	Instructor	27,514	28,100
80303	Pt Office Staff/Support	73,117	80,430
80903	Pt Building Service Worker	15,000	16,500
81003	Pt Program Director/Supervisor	11,970	13,170
81303	Pt Assistant Director/Supervisor	25,832	28,420
81403	Pt Instructor	66,731	73,400
81503	Pt General Staff	53,533	58,890
81703	Pt Day Camp Staff/Life Guard	65,468	72,010
82503	Pt Vt House Staff	45,253	49,780
82504	Pt Vt House Staff Ot	2,500	2,750
82603	Pt Vt Rental Staff	70,000	77,000
82604	Pt Vt Rental Staff Ot	13,500	14,850
SALARIES AND WAGES		992,420	1,047,700

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
FRINGE BENEFITS			
53132	Dental Insurance	3,185	3,500
53133	Medical Health Insurance	85,853	94,440
53134	Life Insurance	1,636	1,800
53137	Employee Assistance Program	350	390
83003	Allowances/Reimbursements	13,760	15,140
	FRINGE BENEFITS	104,784	115,270
CONTRACTUAL			
54201	Postage And Mailing	18,950	20,470
54202	Printing And Duplicating	45,793	49,460
54204	Staff Meeting	695	750
54205	Legal Publications/Notices	250	270
54206	Advertising/Publicity	51,035	55,120
54207	Staff Training	1,650	1,780
54208	Memberships, Dues And Fees	1,115	1,200
54209	Conference And Travel	7,000	7,560
54215	Professional Fees	2,000	2,160
54220	Insurance Expense	1,000	1,080
54234	Landfill Fees	5,950	6,430
54240	Office Equipment Repairs	100	110
54241	Vehicle Repair	250	270
54242	Equipment Repair	7,650	8,260
54245	Building Repair	14,500	15,660
54250	Equipment Rental	107,885	116,520
54251	Rental Facilities	30,119	32,530
54253	Pest Control	1,435	1,550
54254	Service Contracts	3,935	4,250
54255	License And Fees	7,785	8,410
54260	Service Contracts-Facilities	52,427	56,620
54264	Cell Phone Expense	115	120
54265	Subscriptions	120	130
54280	Other Contractual Services	63,140	68,190
54281	Contractual Personnel	49,158	53,090
54285	Contractual Entertainment	342,920	370,350
54299	Field/Special Trips	5,770	6,230
59412	Property/Sales Tax	9,000	9,720
59414	Credit Card Fees	67,590	73,000
	CONTRACTUAL	899,337	971,290
COMMODITIES/SUPPLIES			
55301	Office Supplies	2,480	2,680
55302	Envelopes And Stationary	100	110
55303	Duplicating Supplies	1,025	1,110
55305	Photographic Supplies	50	50
55307	Books And Manuscripts	300	320
55308	First Aid/Medical Supplies	1,200	1,300
55315	Staff Uniforms	990	1,070

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55316	Participant Uniforms	3,190	3,450
55320	Building Maintenance Supplies	17,500	19,250
55321	Landscape Supplies	300	320
55322	Cleaning /Janitorial Supplies	8,300	8,960
55327	Vehicle/Equipment Repair Parts	3,000	3,240
55329	Office/ Equipment Value <\$10000	3,520	3,870
55330	Gas,Fuel,Grease And Oil	950	1,030
55348	Flowers And Cards	20	20
55349	Plaques,Awards,Prizes	3,525	3,810
55350	Program/Recreation Supplies	39,369	42,520
55351	Animal Supplies	2,100	2,270
55354	Food Supplies	21,760	23,500
55355	Animal Feed	7,500	8,100
55360	Merchandise For Resale	38,950	42,070
	COMMODITIES/SUPPLIES	----- 156,129	----- 169,050
 UTILITIES			
56230	Sanitary Fees	2,750	3,160
56231	Gas And Electricity	102,325	117,670
56232	Water	20,898	24,030
56233	Telecomm Expense	13,704	15,760
	UTILITIES	----- 139,677	----- 160,620
 ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	28,150	28,710
	ROUTINE/PERIODIC MAINTENANCE	----- 28,150	----- 28,710
 TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	350,000	350,000
	TRANSFERS TO OTHER FUNDS	----- 350,000	----- 350,000
 APPROPRIATIONS - FUND 03		----- 2,670,497	----- 2,842,640
 Fund 04 - LIABILITY INSURANCE			
SALARIES AND WAGES			
70501	Managers/Supervisors	48,371	49,300
	SALARIES AND WAGES	----- 48,371	----- 49,300
 FRINGE BENEFITS			
53132	Dental Insurance	343	370
53133	Medical Health Insurance	7,627	8,240
53134	Life Insurance	172	190
83003	Allowances/Reimbursements	840	910
	FRINGE BENEFITS	----- 8,982	----- 9,710
 CONTRACTUAL			

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
54207	Staff Training	4,064	4,390
54209	Conference And Travel	2,460	2,660
54255	License And Fees	2,355	2,540
54281	Contractual Personnel	1,000	1,080
CONTRACTUAL		9,879	10,670
COMMODITIES/SUPPLIES			
55306	CPR Books And Supplies (Tort Fund)	6,384	6,890
55307	Books And Manuscripts	335	360
55309	Safety Supplies	3,315	3,580
55329	Office/ Equipment Value <\$10000	7,900	8,530
COMMODITIES/SUPPLIES		17,934	19,360
INSURANCE			
57131	Workers Compensation	87,910	95,820
57137	Unemployment Premium	11,500	12,540
57220	Liability Insurance	39,265	42,800
57222	Employment Practices	17,440	19,010
57224	Property Insurance	75,975	82,810
INSURANCE		232,090	252,980
CAPITAL OUTLAY			
61515	Repair Projects And Equipment	76,000	77,500
CAPITAL OUTLAY		76,000	77,500
APPROPRIATIONS - FUND 04		393,256	419,520
Fund 06 - IMRF FUND			
FRINGE BENEFITS			
53135	Imrf Payments	314,787	343,120
FRINGE BENEFITS		314,787	343,120
APPROPRIATIONS - FUND 06		314,787	343,120
Fund 08 - AUDIT FUND			
CONTRACTUAL			
54217	Audit Expenses	27,500	27,775
CONTRACTUAL		27,500	27,775
APPROPRIATIONS - FUND 08		27,500	27,775

Ordinance No. 630
 Budget & Appropriations Detail, by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 09 - PAVING AND LIGHTING FUND			
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	10,000	10,500
58002	Routine Maintenance	37,000	38,850
	ROUTINE/PERIODIC MAINTENANCE	----- 47,000	----- 49,350
CAPITAL OUTLAY			
61508	Park Construction/Improvements	30,000	30,600
	CAPITAL OUTLAY	----- 30,000	----- 30,600
APPROPRIATIONS - FUND 09		----- 77,000	----- 79,950
Fund 11 - ACTIVITY AND AFFILIATES FUND			
COMMODITIES/SUPPLIES			
55309	Safety Supplies	2,140	2,310
55348	Flowers And Cards	420	440
55349	Plaques, Awards And Prizes	1,350	1,420
55350	Recreation/Program Supplies	2,250	2,360
55354	Food Supplies	2,700	2,840
	COMMODITIES/SUPPLIES	----- 8,860	----- 9,370
APPROPRIATIONS - FUND 11		----- 8,860	----- 9,370
Fund 12 - SPECIAL DONATIONS FUND			
CONTRACTUAL			
54292	Scholarships	54,400	58,750
59415	Transfer To Parks Foundation-Restricted	5,520	5,800
	CONTRACTUAL	----- 59,920	----- 64,550
APPROPRIATIONS - FUND 12		----- 59,920	----- 64,550
Fund 14 - SOCIAL SECURITY FUND			
FRINGE BENEFITS			
53136	FICA Payments	428,548	471,400
	FRINGE BENEFITS	----- 428,548	----- 471,400
APPROPRIATIONS - FUND 14		----- 428,548	----- 471,400

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 15 - SPECIAL RECREATION FUND			
SALARIES AND WAGES			
70301	Office Staff/Support	29,621	30,210
70501	Managers/Supervisors	47,110	48,050
71001	Program/Facility Director	101,889	103,930
80903	Pt Office Staff/Support	500	530
81003	Pt Program Director/Supervisor	32,544	34,500
81403	Instructors/Overnight Staff	7,024	7,450
81503	Pt General Staff	56,860	60,270
81703	Pt Day Camp Staff/Life Guard	181,360	192,240
81903	Pt Building/Park Opener	500	530
SALARIES AND WAGES		457,408	477,710
FRINGE BENEFITS			
53132	Dental Insurance	2,436	2,580
53133	Medical Health Insurance	30,510	32,340
53134	Life Insurance	603	640
53135	IMRF Payments	16,060	17,020
53136	FICA Payments	34,500	36,570
53137	Employee Assistance Program	200	210
83003	Allowances/Reimbursements	2,600	2,760
FRINGE BENEFITS		86,909	92,120
CONTRACTUAL			
54201	Postage And Mailing	1,820	1,930
54202	Printing And Duplicating	5,900	6,250
54204	Staff Meeting	500	530
54205	Legal Publications/Notices	500	530
54206	Advertising/Publicity	3,400	3,600
54207	Staff Training	3,000	3,180
54208	Memberships, Dues And Fees	2,050	2,170
54209	Conference And Travel	4,312	4,570
54212	Attorney Fees	5,000	5,300
54236	Auto Allowance	750	800
54241	Vehicle Repair	2,500	2,650
54250	Equipment Rental	75	80
54251	Rental Facilities	32,140	34,070
54254	Service Contracts	4,200	4,450
54255	Cell Phone Expense	320	340
54264	Subscriptions	350	370
54265	Other Contractual Services	3,305	3,500
54280	Contractual Personnel	5,000	5,300
54285	Contractual Entertainment	1,500	1,590
54299	Field/Special Trips	29,762	31,550
59414	Credit Card Fees	2,200	2,330
CONTRACTUAL		108,584	115,090
COMMODITIES/SUPPLIES			

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55301	Office Supplies	550	580
55302	Envelopes And Stationary	500	530
55303	Duplicating Supplies	400	420
55315	Staff Uniforms	2,117	2,240
55316	Participant Uniforms	1,346	1,430
55322	Cleaning/Janitorial Supplies	250	270
55327	Vehicle/Equipment Repair Parts	300	320
55329	Office/ Equipment Value <\$10000	800	850
55330	Gas,Fuel,Grease And Oil	7,200	7,630
55349	Plaques, Awards And Prizes	2,850	3,020
55350	Recreation/Program Supplies	5,940	6,300
55354	Food Supplies	11,898	12,610
COMMODITIES/SUPPLIES		34,151	36,200
UTILITIES			
56231	Gas And Electrictiy	1,000	1,150
56232	Water	200	230
56233	Telecomm Expense	130	150
UTILITIES		1,330	1,530
INSURANCE			
57131	Workers Compensation	2,913	3,260
57220	Liability Insurance	2,843	3,180
57222	Employment Practices	920	1,030
57224	Property Insurance	5,499	6,160
INSURANCE		12,175	13,630
ROUTINE/PERIODIC MAINTENANCE			
58003	ADA Non-Capital Expenditures	18,000	18,180
ROUTINE/PERIODIC MAINTENANCE		18,000	18,180
CAPITAL OUTLAY			
61508	CPD - ADA	933,248	951,910
61509	UPD Capital ADA	155,950	171,550
CAPITAL OUTLAY		1,089,198	1,123,460
APPROPRIATIONS - FUND 15		1,807,755	1,877,920

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 16 - CAPITAL IMPROVEMENTS FUND			
CAPITAL OUTLAY			
61504	Vehicles / Equipment	124,390	126,880
61508	Park Construction/Improvements	4,589,316	4,818,780
CAPITAL OUTLAY		4,713,706	4,945,660
APPROPRIATIONS - FUND 16		4,713,706	4,945,660
 Fund 19 - POLICE PROTECTION			
CONTRACTUAL			
54281	Contractual Personnel	18,000	20,000
CONTRACTUAL		18,000	20,000
APPROPRIATIONS - FUND 19		18,000	20,000
 Fund 21 - BOND AMORTIZATION FUND			
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	1,141,101	1,163,920
TRANSFERS TO OTHER FUNDS		1,141,101	1,163,920
APPROPRIATIONS - FUND 21		1,141,101	1,163,920
 Fund 22 - BOND PROCEEDS FUND			
CONTRACTUAL			
54215	Professional Fees	3,578	3,650
CONTRACTUAL		3,578	3,650
CAPITAL OUTLAY			
61504	Vehicles / Equipment	225,000	227,250
61508	Park Construction/Improvements	650,670	670,190
CAPITAL OUTLAY		875,670	897,440
DEBT SERVICE PRINCIPAL			
59405	Bond Redemption	435,000	435,000
DEBT SERVICE PRINCIPAL		435,000	435,000
DEBT SERVICE INTEREST/FEES			
59407	Interest Expense	118,000	123,900
DEBT SERVICE INTEREST/FEES		118,000	123,900
APPROPRIATIONS - FUND 22		1,432,248	1,459,990

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 24 - LAND ACQUISITION			
CAPITAL OUTLAY			
61504	Land Acquisition	0	650,000
	CAPITAL OUTLAY	0	650,000
APPROPRIATIONS - FUND 24		0	650,000
 Fund 25 - PARK DEVELOPMENT			
CAPITAL OUTLAY			
61508	Park Construction/Improvements	440,000	448,800
	CAPITAL OUTLAY	440,000	448,800
APPROPRIATIONS - FUND 25		440,000	448,800
 Fund 26 - TRAILS AND PATHWAYS			
CAPITAL OUTLAY			
61508	Park Construction/Improvements	53,500	54,300
	CAPITAL OUTLAY	53,500	54,300
APPROPRIATIONS - FUND 26		53,500	54,300
 Fund 27 - MARTENS CENTER			
CONTRACTUAL			
54202	Printing and Duplicating	1,000	1,100
54212	Attorney Fees	1,200	1,320
54214	Architect and Engineering Fees	3,810	4,191
54215	Professional Fees	9,000	9,900
	CONTRACTUAL	15,010	16,511
CAPITAL OUTLAY			
61504	Land Acquisition	350,000	400,000
61508	Park Construction/Improvements	360,000	396,000
		710,000	796,000
APPROPRIATIONS Fund 27 - Human Kinetics Park Dev.		725,010	812,511
APPROPRIATIONS - ALL FUNDS		27,059,141	29,165,133

**CERTIFICATION OF ESTIMATE
OF REVENUE
FISCAL YEAR 2019**

I, Donna Lawson, do hereby certify that I am the duly qualified Treasurer of the Champaign Park District and the Chief Fiscal Officer of said Park District. As such officer I do further certify that the revenues, by source, anticipated to be received by the Park District in the fiscal year beginning May 1, 2018 and ending on April 30, 2019 are estimated to be as follows:

ESTIMATE OF REVENUE

<u>SOURCE</u>	<u>AMOUNT</u>
Real Estate Taxes	\$12,674,452
Personal Property Replacement Tax	250,000
Interest Earned	273,290
Contributions/Sponsorships	1,103,433
Concessions/Merchandise	254,265
Grants	137,500
Program & Rental Fees	3,195,341
Bond Receipts (Reflected as Transfer)	1,141,101
Special Receipts/Other	338,162
Transfers To Other Funds	<u>5,450,000</u>
Total	<u>\$24,817,544</u>

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Champaign Park District this 25th day of July, 2018.

SEAL

Donna Lawson, Treasurer, Chief Financial Officer



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: June 1, 2018

SUBJECT: A Resolution Authorizing the Destruction of Certain Audio Recordings of Executive Sessions

Background

In accordance with the Illinois Open Meetings Act, the Park Board maintains minutes of all of its meetings, and makes an audio recording of all of its executive session meetings. The Open Meetings Act also allows executive session recordings to be destroyed after 18 months, provided minutes of those recorded meetings have been approved. The audio recordings listed in the resolution have been reviewed by Attorney Hall and are ready to be destroyed since the Park District no longer has to keep them.

Prior Board Action

None.

Budget Impact

None.

Recommended Action

Staff recommends Board approval of the resolution authorizing, approving and ordering the destruction of the verbatim audiotape records of the following closed full meeting(s): January 13 & 25, 2016; February 10, 2016; March 2, 9 & 30, 2016; April 13, 2016; June 8 & 22, 2016; July 13, & 27, 2016; September 14 & 28, 2016; October 12 & 26, 2016; and November 9 & 22, 2016.

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce, CPRP
Executive Director

**CHAMPAIGN PARK DISTRICT
RESOLUTION**

WHEREAS, the Champaign Park District, is a municipal corporation located in Champaign County, Illinois, and is a park district organized and operating pursuant to the provisions of the Park District Code (70 ILCS 1205/1-1, et seq.); and

WHEREAS, there exists an Illinois law known as the Open Meetings Act (Act) 5 ILCS 120/1.02, et seq.), which provides in part for the recording of minutes and verbatim records of closed meetings in the form of audio or video recording; and

WHEREAS, in compliance with the Act, the Champaign Park District has audio recorded closed session meetings; and

WHEREAS, the Act permits public bodies such as the Champaign Park District to destroy the verbatim records of closed meetings without notification to or the approval of a Records Commission or the State Archivist under the Local Records Act no less than eighteen (18) months after completion of recorded meeting, but only after:

1. The Park District Board of Commissioners approves of the destruction of a particular recording; and
2. The Park District Board of Commissioners approves the written minutes of the closed meeting; and

WHEREAS, at least eighteen (18) months have passed since the minutes of the verbatim audio record of the closed meeting(s) set forth in Section 1 of this Resolution were completed, and the Champaign Park District has approved the written minutes for each such meeting(s) or portions thereof; and

WHEREAS, the Champaign Park District may order the destruction of the verbatim record even if it continues to withhold the approved written minutes of the closed session until some later period of time.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Champaign Park District as follows:

Section 1: Based upon the recitals set forth in the preamble to this Resolution, the Champaign Park District hereby authorizes, approves and orders the destruction of the verbatim audio recordings of the following closed meeting(s): January 13 & 25, 2016; February 10, 2016; March 2, 9 & 30, 2016; April 13, 2016; June 8 & 22, 2016; July 13 & 27, 2016; September 14 & 28, 2016; October 12 & 26, 2016; and November 9 & 22, 2016.

Approved this 13th day of June 2018.

CHAMPAIGN PARK DISTRICT

By: _____
Craig W. Hays, President

Attest:

By: _____
Cindy Harvey, Secretary



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: June 8, 2018

SUBJECT: Ordinance No. 632, Adoption of Prevailing Wage Rates

Background

Annually the Park District is required to approve an ordinance adopting prevailing wage rates to be paid to laborers, mechanics and other workers employed on public works projects in the county in which the physical work on behalf of the Champaign Park District. After adoption of the ordinance, the Secretary of the Board shall keep available for inspection by any interested party, mail a copy of the ordinance to any employer or person who have filed their names and addresses requesting a copy, publish in the newspaper a notice of this determination, and file a certified copy with the Illinois Department of Labor by July 15.

Prior Board Action

The Board adopts a prevailing wage ordinance annually.

Budget Impact

The cost to publish notice in the newspaper.

Recommended Action

Staff recommends that the Board adopt Ordinance No. 632 declaring the prevailing wage rates for the ensuing year to be the same as those fixed in Champaign County by the Illinois Department of Labor.

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce, CPRP
Executive Director

CHAMPAIGN PARK DISTRICT

ORDINANCE NO. 632

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1-12 et seq. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1, et. seq; and

WHEREAS, the aforesaid Act requires that the Champaign Park District of the County of Champaign investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the locality of Champaign employed in performing construction of public works for said Park District.

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

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Champaign Park District is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Champaign County area as determined by the Department of Labor of the State of Illinois as of June 5, 2017, a copy of the determination being attached hereto as Exhibit "A" and incorporated herein by reference. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Champaign Park District to the extent required by the aforesaid Act.

SECTION 3: The Champaign Park District Secretary shall publicly post or keep available for inspection by any interested party in the main office of the Champaign Park District this determination or any revisions of such prevailing rate of wage.

SECTION 4: The Champaign Park District Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses requesting copies of any determination stating the particular rates and particular class of workers whose wages will be affected by such rates.

SECTION 5: The Champaign Park District Secretary shall promptly file a certified copy of this Ordinance with the Department of Labor of the State of Illinois.

SECTION 6: The Champaign Park District Secretary shall cause to be published in a newspaper of general circulation within the area notice of the adoption of this Ordinance and that said wage rates are available for public inspection at the office of said Park District, 706 Kenwood Road, Champaign, Illinois, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED AND ADOPTED this 13th day of June 2018.

(SEAL)

APPROVED:

Craig W. Hays, President

ATTEST:

Cindy Harvey, Secretary

**Prevailing Wage rates
for Champaign County
effective Sept. 1, 2017**

Trade Title	Region	Type	Class	Base Wage	Fore-man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	BLD		31.56	32.81	1.5	1.5	2	6.30	15.40	0.00	0.90
ASBESTOS ABT-MEC	ALL	BLD		22.40	23.40	1.5	1.5	2	6.80	6.55	0.00	0.50
BOILERMAKER	ALL	BLD		39.50	42.50	2	2	2	7.07	12.47	0.00	0.40
BRICK MASON	ALL	BLD		31.50	33.08	1.5	1.5	2	8.57	13.51	0.00	0.85
CARPENTER	ALL	BLD		36.04	38.29	1.5	1.5	2	8.45	12.35	0.00	0.54
CARPENTER	ALL	HWY		36.20	37.95	1.5	1.5	2	8.45	12.95	0.00	0.52
CEMENT MASON	ALL	BLD		32.60	34.60	1.5	1.5	2	8.57	9.84	0.00	0.50
CEMENT MASON	ALL	HWY		33.71	35.21	1.5	1.5	2	8.57	9.84	0.00	0.50
CERAMIC TILE FNSHER	ALL	BLD		30.48	30.48	1.5	1.5	2	8.57	9.94	0.00	0.10
ELECTRIC PWR EQMT OP	ALL	ALL		43.76	54.80	1.5	1.5	2	6.81	12.25	0.00	0.44
ELECTRIC PWR GRNDMAN	ALL	ALL		29.96	54.80	1.5	1.5	2	6.40	8.39	0.00	0.30
ELECTRIC PWR LINEMAN	ALL	ALL		48.61	54.80	1.5	1.5	2	6.96	13.61	0.00	0.49
ELECTRIC PWR TRK DRV	ALL	ALL		31.42	54.80	1.5	1.5	2	6.44	8.80	0.00	0.31
ELECTRICIAN	ALL	BLD		39.09	41.09	1.5	1.5	2	6.95	9.05	0.00	0.59
ELECTRONIC SYS TECH	ALL	BLD		30.83	32.83	1.5	1.5	2	6.95	8.77	0.00	0.40
ELEVATOR CONSTRUCTOR	ALL	BLD		43.43	48.86	2	2	2	15.28	15.71	3.47	0.60
FENCE ERECTOR	ALL	ALL		32.21	34.11	1.5	1.5	2	8.84	10.02	0.00	0.90
GLAZIER	ALL	BLD		35.91	37.91	1.5	1.5	2	6.25	9.16	0.00	0.68
HT/FROST INSULATOR	ALL	BLD		31.23	32.23	1.5	1.5	2	7.51	6.16	0.00	0.25
IRON WORKER	ALL	ALL		32.61	34.51	1.5	1.5	2	10.64	11.67	0.00	0.90
LABORER	ALL	BLD		29.06	30.31	1.5	1.5	2	6.30	15.40	0.00	0.80
LABORER	ALL	HWY		30.85	31.85	1.5	1.5	2	6.30	15.48	0.00	0.80
LATHER	ALL	BLD		36.04	38.29	1.5	1.5	2	8.45	12.35	0.00	0.54
MACHINIST	ALL	BLD		45.35	47.85	1.5	1.5	2	7.26	8.95	1.85	0.00
MARBLE FINISHERS	ALL	BLD		30.48	30.48	1.5	1.5	2	8.57	9.94	0.00	0.10

MARBLE MASON	ALL	BLD		31.50	33.08	1.5	1.5	2	8.57	13.51	0.00	0.85
MILLWRIGHT	ALL	BLD		31.74	33.99	1.5	1.5	2	8.45	17.11	0.00	0.54
MILLWRIGHT	ALL	HWY		33.58	35.33	1.5	1.5	2	8.20	16.67	0.00	0.52
OPERATING ENGINEER	ALL	ALL	1	40.00	42.00	1.5	1.5	2	9.00	10.35	0.00	1.00
OPERATING ENGINEER	ALL	ALL	2	25.35	42.00	1.5	1.5	2	9.00	10.35	0.00	1.00
OPERATING ENGINEER	ALL	ALL	3	41.00	42.00	1.5	1.5	2	9.00	10.35	0.00	1.00
PAINTER	ALL	ALL		35.29	36.79	1.5	1.5	2	8.57	5.33	0.00	0.60
PAINTER SIGNS	ALL	ALL		35.29	36.79	1.5	1.5	2	8.57	5.33	0.00	0.60
PILEDRIVER	ALL	BLD		37.04	39.29	1.5	1.5	2	8.45	12.35	0.00	0.54
PILEDRIVER	ALL	HWY		36.20	37.95	1.5	1.5	2	8.45	12.95	0.00	0.52
PIPEFITTER	ALL	BLD		41.54	44.04	1.5	1.5	2	7.10	11.45	0.00	1.99
PLASTERER	ALL	BLD		32.35	34.35	1.5	1.5	2	8.57	11.75	0.00	0.50
PLUMBER	ALL	BLD		41.54	44.04	1.5	1.5	2	7.10	11.45	0.00	1.99
ROOFER	ALL	BLD		31.05	32.55	1.5	1.5	2	9.25	8.43	1.00	0.24
SHEETMETAL WORKER	ALL	BLD		36.10	38.10	1.5	1.5	2	8.95	15.14	0.00	0.52
SPRINKLER FITTER	ALL	BLD		39.87	41.62	1.5	1.5	2	8.77	6.05	0.00	0.45
STONE MASON	ALL	BLD		31.50	33.08	1.5	1.5	2	8.57	13.51	0.00	0.85
TERRAZZO FINISHER	ALL	BLD		30.48	30.48	1.5	1.5	2	8.57	9.94	0.00	0.10
TERRAZZO MASON	ALL	BLD		31.98	31.98	1.5	1.5	2	8.57	9.94	0.00	0.10
TILE MASON	ALL	BLD		31.98	31.98	1.5	1.5	2	8.57	9.94	0.00	0.10
TRUCK DRIVER	ALL	ALL	1	36.15	40.04	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	ALL	2	36.67	40.04	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	ALL	3	36.91	40.04	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	ALL	4	37.25	40.04	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	ALL	5	38.23	40.04	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	O&C	1	28.92	32.03	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	O&C	2	29.34	32.03	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	O&C	3	29.53	32.03	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	O&C	4	29.80	32.03	1.5	1.5	2	12.16	5.89	0.00	0.25
TRUCK DRIVER	ALL	O&C	5	30.58	32.03	1.5	1.5	2	12.16	5.89	0.00	0.25
TUCK POINTER	ALL	BLD		31.50	33.08	1.5	1.5	2	8.57	13.51	0.00	0.85

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations CHAMPAIGN COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

OPERATING ENGINEERS - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Draglines, Derricks, Shovels, Gradalls, Mechanics, Tractor Highlift, Tournadozer, Concrete Mixers with Skip, Tournamixer, Two Drum Machine, One Drum Hoist with Tower or Boom, Cableways, Tower Machines, Motor Patrol, Boom Tractor, Boom or Winch Truck, Winch or Hydraulic Boom Truck, Tournapull, Tractor Operating Scoops, Bulldozer, Push Tractor, Asphalt Planer, Finishing Machine on Asphalt, Large Rollers on Earth, Rollers on Asphalt Mix, Ross Carrier or similar Machine, Gravel Processing Machine, Asphalt Plant Engineer, Paver Operator, Dredging Equipment, or Dredge Engineer, or Dredge Operator, Central Mix Plant Engineer, CMI or similar type machine, Concrete Pump, Truck or Skid Mounted, Engineer or Rock Crusher Plant, Concrete Plant Engineer,

Ditching Machine with dual attachment, Tractor Mounted Loaders, Hydro Crane, Standard or Dinkey Locomotives, Scoopmobiles, Euclid Loader, Soil Cement Machine, Back Filler, Elevating Machine, Power Blade, Drilling Machine, including Well Testing, Caissons, Shaft or any similar type drilling machines, Motor Driven Paint Machine, Pipe Cleaning Machine, Pipe Wrapping Machine, Pipe Bending Machine, Apsco Paver, Boring Machine, (Head Equipment Greaser), Barber-Greene Loaders, Formless Paver, (Well Point System), Concrete Spreader, Hydra Ax, Span Saw, Marine Scoops, Brush Mulcher, Brush Burner, Mesh Placer, Tree Mover, Helicopter Crew (3), Piledriver-Skid or Crawler, Stump Remover, Root Rake, Tug Boat Operator, Refrigerating Machine, Freezing Operator, Chair Cart- Self-Propelled, Hydra Seeder, Straw Blower, Power Sub Grader, Bull Float, Finishing Machine, Self-Propelled Pavement Breaker, Lull (or similar type Machine), Two Air Compressors, Compressors hooked in Manifold, Chip Spreader, Mud Cat, Sull-Air, Fork Lifts (except when used for landscaping work), Soil Stabilizer (Seaman Tiller, Bo Mag, Rago Gator, and similar types of equipment), Tube Float, Spray Machine, Curing Machine, Concrete or Asphalt Milling Machine, Snooper Truck-Operator, Backhoe, Farm Tractors (with attachments), 4 Point Lift System (Power Lift or similar type), Skid-Steer (Bob Cat or similar type), Wrecking Shears, Water Blaster.

Class 2. Concrete Mixers without Skips, Rock Crusher, Ditching Machine under 6', Curbing Machine, One Drum Machines without Tower or Boom, Air Tugger, Self-Propelled Concrete Saw, Machine Mounted Post Hole Digger, two to four Generators, Water Pumps or Welding Machines, within 400 feet, Air Compressor 600 cu. ft. and under, Rollers on Aggregate and Seal Coat Surfaces, Fork Lift (when used for landscaping work), Concrete and Blacktop Curb Machine, One Water Pump, Oilers, Air Valves or Steam Valves, One Welding Machine, Truck Jack, Mud Jack, Gunnite Machine, House Elevators when used for hoisting material, Engine Tenders, Fireman, Wagon Drill, Flex Plane, Conveyor, Siphons and Pulsometer, Switchman, Fireman on Paint Pots, Fireman on Asphalt Plants, Distributor Operator on Trucks, Tampers, Self-Propelled Power Broom, Striping Machine (motor driven), Form Tamper, Bulk Cement Plant, Equipment Greaser, Deck Hands, Truck Crane Oiler-Driver, Cement Blimps, Form Grader, Temporary Heat, Throttle Valve, Super Sucker (and similar type of equipment).

Class 3. Power Cranes, Truck or Crawler Crane, Rough Terrain Crane (Cherry Picker), Tower Crane, Overhead Crane.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

Champaign Park District

FY19 WORKPLAN

May 1, 2018 to April 30, 2019

Introduction

FY19 Workplan

In a continuing effort to meet the recreational needs and desires of all Champaign residents, the Champaign Park District annually reviews its approach to fulfilling the agency's mission. Champaign's unique history and micro-urban environment present interesting opportunities for the community in maximizing the use of parks, recreation facilities, and open space while serving current needs and preparing for the future.

The main focus in FY19 is working towards the **Key Priorities** approved in the 2016-19 strategic plan, FY19 Capital Projects, FY19 Board Priorities, and FY19 Cross Department Goals. The following document outlines the key action items for each department that are to be completed by April 30, 2019.

Mission, Vision & Values

Vision Statement: The vision of the Champaign Park District is to consistently exceed community expectations.

Mission Statement: 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.

Values

Important, shared principles that guide our organization's daily actions

1. **Stewardship**

- We conduct our business fairly, transparently and with integrity.
- We are fiscally responsible to our residents.
- We strive to offer affordable programs and services for all residents.
- We enhance natural resources and promote good conservation and stewardship practices.
- We provide opportunities for health and wellness for our residents.
- We strive to provide equal access for all users to all of our parks, facilities and programs.
- We value and reward honest and forthright employees who provide excellent customer service and stewardship of public resources.

2. Organizational Excellence

- We know and respect our roles and responsibilities and work together to accomplish our goals.
- We collaborate with other agencies and groups throughout the community to accomplish our goals.
- We encourage all residents to participate in planning, designing and advocating for parks and recreation.
- We recognize that being good is simply not good enough.
- We promote staff development.
- We follow best practices in providing quality parks, recreation and cultural arts.
- We assure safety through a comprehensive risk management program.

3. Innovation

- We value employees who present creative and proactive solutions to challenges.
- We encourage doing things differently, progressively, creatively and with an entrepreneurial spirit.
- We value our ability to anticipate, influence and embrace change.

4. Customer Service

- We offer consistent, customer-focused service across the organization.
- We strive to say YES to our customers when the request falls within our mission and vision.
- We actively seek and value customer feedback.
- We care about our customers and team members.

5. Diversity

- We provide quality parks, programs and services that meet the diverse needs of all ages and abilities in our community.
- We embrace the diversity of our team.
- We value diversity in all its forms and actively seek people with different perspectives and experiences.
- We encourage inclusion.

Our Workplace Culture

FUN: Staff look forward to coming to work and enjoy what they do.

SUPPORTIVE: Staff support and care about each other like family and help make each other's job easier.

CREATIVE: Unafraid of failure, staff are willing to try new ideas and programs without risk and find ways to say "yes" to the requests that fall within our mission and vision.

PROFESSIONAL: As leaders in the parks and recreation field, staff demonstrate professionalism in the workplace every day.

PERSONABLE: Staff are likeable, courteous, easy to work with and deliver excellent customer service.

PROACTIVE: Staff do not have to be told what to do; they take initiative to get things done.

Strategic Goals

To continue to inspire staff innovation and community-driven planning, we have developed FIVE STRATEGIC GOALS. Specific objectives within each goal outline the path to fulfilling our mission statement through this Strategic Plan.

1. Provide a family atmosphere, where participants feel welcome and safe.

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers like family.
- Create fun and safe park amenities.
- Develop a marketing plan to promote friendliness, safety and hospitality.
- Design and implement enhanced physical entrance/lobby and park front entrances to reflect friendly, welcoming, and safe themes.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.
- Complete and implement a trails master plan.
- Promote family volunteering at various events and programs.

2. *Provide first-time opportunities for participants to try recreation programs, cultural arts and parks.*

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants and existing long time patrons.
- Track new programming and equipment trends.
- Develop and implement a marketing plan to encourage first-time opportunities and a spirit of discovery.
- Improve internal customer service through staff training.
- Develop strategies to give potential users a sample of programs and services.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.
- Increase the number of scholarships for first-time experiences.
- Create first-time opportunities for employment at the District.
- Better incorporate programming in parks and trails to encourage use of outdoor space.

3. *Provide parks, recreation and cultural arts that users can participate in throughout their lives.*

OBJECTIVES:

- Evaluate recommendations of the U of I Recreation, Sport, & Tourism appraisal of programs.
- Determine the level of service for parks, facilities and amenities to meet all residents' needs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Provide program scholarships from which all ages can benefit.
- Develop and implement programmatic, financial, human resources, operational and organizational dashboards.
- Update the District's Comprehensive Plan.
- Develop and promote health and wellness programs.
- Reach out to residents for input on new programs for all ages.

4. *Provide recreation and cultural arts programs and events that are affordable for all.*

OBJECTIVES:

- Find a balance of service vs. business.
- Develop a five-year financial plan to accomplish sustainable parks and programs.
- Define core programs and services.
- Update revenue philosophy and purchasing policy.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Reward the loyalty of participants. - Evaluate fees for rentals and services.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.
- Develop new fundraising programs for the Parks Foundation.
- Identify sources to provide capital development funds for new parks, facilities and amenities.

5. *Provide opportunities to create community connections in our parks, recreation, and cultural arts.*

OBJECTIVES:

- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Identify new opportunities to work with community groups.
- Involve community members and agencies in our programs and events.
- Create new programs, parks, facilities, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.
- Work with the school district on programs and services as part of the Community School Initiative.
- Develop open-street programs and other downtown events to bring community members together.
- Develop a District software application to create connections with and between users/residents.
- Increase financial and in-kind support of outside groups and agencies to provide programs and events

2018-2019 Board Priorities

- **Martens Center:** Begin design development construction documents for phase in FY19 for the Martens Center. Finalize the fundraising efforts for the Martens Center.
- **Heritage Park:** Phase 1 of the Heritage Park project. Seek approval of all necessary permits, bid the project, and begin construction.
- **Operations Facility:** Complete design development, construction documents, bid the project and begin construction for improvements to the Operations facility.
- **Spalding Park:** Work with the Unit 4 School District on improvements to Spalding Park. Finalize the intergovernmental agreement, and complete project construction for spring 2019 use for Central High School baseball.
- **Greenbelt Bikeway Trail:** Complete the next phase in developing the connection between Heritage Park and Kaufman Park. Finalize plan and begin planning process, bid process and grant applications.
- **Virginia Theatre:** Reduce the property tax support to under \$100,000 in FY19.
- **Virginia Theatre:** Install Phase 1 of the sound improvement project.
- **Commissioners Park:** Complete Phase 2.
- **Henry Michael Park.** Complete Phase 2.
- **Champaign-Urbana Special Recreation (CUSR) Program Space:** Develop a facility plan to provide program space for CUSR.
- **Board Presentations:** Continue to improve staff presentations and reports to make sure they include the necessary information for the Park Board to make accurate decisions.
- **Non Tax Revenues:** Increase revenue from non-tax sources to 25% or greater of the annual operating budget.
- **Contracts and Fees:** Continue to improve systems and processes for contracts and agreements. Seek the best possible prices or fee reductions when appropriate.
- **Metrics:** Continue to produce an annual Park District dashboard and metrics to highlight key programs, financials, human resources, and operational metrics.
- **Staffing:** Develop systems and a process to bring in new staff into the Park District but also provide opportunities for internal staff to advance.
- **Leadership:** Follow up on 363 Leadership training and development for Executive Director and department heads.
- **Staff Retention:** Maintain staff retention at an average of less than 10% turnover per year. Monitor and report retention percentage in four categories (1) directors (2) managers (3) coordinators and (4) staff. Keep retention levels at or below historical averages.
- **Park Report Card:** Complete the FY19 Park Report Card by April 30, 2019.

FY19 WORKPLAN (May 1, 2018 to April 30, 2019)**Marketing and Communications**

Provide transparent, accurate, and timely information to the community through delivery of integrated marketing activities.

- Produce an annual patron perception survey of the Park District through social media. **(Strategic Plan)**
- Develop a marketing plan to promote friendliness, safety and hospitality. **(Strategic Plan)**
- Develop and implement a marketing plan to encourage first-time opportunities and a spirit of discovery and exploration. **(Strategic Plan)**
- Develop and promote health and wellness programs. **(Strategic Plan)**
- Work with program coordinators on a seasonal basis to develop marketing plans for identified program focus areas. **(Department Goal)**
- Develop a plan for the more effective delivery of program guides. **(Department Goal)**
- Develop cutting edge videos highlighting the Park District programs, parks, and services. **(Department Goal)**

Finance and Development

Build a responsive, financially sustainable Park District by aligning resources to community needs.

- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations. **(Department Goal))**
- Exceed 25% in non-tax revenues. **(Board Priority)**
- Continue to improve the budget process for all management staff and Park Board members. **(Strategic Plan)**
- Continue to improve the annual budget document to ensure Government Finance Officers Association (GFOA) standards are met annually. **(Strategic Plan)**
- Update and implement financial policies and procedures as needed. **(Strategic Plan)**
- Work with the Champaign Parks Foundation to develop campaigns to raise funds for improvements to various Park District facilities and the purchase of land. **(Strategic Plan)**
- Assist the Martens Center Fundraising and Steering Committees. **(Strategic Plan)**
- Identify sources to provide capital development funds for new parks, facilities and amenities. **(Strategic Plan)**
- Develop training program for the Capital Project process. **(Department Goal)**
- Evaluate the success of U.S. Communities, Illinois State contracts, and other bid services/processes for the Park District's use. **(Department Goal)**

Human Resources, Technology and Risk Management

Develop a strong and inclusive workforce that represents the community we serve through professional standards. Improve the delivery of the programs and services for residents and staff through comprehensive, cost-effective, innovative, reliable, and secure technology services and solutions. Provide the safest possible environment for the public and employees.

- Develop systems and a process to bring in new staff into the Park District but also provide opportunities for internal staff to advance. **(Board Priority)**
- Develop systems and opportunities to ensure the Park District maintain a diverse staff. **(Department Goals)**
- Assist with maintaining staff retention at an average of less than 10% turnover per year. Monitor and report retention percentage in four categories (1) directors (2) managers (3) coordinators and (4) staff. Keep retention levels at or below historical averages. **(Board Priority)**
- Create a consistent on-boarding process for new staff. **(Strategic Plan)**
- Create an online orientation program as an option for incoming staff. **(Strategic Plan)**
- Develop staff training standards and procedures for makeup trainings. **(Strategic Plan)**
- Produce an in-house compensation study for all full-time Park District staff. **(Strategic Plan)**
- Create and implement a three year Technology Plan. **(Strategic Plan)**
- Enhance the safety and security in each park and facility so all patrons feel safe. **(Strategic Plan)**
- Create/develop a mentor program for new employees. **(Strategic Plan)**
- Add cameras at various parks and facility locations. **(Capital Plan)**
- Update and continue improvements for American with Disabilities Act (ADA) projects. **(Capital Plan)**
- Provide team building activities and social activities to build teamwork within the Park District. **(Department Goal)**
- Develop live interactive training programs to meet the accreditation training standards. **(Department Goal)**

Operations and Natural Resources

Provide safe, distinctive and well-maintained parks and facilities. Expand environmental efforts and natural resource stewardship.

- Supervise the Operations facility improvements and lead the project team. **(Board Priority)**
- Continue to maintain and improve the existing parks, facilities and amenities. **(Strategic Plan)**
- Update overall park maintenance standards. **(Strategic Plan)**
- Maintain signature parks at a high standard. **(Strategic Plan)**

- Continue focus on saving the Monarch Butterflies and other pollinators. **(Strategic Plan)**
- Purchase vehicles and other key equipment approved in the Capital Budget. **(Capital Plan)**
- Complete roof projects at the Springer Cultural Center and the Virginia Theatre. **(Capital Plan)**
- Complete improvements to the Springer Cultural Center elevator. **(Capital Plan)**
- Complete the installation of the Henry Michael Park playground. **(Capital Plan)**
- Continue to improve communications between Operations and sports staff on sports fields use and operations. **(Department Goal)**
- Complete a review of Park District facilities and develop a facilities report card for each facility. Complete every two years. **(Department Goal)**
- Develop and train staff to fill operations specialty roles (i.e. plumbing, electricians, HVAC). **(Department Goal)**

Planning

Develop parks, trails, and facility plans by aligning resources with community's needs.

- Complete Phase 1 of the Heritage Park project. Seek approval of all necessary permits, bid the project, and begin construction. **(Board Priority)**
- Work with the Unit 4 School District on improvements to Spalding Park. Finalize the intergovernmental agreement, and complete project construction for spring 2019 use for Central High School baseball. **(Board Priority)**
- Work with Human Kinetics to make improvements to Human Kinetics Park and begin design development of new Martens Center in FY19. **(Board Priority)**
- Complete Phase 2 of Commissioners Park. **(Board Priority)**
- Complete Phase 2 of Henry Michael Park. **(Board Priority)**
- Complete the next phase in developing the connection between Heritage Park and Kaufman Park. Finalize plan and begin planning process bid process and grant applications. **(Board Priority)**
- Finalize and seek Board approval for the (ten) 10 year comprehensive plan. **(Strategic Plan)**
- Complete installation of the West Side Park playground. **(Capital Plan)**
- Create a masterplan for Prairie Farm. **(Department Goal)**
- Complete the Noel Park trail addition. **(Capital Plan)**
- Complete the Trevett Finch Park retaining wall. **(Capital Plan)**
- Complete the Toalson Park sidewalk and path. **(Capital Plan)**
- Complete the installation of the Noel Park playground. **(Capital Plan)**
- Complete the final agreement for the Land and Water Conservation Fund (LWCF) grant for Human Kinetics Park. **(Capital Plan)**
- Improve presentations to the Park Board. **(Department Goal)**

Recreation

Deliver innovative and customer-focused programming.

- Increase event revenues in order to increase non-tax revenues over 25% over operating budget. **(Board Priority)**
- Evaluate opportunities throughout the Park District and implement a plan to better track and increase participation by adults, ages 18-55. **(Strategic Plan)**
- Increase senior programs, trips, and services that promote a healthy lifestyle for participants. **(Strategic Plan)**
- Develop a plan to hire more seniors and people with disabilities to work in our recreation facilities and programs. **(Strategic Plan)**
- Promote family volunteering at various events and programs. **(Strategic Plan)**
- Develop both an internal and external culture of treating customers and coworkers members like family. **(Strategic Plan)**
- Develop additional low-cost or free programs. **(Strategic Plan)**
- Track new programming and equipment trends. **(Strategic Plan)**
- Develop and promote health and wellness programs. **(Strategic Plan)**
- Evaluate using more contracted vendors and agencies to offer programs and services vs our staff. **(Strategic Plan)**
- Develop a business plan for the Martens Center operations. **(Capital Plan)**
- Develop new program partners for the Martens Center. **(Capital Plan)**
- Develop a working relationship with various Latino groups in the area to assist with programs and services at the Martens Center and other recreation centers. **(Capital Plan)**
- Implement program strategies and pursue partners to increase current special event offerings. **(Department Goal)**
- Find new creative and innovative ways to track and receive participant feedback. **(Department Goal)**
- Be equitable in programming and event efforts for community residents. **(Department Goal)**
- Reduce the number of direct reports and update the Recreation Department organizational chart to be more effective. **(Department Goal)**
- Reduce program/event cancellations and replace. **(Department Goal)**
- Provide excellent customer service at all levels within the organization. **(Department Goal)**

Virginia Theatre

Become the theatre that brings the community together for outstanding experiences.

- Implement Phase 1 of a new sound system for the Virginia Theatre. **(Board Priority)**
- Reduce the property tax support to under \$100,000 in FY19. **(Board Priority)**
- Increase event revenues to assist in increasing overall Park District non-tax revenues over 25% over operating budget. **(Board Priority)**

- Develop service standards that focus on timeliness, courtesy, knowledge, consistency, and accessibility. **(Strategic Plan)**
- Train staff to make first-time participants feel important by enhancing the participant experience. **(Strategic Plan)**
- Recognize and reward all staff for focusing on first-time users and loyal long term patrons. **(Strategic Plan)**
- Develop program revenues, sponsorships, donations, grants and memberships so the Virginia Theatre is less reliable on tax support. **(Capital Plan)**
- Evaluate requiring renter's events to be included in our subscription series and to be coproduced by the Virginia Theatre. **(Department Goal)**
- Increase subscriptions to over 400 in FY19. **(Department Goal)**
- Evaluate possible partnerships and cosponsorships. **(Department Goal)**

Administration

Lead the District by providing customer focused leadership and vision.

- Continue to produce an annual Park District dashboard and metrics to highlight key programs, financials, human resources, and operational metrics. **(Board Priority)**
- Update metrics and performance measurements on an annual basis. **(Department Goal)**
- Maintain staff retention at an average of less than 10% turnover per year. Monitor and report retention percentage in four categories (1) directors (2) managers (3) coordinators and (4) staff. Keep retention levels at or below historical averages. **(Board Priority)**
- Serve on the Steering Committee and Fundraising Committee for the Martens Center. **(Board Priority)**
- Continue to improve staff presentations and reports to make sure they include the necessary information for the Park Board to make accurate decisions. **(Board Priority)**
- Increase revenue from non-tax sources to 25% or greater over annual operating budget. **(Board Priority)**
- Search for the best talent when looking for staff replacements and open all positions to the public and internal staff. **(Board Priority)**
- Continue to improve systems and processes for contracts and agreements in order to secure best price and or fee reduction. **(Board Priority)**
- Develop a facility plan to provide program space for Champaign-Urbana Special Recreation (CUSR). **(Board Priority)**
- Follow up on 363 Leadership training and development for Executive Director and department heads. **(Board Priority)**
- Maintain training certificates on the Open Meeting Act (OMA) and Freedom of Information Act (FOIA). **(Department Goal)**
- Develop a system and process to maintain information for the Illinois Distinguished Park and Recreation Accreditation program. **(Department Goal)**



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director
DATE: June 1, 2018
SUBJECT: Community Matters Agreement with City of Champaign

BACKGROUND

Since the summer of 2007, the Park District has been partnering with City of Champaign Neighborhood Services along with the City of Champaign Police Department as well as other community partners, to address the issues with various criminal incidents in the Garden Hills area involving young people. Our partnership over the years has assisted with improving the neighborhood infrastructures by providing recreation activities as alternatives to criminal activities for these young people.

The Park District responded by creating a series of events and activities on six Thursday nights throughout the summer. The Summer Thrills at Garden Hills was created as a series of special events for all ages. These events included movie nights, concerts, sports activities, and a variety of other fun events. The response from the neighborhood was fantastic and they wanted to see more activities and events in the park.

The Garden Hills area (West of Prospect Avenue, South of Bloomington Road, East of Mattis Avenue and North of Bradley Avenue) currently has over 700 students in elementary, middle school and high school. The Garden Hills area has very little park space or access to indoor recreation opportunities, therefore the need for something for these young people to do was really needed.

The City, Unit 4, and the Park District discussed various possibilities and came up with an idea to create year-round programming for the Garden Hills residents based out of the Garden Hills Elementary School and park. A committee of staff members from the City of Champaign, Unit 4 Schools, the United Way of Champaign County, and Park District met to create a pilot year-round program that met the needs of residents of the Garden Hills community.

The City officials have been very pleased with the success of the programs offered during the past eleven years for the Garden Hills Neighborhood. The programs have been a true win-win partnership for the City, Park District and Unit 4. The residents also are very excited about continuing the programs and have voiced their support for continuing the programs.

PROPOSAL FOR THE SUMMER OF 2018

During the summer of 2017, the Park District was able to assist 183 children/youth and teens in the Garden Hills Community who were invited to attend summer day camp at Douglass Park. This year the Park District will be providing daycamp opportunities for 30 kids which includes our regular day camps for ages 6 – 12 each week! The Park District will reserve 30 slots for youth ages 6-12 years old. The Douglass Day Camp will provide a wide range of STEM/daily activities to support physical, emotional, intellectual and social development along with FUN for every youth who attends the 10-week day camp.

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.

Douglass Day Camp runs from May 29th through August 7th, with the operating hours of 7:30am to 5:30am Monday through Friday. Day Camp staff will make arrangements for all field trips and activities. The Park District will provide a staff supervision ratio of one supervisor to every eight (8) participants in the program. Staff are also providing an additional component and location to camp which will be held at Garden Hills Elementary school from 12:30pm to 5:30pm from June 12th through July 13th with Unit 4 Teachers and identified Park District camp leaders. A morning option to attend camp at Springer's Creative Kids Camp is also available with transportation (provided by Unit 4) back to Garden Hills School for the afternoon camp. Kids attending this camp will receive extra assistance in math and reading skills.

Fine Arts Music Program – Revitalization of the Douglass Drum Line

Staff are working with the Banks Bridgewater Lewis Fine Arts Academy to revitalize and continue the Douglass Drum Line. This is a program that was popular in the Douglass Park area in the 70's and we've had interest in revitalizing the program. Restoring some of the historical programs along with current opportunities has been a focus for the area and we've had interest from the community to reintroduce this effort. Participants in this program will have the opportunity to learn from well-respected musicians from the Academy and perform at special events year round with the Park District and other requested agencies. The goal for this program is to provide another avenue for our youth to be engaged in positive activities; gain self-confidence through performance appearances; develop life skills and teamwork with their peers. The Park District will cover the marketing expenses to market this program. This program will be housed at the Douglass Center.

Also, throughout the years, the Park District has worked with other Community Matter's partners to host one (1) special event to focus on civic engagement and celebrating community. This event has typically resulted in the coordination of a Community Resource Fair in the spring held at Garden Hills Elementary School.

FINANCIAL

The City of Champaign will provide funding through the Community Development Block Grant (CDBG) for the summer daycamp programs at Douglass Park and Garden Hills Elementary School and Revitalization of the Douglass Drum Line in the amount of \$36,835 from July 1, 2018 through June 30, 2019. The funds will be allocated as follows: \$25,000 for 30 children/youth to attend the Douglass Day Camp each week; \$9,000 for the Garden Hills Summer Camp; and \$2,835 for the Fine Arts/Drum Line Program. Any funds remaining in the FY18 budget from the City of Champaign will be carried over to the FY19 budget for the summer daycamp program. Due to our strong partnership and successful program coordination, the Park District is receiving an increase of more than \$14,000 this fiscal year to provide more opportunities for our youth in the community.

RECOMMENDATION

Staff recommends Board approval of the Subrecipient Agreement between the City of Champaign and Champaign Park District for the Community Matters Program commencing July 1, 2018 and ending June 30, 2019, and authorization for the Executive Director to execute the agreement. Also, to authorize the Executive Director to execute an amendment to the FY18 agreement to carryover any unspent funds.

Prepared by:

Reviewed by:

Jameel Jones, CGSP
Director of Recreation

Joe DeLuce
Executive Director

**SUBRECIPIENT AGREEMENT BETWEEN
THE CITY OF CHAMPAIGN & CHAMPAIGN PARK DISTRICT
FOR THE CommUnity MATTERS PROGRAM**

THIS AGREEMENT, entered this 1st day of July, 2018 by and between the **City of Champaign** (herein called the “Grantee”) and **Champaign Park District** (herein called the “Subrecipient”).

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICE

A. Summer Day Camp

During the 2018-19 fiscal year, through the Community Matters grant program, the Champaign Park District would like to offer thirty (30) total spots for Douglass Day Camp at the Douglass Community Center for a total of ten (10) weeks. Douglass Day Camp programs are designed for youth ages 6 to 11. 2018 camp dates are July 2, 2018-August 4 2018. 2019 camp dates are tentatively planned to be hosted May 28, 2019-June 28, 2019. Camps run Monday through Friday, 7:30am-5:30pm. Day Camp weeks to be covered are below:

- Week 6 (2018): Party in the USA
- Week 7 (2018): Out of this World
- Week 8 (2018): Let’s get shipwrecked
- Week 9 (2018): Under the Big Top
- Week 10 (2018): Douglass’ Got Talent
- Week 1 (2019): Theme TBD
- Week 2 (2019): Theme TBD
- Week 3 (2019): Theme TBD
- Week 4 (2019) Theme TBD
- Week 5 (2019) Theme TBD

In addition to the camp opportunity listed above and in conjunction with the Champaign Unit 4 School District, we also would like to include another site for younger kids to attend that fall within the boundaries of current Community Matters recipients.

Last year, the Champaign Park District hosted a successful camp at Garden Hills. This summer, we would like to offer a summer camp that will allow twenty-four (24) total spots for kids identified through Unit 4 Schools to attend. Participants will begin their day at the Springer

Cultural Center for the first half of the day and then will be bused to Garden Hills for the second half of the day. This camp will focus on non-traditional camp activities and will also include some educational component for the participants with the assistance of assigned Teachers from Unit 4. The age range identified through our initial conversations will include 3rd – 5th graders. We will cap the registration at 24-36 students and the camp would run from June 11th – July 12th, Monday through Thursday from 11:30am to 6pm (12-5:30pm – actual camp day). Day Camp weeks to be covered are below (each week is themed):

- Week 1 (2018): Superhero Action
- Week 2 (2018): A Splash of Color
- Week 3 (2018): Hooray for Hollywood
- Week 4 (2018) Underwater Exploration and Summer Fun
- Week 5 (2018) All About Food

The Champaign Park District ratio standard for Day Camps is one (1) staff person to every eight (8) participants. We believe that a smaller staff to participant ratio allows for better supervision while allowing easier planning for daily activities and field trips. A breakdown of expenses for is attached.

Special Events/Activities

In addition to providing funding for our summer day camp programs, we would also like to request funding for one (1) community focused special event at Douglass Park. Our goal for the community focused event is to provide more opportunities for families to become aware of services available to them to assist with community resources for surrounding agencies, health, nutrition, safety, etc., as well as getting involved in supervised and recreational activities.

Fine Arts Music Program – Revitalization of the Douglass Drum Line

We are working with the Banks Bridgewater Lewis Fine Arts Academy to revitalize and continue the Douglass Drum Line. This is a program that was popular in the Douglass Park area in the 70's and we've had interest in revitalizing the program. Restoring some of the historical programs along with current opportunities has been a focus for the area and we've had interest from the community to reintroduce this effort. Participants in this program will have the opportunity to learn from well-respected musicians from the Academy and perform at special events year-round with the Park District and other requested agencies. The goal for this program is to provide another avenue for our youth to be engaged in positive activities; gain self-confidence through performance appearances; develop life skills and teamwork with their peers. The Champaign Park District will cover the marketing expenses to market this program. This program will be housed at the Douglass Center.

The FY 2018/19 CDBG-funded services will be provided for residents residing in the targeted areas of Garden Hills, Beardsley Park, Douglass Park and Bristol Park neighborhoods. If summer day camp slots remain after the program is underway other children from non-targeted area, but income-eligible households may participate. The special events will occur in the Garden Hills and Bristol Park neighborhoods. The Subrecipient will administer all tasks in the provision of the aforementioned public services in compliance with all applicable Federal, state,

and local rules and regulations governing these funds, and in a manner satisfactory to the Grantee.

Changes in the scope of services, budget, or method of compensation contained in this Agreement, unless otherwise noted, may only be made through a written amendment to this Agreement, executed by the Subrecipient and Grantee.

B. Program Delivery for the Summer Day Camp and Special Events

Listed below are the major tasks of the **Summer Day Camps and Special Event** that will be performed:

- Activity #1 Two Summer Day Camps (60 youth for 10 weeks, M-F,)
- Activity #2 One Special Event
- Activity #3 Fine Arts Music Program

In addition, the Subrecipient will ensure that the numbers, background and qualifications of the Subrecipient's staff providing the **Summer Day Camps, Special Event, Fine Arts Music Program** and any related services at all times are appropriate for the enrolled youth.

Maintain program and financial records documenting the eligibility, attendance, provision of services, and Subrecipient expenses relative to the families receiving the **Summer Day Camps Special Event, and Fine Arts Music Program** services as a result of assistance provided through the CDBG program.

C. Budget Method and Compensation

At a minimum of once per quarter, the Subrecipient shall provide the Grantee expense information for the **Summer Day Camps and Special Event** services described in Section A. of this Agreement.

D. National Objectives

The Subrecipient certifies that the CDBG-funded activity (ies) carried out under this Agreement benefits low- and moderate-income persons or those presumed to be principally low- and moderate income such as elderly, severally disabled, or homeless.

E. Level of Accomplishment – Goals and Performance Measures

Outcomes:

The desired outcomes of the program are to provide positive family and individual recreational opportunities in a safe environment.

F. Staffing

Appropriate Staffing
Administrative staff as assigned

The Subrecipient will notify the Grantee of any changes in the Key Personnel assigned or their general responsibilities under this project within two weeks of such change(s).

G. Performance Monitoring

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement and may be the basis for suspension or termination of this Agreement in accordance with subsection VII-G of this Agreement.

II. TIME OF PERFORMANCE

Services of the Subrecipient shall start on the **1st day July, 2018** and end on the **30th day June, 2019**, unless otherwise extended in written modification to this contract executed by the Grantee and the Subrecipient. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

III. BUDGET

FY 2018/19 Community Development Block Grant (federal CDBG) funds:

Line Item	Budget for Summer Day Camp and Special Events
Douglass Summer Day Camp + Special Event	\$25,000
Garden Hills Summer Day Camp	\$9,000
Fine Arts Music Program	\$2,835
Total FY 2018/19 Budget	\$36,835

IV. PAYMENT

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **Thirty Six Thousand Eight Hundred Thirty Five Dollars and 00/100 (\$20,000)**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance. Final invoices must be submitted prior to **August 10, 2019**. Payments may be contingent upon certification of the Subrecipient’s financial management system in accordance with the standards specified by the city.

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via first-class mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means.

Any notice sent in this manner shall be effective on the date of sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee
Neighborhood Services Director
City of Champaign,
102 North Neil Street
Champaign, IL 61820
217.403.7070

Subrecipient
Director of Recreation
Champaign Park District
706 Kenwood Road
Champaign, IL 61821
217.398.2550

VI. SPECIAL CONDITIONS

None

VII. GENERAL CONDITIONS

A. General Compliance

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the Grantee's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the Grantee's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

C. Hold Harmless

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the

Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers' Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Grantee Recognition

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

F. Amendments

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement except and only to the extent that said obligations are modified in said amendments.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

G. Suspension or Termination

1. Default by Subrecipient. In accordance with 24 CFR 85.43, the Grantee may suspend or terminate this Agreement because of a default by the Subrecipient if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

- a) Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;

- b) Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
- c) Ineffective or improper use of funds provided under this Agreement; or
- d) Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

The Grantee shall provide the Subrecipient with written notice of any suspension of this agreement. Said written notice shall describe the basis for the suspension and the actions required to end the suspension. The Grantee shall provide the Subrecipient with written notice prior to terminating this agreement based upon the Subrecipient's default. Said written notice shall describe the basis of the default, provide that the Subrecipient shall have thirty days from the date of said notice to cure said default, and specify what actions are required for said cure.

2. Termination for convenience. In accordance with 24 CFR 85.44, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Subrecipient agrees to comply with 24 CFR 84.21–28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Subrecipient shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-21, "Cost Principles for Educational Institutions," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

1. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570

2. Retention

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

3. Client Data

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Subrecipient shall follow any and all applicable laws regarding confidentiality unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

6. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Subrecipient audits and OMB Circular A-133.

C. Reporting and Payment Procedures

1. Program Income

The Subrecipient shall not earn program income through the CommUnity Matters program without prior written approval from the Grantee. If the Subrecipient does seek and receive approval to earn program income, the Subrecipient shall report annually all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to the Grantee.

2. Indirect Costs

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation plan for determining the appropriate Subrecipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

3. Payment Procedures

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

4. Progress Reports

The Subrecipient shall submit regular quarterly Progress Reports to the Grantee in the form and content as required by the Grantee.

D. Procurement

1. Purchasing Standards

Unless specified otherwise within this agreement, the Subrecipient shall procure all CDBG-purchased materials, property, or services in accordance with the requirements of 24 CFR 84.40–48.

2. Travel

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 24 CFR Part 84 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.

2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment.

IX. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Subrecipient agrees to comply with the Grantee's Human Rights Ordinance at Chapter 17 of the Champaign Municipal Code as amended, and the State of Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Section 504

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

1. Approved Plan

The Subrecipient agrees that it shall be committed to submit and carry out an Affirmative Action Plan in accordance with the requirements imposed on non-exempt contracting entities in Sec. 12.5-65 of the Champaign Municipal Code in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Subrecipient shall submit said plan for an Affirmative Action Program for approval prior to the award of funds.

2. Women- and Minority-Owned Businesses (W/MBE)

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Subrecipient shall furnish and cause each of its own Subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Subrecipient will include all of the provisions in this Section IX of Paragraph A pertaining to Civil Rights and Paragraph B pertaining to Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Subrecipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

D. Conduct

1. Assignability

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Subrecipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

- a. The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

5. Lobbying

The Subrecipient hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract,

grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly.

d. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

X. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

XI. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIII. WAIVER

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XIV. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.

Date _____

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Champaign

Champaign Park District
FEIN #37-6000474

By _____
Dorothy Ann David, City Manager

By _____
Title _____

Attest _____
Marilyn Banks, City Clerk

Attest _____
By _____
Title _____

APPROVED AS TO FORM:

City Attorney



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: May 29, 2018

SUBJECT: Playground Surfacing Mulch Bid

Background

This is a bid for the purchase of Playground Surfacing Mulch for the 2018/2019 fiscal year. This material is used within playgrounds as safety surfacing. This is a routine maintenance practice done yearly to assure adequate fall protection for users.

Prior Board Action

The FY18-19 Capital Improvement Plan was approved by the Board at the March 14, 2018 Regular Board meeting.

Bid Results

An invitation to bid was published in *The News-Gazette* and bids were opened and read aloud on May 25, 2018. Seven (7) bid packets were mailed to previous suppliers and four (4) bids were received with the results as follows:

BIDDER	BASE BID
J & L Morris Trucking, LLC., Fithian, IL	\$16.30/cu. Yd.
Stillwater Enterprises, Effingham, IL	\$17.40/cu. Yd.
Rainbow Farm Enterprises, Inc., Monee, IL	\$20.00/cu. Yd.
All Inclusive Rec, Farmington, MO	\$26.82/cu. Yd.

Budget Impact

\$33,000 has been budgeted in the 2018/2019 Capital Improvement Plan for Playground Surfacing (FIBAR). The low bid price is \$0.05 more per cubic yard than the 2017/2018 low bid price. The estimated amount necessary for the upcoming fiscal year is 2,000 cubic yards, or \$32,600.00 using the low bid multiplier.

Recommended Action

Staff recommends accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking, LLC at a bid price of \$16.30 per cubic yard, or \$32,000 using the bid multiplier.

Prepared by:

Reviewed by:

Nathan Massey
Special Projects Supervisor

Dan Olson
Director of Operations

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: June 4, 2018

SUBJECT: Dodds Tennis Center Janitorial Service

Background

In 2017, the Board approved a one year agreement with an option for one additional year with ESS Clean, Inc. (ESS), for Dodds Tennis Center janitorial service.

ESS has been contacted about extending the agreement for an additional year per the option listed in the current agreement. ESS Clean is interested and confirmed that they would extend the one year renewal option. ESS has requested an increase of \$45.00/month (approximately 2 percent) for the daily cleaning with no changes to the alternates. Over the 12 months from April 2017 to April 2018, the Consumer Price Index for All Urban Consumers (CPI-U) increased 2.5 percent, not seasonally adjusted per the Bureau of Labor Statistics, U.S. Department of Labor. The \$45.00/month increase would change the service price from \$2,334.00/month to \$2,379.00/month. This monthly amount would be less than the 2016 rate of \$2,510.00 and includes washing the courts.

Prior Board Action

At the August 9, 2017 Regular Board Meeting, the Board authorized the Executive Director to enter the Park District into a contract with ESS in the annual base bid amount of \$19,838.00 with Alternate 1 Carpet Cleaning of \$175.00, Alternate 1 Fabric Covered Furniture Cleaning of \$175.00 and Alternate 1 West Wall Dusting of \$150.00 for a total of \$20,338.00. Also accepted and approved Alternate 2 Additional Services Rate of \$20.00/hour on an as needed basis.

Budget Impact

The amount of \$20,221.50 has been allocated for this expense in the Service Contracts-Facilities line item of the FY18-19 Dodds Tennis Center budget in addition to \$350.00 for Alternate 1 Carpet Cleaning and Alternate 1 Fabric Covered Furniture Cleaning. West Wall Dusting is only needed every other year.

Recommended Action

Staff recommends Board approval of the one year renewal option with ESS for Dodds Tennis Center janitorial service in 2018-19 with a \$45.00/month increase for a cost of service price of \$2,379.00/month making the base annual amount \$20,221.50 with no changes to the alternates.

Prepared by:

Reviewed by:

Stacey A. Cornell, CPRP, CPO
Aquatics and Tennis Center Coordinator I

Jameel Jones, CGSP
Director of Recreation



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: June 13, 2018

SUBJECT: Commissioners Park Development

Background

Per the 2016 LWCF Dodds Park Land Conversion Agreement, IDNR obliged CPD to execute an approved Abbey Fields park development plan within three years. CPD appropriated funds and produced bid documents, including four bid alternates: 1) tree purchase/installation, 2) soccer goal purchase/installation, 3) backstop purchase/installation, and 4) deduct for 4" thick concrete paths in lieu of 6".

Prior Board Action

February 8, 2017—Board approved 2018 Capital Budget

March 8, 2017—Board approved "Commissioners Park" name

September 27, 2017—Staff presented park development plan

March 14, 2018—Board approved 2019 Capital Budget

Bid Results

Sealed bids were opened Thursday, June 7 at 10:00am with bid tab as shown:

Bidder	Base Bid	Alt 1 (Trees)	Alt 2 (Soccer)	Alt 3 (Backstop)	Alt 4 (Concrete)	Total
Feutz Contractors	\$236,347	\$16,170	\$3,600	\$25,800	-\$7,000	\$274,917
Duce Construction Company	\$256,700	\$22,800	\$5,800	\$32,400	-\$7,000	\$310,700
Petry Kuhne	\$289,952	\$21,695	\$3,619	\$27,030	-\$13,069	\$329,227
Dodds Company	\$307,508	\$20,088	\$3,926	\$25,040	-\$4,970	\$351,592

Budget Impact

Capital project 180008 budget is \$292,550. The amount reflects an original FY19 \$280,000 plus FY18 \$12,550 rollover. (\$7,450 of the FY18 \$20,000 amount was used for land survey.) Operations staff elected to purchase and install the trees—plant material purchase estimate is \$7 - 10,500 which would come from the \$52,603 project balance (pending approval of \$239,947 contract).

Recommendation

Staff recommends accepting Base Bid plus Alternate 2 from Feutz Contractors, Inc. for a total contract of \$239,947 and authorizing the Executive Director to enter into the contract.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

Joe DeLuce
Executive Director



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: June 11, 2018

SUBJECT: Approval to Enter into Grant Agreement between Illinois Department of Natural Resources (IDNR) and Champaign Park District (CPD)

Background

Champaign Park District applied for a Land and Water Conservation Fund (LWCF) federal grant in July of 2017 to assist with Human Kinetics Park land acquisition. After Illinois Department of Natural Resources (IDNR) and US Department of the Interior, National Park Service (NPS) reviewed the application and sent notice of award, the *Grant Agreement* (attached) was sent late last week.

Prior Board Action

June 26, 2017 Special Board Meeting—Board approved request and authorized staff to apply for Human Kinetics Park LWCF application; Board signed Resolution for application package.

Budget Impact

CPD's initial application was \$137,000 but the grant award/agreement is \$141,500 due to an increase in the real estate acquisition area while application was under review.

Recommendation

Staff recommends Board authorize Executive Director to enter into *Grant Agreement* between IDNR and CPD for \$141,500.00.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

Joe DeLuce
Executive Director

GRANT AGREEMENT



BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF NATURAL RESOURCES
AND
CHAMPAIGN PARK DISTRICT

The Illinois Department of Natural Resources (Grantor), with its principal office at One Natural Resources Way, Springfield, IL 62702-1271
and Champaign Park District (Grantee), with its principal office at 706 Kenwood Road, Champaign, IL 61821
and payment address (if different than principal office) at N/A
hereby enter into this Grant Agreement (Agreement). Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

PART ONE – THE UNIFORM TERMS
RECITALS

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto and pursuant to the duties and responsibilities imposed by Grantor under the laws of the State of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

ARTICLE I
AWARD AND GRANTEE-SPECIFIC INFORMATION AND CERTIFICATION

1.1. DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee certifies that 043081421 is Grantee's correct DUNS number, that 37-6000474 is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and SAM registration (if federal funds). Grantee is doing business as a (check):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Pharmacy-Non Corporate |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp. |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Corporation (includes Not For Profit) | <input type="checkbox"/> Limited Liability Company (select applicable tax classification) |
| <input type="checkbox"/> Medical Corporation | <input type="checkbox"/> C = corporation |
| <input checked="" type="checkbox"/> Governmental Unit | <input type="checkbox"/> P = partnership |
| <input type="checkbox"/> Estate or Trust | |

1.2. Amount of Agreement. Grant Funds (check one) shall not exceed or are estimated to be \$141,500.00, of which \$141,500.00 are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this agreement.

1.3. Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is P18AP00074, the Federal awarding agency is Department of Interior, National Park Service and the Federal Award date is April 19, 2018. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is Outdoor Recreation Acquisition, Development and Planning and Number is 15.916. The Catalog of State Financial Assistance (CSFA) Number is 422-11-1094.

1.4. Term. This Agreement shall be April 19, 2018 and shall expire on March 31, 2021 unless terminated pursuant to this Agreement.

1.5. Certification. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

1.6. Signatures. In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Illinois Department of Natural Resources

Champaign Park District

By: _____
Signature of Director of IDNR

By: _____
Signature of Authorized Representative

By: _____
Signature of Designee

Date: _____
Printed Name: _____
Printed Title: _____
E-mail: _____

Date: _____
Printed Name: Wayne A. Rosenthal
Printed Title: _____
Designee

By: _____
Signature of Chief Financial Officer

Date: _____
Printed Name: Doug Florence

By: _____
Signature of Chief Counsel

Date: _____
Printed Name: Eric L. Lohrenz

**ARTICLE II
REQUIRED REPRESENTATIONS**

2.1. Standing and Authority. Grantee warrants that:

(a) Grantee is duly organized, validly existing and in good standing under the laws of the State in which it was incorporated or organized.

(b) Grantee has the requisite power and authority to execute and deliver this Agreement and all documents to be executed by it in connection with this Agreement, to perform its obligations hereunder and to consummate the transactions contemplated hereby.

(c) If Grantee is organized under the laws of another jurisdiction, Grantee warrants that it is also duly qualified to do business in Illinois and, if applicable, is in good standing with the Illinois Secretary of State.

(d) The execution and delivery of this Agreement, and the other documents to be executed by Grantee in connection with this Agreement, and the performance by Grantee of its obligations hereunder have been duly authorized by all necessary entity action.

(e) This Agreement and all other documents related to this Agreement, including the Uniform Grant Application, the Exhibits and attachments to which Grantee is a party constitute the legal, valid and binding obligations of Grantee enforceable against Grantee in accordance with their respective terms.

2.2. Compliance with Internal Revenue Code. Grantee certifies that it does and will comply with all provisions of the Federal Internal Revenue Code (26 USC 1), the Illinois Revenue Act (35 ILCS 5), and all rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

2.3. Compliance with Federal Funding Accountability and Transparency Act of 2006. Grantee certifies that it does and will comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (P.L. 109-282) (FFATA) with respect to Federal Awards greater than or equal to \$25,000. A FFATA sub-award report must be filed by the end of the month following the month in which the award was made.

2.4. Compliance with Uniform Grant Rules (2 CFR Part 200). Grantee certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference. *See* 44 Ill. Admin. Code 7000.30(b)(1)(A).

2.5. Compliance with Registration Requirements. Grantee and its sub-grantees shall: (i) be registered with the Federal SAM; (ii) be in good standing with the Illinois Secretary of State, if applicable; and (iii) have a valid DUNS number. It is Grantee's responsibility to remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements change, or the certifications made in and information provided in the Uniform Grant Application changes, Grantee must notify the Grantor in accordance with ARTICLE XVIII.

ARTICLE III

DEFINITIONS

3.1. Definitions. Capitalized words and phrases used in this Agreement have the following meanings:

"2 CFR Part 200" means the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards published in Title 2, Part 200 of the Code of Federal Regulations.

"Agreement" or "Grant Agreement" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Allocable Costs" means costs allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with relative benefits received or other equitable relationship. Costs allocable to a specific Program may not be shifted to other Programs in order to meet deficiencies caused by overruns or other fund considerations, to avoid restrictions imposed by law or by the terms of this Agreement, or for other reasons of convenience.

"Allowable Costs" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Award" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Budget" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"CFDA" or "Catalog of Federal Domestic Assistance" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Close-out Report" means a report from the Grantee allowing the Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Consolidated Financial Report" means a financial information presentation in which the assets, equity, liabilities, and operating accounts of an entity and its subsidiaries are combined (after eliminating all inter-entity transactions) and shown as belonging to a single reporting entity.

"Cost Allocation Plan" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"CSFA" or "Catalog of State Financial Assistance" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Direct Costs" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Disallowed Costs" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"DUNS Number" means a unique nine digit identification number provided by Dun & Bradstreet for each physical location of Grantee's organization. Assignment of a DUNS Number is mandatory for all organizations seeking an Award from the State of Illinois.

"FAIN" means the Federal Award Identification Number.

"FFATA" or "Federal Funding Accountability and Transparency Act" has the same meaning as in 31 USC 6101; P.L. 110-252.

"Fixed-Rate" has the same meaning as in 44 Ill. Admin. Code 7000.20. "Fixed-Rate" is in contrast to fee-for-service, 44 Ill. Admin. Code 7000.20.

"GAAP" or "Generally Accepted Accounting Principles" has the same meaning as in 44 Ill. Admin. Code

7000.20.

"Grant Funds" has the same meaning as in 30 ILCS 705.

"Indirect Costs" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of indirect costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Net Revenue" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Net Revenue" is synonymous with "Profit."

"Nonprofit Organization" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Notice of Award" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"OMB" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with "Net Revenue."

"Program" means the services to be provided pursuant to this Agreement.

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Program Income" has the same meaning as in 44 Ill. Admin. Code 7000.20.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" means the federal System for Award Management (SAM); which is the Federal repository into which an entity must provide information required for the conduct of business as a recipient. 2 CFR 25 Appendix A (1)(C)(1).

"State" means the State of Illinois.

"Term" has the meaning set forth in Paragraph 1.4.

"Unallowable Costs" has the same meaning as in 44 Ill. Admin. Code 7000.20.

ARTICLE IV PAYMENT

4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the Grantor by the State or the Federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor shall provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.

4.2. Illinois Grant Funds Recovery Act. Any Grant Funds remaining that are not expended or legally obligated by Grantee at the end of the Agreement period, or in the case of capital improvement Awards at the end of the time period Grant Funds are available for expenditure or obligation, shall be returned to Grantor within forty-five (45) days in accordance with the Grant Funds Recovery Act (30 ILCS 705/1 *et seq.*). In the event of a conflict between the Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act shall control. 30 ILCS 708/80.

4.3. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Federal funds received under this Agreement shall be managed in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable Federal laws or regulations.

4.4. Payments to Third Parties. Grantee agrees to hold harmless Grantor when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith if it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.5. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to the Grantor by the State or the Federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantee shall be paid for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.6. Interest.

(a) All interest earned on Grant Funds held by a Grantee shall become part of the Grant Funds when earned and be treated accordingly for all purposes, unless otherwise provided in **PART TWO** or **PART THREE**. 30 ILCS 705/10.

(b) Grant Funds shall be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR Part 200.305(b)(8). All interest earned shall be considered Grant Funds and are subject to the same restrictions, unless there is an applicable Federal program rule that takes precedence.

(c) A Grantee who is required to reimburse Grant Funds pursuant to an action brought under the Grant Funds Recovery Act, and who enters into a deferred payment plan for the purpose of satisfying a past due debt, shall be required to pay interest on such debt as required by Section 10.2 of the Illinois State Collection Act of 1986, 30 ILCS 210; *See also* 30 ILCS 705/10.

4.7. Timely Billing Required. Grantee must submit any payment request to Grantor within thirty (30) days of the end of the quarter, unless another billing schedule is specified in **PART TWO** or **PART THREE**. Failure to

submit such payment request timely will render the amounts billed an unallowable cost which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.8. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee must contain the following certification by an official authorized to legally bind the Grantee:

By signing this report [or payment request], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal or State award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**ARTICLE V
SCOPE OF GRANT ACTIVITIES/PURPOSE OF GRANT**

5.1. Scope of Grant Activities/Purpose of Grant. Grantee will conduct the Grant Activities or provide the services as described in the Exhibits and attachments, including Exhibit A (Project Description) and Exhibit B (Deliverables), incorporated herein and in accordance with all terms and conditions set forth herein and all applicable administrative rules. In addition, the State's Notice of Award is incorporated herein as an attachment. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in PART TWO (The Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in PART THREE.

5.2. Scope Revisions. Grantee shall obtain Prior Approval from Grantor whenever a Scope revision is necessary for one or more of the reasons enumerated in 2 CFR 200.308. All requests for Scope revisions that require Grantor approval shall be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. See 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment will be included in Exhibit G. Grantee shall adhere to the specific conditions listed therein.

**ARTICLE VI
BUDGET**

6.1. Budget. The Budget is a schedule of anticipated grant expenditures that is approved by Grantor for carrying out the purposes of the Award. When Grantee or third parties support a portion of expenses associated with the Award, the Budget includes the non-Federal as well as the Federal share (and State share if applicable) of grant expenses. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein as an attachment.

6.2. Budget Revisions. Grantee shall obtain Prior Approval from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 2 CFR 200.308. All requests for Budget revisions that require Grantor approval shall be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

6.3. Discretionary Line Item Transfers. Unless prohibited from doing so in 2 CFR 200.308, transfers between approved line items may be made without Grantor's approval only if the total amount transferred does not exceed the allowable variance of the greater of either (i) ten percent (10%) of the Budget line item or (ii) one thousand dollars (\$1,000) of the Budget line item. Discretionary line item transfers may not result in an increase to the Budget.

6.4. Non-discretionary Line Item Transfers. Total line item transfers exceeding the allowable variance of the greater of either (i) ten percent (10%) of the Budget line item or (ii) one thousand dollars (\$1,000) of the Budget line item require Grantor approval as set forth in Paragraph 6.2.

6.5. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached.

ARTICLE VII ALLOWABLE COSTS

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement shall be determined in accordance with 2 CFR 200 Subpart E and Appendices III, IV, and V.

7.2. Indirect Cost Rate Submission.

(a) This Paragraph 7.2 applies only to:

- (i) A Grantee who charges, or expects to charge, any Indirect Costs; and
- (ii) A Grantee who is allowed to charge Indirect Costs under federal or state statutes, state administrative rules, and agency or program rules, regulations and policies.

(b) A Grantee must submit an Indirect Cost Rate Proposal in accordance with federal regulations for approval no later than three months after the effective date of the Award, in a format prescribed by Grantor.

(c) A Grantee who has a current, applicable rate negotiated by a cognizant Federal agency shall provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the Federal government. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

7.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. See 2 CFR 200.451.

7.4. Higher Education Cost Principles. The Federal cost principles that apply to public and private institutions of higher education are set forth in 2 CFR Part 200 Subpart E and Appendix III.

7.5. Nonprofit Organizations Cost Principles. The Federal cost principles that apply to Nonprofit Organizations that are not institutions of higher education are set forth in 2 CFR Part 200 Subpart E, unless exempt under 2 CFR 200 Appendix VIII.

7.6. Government Cost Principles. The Federal cost principles that apply to State, local and Federally-recognized Indian tribal governments are set forth in 2 CFR Part 200 Subpart E, Appendix V, and Appendix VII.

7.7. Commercial Organization Cost Principles. The Federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.8. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each State- and Federally-funded Program. Accounting records must contain information pertaining to State and Federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. See 2 CFR 200.302.

(b) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation should be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the entity's organization (Paragraphs 7.4 through 7.7).

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit G** of the requirement to submit Personnel activity reports. See 2 CFR 200.430(i)(8). Personnel activity reports shall account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the grant, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records should be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Grant purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control.** Effective control and accountability must be maintained for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement.

(d) **Budget Control.** Records of expenditures must be maintained for each Award by the cost categories of the approved Budget (including indirect costs that are charged to the Award), and actual expenditures are to be compared with Budgeted amounts at least quarterly.

(e) **Cash Management.** Requests for advance payment shall be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.9. Federal Requirements. All Awards, whether funded in whole or in part with either Federal or State funds, are subject to Federal requirements and regulations, including but not limited to 2 CFR Part 200, 44 Ill. Admin. Code 7000.30(b) and the Financial Management Standards in Paragraph 7.8.

7.10. **Profits.** It is not permitted for any person or entity to earn a Profit from an Award. See, e.g., 2 CFR 200.400(g); see also 30 ILCS 708/60(a)(7).

7.11. **Management of Program Income.** Grantee is encouraged to earn income to defray program costs where appropriate, subject to 2 CFR 200.307.

**ARTICLE VIII
REQUIRED CERTIFICATIONS**

8.1. **Certifications.** Grantee, its officers, and directors shall be responsible for compliance with the enumerated certifications to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and Grantee acknowledges Grantor may declare the Agreement void if the certification is false (30 ILCS 500/50-11).

(d) **Educational Loan.** Grantee certifies that it is not barred from receiving State agreements as a result of default on an educational loan (5 ILCS 385/1 *et seq.*).

(e) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provision of the U.S. Export Administration Act of 1979 (50 USC Appendix 2401 *et seq.* or the regulations of the U.S. Department of Commerce promulgated under that Act (15 CFR Parts 730 through 774).

(f) **Dues and Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses them for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/1 *et seq.*).

(g) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18), which services are supported by Federal or State government assistance (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(h) **Drug-Free Work Place.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8102.

(i) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(j) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, order or regulations issued pursuant to the Clean Air Act (42 USC §7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC §1251 *et seq.*).

(k) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any Federal department or agency (45 CFR Part 76), or by the State (See 30 ILCS 708/25(6)(G)).

(l) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(m) **Grant for the Construction of Fixed Works.** Grantee certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, Grantee shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

(n) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7, in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee shall maintain, for a minimum of six (6) years, all protected health information.

(o) **Criminal Convictions.** Grantee certifies that neither it nor any officer, director, partner or other managerial agent of Grantee has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. Grantee further certifies that it is not barred from receiving an Award under 30 ILCS 500/50-10.5, and acknowledges that Grantor shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

(p) **Forced Labor Act.** Grantee certifies that it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been or will be produced in whole or in part by forced labor, convict labor, or indentured labor under penal sanction (30 ILCS 583).

(q) **Illinois Use Tax.** Grantee certifies in accordance with 30 ILCS 500/50-12 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(r) **Environmental Protection Act Violations.** Grantee certifies in accordance with 30 ILCS 500/50-14 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(s) **Goods from Child Labor Act.** Grantee certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been produced in whole or in part by the labor of any child under the age of twelve (12) (30 ILCS 584).

(t) **Federal Funding Accountability and Transparency Act of 2006.** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101.

**ARTICLE IX
CRIMINAL DISCLOSURE**

9.1. Mandatory Criminal Disclosures. Grantee shall continue to disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. See 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total Grant Funds, funded by either State or Federal funds, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix II of 2 CFR Part 200, and 30 ILCS 708/40.

**ARTICLE X
UNLAWFUL DISCRIMINATION**

10.1. Compliance with Nondiscrimination Laws. Grantee, its employees and subcontractors under subcontract made pursuant to this Agreement, shall comply with all applicable provisions of State and Federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to, the following laws and regulations and all subsequent amendments thereto:

- (a) The Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code Part 750, which is incorporated herein;
- (b) The Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*);
- (c) The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a- and 2000h-6). (*See also* guidelines to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons [Federal Register: February 18, 2002 (Volume 67, Number 13, Pages 2671-2685)]);
- (d) Section 504 of the Rehabilitation Act of 1973 (29 USC 794);
- (e) The Americans with Disabilities Act of 1990 (42 USC 12101 *et seq.*); and
- (f) The Age Discrimination Act (42 USC 6101 *et seq.*).

**ARTICLE XI
LOBBYING**

11.1. Improper Influence. Grantee certifies that no Grant Funds have been paid or will be paid by or on behalf of Grantee to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

11.2. Federal Form LLL. If any funds, other than Federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

11.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set

forth in 2 CFR Part 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs shall be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

11.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its sub-grantees have complied and will comply with Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits Grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

11.5. Subawards. Grantee must include the language of this ARTICLE XI in the award documents for any subawards made pursuant to this Award at all tiers. All sub-awardees are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee shall forward all disclosures by contractors regarding this certification to Grantor.

11.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

ARTICLE XII MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

12.1. Records Retention. Grantee shall maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.333, unless a different retention period is specified in 2 CFR 200.333. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

12.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.336, shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the Grantor's Inspector General, Federal authorities, any person identified in 2 CFR 200.336, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by Federal statute. Grantee shall cooperate fully in any such audit or inquiry.

12.3. Failure to Maintain Books and Records. Failure to maintain books, records and supporting documentation, as described in this ARTICLE XII, shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

12.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable State and Federal requirements and to assure its performance expectations are being achieved. Grantor shall monitor the activities of Grantee to assure compliance with all requirements and performance expectations of the award. Grantee shall timely submit all financial and performance reports, and shall supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by program needs. See 2 CFR 200.328 and 200.331. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE XIII FINANCIAL REPORTING REQUIREMENTS

13.1. Required Periodic Financial Reports. Grantee agrees to submit financial reports as requested and in the format required by Grantor. Grantee shall file quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee pursuant to specific award conditions. 2 CFR 200.207. The first of such reports shall cover the first three months after the Award begins. Quarterly reports must be submitted no later than 30 calendar days following the three month period covered by the report. Additional information regarding required financial reports may be set forth in Exhibit G. Failure to submit the required financial reports may cause a delay or suspension of funding. 30 ILCS 705/1 *et seq.*; 2 CFR 207(b)(3) and 200.327.

13.2. Close-out Reports.

(a) Grantee shall submit a Close-out Report within 60 calendar days following the end of the period of performance for this Agreement. In the event that this Agreement is terminated prior to the end of the Term, Grantee shall submit a Close-out Report within 60 calendar days of such termination. The format of this Close-out Report shall follow a format prescribed by Grantor. 2 CFR 200.343.

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee will submit a new Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.344.

13.3. Annual Financial Reports.

(a) This Paragraph 13.3 applies to all Grantees, unless exempted by PART TWO or PART THREE.

(b) Grantees shall submit Annual Financial Reports within 180 days after the Grantee's fiscal year ending on or after June 30. This deadline may be extended at the discretion of the Grantor.

(c) The Annual Financial Report must cover the same period the Audited Financial Statements cover. If no Audited Financial Statements are required, however, then the Annual Financial Report must cover the same period as the Grantee's tax return.

(d) Annual Financial Reports must include an in relation to opinion from the report issuer on the Cost and Revenue schedules included in the Annual Financial Report.

(e) Annual Financial Reports shall follow a format prescribed by Grantor.

13.4. Effect of Failure to Comply. Failure to comply with reporting requirements shall result in the withholding of funds, the return of improper payments or Unallowable Costs, will be considered a material breach of this Agreement and may be the basis to recover Grant Funds. Grantee's failure to comply with this ARTICLE XIII, ARTICLE XIV, or ARTICLE XV shall be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding.

**ARTICLE XIV
PERFORMANCE REPORTING REQUIREMENTS**

14.1. Required Periodic Performance Reports. Grantee agrees to submit Performance Reports as requested and in the format required by Grantor. Performance Measures listed in Exhibit E must be reported quarterly, unless otherwise specified in PART TWO or PART THREE. Unless so specified, the first of such reports shall cover the first three months after the Award begins. If Grantee is not required to report performance quarterly, then Grantee must submit a Performance Report at least annually. In unusual circumstances where more frequent reporting is necessary some Grantees may be required to submit monthly Performance Reports; in

such cases, Grantor shall notify Grantee of same in **PART TWO** or **PART THREE**. Pursuant to 2 CFR 200.328, periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**, 2 CFR 200.328. Failure to submit such required Performance Reports may cause a delay or suspension of funding, 30 ILCS 705/1 *et seq.*

14.2. **Close-out Performance Reports.** Grantee agrees to submit a Close-out Performance Report, in the format required by Grantor, within 60 calendar days following the end of the period of performance. See 2 CFR 200.343.

14.3. **Content of Performance Reports.** Pursuant to 2 CFR 200.328(b)(2) all Performance Reports must include Program qualitative and quantitative information, including a comparison of actual accomplishments to the objectives of the award established for the period; where the accomplishments can be quantified, a computation of the cost if required; performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Appendices may be used to include additional supportive documentation. Additional content and format guidelines for the Performance Reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

14.4. **Performance Standards.** Grantee shall perform in accordance with the Performance Standards set forth in **Exhibit F**. See 2 CFR 200.301 and 200.210.

ARTICLE XV AUDIT REQUIREMENTS

15.1. **Audits.** Grantee shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200, and the audit rules set forth by the Governor's Office of Management and Budget. See 30 ILCS 708/65(c).

15.2. **Entities That Are Not "For-Profit".**

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) **Single and Program-Specific Audits.** If, during its fiscal year, Grantee expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit and reporting package (including data collection form and management letters) must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit). The audit (and package) must be submitted to Grantor within the earlier of (i) 30 calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of the audit period.

(c) **Financial Statement Audit.** If, during its fiscal year, Grantee expends less than \$750,000 in Federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends more than \$300,000 in Federal and State Awards, singularly or in any combination, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS).

(ii) If, during its fiscal year, Grantee expends less than \$300,000 in Federal and State Awards, but the total revenue it receives is in excess of \$300,000, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) Grantee must submit its financial statement audit report(s) and any management letters issued by the auditor within the earlier of (i) 30 calendar days after receipt

of the auditor's report(s) or (ii) 180 days after the end of the audit period.

15.3. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards) and State Awards, singularly or in any combination, Grantee is required to have a program-specific audit conducted in accordance with 2 CFR 200.507. The audit and reporting package (including data collection form and management letters) must be submitted to Grantor within the earlier of (i) 30 calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of the audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$750,000 in Federal Awards and State Awards combined, Grantee must follow all of the audit requirements in Paragraphs 15.2(c)(i)-(iii), above.

15.4. Performance of Audits. For those organizations required to submit an independent audit report, the audit is to be conducted by a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois. For audits required to be performed subject to Generally Accepted Government Auditing Standards, Grantee shall request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter.

**ARTICLE XVI
TERMINATION; SUSPENSION; NON-COMPLIANCE**

16.1. Termination.

(a) This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.339(a)(4).

(b) This Agreement may be terminated, in whole or in part, by Grantor without advance notice:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Grant;

(iii) For cause, which may render the Grantee ineligible for consideration for future grants from the Grantor or other State agencies; or

(iv) If Grantee breaches this Agreement and either (1) fails to cure such breach within 15 calendar days' written notice thereof, or (2) if such cure would require longer than 15 calendar days and the Grantee has failed to commence such cure within 15 calendar days' written notice thereof. In the event that Grantor terminates this Agreement as a result of the breach of the Agreement by Grantee, Grantee shall be paid for work satisfactorily performed prior to the date of termination.

16.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may determine to allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

16.3. Non-compliance. If Grantee fails to comply with applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.207. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.338. The Parties shall follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State of Illinois Grantee Compliance Enforcement System.

16.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State of Illinois Grantee Compliance Enforcement System. 2 CFR 200.341.

16.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Grantee shall not incur any costs or obligations that require the use of these Grant Funds after the effective date of a suspension or termination, and shall cancel as many outstanding obligations as possible.

(c) Costs to Grantee resulting from obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless:

(i) Grantor expressly authorizes them in the notice of suspension or termination;
and

(ii) The costs result from obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated. 2 CFR 200.342.

16.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.339(c).

ARTICLE XVII
SUBCONTRACTS/SUB-GRANTS

17.1. Sub-recipients/Delegation. Grantee may not subcontract nor sub-grant any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or sub-grantee has been identified in the Uniform Grant Application, such as, without limitation, a Project Description, and Grantor has approved.

17.2. Application of Terms. Grantee shall advise any sub-grantee of funds awarded through this Agreement of the requirements imposed on them by Federal and State laws and regulations, and the provisions of this Agreement.

**ARTICLE XVIII
NOTICE OF CHANGE**

18.1. Notice of Change. Grantee shall notify the Grantor if there is a change in Grantee's legal status, Federal employer identification number (FEIN), DUNS number, SAM registration status, Related Parties, senior management or address. See 30 ILCS 708/60(a). If the change is anticipated, Grantee shall give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee shall give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

18.2. Failure to Provide Notification. Grantee shall hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor of these changes.

18.3. Notice of Impact. Grantee shall immediately notify Grantor of any event that may have a material impact on Grantee's ability to perform this Agreement.

18.4. Circumstances Affecting Performance; Notice. In the event Grantee becomes a party to any litigation, investigation or transaction that may reasonably be considered to have a material impact on Grantee's ability to perform under this Agreement, Grantee shall notify Grantor, in writing, within five (5) calendar days of determining such litigation or transaction may reasonably be considered to have a material impact on the Grantee's ability to perform under this Agreement.

18.5. Effect of Failure to Provide Notice. Failure to provide the notice described in Paragraph 18.4 shall be grounds for immediate termination of this Agreement and any costs incurred after notice should have been given shall be disallowed.

**ARTICLE XIX
STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP**

19.1. Effect of Reorganization. Grantee acknowledges that this Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. No promise or undertaking made hereunder is an assurance that Grantor agrees to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee agrees that it will give Grantor prior notice of any such action or changes significantly affecting its overall structure or management makeup (for example, a merger or a corporate restructuring), and will provide any and all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. This ARTICLE XIX does not require Grantee to report on minor changes in the makeup of its board membership. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE XIX shall constitute a material breach of this Agreement.

**ARTICLE XX
AGREEMENTS WITH OTHER STATE AGENCIES**

20.1. Copies upon Request. Grantee shall, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

**ARTICLE XXI
CONFLICT OF INTEREST**

21.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to the Grantor. 2 CFR 200.112 and 44 Ill. Admin. Code 7000.40(b)(3).

21.2. Prohibited Payments. Grantee agrees that payments made by Grantor under this Agreement will not be used to compensate, directly or indirectly, any person: (1) currently holding an elective office in this State including, but not limited to, a seat in the General Assembly, or (2) employed by an office or agency of the State of Illinois whose annual compensation is in excess of sixty percent (60%) of the Governor's annual salary, or \$106,447.20 (30 ILCS 500/50-13).

21.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 21.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may, if an exemption is granted, grant such exemption subject to such additional terms and conditions as Grantor may require.

ARTICLE XXII EQUIPMENT OR PROPERTY

22.1. Transfer of Equipment. Grantor shall have the right to require that Grantee transfer to Grantor any equipment, including title thereto, purchased in whole with Grantor funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439(a). Grantor shall notify Grantee in writing should Grantor require the transfer of such equipment. Upon such notification by Grantor, and upon receipt or delivery of such equipment by Grantor, Grantee will be deemed to have transferred the equipment to Grantor as if Grantee had executed a bill of sale therefor.

22.2. Prohibition against Disposition/Encumbrance. The Grantee is prohibited from, and may not sell, transfer, encumber (other than original financing) or otherwise dispose of said equipment, material, or real property during the Grant Term without Prior Approval of Grantor. Any real property acquired using Grant Funds must comply with the requirements of 2 CFR 200.311.

22.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property which cost was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 for use in establishing procedures for the procurement of supplies and other expendable property, equipment, real property and other services with Grant Funds. These standards are furnished to ensure that such materials and services are obtained in an effective manner and in compliance with the provisions of applicable Federal and State statutes and executive orders.

ARTICLE XXIII PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

23.1. Publications, Announcements, etc. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grantor funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee agrees to include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

23.2. Prior Notification/Release of Information. Grantee agrees to notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and to cooperate with Grantor in joint or coordinated releases of information.

**ARTICLE XXIV
INSURANCE**

24.1. Purchase and Maintenance of Insurance. Grantee shall maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in PART TWO or PART THREE.

24.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered shall be surrendered to Grantor.

**ARTICLE XXV
LAWSUITS AND INDEMNIFICATION**

25.1. Independent Contractor. Grantee is an independent contractor under this Agreement and neither Grantee nor any employee or agent of Grantee is an employee of Grantor and do not acquire any employment rights with Grantor or the State of Illinois by virtue of this Agreement. Grantee will provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee will be required to provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement shall be strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

25.2. Indemnification. To the extent permitted by law, Grantee agrees to hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor will be governed by the State Employee Indemnification Act (5 ILCS 350/1 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

**ARTICLE XXVI
MISCELLANEOUS**

26.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Executive Order 15-09.

26.2. Access to Internet. Grantee must have Internet access. Internet access may be either dial-up or high-speed. Grantee must maintain, at a minimum, one business e-mail address that will be the primary receiving point for all e-mail correspondence from Grantor. Grantee may list additional e-mail addresses at any time during the Term of this Agreement. The additional addresses may be for a specific department or division of Grantee or for specific employees of Grantee. Grantee must notify Grantor of any e-mail address changes within five (5) business days from the effective date of the change.

26.3. Exhibits and Attachments. Exhibits A through G, PART TWO, PART THREE, if applicable, and all other exhibits and attachments hereto are incorporated herein in their entirety.

26.4. Assignment Prohibited. Grantee acknowledges that this Agreement may not be sold, assigned, or

transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and that any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing shall render this Agreement null, void and of no further effect.

26.5. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

26.6. Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.

26.7. No Waiver. No failure of Grantor to assert any right or remedy hereunder will act as a waiver of its right to assert such right or remedy at a later time or constitute a course of business upon which Grantee may rely for the purpose of denial of such a right or remedy to Grantor.

26.8. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, shall be governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

26.9. Compliance with Law. This Agreement and Grantee's obligations and services hereunder are hereby made and must be performed in compliance with all applicable Federal and State laws, including, without limitation, Federal regulations, State administrative rules, including 44 Ill. Admin. Code 7000, and any and all license requirements or professional certification provisions.

26.10. Compliance with Confidentiality Laws. If applicable, Grantee shall comply with applicable State and Federal statutes, Federal regulations and Grantor administrative rules regarding confidential records or other information obtained by Grantee concerning persons served under this Agreement. The records and information shall be protected by Grantee from unauthorized disclosure.

26.11. Compliance with Freedom of Information Act. Upon request, Grantee shall make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. (5 ILCS 140/7(2)).

26.12. Precedence. In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement shall control. In the event there is a conflict between PART ONE and PART TWO or PART THREE of this Agreement, PART ONE shall control. In the event there is a conflict between PART TWO and PART THREE of this Agreement, PART TWO shall control. In the event there is a conflict between this Agreement and relevant statute(s) or Administrative Rule(s), the relevant statute(s) or rule(s) shall control.

26.13. Headings. Article and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

26.14. Entire Agreement. Grantee and Grantor acknowledge that this Agreement constitutes the entire agreement between them and that no promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, shall be binding upon either Grantee or Grantor.

26.15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document shall be deemed original for all purposes.

26.16. Attorney Fees and Costs. If Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, the Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

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EXHIBIT A

PROJECT DESCRIPTION

PROJECT TITLE

This grant is funded through the Land and Water Conservation Fund program. It is funded 50% through the Land and Water Conservation Fund program and 50% by the project sponsor (Grantee).

This project is the acquisition of approximately 6.48 acres of property currently leased by the Champaign Park District and used as Human Kinetic Park. The property will be developed into soccer fields, a basketball court, a walking path, and parking within 3 years of completing this acquisition.

**EXHIBIT B
DELIVERABLES OR MILESTONES**

This grant is funded through the Land and Water Conservation Fund program. It is funded 50% through the Land and Water Conservation Fund program and 50% by the project sponsor (Grantee).

The Implementation and Billing Requirement Packet is incorporated into this Exhibit B as a separate attachment (labeled Exhibit B1).

Deliverables/Milestones will be:

1. The completed project components as presented in the original application (attachment labeled Exhibit B2*) or an approved project scope change. They will be reported on the Project Performance Report that is provided in the Implementation and Billing Requirement Packet (example shown below)

PROJECT PERFORMANCE REPORT

(CONCISE / QUANTIFIED DESCRIPTION OF COMPLETED PROJECT COMPONENTS)

(GENERAL COST BREAKDOWN OF COMPLETED MAJOR PROJECT COMPONENTS)

Approved Project Component	Quantity	Budgeted Cost	Actual Cost
TOTAL:			

*Exhibit B2 also includes the approved project budget

2. Declaration of Use Restriction and Covenants on Property Deed

For all property acquired with DNR grant assistance, the following use restriction / covenant shall be filed with the deed at the time of recording along with any other that may be required by the IDNR:

“The real property described herein must be maintained for public outdoor recreation use purposes only as prescribed by the State of Illinois, Department of Natural Resources under terms of the State’s Land and Water Conservation Fund grant program and shall not be sold or exchanged or have other encumbrances placed on the title, in whole or in part, which divests control or interest in the property to another party without prior approval from the State of Illinois, Department of Natural Resources or its successor.”

EXHIBIT C

PAYMENT

Grantee shall receive Up to \$141,500.00 under this Agreement.

Enter specific terms of payment here:

This grant is funded through the Land and Water Conservation Fund program. It is funded 50% through the Land and Water Conservation Fund program and 50% by the project sponsor (Grantee).

Maximum Land and Water Conservation Fund grant amount will not exceed the amount listed above and only 50% of actual expenditures up to the maximum grant amount will be paid with this grant.

During times when the General Assembly appropriates funds allowing IDNR to fulfill its obligations, IDNR will receive invoices from the Grantee, approve, and pay 50% of approved costs for this project. Grantee shall be responsible for all costs deemed unallowable by the IDNR.

Project Costs and Billing

1. Upon project completion, the Grantee must submit a certified project billing request (expenditure statement) listing/verifying all property acquired and funds expended on the project for which grant reimbursement is sought, as well as required billing documentation, as follows (17 Ill. Adm. Code 3030.50):
 - a) proof of good faith negotiations or fair market value offer to land seller;
 - b) copy of property deed and title insurance policy showing ownership transferred to the Grantee (or Judgment Order in the case of eminent domain); and
 - c) proof of payment to seller.
2. Eligible Project Costs: Project costs eligible for grant assistance shall be determined upon the basis of the criteria set forth in the federal Land and Water Conservation Fund State Assistance Program, Federal Financial Assistance Manual (U.S. Department of the Interior, National Park Service, effective October 1, 2008) and IDNR's OSLAD/LWCF Local Participation Manuals. 17 Ill. Adm. Code 3030.50.
3. Failure by the Grantee to submit required billing forms and substantiating documentation within a one (1) year period following the project expiration date will result in the Grantee forfeiting all project reimbursements, and relieves IDNR from further payment obligations on the grant. Any grant funds remaining after final reimbursement to the Grantee may be reprogrammed at the discretion of IDNR.
4. Payment to the Grantee will be made as reimbursement for eligible expenses following submission to IDNR of a certified billing request listing all funds expended, and including any other documentation required by IDNR.
5. Only costs incurred during the specified project period dates indicated on this Agreement and necessary to complete the approved project components are eligible for grant reimbursement payment. Project costs for which reimbursement is sought cannot be incurred by the project applicant prior to grant approval notification. For acquisition projects, costs are considered incurred when a property deed, lease or other conveyance is accepted by the Grantee or first payment is made on the project property or to an escrow account for the property.

Availability of Appropriation: This contract is contingent upon and subject to the availability of sufficient funds. IDNR may terminate or suspend this agreement, in whole or in part, without penalty or further payment being required, if (1) sufficient State funds have not been appropriated to IDNR [or sufficient Federal funds have not been made available to IDNR by the Federal funding source], (2) the Governor or IDNR reserves appropriated funds, or (3) the Governor or IDNR determines that appropriated funds [or Federal funds] may not be available for payment. IDNR shall provide notice, in writing, to the Organization of any such funding failure and its election to terminate or suspend this MOU as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the Organization's receipt of notice.

EXHIBIT D
CONTACT INFORMATION

CONTACT FOR NOTIFICATION:

CONTACT FOR NOTIFICATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party shall be sent to the persons listed below.

GRANTOR CONTACT

Name: Kathy Barker
Title: Senior Grant Administrator
Address: One Natural Resources Way, Springfield, IL 62702-1271
Phone: (217) 785-8944
TTY#: _____
Fax#: (217) 782-9599
E-mail Address: kathy.barker@illinois.gov

GRANTEE CONTACT

Name: Andrew Weiss
Title: Director of Planning
Address: 706 Kenwood Road, Champaign, IL 61821
Phone: (217) 819-3822
TTY#: _____
Fax#: (217) 355-8421
E-mail Address: andrew.weiss@champaignparks.com

Additional Information:

Name: _____
Title: _____
Address: _____
Phone: _____
TTY#: _____
Fax#: _____
E-mail Address: _____

EXHIBIT E
PERFORMANCE MEASURES

Following all methods and standards as required by state and federal laws and regulations, this project will make outdoor recreation available to members of the general public by accomplishing the following items:

EXAMPLE: Providing community members with approximately 6.48 acres of property for outdoor recreation that is owned and operated by their park district.

EXHIBIT F
PERFORMANCE STANDARDS

Completion of this project will allow citizens of the Champaign Park District and others from the general populous outdoor recreational opportunities by providing community members with approximately 6.48 acres of property for outdoor recreation that is owned and operated by their park district.

Timely completion of this project will satisfy the requirements of the IDNR.

EXHIBIT G
SPECIFIC CONDITIONS

The following Specific Conditions are imposed as indicated on the Notice of State Award previously signed by the Grantee:

03 - When requested by Grantor, Grantee shall submit a signed and dated letter that lists and briefly describes the following: 1) new grant management systems, policies, procedures, and controls that have been put in place; 2) grant management trainings attended; and 3) grant management technical assistance received. If Grantee has more than one active grant with Grantor, a single letter shall cover all grants.

05 - Reimbursement requests are subject to periodic desk reviews of the budget and actual expenses to ensure that costs are compliant with Cost Principles (2 CFR 200.400).

06 - When requested by Grantor, Grantee shall submit a signed and dated letter that lists and briefly describes the following: 1) new grant management systems, policies, procedures, and controls that have been put in place; 2) grant management trainings attended; and 3) grant management technical assistance received. If Grantee has more than one active grant with Grantor, a single letter shall cover all grants.

11 - Grantee shall inform Grantor of any changes to key personnel identified in the project budget and/or to the project scope.

PART TWO – THE GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, the Grantor has the following additional requirements for its Grantee:

[Here is where the Grantor lists its specific requirements]

[See Paragraphs 4.3, 4.6, 4.7, 5.1, 7.8, 12.4, 13.3(a), 14.1, 14.3, 19.1 and 24.1 for information that may be required in this **PART TWO**.]

1. The Cash Management requirements and Interest requirements listed in Paragraphs 4.3 and 4.6 of PART ONE respectively do not apply as the federal funds of this agreement are only paid to the Grantee as reimbursement of prior project expenditures.
2. Grantee is solely responsible for the design and implementation of the project described in its Project Application, the terms and conditions of which are hereby incorporated by reference and made a part of this Agreement. Failure by the Grantee to comply with any of the Agreement terms or the terms of the Project Application shall be cause for the suspension of all grant assistance obligations thereunder, and may result in debarment for two grant cycles. 30 ILCS §705/6.
3. The Grantee agrees to implement and complete the approved project pursuant to the time schedule and plans set forth in the Project Application. Failure to render satisfactory progress or to complete the approved project to the satisfaction of IDNR per the terms of this Agreement is cause for suspension and/or termination of all obligations of IDNR under this Agreement.
4. Environmental and Cultural Resource Compliance: Approved grant project construction shall not commence and no payment shall be made under this grant until the Grantee, as set forth under IDNR's Comprehensive Environmental Review Process (CERP), has initiated and completed all necessary project review and consultation with IDNR as required by section 11 of the Endangered Species Protection Act, 520 ILCS 10/11; section 17 of the Illinois Natural Areas Preservation Act, 525 ILCS 30/17; the mitigation or compensation determinations required by the Interagency Wetland Policy Act, 20 ILCS 830/1 *et seq.*; and the environmental and economic impact determination required by the Historic Preservation Act, 20 ILCS 3420/4.
5. The Grantee shall permanently post an LWCF acknowledgment sign at the project site. The necessary sign will be provided by IDNR or specifications for its construction will be furnished to the Grantee, if requested.
6. Property acquired with funding assistance from the LWCF program shall be operated and maintained in perpetuity for public outdoor recreation use as set forth in 17 Ill. Adm. Code 3030.5 *et seq.* and the LWCF Act. Property acquired with LWCF assistance may not be converted to a use other than public outdoor recreation use, without IDNR and National Park Service ("NPS") approval. Approval for property conversion will be granted in accordance with the LWCF Program (36 CFR 59), 17 Ill. 3030.50. The Federal Aid share in the price of land or any interest therein acquired by the Grantee cannot exceed 50 percent of the market value of said lands as determined by the U.S. Department of the Interior.
7. The acquisition cost or fair market value of real property acquired with LWCF assistance shall be based on an independent appraisal completed by a State licensed/certified general appraiser and submitted to IDNR by the Grantee. The appraisals will be reviewed by IDNR for acceptance and compliance with standard federal appraisal guidelines. 17 Ill. 3030.50.

PART TWO – THE GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in PART ONE, the Grantor has the following additional requirements for its Grantee:

[Here is where the Grantor lists its specific requirements]

[See Paragraphs 4.3, 4.6, 4.7, 5.1, 7.8, 12.4, 13.3(a), 14.1, 14.3, 19.1 and 24.1 for information that may be required in this PART TWO.]

8. Use of Facilities (See 17 Ill. Adm. Code 3030.50):
 - 1) The Grantee shall not at any time convert any property acquired through the LWCF program to other than the public outdoor recreation uses specified in the project proposal without approval of IDNR and the Director of NPS (per 36 CFR 59).
 - 2) The Grantee shall operate and maintain, or cause to be operated and maintained, property or facilities acquired through the LWCF program in the manner and according to the standards set forth in the federal Land and Water Grants-in-Aid Manual.
 - 3) The Grantee may enter into a contract or agreement with responsible concessionaires to operate and/or construct facilities, for dispersing food to the public and/or any other services as may be desired by the public and the sponsoring agency for enjoyable and convenient use of the LWCF-assisted site. Any and all concession revenue in excess of the costs of operation and maintenance of the LWCF lands and/or facilities shall be used for the improvement of those lands or facilities or similar nearby public facilities. All sub-leases or licenses entered into by the sponsoring agency with third persons relating to accommodations or concessions to be provided for or at the LWCF facility for benefit of the public shall be submitted to IDNR, upon request, for its approval prior to the sub-lease or license being entered into or granted by the sponsoring agency

9. project review and consultation with IDNR as required by section 11 of the Endangered Species Protection Act, 520 ILCS 10/11; section 17 of the Illinois Natural Areas Preservation Act, 525 ILCS 30/17; the mitigation or compensation determinations required by the Interagency Wetland Policy Act, 20 ILCS 830/1 *et seq.*; and the environmental and economic impact determination required by the Historic Preservation Act, 20 ILCS 3420/4.

PART THREE – THE PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and the Grantor-Specific Terms in **PART TWO**, the Grantor has the following additional requirements for this Project:

[Here is where the Grantor lists the specific requirements for this Project, including identification of all applicable state and federal rules.]

[See Paragraphs 4.3, 4.6, 4.7, 5.1, 7.8, 12.4, 14.1, 14.3, 19.1 and 24.1 for information that may be required in this **PART THREE.**]

1. The projects contemplated by this Agreement must be identified in, or further the specific goals of, a trail plan included or reference in the Statewide Comprehensive Outdoor Recreation Plan as required by the Land and Water Conservation Fund Act.
2. IDNR and the Grantee agree to perform this Agreement in accordance with the following: the LWCF Grant Program administrative rules (17 Ill. Adm. Code 3030.5 *et seq.*); the Land & Water Conservation Fund Act of 1965 (16 USC §4601-4 *et seq.*); the Land & Water Conservation Fund Grants Manual; the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 USC §4601 *et seq.*); and, with the terms, promises, conditions, plans, specifications, maps, and assurances contained in the approved Project Application, each of which is hereby incorporated by reference and made a part of this Agreement.
3. Grantee will review and approve development plans to ensure state and/or federal requirements are met; including submitting a copy of the plans with a map to the IL Department of Natural Resources to approve according to the restrictions placed on the Cultural Resources Endangered Species & Wetland Review (CERP).
4. Record the attached Historic and Natural Resources Preservation Covenant on the Deed at time of closing on this acquisition.
5. Grantee will ensure all acquisitions of rights-of-way comply with Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended; and upon request, provide certification of compliance to Grantor. Grantor will provide assistance, and perform audits to the extent necessary, to assure validity of Grantee's certification of compliance with Titles II and III of the aforesaid Act.
6. Grantee shall assume responsibility for the administration, control, reconstruction, and maintenance of all facilities constructed on property purchased as part of this Agreement. Grantee shall indemnify and hold the State of Illinois and its employees harmless from all claims for injuries and damages to persons or property relating to the use, maintenance, or reconstruction of the facilities constructed on the property purchased as part of this Agreement.
7. All Articles of the Grant Agreement between the US Department of Interior/National Park Service and the IL Department of Natural Resources are incorporated into this Agreement to be followed by the Grantee identified on page one of this Agreement. A copy of the referenced agreement is attached and labeled "Part Three Attachment".
8. All facilities constructed with LWCF assistance must be designed and developed to fully accommodate accessibility standards as per the Illinois Accessibility Code Standards, the Americans with Disabilities Act (ADA) (42 U.S.C. 12101 *et seq.*) and the regulations thereunder (28 CFR 35.130).
9. The Grantee must observe and comply with the provisions of the Prevailing Wage Act (820 ILCS 130/4), which apply to the wages of laborers, mechanics and other workers employed in any public works, and with the prevailing wage requirements of the Illinois Procurement Code (30 ILCS 500/25-60).

PART THREE – THE PROJECT-SPECIFIC TERMS

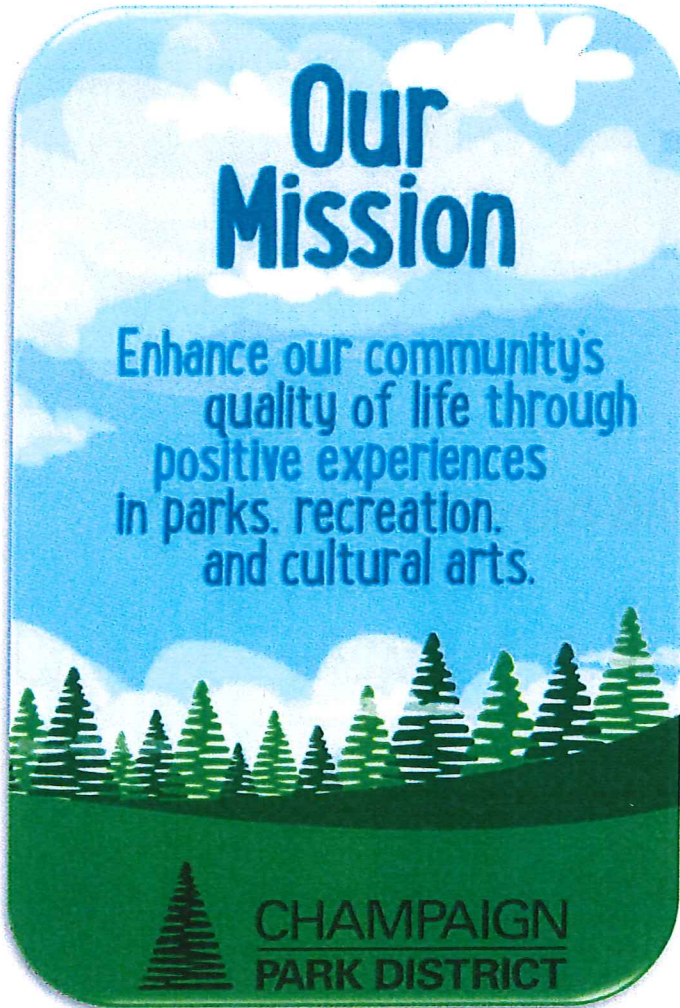
In addition to the uniform requirements in **PART ONE** and the Grantor-Specific Terms in **PART TWO**, the Grantor has the following additional requirements for this Project:

[Here is where the Grantor lists the specific requirements for this Project, including identification of all applicable state and federal rules.]

[See Paragraphs 4.3, 4.6, 4.7, 5.1, 7.8, 12.4, 14.1, 14.3, 19.1 and 24.1 for information that may be required in this **PART THREE.**]

10. All overhead utilities on the project property, excepting electric lines over 15kv, must be buried or otherwise screened.
11. No easements or other land encumbrances may be granted on the project property without the prior written approval of IDNR and the NPS.
12. No portion of project property may be traded, sold or otherwise exchanged, nor converted from outdoor recreation use, without the prior written approval of IDNR and the NPS.
13. No indoor buildings, exclusive of service/support structures or sanitary facilities may be constructed on the property acquired and/or developed hereunder without prior written approval from IDNR and the NPS.

**CHAMPAIGN PARK DISTRICT
BOARD OF COMMISSIONERS AND ADMINISTRATIVE STAFF
MAY 2018**



BOARD OF COMMISSIONERS

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Timothy P. McMahon
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Joe DeLuce, Assistant Secretary
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ADMINISTRATIVE STAFF

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Assistant to the Executive Director.....	Cindy Harvey
Director of Finance.....	Andrea N. Wallace, CPA
Director of Human Resources, Technology & Risk.....	Tammy Hoggatt, SPHR, SHRM-SCP
Director of Marketing & Communications.....	Chelsea Norton
Director of Operations.....	Dan Olson
Director of Planning.....	Andrew Weiss
Director of Recreation.....	Jameel Jones
Director of Virginia Theatre.....	Steven Bentz

CHAMPAIGN PARK DISTRICT
706 Kenwood Road, Champaign, IL 61821
t 217-398-2550 | f 217-355-8421
www.champaignparks.com

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TO: Board of Commissioners and Officers
FROM: Joe DeLuce, Executive Director
RE: Fiscal Year Ended (FYE) 2019 Annual Budget
DATE: May 20, 2018

Staff is pleased to present to you the proposed Annual Budget of the Champaign Park District (Park District) for the fiscal year beginning May 1, 2018 and ending April 30, 2019. The document reflects the vision, mission, and values of the Park District in our efforts to be responsive to the recreation needs of the residents and to do so in a fiscally and environmentally responsible manner.

The focus of the FYE2019 budget is to address the goals and objectives outlined in the 2016-2019 Strategic Plan, which was approved by the Park Board in May of 2016. This budget addresses the needs of the residents by focusing on how the Park District can better connect and serve the community. The five key strategic initiatives of the 2016-2019 Strategic Plan include:

- Provide a family-friendly atmosphere where participants feel welcome and safe.
- Provide first-time opportunities for participants to try recreation and cultural arts programs and services.
- Provide parks, recreation and cultural arts that users can participate in throughout their lives.
- Provide parks, recreation and cultural arts that are affordable for all.
- Provide opportunities to create community connections in our parks, recreation and cultural arts.

Additionally, it reflects the priorities set by the Park Board of focusing on maintaining our parks, programs and facility standards, trail connections, Heritage Park, Operations Facility, capital campaign for Martens Center new construction, Spalding Park, and organizational excellence.

To meet the Park District's commitment to transparency and to satisfy the legal requirements, the Budget and Appropriation Ordinance will be made available for public inspection for at least thirty (30) days before it is considered for approval. The Budget and Appropriation Ordinance will be made available to the public following the Regular Board Meeting on June 13, at the Bresnan Meeting Center, and officially considered for approval at the July 25, 2018 Special Board Meeting. This should be read in conjunction with the combined financial summary section which addresses changes in revenues and expenditures for the upcoming fiscal year.

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BUDGET DOCUMENT OVERVIEW

This section is intended to assist those readers not familiar with the Park District budget or governmental budgeting. It provides a quick overview of how the budget is organized and what information is included. The Park District budget is divided into the following major sections:

INTRODUCTION AND OVERVIEW

This section contains the budget message that provides an overview of the entire budget and highlights the Park District's budget strategies and major issues that affect the development of the annual budget. Also, this section includes an overview of the strategic plan goals which are documented in more detail throughout the various sections.

FINANCIAL STRUCTURE, POLICY AND PROCESSES

This section includes the organizational chart, relationship between the funds and departments, fund descriptions and structure, as well as budget and financial policies and procedures.

FINANCIAL SUMMARIES

This section presents the description and budgets not only for each of the Park District's individual funds in total from a broad overview perspective, with the exception of the capital and debt funds, which are documented under the Capital and Debt section of this document, but also from a consolidated basis for all funds. It includes a detailed line item breakdown of each fund, historical revenues and expenditures, along with historical fund balance as a percentage of expenditures. In addition, a summary breakdown of individual fund balance changes and total expenditures, as well as tables, charts and graphs that illustrate the Park District's revenue, expense and tax rates and collections.

CAPITAL AND DEBT

This section details the Park District's individual capital and debt funds, as well as the capital improvement program. It outlines proposed major projects, recurring and periodic maintenance, the funding sources, the effect the program has on the operating budget and an overview of planned major capital expenditures for the next five years.

DEPARTMENTAL INFORMATION

Included in this section is a more detailed program budget within each fund as applicable. Detailed revenues and expenditures are included, as well as the most recent fiscal year accomplishments as applicable, specific strategic goals for the upcoming year, and performance indicators first implemented in FY2015.

SUPPLEMENTAL INFORMATION

This section includes various tables, schedules, maps, etc. which provide additional information about the Park District and the community. This section also contains a list of acronyms, and a glossary which provides definitions of budget terms used throughout the document.

BUDGET HIGHLIGHTS

GENERAL INFORMATION

The Park District was organized in November 1911. The Park District was established as a separate unit of local government in 1955 by a public referendum and is a municipal corporation under the statutes of the State of Illinois. The Park District operates under a Board-Manager form of government with five-member Board of Commissioners elected to six-year terms in biennial elections.

In 1999, the Park District received the Illinois Association of Park Districts and the Illinois Park and Recreation Distinguished Park and Agency Award. To earn this distinction, an agency is evaluated by a committee of five park professionals from the two associations. The evaluation is broken down into six separate categories on which the Park District is scored. The categories range from mandatory and legal requirements to desired standards for park districts set by the two associations. The Park District was re-evaluated during the FY2006 and maintained this designation in FY2011. The Park District was re-certified in FYE2018 and received our highest score on record.

ECONOMIC CONDITION AND OUTLOOK

The Park District is located in East Central Illinois, one of the most stable economic environments in the state. A major reason for this stability is that the University of Illinois is located in Champaign and its neighbor city, Urbana. The University provides more than 23,000 jobs in the community. The large number of University employees residing within the Park District boundaries contributes greatly to the Park District's program and property tax revenues. Also, the Park District's commercial base is rather diverse, which tends to minimize the overall effects of economic swings. The commercial base of the Park District is mainly divided between healthcare, retail, food, service, real estate and high technology industries.

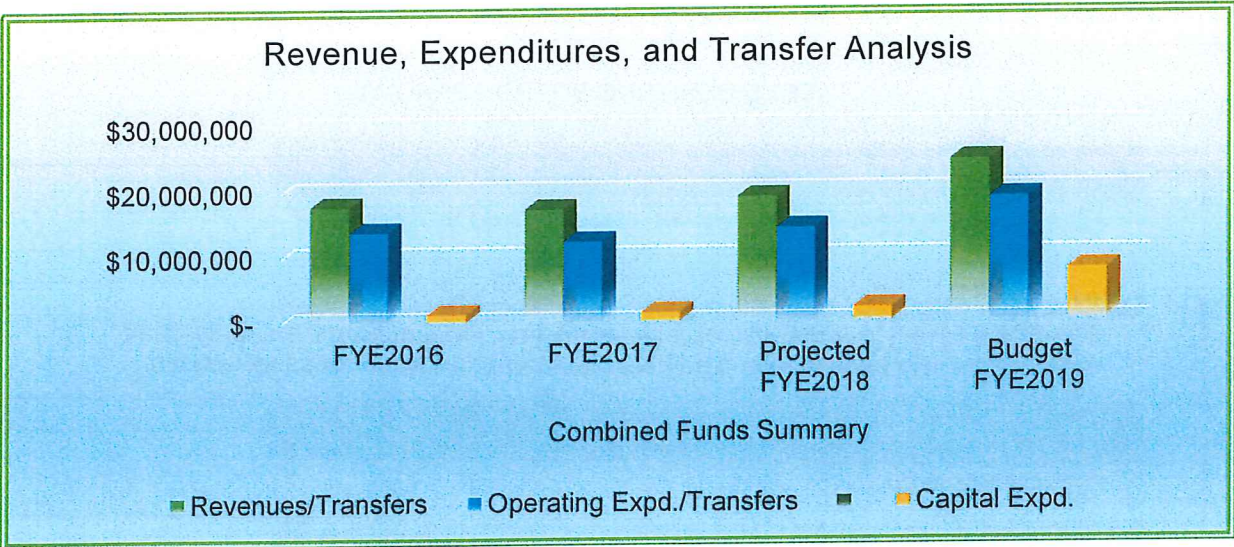
In recent years the Park District's boundaries have expanded by residential, retail and commercial growth. The Park District's equalized assessed valuation decreased a net 2.88% from revenue year (RY) 2009 through RY2013, mostly due to residential property assessed values declining as well as the slow growth in new construction. Prior to RY2009, the Park District's assessed valuation had increased an average of 4-6% a year, with one year increasing 15% due to annexations. The RY2017 equalized assessed value (EAV) increased 5.9%, and is projected to increase approximately 8.0% in RY2018. This increase is in part due to a 8.3% growth in commercial properties over the prior year, with additional 9.7% growth in farm and 3.7% growth in residential, and 6.48% growth in industrial. Several large commercial developments started to be completed and added to the tax roll in 2017, with a full year impact to be seen in 2017. This growth was in downtown Champaign, and in the campus town area.

The most notable factor in increase was the \$26,491,375 EAV added to the tax roll for the expired downtown TIF District, that is excluded from tax caps this first year. This increase in property tax revenue will replace the TIF payments historically received in Capital Improvements Fund.

New construction continues to be strong and positively added \$44,214,450 (nearly same as last year) to the EAV which is excluded from property tax cap limits imposed by the Property Tax Extension Limitation Law (PTELL) in the first year only. This law limits the increase in the Park District's annual property tax levy to the lesser of 5% or the increase in the national Consumer Price Index plus any new or improved property within the Park District. The increase in the Consumer Price Index for RY2017 (FYE2018) is 2.1%, and will be the same for RY18 (FYE2020).

REVENUE HIGHLIGHTS

The largest increase was due to the 5.9% increase in EAV for property taxes. While the Park District looks for ways to increase the amount of non-tax revenues, property tax revenues help to sustain operations and capital projects. Anticipated donations combined with fundraising efforts will allow the Park District to enhance one of its parks during the next fiscal year that would not occur without these funds.



EXPENDITURE HIGHLIGHTS

Given the conservative nature of the Park District accumulated savings from past fiscal years have been committed for new capital projects in FYE2019. Salaries and wages increased over prior year as the continued effort to keep staff pay competitive. Part-time and seasonal rates increased on average 3-10% depending on the position however overall net was \$20,000, while full-time positions include up to a 3.0% merit increase consistent with prior years.

Capital expenditures include multiple large projects this year as highlighted in the capital section of the budget document. Projects exceeding \$600,000 include Heritage Park phase 1, Virginia Theatre improvements, shop expansion and Martens Center.

CURRENT YEAR INITIATIVES

The focus for Budget Year 2019 continues to focus on the Park District's strategic, Board goals, and investing infrastructure. Steps to be taken include strengthening fiscal responsibility by maximizing monetary resources. Staff will be reviewing the revenue policy and continue to focus on program revenue goals while maximizing the Champaign Parks Foundation (Parks Foundation) resources. The budget focuses on continued improvements throughout the Park District while maintaining and enhancing existing programs for sustainability. The Park District continues to maintain 120-day reserve balance in the General, Recreation, and Museum funds the Board implemented in 2008, which reflects strong financial sustainability and management of funds.

FUTURE IMPACT OF CURRENT LEGISLATION

The operating and capital budgets will be continually monitored in current and future years, especially considering the current economic uncertainty surrounding the following issues:

- Maintain staffing at a proper level based on services provided, the expectation of continual increases in health care and benefits, along with expanding services offered and growing facilities and acreage to maintain.
- Future impact of a minimum wage increase if increased from \$8.25 to \$9.00 was delayed from the original July 1, 2016 effective date with expectation of increasing until it reaches \$10.00/hour. Current IL legislation on minimum wage, including House Bill 198, Senate Bill 1738 and Senate Bill 2 seeks to increase the rate to \$15/hr.; however with businesses leaving the state, this appears unlikely to pass at the rate. Illinois has continued to shrink in population for four consecutive years.
- The initial impact for part-time staff currently at the \$8.25 rate is minimal to the Park District, as the majority of our seasonal part-time positions pay at least \$9.00/hour. The ripple effect though for staff already at the \$9.00/hour will be significant. This will require future planning by the Park District if or when this becomes law.
- Availability of grant funding is very slowly starting to resurface at the state level since the 2015 budget crisis. This provides an exciting opportunity to fund capital projects that the Park District has either put on hold indefinitely or funded through available reserves. Park District anticipates receipt of capital grant funds to purchase land for the Martens Center project.

TENTATIVE BUDGET SCHEDULE FOR FYE2019

(ITEMS DENOTING BOARD APPROVAL)

April 11, 2018

- The proposed merit pool is reviewed and approved by the Board.

April 2018

- Park District receives the new fiscal year tax levy amount from the county. Staff reviews the levy allocation and adjusts the amount between funds as needed.

May 1, 2018

- Start of fiscal year.

June 13, 2018

- The proposed Annual Budget is presented and discussed at Board Meeting.

June 13, 2018

- A Public Hearing is set on the proposed Budget and Appropriation Ordinance. The Ordinance is prepared and made available to the public at the Bresnan Meeting Center.

July 16, 2018

- Notice of Public Hearing on the Budget and Appropriation Ordinance is published in the newspaper.

July 25, 2018

- Public Hearing on the Budget and Appropriation Ordinance is held. After the hearing, the ordinance is approved by the Board. The annual budget is approved.

July 30, 2018

- Latest date to file a certified copy of the Budget and Appropriation Ordinance and an Estimate of the Revenues to be received with the County Clerk.

September 12, 2018

- Adopt Resolution on Intent to Issue General Obligation Bonds and to set a Public Hearing date on the proposed issues.

October 10, 2018

- Adopt Resolution of Estimate of Taxes to be Levied for FYE2020. A Public Hearing is held on the proposed bond issue. A resolution is adopted to issue the bonds and to accept bids on the issue.

October 24, 2018

- Notice Staff begin reviewing the current 5-year CIP and begin working on list of capital projects for 2020-2025

October 29, 2018

- Annual Audit, Treasurer's and State Comptroller's Reports are filed with the County Clerk and State of Illinois.

October 31, 2018

- Notice of Public Hearing on proposed Tax Levy and Truth in Taxation information is published in the newspaper.

November 1, 2018

- Work is started on the operating budget for FYE2020 (to be presented May 2019 at regular meeting)

November 14, 2018

- Hold Public Hearing on proposed Tax Levy, Adopt Tax Levy Ordinance. Approve the bond bid and adopt the bond ordinance. Levy is filed with County Clerk.

November 30, 2018

- Pay off 2017 general obligation bond issue.

December 12, 2018

- Make payment on Alternate Revenue Bonds. Tax Levy Ordinance is filed with County Clerk.

January 9, 2019

- Seasonal and part-time rates for next fiscal year are presented and approved.

January 23, 2019

- Capital items and CIP for 2020-2025 are presented and discussed.

February 13, 2019

- A Tax abatement is prepared on alternate revenue bonds, approved and filed with the County Clerk.

February 27, 2019

- Capital items are approved by the Board, and incorporated into the FYE2020 budget document.

March 13, 2019

- Merit pool for upcoming fiscal year is presented to Board.

April 10, 2019

- Merit pool for FYE2020 is approved by Board.

STRATEGIC PLAN 2016 – 2019

Mission: Enhance our community's quality of life through positive experiences in parks, recreation and the cultural arts.

Vision: Consistently exceed community expectations.

Values: Stewardship, Organizational Excellence, Innovation, Customer Service and Diversity.

Strategic Goals & Objectives

To continue to inspire staff innovation and community-driven planning, we have developed five strategic goals. Specific objectives within each goal outline the path to fulfilling our mission statement through this 2016-2019 Strategic Plan.



SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Create new fun and safe park amenities.
- Develop a marketing plan to promote friendliness, safety and hospitality.
- Design and implement enhanced physical entrance/lobby and park front entrance to reflect friendly, welcoming, and safe themes.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.
- Complete and implement a trails master plan.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Develop and implement a marketing plan to encourage first-time opportunities and a spirit of discovery.
- Improve internal customer service through staff training.
- Develop entry level positions for operations specialty roles (i.e. plumbing, electricians, HVAC).
- Develop strategies to give potential users a sample of programs and services.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.
- Identify sources to provide capital development funds for new parks, facilities and amenities.
- Increase the number of scholarships for first-time experiences.
- Create first-time opportunities for employment at the District.
- Better incorporate programming in parks and trails to encourage use of outdoor space.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Evaluate recommendations of the U of I Recreation, Sports, & Tourism appraisal of programs.
- Determine the level of service for parks, facilities and amenities to meet all residents' needs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Provide program scholarships from which all ages can benefit.
- Develop and implement programmatic, financial, human resources, operational and organizational dashboards.
- Update the District's Comprehensive Plan.
- Develop and promote health and wellness programs.
- Reach out to residents for input on new programs for all ages.
- Develop a five-year financial plan to accomplish sustainable parks and programs.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL

OBJECTIVES:

- Find a balance of service vs. business.
- Define core programs and services.
- Update revenue philosophy and purchasing policy.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Reward the loyalty of participants.
- Evaluate fees for rentals and services.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.
- Develop new fundraising programs for the Parks Foundation.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Create a citizen advisory board for programs and services.
- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Identify new opportunities to work with community groups.
- Involve community members and agencies in our programs and events.
- Create new programs, parks, facilities, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.
- Work with the school district on programs and services as part of the Community School Initiative.
- Develop open-street programs and other downtown events to bring community members together.
- Develop a District software application to create connections with and between users/residents.
- Increase financial and in-kind support of outside groups and agencies to provide programs and events.

Each year the Park District Executive Director and Administrative Staff, along with the Board of Commissioners select goals that will be accomplished in the upcoming year from the above goals and objectives.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget
Presentation Award*

PRESENTED TO

Champaign Park District

Illinois

For the Fiscal Year Beginning

May 1, 2017

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Award to Champaign Park District, Illinois for its annual budget for the fiscal year beginning May 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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FINANCIAL STRUCTURE, POLICY & PROCESS

BUDGET POLICIES AND PROCEDURES

OVERVIEW

The District's annual budget for FYE2019 outlines the District's commitment and plan to provide service to its residents. Meeting the park, recreational and cultural needs of approximately 86,637 residents with very diverse needs requires long-range planning, maximum efficiency and use of every dollar.

The annual budget is prepared to allocate funds available and to implement District policies. The budget is the District's plan for distribution of available funds and explains the procedures, assumptions and organizational structure used in its preparation. The Budget Policies and Procedures outline the budget detail and provide background information to assist in its review.

This document contains a description of each major fund and the number of staff assigned to each department, as well as the goals, objectives and issues for the coming year. These goals and objectives, along with strategic and capital improvement plans, set forth the work program for this fiscal year. Department heads, Commissioners and staff created these plans, goals and objectives to enhance the District's leisure services to our residents while maintaining current infrastructure.

The budget coincides with the strategic plan updated in 2016, which can be referenced in the Introduction and Overview section.

BASIS OF ACCOUNTING & BUDGETING

The District uses a detailed line item budget for accounting, financial statements and review purposes. The District prepares a detailed budget by month, based on the program expense line. The modified accrual basis of accounting for the District's annual audited financial statements. The budget is prepared on the modified accrual basis except property tax accruals and deferred revenues are not recognized.

Under the modified accrual basis of accounting, revenues are recognized when received in cash, except for those revenues that can be accrued, which are recognized as receivable when they become measurable, and are recognized as revenue when they become available to pay current liabilities. Expenditures are recorded when the liability is incurred except for principal and interest due on long-term debt, which is

recognized when due or when sufficient funds are on hand to pay the current year's obligation. The accrual basis records revenues when earned and expenses when the goods or services are received.

The Comprehensive Annual Financial Report (CAFR) shows the status of the District's finances on the basis of "generally accepted accounting principles" (GAAP) and provides additional statistical information as well as an in-depth discussion and analysis of the past fiscal year. Accounting oversight and control is continually provided to adequately safeguard assets and to provide reasonable assurance of proper recording of financial transactions.

BUDGET TIMELINE AND FORMAT

The budget timeline includes the planning time that goes into the budget process, including meetings with the staff and Board. In April, a proposed budget is submitted by the staff to the Board of Commissioners for approval. This budget includes proposed expenditures and the means for financing them for the fiscal year that begins May 1. A public hearing is held in June, after the budget has been available to the public for 30 days, to allow District residents to make comments on the proposed budget. In June, the budget is legally enacted through passage of the Budget and Appropriation Ordinance with a final legal deadline of July. The budget format includes a financial summary section that summarizes the entire District budget. Charts and graphs are used to show budget history and revenue and expense trends. Each major fund has a separate section including each fund's description, staff breakdown and operating budget by department. These were the basis for determining which services and operations are to be provided for the coming year.

BUDGET IMPLEMENTATION, REVIEW AND AMENDMENT

The process continues with the implementation of policies determined during budget development. Budget policies are implemented in a timely manner. Policies such as fee increases are set at the beginning of a season or program. Registration and program fees are reviewed on a regular basis, and program reviews are done on a seasonal basis.

Budgetary control is maintained throughout the year through an internal reporting process. Management receives monthly reports detailing budget status on a monthly and year-to-date basis

to monitor policy implementation. Major expenditures are verified to budgeted and appropriated amounts prior to the actual purchase. The Board of Commissioners reviews and approves all Park District expenditures on a monthly basis.

POLICIES AND ASSUMPTIONS

Budget policies are designed to establish a framework for providing quality services in an efficient and effective manner while maintaining long-term financial stability within the established limitations. These policies are reviewed, modified as appropriate, and adopted annually.

The Park District is committed to maintaining a stable tax rate, and to consciously not increase the current rate when levying funds. RY2017 EAV growth of 5.9% attributed to the tax rate remaining flat at .7149.

When preparing the budget, the Park District continued with a conservative fiscal policy. Staff were instructed to begin with the projected expenditures from FYE2019 and allow for an applicable increase based on the type of account and any increases previously approved by the Board for salaries and benefits. When in doubt Staff should use a conservative approach for revenues and budget only anticipated increases/decreases based on history or known fluctuations. Expenditures should be estimated and budgeted for fluctuations that may or may not be known, possibly overstating those line items. In the past, this concept was very evident in budgeting for seasonal staff, maintenance and program supplies. Managers plan for a full staff for the full season with no missing days and extra supplies for full programs, however the actual budget for FYE2019 factors in historical closures and cancellations.

The Park District prepares a balanced budget in all of the main operating funds. A balanced budget is a budget where operating revenues meet or exceed operating expenditures, and reserve or carryover balances are not considered a revenue source unless specifically noted. This occurs when the Board has authorized spending of any surplus funds or authorization to set additional surplus funds aside for current or future capital projects. Capital fund budgets however, may not always be balanced as multi-year projects may have carryover balances when projects extend between years, and the balance is expended as the projects are completed. The Park District may also use excess fund balances to finance a significant capital project rather than to borrow funds. While this creates the appearance of an unbalanced

budget, it is more a depiction of good financial planning by the Park District and Board of Commissioners.

The Park District maintains a detailed Investment Policy which meets the legal requirements of the State of Illinois statutes. The policy emphasizes safety of principal, authorized investments and collateralization. Cash idle during the year is invested in insured or collateralized Certificates of Deposit, State of Illinois Treasurer's Funds, the Illinois Park District Liquid Asset Fund and Illinois Metropolitan Investment Fund.

Department heads are responsible for purchases with the Executive Director having final approval. The Park District's purchasing policy details what may be purchased and at what levels. Purchases of non-budgeted or over-budgeted line items must be offset by additional revenue sources or savings in a different budget line item area before the purchase can be made. Contracts \$20,000 and over, or in excess of one year must be Board-approved prior to execution.

The Park District is committed to complying with the Americans with Disabilities Act through funding by different funds for facility and program improvements and staff training. A significant portion of the special recreation budget is allocated to making Park District parks and facilities ADA-accessible.

The Park District is also committed to offering and maintaining safe programs, events and facilities. The Park District has implemented a risk management program and employs a full-time Risk Manager to oversee the program. The program is evaluated biannually by the Park District's insurance carrier, the Park District Risk Management Agency (PDRMA). In 2017, the Park District again attained the highest accreditation score for its ongoing risk management program.

As some residents are unable to participate in programs due to economic hardships, the Park District offers a scholarship program to reduce program fees. This is funded mainly by public donations to the Foundation, as well as \$1 for every program registration.

The Park District levies and collects property taxes in the following funds: General Corporate, Recreation, Museum, IMRF, Social Security, Police, Audit, Liability Insurance, Paving and Lighting, and Special Recreation. By Park District Code statutes, these funds must be accounted for in separate funds.

In 1997, voters approved a property tax cap for the Park District. This action limits the increase in the aggregate extension of the tax levy for the Park District to the lesser of 5% or the increase in the Consumer Price Index plus any new property added to the Park District during the past year. This year's increase in the index was set at 2.1%. Also, the act limits the amount of non-referendum debt payment the Park District can make each year. The Park District's limit is currently set at \$1,148,142.

DEBT POLICY

The Park District issues debt to provide financing and pay the cost associated with the acquisition and improvement of long-term assets and/or to make the annual debt payment on the Alternate Revenue Bonds. These funds are not used to finance regular operations. The Park District's primary objective in debt management is to keep the level of indebtedness within available resources and within the total debt and payment limits established by state statutes and tax cap legislation.

The legal debt limit for the Park District is 2.875% (\$51,016,746) of assessed valuation for total debt issued and .575% (\$10,203,349) for non-referendum General Obligation Bonds. Currently, the Park District has \$1,123,500 of non-referendum General Obligation Bonded debt outstanding which will mature in November 2018 and \$3,355,000 of Alternate Revenue Bonds with the final payment due December 15, 2024.

The Park District is scheduled to issue approximately \$1,147,100 of one-year General Obligation Limited Bonds in November 2018. Approximately \$535,650, will be used to make principal and interest payments on the outstanding Alternate Revenue Bonds. The remaining proceeds will be used for capital projects.

FUND BALANCE

Fund balances are classified as follows:

- Non-spendable-amounts that cannot be spent either because they are not in a spendable form

or because they are legally or contractually required to be maintained intact.

- Restricted-amounts that can be spent only for specific purposes because of the Park District charter, state or federal laws, or externally imposed conditions by grantors or creditors.
- Committed-amounts that can be used only for specific purposes determined by a formal resolution of the Park District Board of Commissioners.
- Assigned-amounts that are constrained by the Board of Commissioners' intent to be used for specific purposes but are neither restricted nor committed.
- Unassigned-all amounts not included in other spendable classifications. The general fund is the only fund that reports a positive unassigned fund balance amount.

PERSONNEL

Salaries and wages for all staff are based on set ranges and an annual merit pool is reviewed and approved by the Board of Commissioners annually for full-time staff. Any new full-time positions or current positions hired outside of the set salary range must be approved by the Board of Commissioners, as well as any increase in full-time positions.

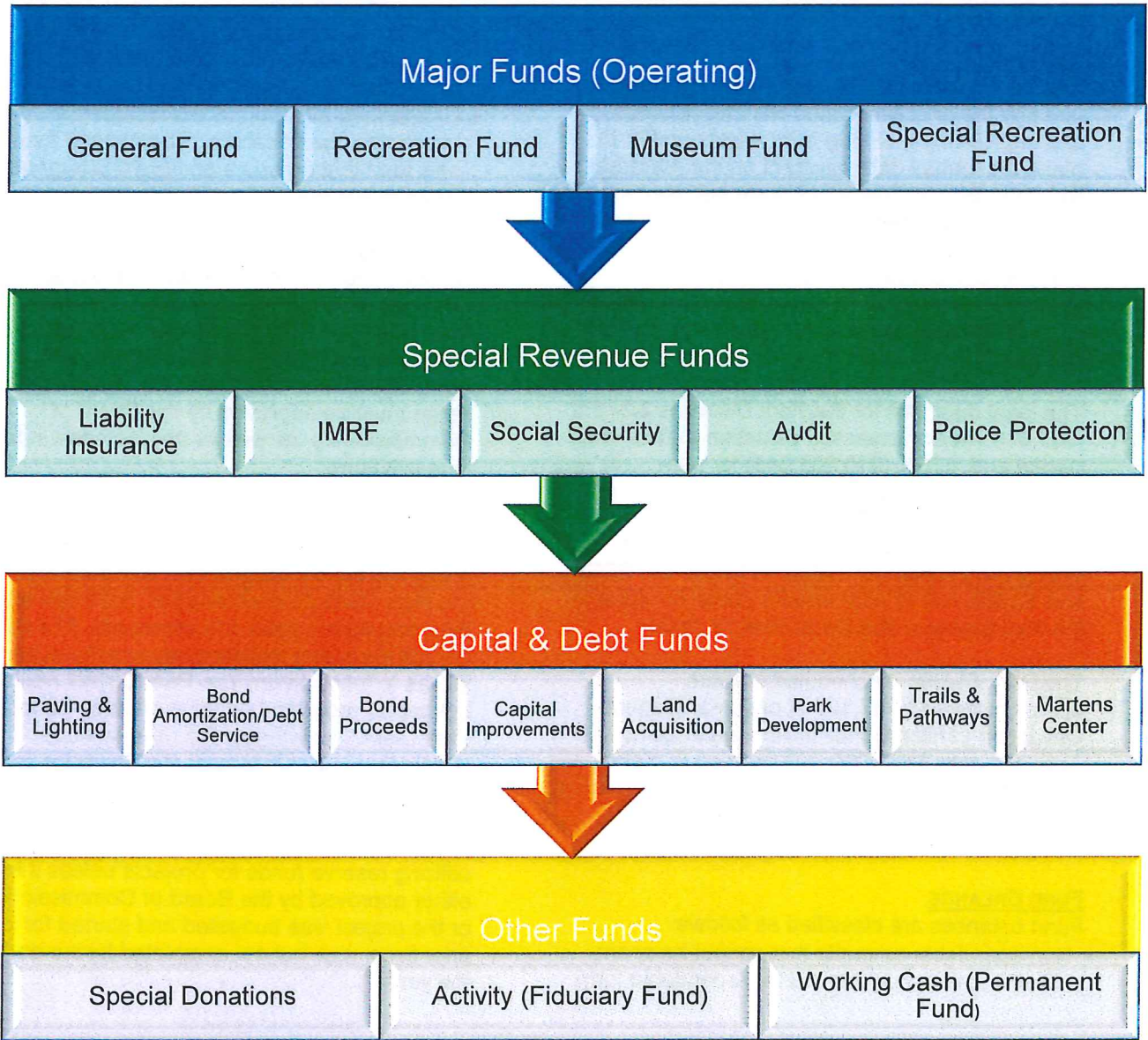
CAPITAL PROGRAM

The Park District constantly reviews and re-prioritizes the capital program and budget to meet the Park District's maintenance, development and land acquisition goals and standards. The Park District maintains replacement schedules and strives to follow them. The Park District realizes the capital program budget must keep pace with Park District growth and the new services residents request; however, the operating budget may be restricted or cut back in order to make this possible. Budgets for the CIP are based on planned revenue for the fiscal year, without utilizing reserve funds for projects unless it is either approved by the Board of Commissioners, or the project was budgeted and started for in the prior fiscal year but not completed by the end of the year.

FUND DESCRIPTIONS

The Park District appropriates expenditures annually to the funds listed below. The Park District can levy property taxes in the following funds: General, Bond Amortization, IMRF, Police, Audit, Liability Insurance, Social Security, Museum, Recreation, Paving and Lighting and Special Recreation. There is no maximum rate for the IMRF, Social Security and Liability Insurance Funds. Proceeds from the levies can only be used for specific purposes.

Park District funds and their relationships are as follows.



Major Funds (Operating)

1. **GENERAL FUND** – The General Fund is the general operating fund of the Park District. All dollars that, by law or for administrative control, are not in separate funds are deposited and accounted for in the General Fund. This fund is used to account for the general administrative costs, park and facility operation and maintenance costs. Funding is mainly provided by property taxes. This fund is broken down into four departments: Administration, Marketing, Operations, and Planning.
2. **RECREATION FUND** – The Recreation Fund is used to account for recreation programs. Property taxes are levied in this fund to pay the administrative costs of the programs provided to the public. The Park District attempts to set program and admission fees at levels that will cover the programs' direct costs. This fund includes the following nine departments: Administration, Facilities, Sports Programs, Afterschool/Day Camp Programs, Teen Programs, Aquatics, Concessions, Special Events- Douglass Community Center and Other Programs.
3. **MUSEUM FUND** – The Museum Fund accounts for the cultural arts programs, youth theater, special events and services such as the Taste of C-U, summer concerts in the park, as well as dance and special interest classes provided to the public. The Springer Cultural Center, the Virginia Theatre and Prairie Farm are accounted for in this fund. Property taxes are levied to pay administrative costs and to help offset the other costs of the programs, concerts and special events.
4. **SPECIAL RECREATION FUND** – Property taxes are levied for this fund that accounts for the operation of the C-U Special Recreation program (CUSR), a joint program of the Park District and Urbana Park District (UPD). The Park District is the administrative district for CUSR. The Urbana Park District also levies a tax for the operation of the program, which are included as revenue in

the overall budget. The Park District policies and procedures are followed for this specific fund.

Special Revenue Funds

1. **LIABILITY INSURANCE FUND** – The Liability Insurance Fund accounts for the Park District's insurance and risk management program activity. Property taxes are levied to pay for insurance coverage for general liability, property, vehicle, workers' compensation, public officials' liability, employment practices, pollution and state unemployment services and charges. Taxes are also levied to pay for and administer the Park District's risk management program.
2. **ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)** – The IMRF Fund accounts for the activities resulting from the Park District's participation in the Illinois Municipal Retirement Fund. To be eligible to participate, an employee must work 1,000 hours during the year for the Park District. The employee must contribute 4.5% of eligible salary while the Park District must contribute an additional percentage as detailed in the Fund Summary section. Property taxes are levied to pay the Park District's portion.
3. **SOCIAL SECURITY FUND** – The FICA Fund accounts for the Park District's contribution to Social Security and Medicare. Property taxes are levied to pay the Park District's portion of the Social Security and Medicare tax on all wages paid by the Park District.
4. **AUDIT FUND** – The Audit Fund accounts for the expenditures related to the Park District's annual financial audit, which is mandated by state law, as well as grant audits required under the various capital projects through the State of Illinois. Property taxes are levied to provide resources for this expenditure.
5. **POLICE FUND** – Property taxes are levied in this fund to contract with the City of Champaign for use of police officers. The officers are on site at the pools, parks, facilities and special events during the

year to help staff maintain safe facilities and events.

Capital & Debt Funds

1. **PAVING AND LIGHTING FUND** – Property taxes are levied for this fund to be used for the construction, maintenance and lighting of streets, roadways, bike paths, sidewalks and parking lots within the parks and facilities maintained by the Park District.
2. **BOND AMORTIZATION FUND** – Property taxes are levied in this fund to pay the principal, interest and other professional fees associated with the bonds that have been issued for the Park District.
3. **BOND PROCEED FUNDS** - This fund account for the activity of the bond proceeds that have been issued and received. Bond proceeds are restricted to, and used by the Park District for the purchase, development and renovation of park lands, buildings, facilities and equipment and any fees connected with the issuance of the bonds. Proceeds can also be used to pay off the debt payment on Alternate Revenue Bonds.
4. **CAPITAL IMPROVEMENTS FUND** – The Capital Improvements Fund was established as a funding program for capital improvements and repair projects not funded by other funds. Money is accumulated in a variety of ways, including payment in lieu of taxes, corporate replacement taxes, state and federal grant programs and transfers of unallocated reserve balances from other Park District funds.
5. **LAND ACQUISITION FUND** – The Land Acquisition Fund can only be used for the costs associated with acquiring land for the Park District.
6. **PARK DEVELOPMENT FUND** – The Park Development fund was established in May 2016 by Board action to commit

funds for future developments in the parks.

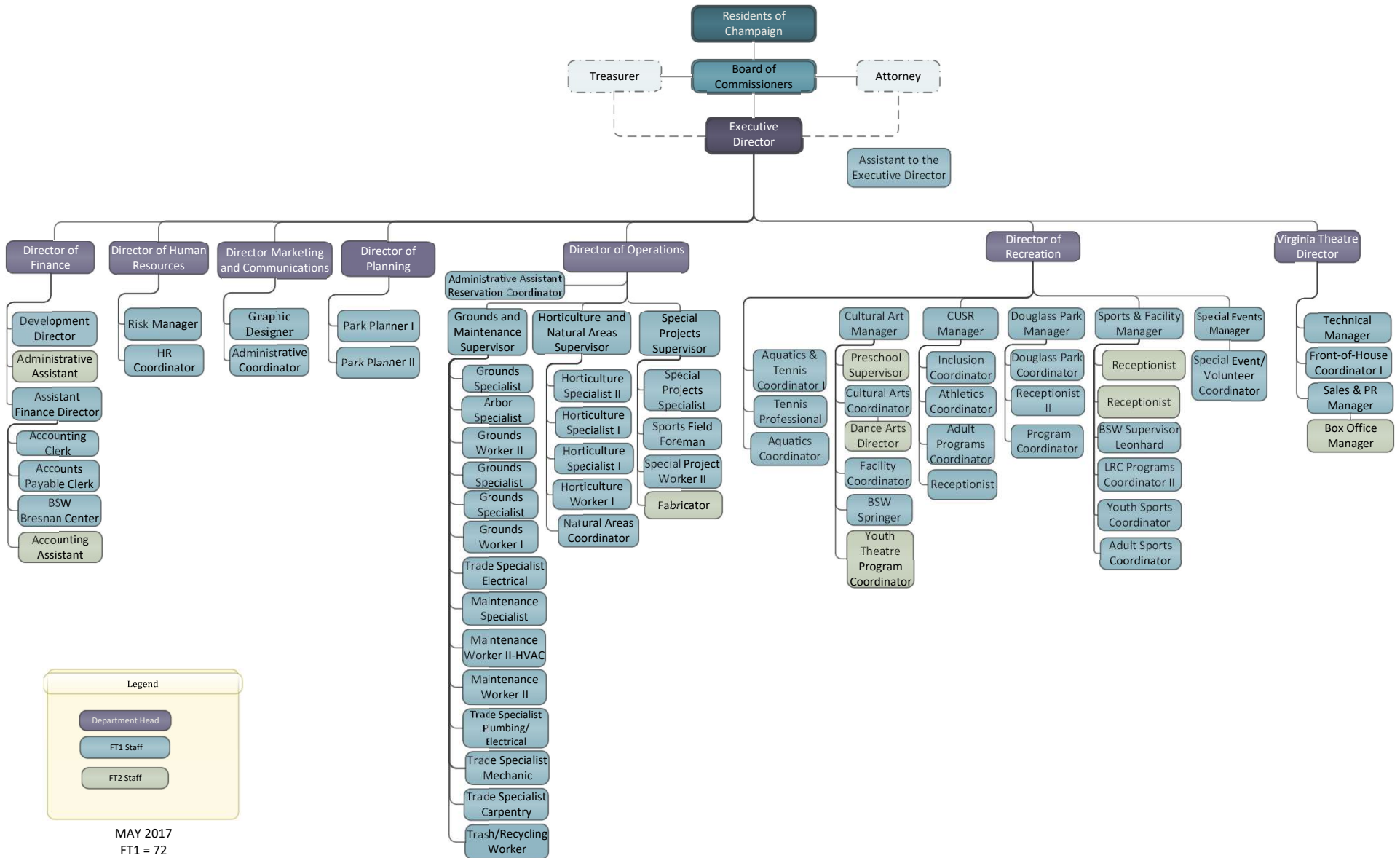
7. **TRAILS AND PATHWAYS FUND** – The trails and pathways fund was established in May 2016 by Board action to commit funds for trails and pathways throughout the Park District.
8. **MARTENS CENTER FUND** – Fund established in December 2017 to contain the new construction of the Marten Center facility and exterior improvements proposed at Human Kinetics Park through donations and fundraising efforts, and the ongoing operations of the facility once constructed.

Other Funds

1. **ACTIVITY FUND** – This fund accounts for special monies from PDRMA awards, vending machines and the Adopt-A-Park program. The Park District administers the accounts, and they are audited with the other Park District funds. Each group is responsible for its own budget, but the administration of the accounts is done by Park District staff.
2. **SPECIAL DONATIONS FUND** – The Special Donations Fund is used to account for donations and gifts that are given specifically to the Park District, and to keep track of scholarship revenue and expenditures. As of the end of the FY2008, a majority of the dollars in this fund were transferred over to the Parks Foundation.
3. **WORKING CASH FUND** – The Working Cash Fund can only be used for temporary loans to other funds. The balance in this fund is maintained at \$250,000 with any excess from interest earned during the year credited to the General Fund. No budget is needed for this fund.



Champaign Park District
 Organization Chart
 Full Time 1 and Full Time 2 Employees
 FY 18.19



MAY 2017
 FT1 = 72
 FT2 = 09
 81 Budgeted Positions

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FINANCIAL SUMMARIES

COMBINED FUND ANALYSIS

BUDGET ANALYSIS

The Park District has prepared a budget for FYE2019 that shows a surplus operating budget, and a deficit capital budget as excess funds are used from prior years to complete projects. A balanced budget is a budget where operating revenues meet or exceed operating expenses. Reserve balances are not considered an operating revenue source, but have been utilized in the Champaign-Urbana Special Recreation fund to continue to meet ADA improvements throughout the Park District as well as the Capital Improvement Fund for large capital projects. The priorities for the year involve addressing the needs of the Park District by being more effective and efficient in daily operations and in the pursuit of excellence. It reflects the priorities set by the Park Board of focusing on using current resources only for operations while planning for larger capital projects in the future such as improvements at Heritage Lake, Hessel Park, trails and pathways throughout the Park District, and saving for future land acquisition. Staff continue to emphasize the high standards and best practices implemented by the Park District over the years to provide and maintain our current level of services.

CARRYOVER/RESERVE BALANCE

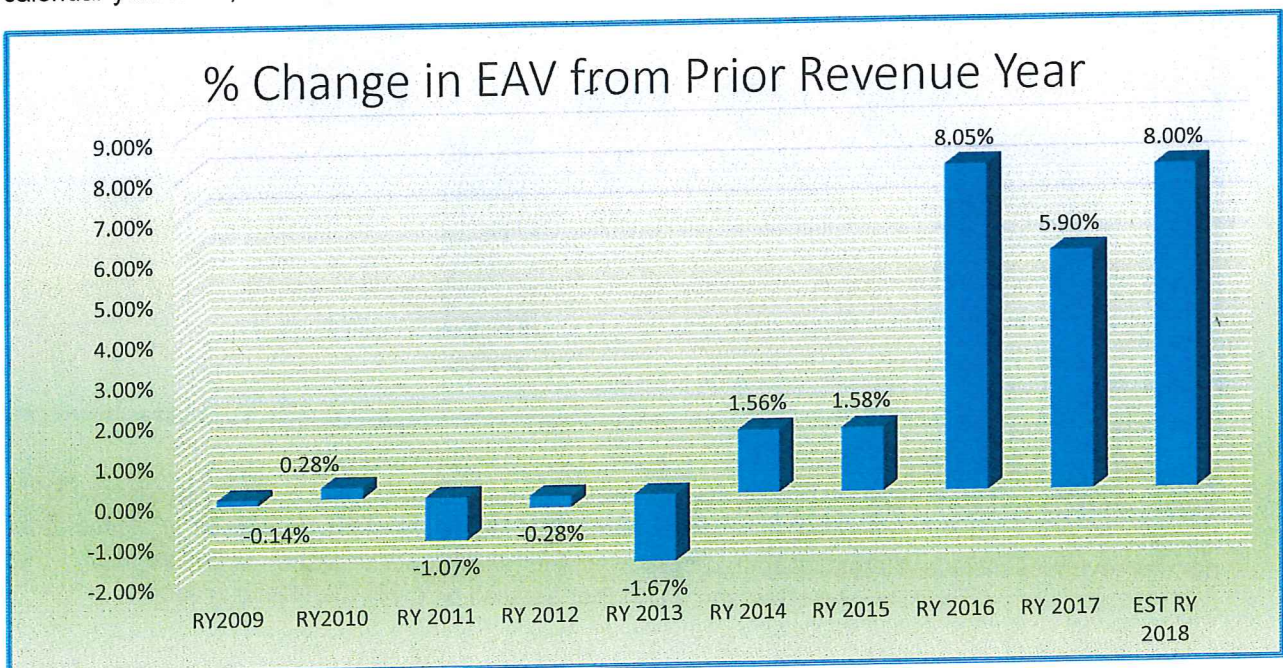
Since the 120-day reserve requirement was established in 2008, the Park District continues to maintain the minimum 120-day operating reserves in each of the main operating funds; specifically General, Recreation and Museum Funds. In FYE2016, the Board committed \$800,000 of these funds to be utilized for future park development and trails/pathways. Furthermore the Board has committed \$300,000 to be used for the development of a park North of Trails of Abbey Fields Subdivision, later formally named "Commissioners Park". Also, excess funds are assigned to capital development for the following:

- Heritage \$733,500
- Commissioners Park \$292,500
- Greenbelt Bikeway Connection \$357,060
- Henry Michael Park \$80,500
- Spalding (park and playground development) \$440,000, shop expansion \$2,650,000, Martens Center \$2,150,000

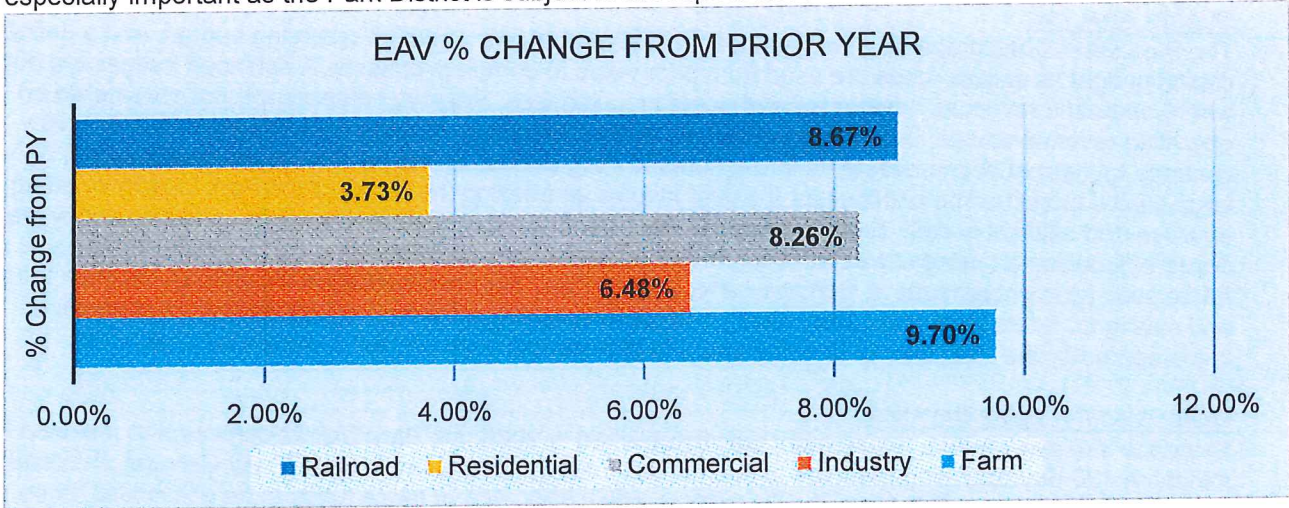
REVENUES:

REAL ESTATE TAXES

These taxes account for 70% of the Park District's total revenues excluding transfers, which is consistent with past years. Tax revenues are budgeted at \$713,799 (6.0%) more than the prior year actual receipts. In calendar year 2017, also referred to as revenue year (RY), the assessed valuation of the Park District

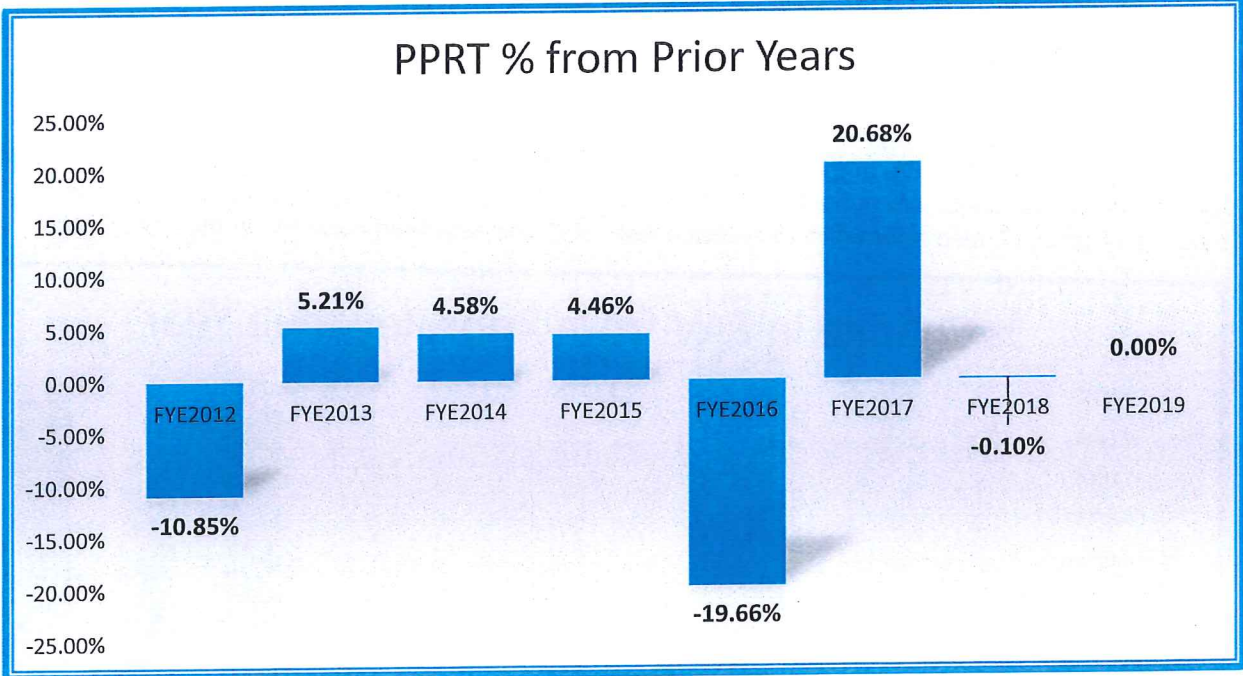


increased 5.9% or \$98,226,698 from the previous year as a result of new construction being added to the tax roll as well as expiring enterprise zones and TIF District. It is anticipated that the EAV will increase approximately 8% in 2018 as a majority of the construction projects completed towards the end of 2016 were not fully recognized in 2017 and will be 100% on the tax roll next year. These increases in new EAV is especially important as the Park District is subject to tax caps under PTELL.



REPLACEMENT TAXES (PPRT)

Due to the volatility of this revenue source in the last few years, the lack of a State budget in over two years, and no projections of FYE2019 tax by the Illinois Department of Revenue; funding levels were maintained from current year projections for budget purposes. All receipts for this line item are credited to the Capital Improvements Fund.



NON-TAX REVENUE SOURCES

Revenues received from the Park District that are not derived from property or replacement taxes. The Park District’s goal is to strive to have the non-tax revenues be at least 25% of the total revenue source. These non-tax revenues include interest income, program income (charges for services), sponsorships, concessions, special receipts, and other and are further detailed below in the following section.

INTEREST INCOME

The fed funds rate nearly doubled from the prior year at the federal level, thus increasing the earnings on the regular money market funds held throughout the Park District. Investing in long-term certificates of deposit up to five years has also provided for additional earnings as rates increased from less than 1.0% to levels upwards of 2.2%. This shift in investing for longer periods of time rather than one- year has resulted in higher earnings while maintaining adequate cash on hand to meet cash flow needs of the Park District. Revenue for FYE2019 is budgeted similar to prior year despite using cash on hand in FYE2019 for capital projects. By spreading out the maturities, the goal is two-fold: increase earnings while maintaining principal and simplify the investments through staggered terms.

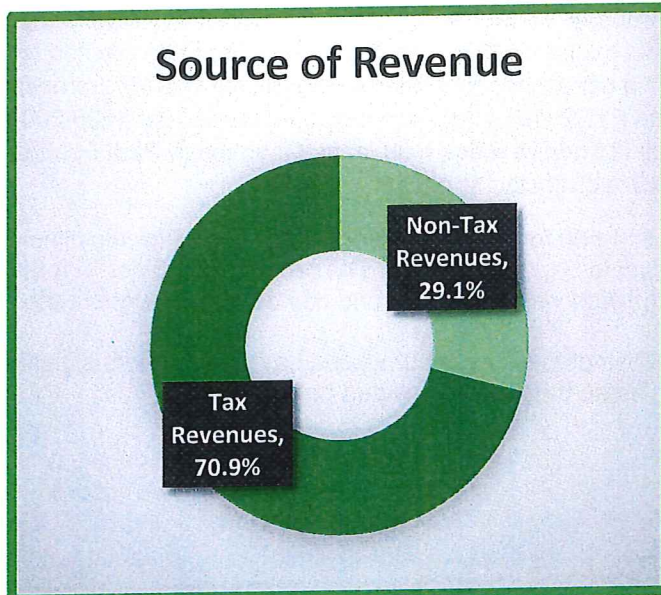


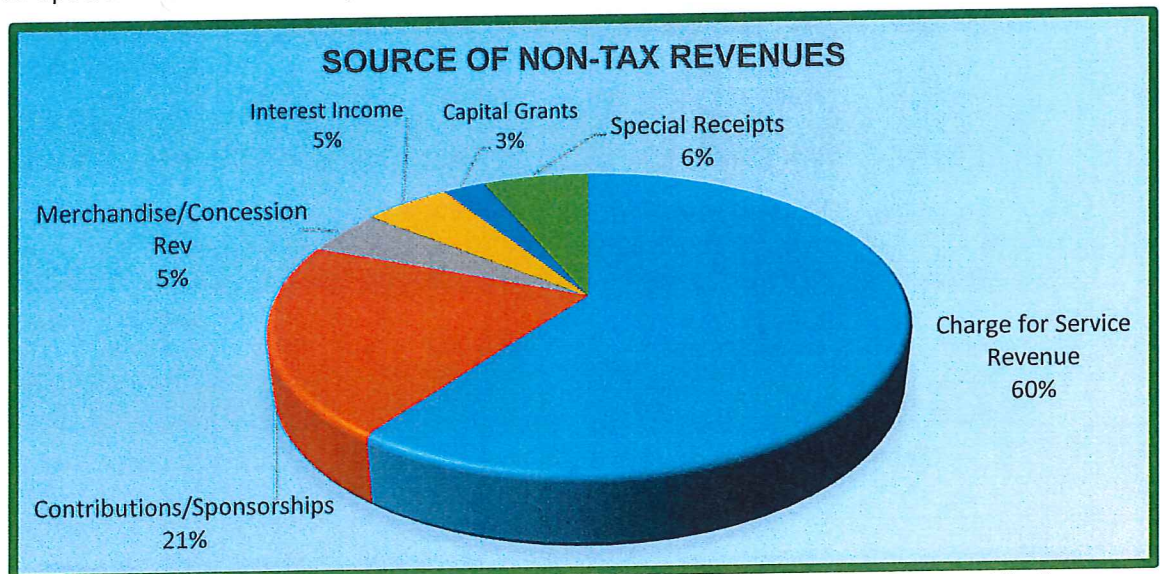
Figure 1: Tax revenues include PPRT amount.

CHARGES FOR SERVICES – Program income comes from a variety of sources – youth and sport day camps; preschool and after school programs; adult and youth sport leagues; tennis programs; facility programs such as fitness, dance and birthday programs; movies and events at the Virginia Theatre; special events such as Taste of C-U, special recreation programs and activities, pool passes and memberships. Program income is projected to increase 9.1% for FYE2019. Staff plan to add new programming and increase program fees charged within the next year. A plan to increase marketing of Park District programs was implemented in prior year resulting in increased participation and thus increased revenues. Staff continue to monitor program cancellations and all must be authorized by the Director of Recreation prior to cancelling. The Virginia Theatre also had a record breaking year surpassing one million in ticket sales in FYE2018. Revenues increased

further in FYE2019 with the majority of revenue as confirmed by various performers.

CONTRIBUTIONS/SPONSORSHIPS– This line item includes sponsorship money for Taste of C-U, C-U Days, youth sports, and other special events. Scholarship funds are received from program fees along with the Can You Swing \$5

program. In addition, scholarship funds are raised by the Parks Foundation, and forwarded to the Park District to use towards various program fees. Combined



contributions/sponsorship revenues are budgeted to increase 68.5% from FYE2018 as a large contributions

are anticipated to offset capital expenditures for Martens Center through fundraising efforts. Jimmy John's \$25,000 annual scholarship commitment included in the current year to help fund that program, accounts for year three of a five-year pledge commitment to the Parks Foundation. Current year sponsorships secured are more than one year ago securing \$21,000, for various events and programs and continue to reach out within the community. Staff continue to develop and improve a targeted sponsorship program for FYE2019.

MERCHANDISE/CONCESSIONS – This line item includes sales of merchandise and concessions throughout the Park District at the pool, sports programs, tournaments, events, and performances at the Virginia Theatre. Combined merchandise/concessions revenue is projected to increase by 3.6% as prices for items sold fluctuate.

SPECIAL RECEIPTS AND OTHER REIMBURSEMENTS – Special receipts include money received from the City of Champaign in lieu of property taxes on the Kraft property, TIF District receipts, as well as any easement fees collected during the year. The downtown TIF District expired in 2017, and two new TIF's were created to replace these funds. The new development from the downtown TIF added to the tax roll in 2017 increasing property tax revenues for FYE2019. Included in the FYE2019 budget is anticipated receipts of \$500,000 from a private donor, and \$200,000 from restricted Virginia Theatre funds held in the Champaign Park Foundation. Excluding these receipts, the increase for FYE2019 is projected at 4.8%.

The Park District was awarded grant revenues of \$14,860 for January to August 2018, plus for the Illinois Arts Council grant for Museum Fund programs for August to September 2019. The remaining balance is for the Community Matters grant through the City of Champaign which helps to fund day camps throughout the summer.

INTERFUND TRANSFERS – Transfers allow the Park District to utilize accumulated savings to fund a significant amount of capital projects in the upcoming years. Those details are provided below.

Source Fund	Receiving Fund	Amount of Transfer	Recurring / Non-Recurring	Purpose
General	Capital Improvements	\$2,650,000	Non-Recurring	Capital - Shop Expansion
General	Land Acquisition	100,000	Recurring	Capital - Future Land Acquisition
General	Park Development	100,000	Recurring	Capital - Future Park Development
General	Trails and Pathways	100,000	Recurring	Capital - Future Trails and Pathways
General	Martens Center	1,000,000	Non-Recurring	Capital - Martens Center
Recreation	Martens Center	1,000,000	Non-Recurring	Capital - Martens Center
Recreation	Martens Center	150,000	Non-Recurring	Start-up Costs
Museum	Capital Improvements	350,000	Non-Recurring	Capital - Virginia Theatre Roof & Sound
Bond Amortization	Bond Proceeds	1,141,101	Recurring	Debt Service Payment 2017 GO Bond
Total Transfers		\$6,591,101		

Summary Schedule of Effect of Interfund Transfers Per Fund

Fund	Amount Received	Amount Provided	Net Effect	Non-Recurring Amount
General	\$0	\$3,950,000	(\$3,950,000)	\$3,650,000
Recreation	0	1,150,000	(1,150,000)	1,150,000
Museum	0	350,000	(350,000)	350,000
Bond Amortization	1,141,101	0	1,141,101	0
Bond Proceeds	0	1,141,101	(1,141,101)	0
Capital Improvements	3,000,000	0	3,000,000	0
Land Acquisition	100,000	0	100,000	0
Park Development	100,000	0	100,000	0
Trails and Pathways	100,000	0	100,000	0
Martens Center	2,150,000	0	2,150,000	0
Total Net Effect			\$0	\$5,150,000

CHAMPAIGN PARKS FOUNDATION –The Parks Foundation was created in 2005. The mission of the Parks Foundation is to provide philanthropic support for the Park District. Tax dollars are limited and don't provide enough funds for projects, scholarships, land acquisition and development, park and playground equipment, or facility renovation. The Parks Foundation keeps parks and recreation resources available for years to come.



EXPENDITURES:

SALARIES AND WAGES – FYE2019

includes 72 full-time positions and 9 full-time II positions, same as prior year. Overall salaries and wages are projected to increase 3.3% over the prior year actual. Current full-time staff are projected to receive up to a 3.0% merit increase on May 1, 2018 which has been included and is based on the individual employee's performance evaluation. An additional increase over prior year for the annualized effect of other increases distributed throughout the fiscal year as a result of promotions or taking on additional responsibilities. The budgeted amount is based on projected part-time seasonal wages at an average 2.0% increase unless staffing changes were necessary. The merit pool approved by the Board, estimates of amounts due staff on leave or at termination and the cost of new hires as well as recent staffing changes. Effective or planned for FYE2019 part-time/seasonal personnel line item is budgeted based on projected. Staff included additional personnel costs due to additional or new programming as previously mentioned in the Charges for Services revenue section, as well as factored in for the recent increases to the part-time and seasonal hourly rates approved in December 2017. The average hourly increase ranged from approximately 3-10% depending on the position, however total increase for the rate increase is estimated at \$20,000.

FRINGE BENEFITS – This includes social security taxes, IMRF, allowances for cell phones/vehicles, health, dental, life, vision insurance, as well as taxable fringe benefits selected by staff. Examples of Park District taxable fringe benefits defined by the Internal Revenue Service (IRS) include pool passes, Leonhard recreation membership passes, fitness reimbursements, value of life insurance over \$50,000 as deemed by the IRS calculations. The number of employees enrolled in IMRF increased from 99 to 120 since April 2016 due to employees working more than anticipated scheduled hours and reaching the 1,000 hour eligibility factor for enrollment. As wages increase and number of IMRF participants increase it is projected that even with a reduction in the employer contribution rate, IMRF expenditures will continue to increase. The Park District budgets health insurance as though everyone eligible will elect coverage. For employees currently opting out of health insurance that receive the \$2,000 annual stipend, the difference of the cost (\$5,500) was added to health insurance expenditures in the event an employee resigned. There are approximately 30 full-time employees utilizing this option. This allows for some flexibility if the replacement employee elects full coverage the expenditures are appropriated accurately. Other benefits, such as IMRF and social security are calculated on wages, therefore as personnel increases a similar increase is reflected in benefits.

CONTRACTUAL SERVICES – Contractual Services include any type of professional service or contract that the Park District has entered into and is 15.5% higher than projected. This includes but is not limited to, professional fees, architects and engineering services, audit services, legal services, mowing contracts, credit card fees for processing program fees collected, sales tax fees paid on concessions, annual maintenance fees associated with software, licenses, dues and memberships, equipment rentals, conference travel and contractual entertainment. Other line items are to help with the deferred maintenance and to plan future projects (engineering fees, other professional fees, building repairs, and service and grounds contracts.) More than half of this amount is directly related to contractual entertainment, equipment rental and other expenditures specific to increased programming at the Virginia Theatre which is a result of increased ticket sales revenue for FYE2019 season. Additional increases to offset increase in charges for service revenue planned for addition of a two-three day senior trip, and fieldtrips for the various camps throughout the year. Contractual personnel attributed to \$38,000 of the increase, mostly for sports officials converting over to independent contractors in FYE2019, versus given a choice between paid through payroll or contractual. This shift, directly resulted in a decrease in personnel costs as those previously on payroll shift over at the end of the calendar year. There is also \$12,000 of new staff training for defensive drivers training, RecTrac and reporting software training, plus standard inflationary increases in software licenses throughout the District. Professional fees includes added expenditures for Martens Center capital project to be paid through donations, plus \$7,500 for actuarial services required to meet a new accounting standard related to other post-employment benefits required to be implemented at the end of FYE2019. Increased expenditures related to additional maintenance of parks and trails through agreements entered into with City of Champaign for Glen Park, addition of Henry Michael Park and Commissioners Park which will need to be maintained.

COMMODITIES AND SUPPLIES – A 9.9% increase is projected for FYE2019. Basic line items such as office supplies, building maintenance and landscape supplies, cleaning and janitorial supplies and repair parts remain constant as Park District facilities, equipment and programs continue to grow and age, including the Aquatic Center Pool operation. Costs of chemicals and plant materials are to maintain the turf, tree program and pool. Included in planned expenditures are the purchase of two new AED machines, valued at \$1,400 each for the basements at Springer Cultural Center and Bresnan Meeting Center. Unfortunately no grant funding is available to purchase these machines, as has been previously. There is also a need to replace the CPR equipment and manuals, which have been updated with a substantial price increase. This equipment is used to train new employees hired within the Park District. A new piece of equipment has been planned for replacement at Springer Cultural Center valued at \$3,520 to assist in reducing staff costs for processing clay for pottery classes. Replacement credit card readers of \$6,500 has been added for next fiscal year to upgrade to the newest chip and pin reader technology, separate from the technology equipment budget line. The Park District has delayed in implementing however the merchants are now being selective in renewing agreements with vendors who have not implemented this technology. It is the intention that the replacement of between 15-20 machines will also have an impact on reducing the credit card fees charged to the Park District for accepting credit as a form of payment. Staff are in the process of renegotiating the credit card fees charged to the Park District and anticipate seeing this reduction in the contractual services in part during the next fiscal year as well. There is also \$15,000 anticipated for server replacement within the Park District to expand the

capability of storing camera footage from newly installed security cameras, as well as to replace aging equipment.

UTILITIES – Utilities are projected to increase 2.6%. The Park District is part of an electric and gas cooperative which does help to reduce costs, the electric cooperative renewed in FYE2018 and no rate increases planned for 2019. The gas rates were maintained at similar levels as last year. The new splash pad installation at Hessel Park opened in June 2018, therefore additional increase has been included in the FYE2019 budget. Water consumption reached an all-time high of \$16,000 due to unseasonably dry conditions. This large increase in prior year is not anticipated at recurring in FYE2019.

INSURANCE – Insurance expenditure increased 6.8% over prior year. The Park District does benefit from participating in the insurance pool with PDRMA. The most significant benefit is sharing the risk with a larger group of employers thereby reducing the impact of large premium increases. The past year the Park District utilized services for personnel and had an increase in insurance claims impacting the rates for 2017-2018. As payroll expenditures increase so does the amount of workers compensation. Based on the 2015 workers compensation audit, the Park District can expect to see a 22% increase in workers compensation in calendar year 2017. This increase is not proportional to total increase in personnel costs due to the different workers compensation classifications. The Park District falls into two categories, administration and maintenance, with maintenance carrying a higher cost/unit for coverage.

ROUTINE/PERIODIC MAINTENANCE – Routine and periodic maintenance and repairs are segregated from the capital budgets and a separate budget line utilized to better track the annual and periodic expenditures to maintain or replace existing infrastructure. This mostly consists of general concrete, park amenities, roadway repairs, fibar for playgrounds, sports field mix for the ball fields, along with periodic carpet replacement, HVAC repairs, etc. Some of the items, such as pool maintenance occurs every other year, or every three years creating a volatility in the budgeted expenditures. The following is a listing of the items included in the FYE2019 budget for this category.

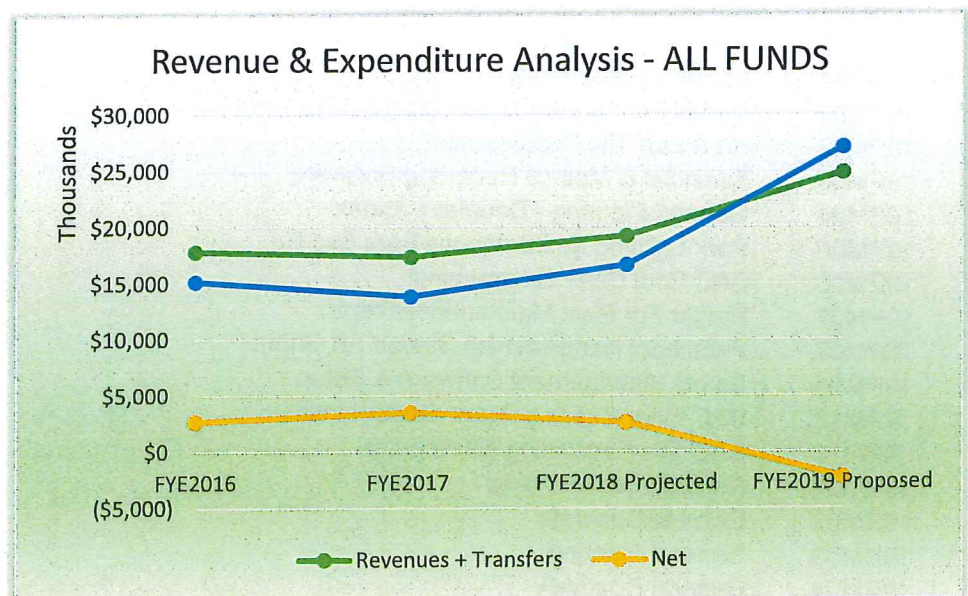
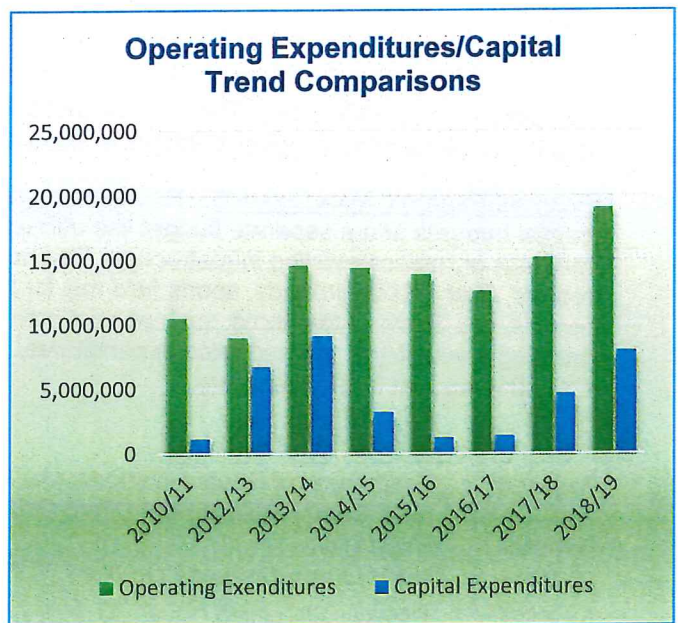
Project #	Description of Routine/Periodic Maintenance Item	Fund Budgeted	Amount
18PM03	Hard Court Replacement (Bball Cts) Hazel Balance from FYE2018	01-General	\$1,765
18PM05	Prairie Farm Drainage On Hold To FY20 \$35,000	03-Museum	\$0
18PM08	Trevett-Finch Park Retaining Wall Balance from FYE2018	01-General	\$6,200
19NC01	Network/Wireless Equipment Upgrades	01-General	\$20,000
19NC02	Replacement Copy Machine(S)	01-General	\$8,000
19NC03	LRC Replacement Of Treadmill Machines	02-Recreation	\$8,000
19NC04	Server Replacement	01-General	\$15,000
19PM01	Dodds Tennis Center Ball Machine Replacement	02-Recreation	\$5,995
19PM02	Art Smart Tile Replacement	03-Museum	\$5,000
19PM03	Financial & Metrics Reporting Software	01-General	\$11,000
19PM04	General Flooring - Douglass Annex	03-Museum	\$15,000
19PM05	Park Lighting @ Centennial Park Svc Rd	09-Paving	\$10,000
19PM06	SAC Pool Chair Restrapping	02-Recreation	\$6,270
19PM07	Prayer For Rain Maintenance/Repair	01-General	\$8,000
19PM08	Preschool Handwashing Station Art Smart	03-Museum	\$8,150
19PM09	Safety Management Software & Setup	01-General	\$4,000
19PM10	SAC Filter Building Alarm System Install	02-Recreation	\$3,320
19PM11	SAC Tile Regrouting (Bi-Annual)	02-Recreation	\$8,000
19RM01	Replacement Fencing	01-General	\$10,000
19RM02	General Concrete	09-Paving	\$31,000
19RM03	General Painting	01-General	\$25,000
19RM04	General Roadway	09-Paving	\$6,000
19RM05	Park Amenities General Replacement	01-General	\$20,000
19RM06	Park Signs	01-General	\$8,000
19RM07	Playground Surfacing (Fibar)	01-General	\$33,000

19RM08	Sports Field Mix	02-Recreation	\$15,000
19RM09	Hardcourt Replacement (B-Ball Courts)	01-General	\$47,000
19TECH	Technology Equipment Replacement	01-General	\$30,000

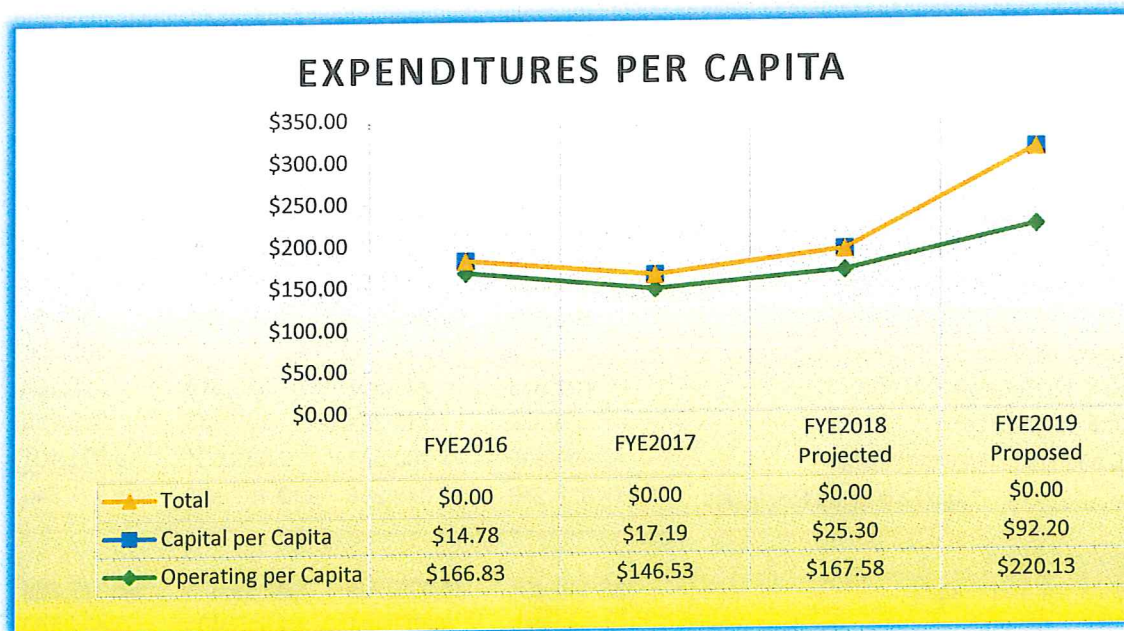
CAPITAL EXPENDITURES – The Park District has \$7,988,074 budgeted for capital expenditures. More detail on the capital programs and project schedule is available in the Capital and Debt section of this document. Capital expenditures related specifically to the Special Recreation capital/ADA projects for both the Park District and Urbana Park District total \$1,082,379. The remaining amount reflects both new capital expenses approved in April 2016 for phase 1 Heritage Park as well as capital projects that were in process but not completed at April 30, 2018. Funds were also set aside to pay for roof replacement at Virginia Theatre, the completion of Hessel Park phases 2/3 for new splash pad, restroom and connecting paths, shop expansion, Greenbelt Bikeway Connection, Springer elevator replacement, Virginia Theatre sound system first phase, and \$710,000 towards project development for Martens Center.

DEBT SERVICE – Total debt service for principal and interest in FYE2019 is 1.01% less than the prior year due to a net decrease in the total debt service payment. As the principal payment increases annually, the interest expenditure is reduced, however not at a proportionate level. The amount paid is set by the bond amortization schedule in the loan documents, and further outlined in the “Capital and Debt” section for the bond amortization fund.

Overall, the financial condition of the Park District is excellent. Targeted operating reserve balances have been not only reached, but maintained for over three years and budgeted to be maintained in the future. Operating budgets are balanced. Overall fund balances are projected to end FYE2019 at \$17,000,000 on a modified accrual basis of accounting, which far exceeds the 120-day reserve requirement for the three main operating funds by \$7,335,161.



The data expressed in the "Expenditures per Capita" chart below represents how the Park District is utilizing its resources based on the total estimated population within the Park District. The census estimate for 2014 of 84,513 was utilized for FYE2017 calculations, the 2015 estimate of 86,096 used for FYE2018 calculation and 2016 estimate of 86,637 for FYE2019. Based on this formula, the cost to each resident within the Park District's taxing boundaries for FYE2019 is \$312.33 annually which breaks down to 70% operating and 30% capital, consistent with prior years. This benchmark is a useful measurement tool to compare the Park District to other park districts throughout the State. Despite the increase in expenditures per capital, what is not reflected here, is that excess funds are being utilized in FYE2019 to pay for various expenditures, mainly capital projects in the current year.



BUDGET SUMMARY - ALL FUNDS

BUDGET SUMMARY - ALL FUNDS

ACCOUNT	2015-16 Actual	2016-17 Actual	2017-18 Projected Activity	2018-19 Requested Budget	% Change from PY Projected
Estimated Revenues					
Property Tax Revenue	\$11,079,561	\$11,543,602	\$11,960,653	\$12,674,452	6.0%
Personal Property Replacement Taxes	231,296	328,143	250,000	250,000	0.0%
Charge For Service Revenue	2,584,967	2,847,136	2,928,568	3,195,341	9.1%
Contributions/Sponsorships	342,857	325,551	517,539	1,103,433	113.2%
Merchandise/Concession Rev	236,403	247,328	245,444	254,265	3.6%
Capital Grants	0	0	0	137,500	
Special Receipts	433,373	742,597	398,518	338,162	-15.1%
Interest Income	60,924	113,324	257,639	273,290	6.1%
Transfers From Other Funds	2,859,865	1,200,567	2,639,621	6,591,101	149.7%
Total Estimated Revenues	<u>\$17,829,246</u>	<u>\$17,348,248</u>	<u>\$19,197,982</u>	<u>\$24,817,544</u>	29.3%
Appropriations					
Salaries And Wages	\$5,112,401	\$5,375,996	\$5,659,373	\$5,847,288	3.3%
Fringe Benefits	1,344,211	1,337,161	1,419,401	1,467,539	3.4%
Contractual	2,005,511	1,980,096	2,078,116	2,400,147	15.5%
Commodities/Supplies	925,815	925,315	881,540	968,766	9.9%
Utilities	540,381	582,289	646,681	663,261	2.6%
Insurance	198,841	225,461	239,974	244,265	1.8%
Routine/Periodic Maintenance	399,099	220,550	322,349	335,700	4.1%
Capital Outlay	1,233,273	1,452,455	2,178,106	7,988,074	266.7%
Debt Service Principal	400,000	410,000	420,000	435,000	3.6%
Debt Service Interest/Fees	131,428	126,584	120,662	118,000	-2.2%
Transfers To Other Funds	2,859,865	1,200,567	2,639,621	6,591,101	149.7%
Total Appropriations	<u>\$15,150,825</u>	<u>\$13,836,474</u>	<u>\$16,605,823</u>	<u>\$27,059,141</u>	62.9%
Estimated Revenues - All Funds	\$17,829,246	\$17,348,248	\$19,197,982	\$24,817,544	29.3%
Appropriations - All Funds	15,150,825	13,836,474	16,605,823	27,059,141	62.9%
Net Of Revenues/Appropriations - All Funds	\$2,678,421	\$3,511,774	\$2,592,159	(\$2,241,597)	-186.5%
Beginning Fund Balance - All Funds	<u>11,128,157</u>	<u>13,806,578</u>	<u>17,318,352</u>	<u>19,910,511</u>	
Ending Fund Balance - All Funds	<u>\$13,806,578</u>	<u>\$17,318,352</u>	<u>\$19,910,511</u>	<u>\$17,668,914</u>	

Fund Balance Summary

	Projected Balance 5/1/18	Budgeted Revenues	Budgeted Expenses	Net Transfers (To) From	Projected Balance 4/30/19	120-Day Reserve Amount	Excess Funds over the 120-Day Reserve	Fund Balance as a % of Operating Expenditures
<u>Operating Funds</u>								
General	6,456,271	6,155,362	4,489,938	(3,950,000)	4,171,695	1,476,144	2,695,551	49.4%
Recreation	3,554,237	4,133,320	3,157,515	(1,150,000)	3,380,042	1,038,087	2,341,955	78.5%
Museum	2,591,028	3,140,027	2,320,497	(350,000)	3,060,558	762,903	2,297,655	114.6%
Special Recreation	1,642,429	1,117,740	1,807,755	-	952,414			91.3%
Total Operating Funds	14,243,965	14,546,449	11,775,705	(5,450,000)	11,564,709	3,277,134	7,335,161	70.3%
<u>Other Tax Funds</u>								
Liability Insurance	447,209	338,272	393,256	-	392,225			99.7%
IMRF	218,608	336,230	314,787	-	240,051			76.3%
Social Security	185,496	357,880	428,548	-	114,828			26.8%
Audit	12,784	21,435	27,500	-	6,719			24.4%
Police	56,306	23,828	18,000	-	62,134			345.2%
Total Other Tax Funds	920,403	1,077,645	1,182,091	-	815,957	-	-	69.0%
<u>Capital Funds</u>								
Bond Amortization	13,382	1,141,101		(1,141,101)	13,382			
Bond Proceeds	266,405	13,500	1,432,248	1,141,101	(11,242)			
Paving and Lighting	125,522	89,772	77,000	-	138,294			
Capital Improvements	2,580,989	545,361	4,713,706	3,000,000	1,412,644			
Land Acquisition Fund	611,785	7,425	-	100,000	719,210			
Park Development	813,402	9,400	440,000	100,000	482,802			
Trails and Pathways	202,525	2,000	53,500	100,000	251,025			
Martens Center	-	725,010	725,010	2,150,000	2,150,000			
Total Capital Funds	4,614,010	2,533,569	7,441,464	5,450,000	5,156,115			
<u>Other Funds</u>								
Special Donations	131,943	59,920	59,920	-	131,943	131,942		
Activity	(587)	8,860	8,860	-	(587)			
Working Cash	250,000	-	-	-	250,000			
Total Other Funds	381,356	68,780	68,780	-	381,356			
Total All Funds	20,159,734	18,226,443	20,468,040	-	17,918,137	3,277,134	7,335,161	

The District's goal is to maintain a 120-day reserve balance for operating expenses (all noncapital expenditures) in the three main funds. That goal has been met.

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
41010	PROPERTY TAXES	\$10,789,531	\$11,245,578	\$11,645,168	\$12,337,778
41011	PROPERTY TAXES - CPD IMRF/FICA	24,959	24,835	26,649	26,417
41015	PROPERTY TAXES - CPD ADA	265,071	273,189	288,836	310,257
PROPERTY TAX REVENUE		11,079,561	11,543,602	11,960,653	12,674,452
PERSONAL PROPERTY REPLACEMENT TAXES					
41020	REPLACEMENT TAXES	231,296	328,143	250,000	250,000
PERSONAL PROPERTY REPLACEMENT TAXES		231,296	328,143	250,000	250,000
CHARGE FOR SERVICE REVENUE					
42100	SEASON TICKET SALES	112,788	110,788	90,583	111,865
42105	DAILY ADMISSION SALES	225,750	254,600	252,142	246,473
47111	RESTORATION FEE	16			
47116	CUSR SCHOLARSHIP DONATIONS	3,030	4,837	9,253	3,000
48110	BALL MACHINE USAGE	948	868	668	820
48111	RANDOM COURT TIME	92,950	95,683	96,631	96,010
48112	PRIVATE LESSONS	35,917	36,938	33,925	33,315
48115	RACQUET STRINGING	1,163	2,651	1,880	1,905
48120	VENDING MACHINE SALES	4,776	4,347	3,700	3,700
49100	ADMINISTRATIVE FEES	7,525			
49115	PROGRAM FEES	2,812,641	2,841,994	3,307,897	3,314,969
49116	VENDOR PORTION OF INCOME	(809,815)	(609,832)	(978,990)	(729,590)
49175	SPECIAL EVENTS	6,327	2,220	8,799	8,994
49260	MEMBERSHIP FEES	90,951	102,042	102,080	103,880
CHARGE FOR SERVICE REVENUE		2,584,967	2,847,136	2,928,568	3,195,341
CONTRIBUTIONS/SPONSORSHIPS					
47100	SPONSORSHIPS	47,365	62,013	45,098	46,600
47105	DONATIONS		187	198,697	780,030
47106	CONTRIBUTIONS-UPD CUSR OPERATING	93,305	93,197	97,174	99,866
47107	CONTRIBUTIONS_UPD CUSR OP FICA/IMRF	24,855	24,882	26,417	26,417
47108	CONTRIBUTIONS-UPD CUSR ADA PORTION	91,910	91,841	96,124	98,220
47115	SCHOLARSHIP DONATIONS	85,422	46,806	51,826	50,000
47258	DONATIONS		6,625	2,203	2,300
CONTRIBUTIONS/SPONSORSHIPS		342,857	325,551	517,539	1,103,433
MERCHANDISE/CONCESSION REV					
48100	CONCESSION REVENUE	218,859	230,141	223,933	232,775
48105	MERCHANDISE FOR RESALE	5,307	7,388	7,123	6,690
48239	MERCHANDISE FOR RESALE	12,012	9,599	13,916	14,400
48257	MERCHANDISE FOR RESALE	225	200	472	400
MERCHANDISE/CONCESSION REV		236,403	247,328	245,444	254,265

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

	2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
CAPITAL GRANTS				
47201 GRANT PROCEEDS - FEDERAL				137,500
CAPITAL GRANTS				137,500
INTEREST INCOME				
43030 INTEREST	60,924	113,324	257,639	273,290
INTEREST INCOME	60,924	113,324	257,639	273,290
SPECIAL RECEIPTS				
44100 FACILITY RENTAL	192,439	190,390	185,205	183,908
46150 SPECIAL RECEIPTS	219,438	205,907	194,824	135,776
46160 OTHER REIMBURSEMENTS	19,688	11,303	12,239	12,228
47200 GRANT PROCEEDS	1,808	334,997	6,250	6,250
SPECIAL RECEIPTS	433,373	742,597	398,518	338,162
TRANSFERS FROM OTHER FUNDS				
46500 TRANSFER IN	2,859,865	1,200,567	2,639,621	6,591,101
TRANSFERS FROM OTHER FUNDS	2,859,865	1,200,567	2,639,621	6,591,101
TOTAL ESTIMATED REVENUES	\$17,829,246	\$17,348,248	\$19,197,982	\$24,817,544

APPROPRIATIONS

SALARIES AND WAGES				
70001 EXECUTIVE DIRECTOR	\$126,535	\$127,000	\$130,603	\$133,900
70101 DEPARTMENT HEAD	449,224	526,133	577,874	605,597
70301 OFFICE STAFF/SUPPORT	400,916	410,545	560,193	576,604
70501 MANAGERS/SUPERVISORS	692,949	628,938	615,208	691,994
70601 OPERATIONS STAFF	729,880	778,078	887,998	908,026
70901 BUILDING SERVICE WORKER	102,552	104,910	108,297	111,211
70902 CUSTODIAL OT	48			
71001 PROGRAM/FACILITY DIRECTOR	576,116	608,201	684,234	648,596
71401 INSTRUCTOR		451	26,739	27,514
80303 PT OFFICE STAFF/SUPPORT	308,651	315,042	205,466	217,727
80903 PT BUILDING SERVICE WORKER	44,582	44,372	41,876	45,455
81003 PT PROGRAM DIRECTOR/SUPERVISOR	114,693	134,500	116,280	123,467
81103 PT SPORTS OFFICIAL	62,198	60,896	53,363	29,474
81303 PT ASSISTANT DIRECTOR/SUPERVISOR	115,951	120,850	121,271	124,538
81403 INSTRUCTORS/OVERNIGHT STAFF	239,223	249,313	207,924	225,354
81503 PT GENERAL STAFF	193,228	231,718	199,378	202,344
81703 PT DAY CAMP STAFF/LIFE GUARD	539,526	597,639	646,179	644,859
81803 PT SITE SUPERVISOR	27,546	35,770	36,776	40,500
81903 PT BUILDING/PARK OPENER	2,964	2,593	3,730	4,451

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
82503	PT VT HOUSE STAFF	22,122	32,775	28,483	45,253
82504	PT VT HOUSE STAFF OT	315	2,928	1,366	2,500
82603	PT VT RENTAL STAFF	50,700	63,278	70,679	70,000
82604	PT VT RENTAL STAFF OT	17,416	12,363	13,605	13,500
82703	PT SEASONAL STAFF	295,066	287,638	321,778	354,424
82704	PT SEASONAL		65	73	
SALARIES AND WAGES		5,112,401	5,375,996	5,659,373	5,847,288

FRINGE BENEFITS

53132	DENTAL INSURANCE	23,761	22,762	24,140	24,544
53133	MEDICAL HEALTH INSURANCE	491,097	487,106	530,068	545,100
53134	LIFE INSURANCE	10,425	10,589	11,870	11,721
53135	IMRF PAYMENTS	322,950	320,683	329,302	330,847
53136	FICA PAYMENTS	391,025	409,222	441,465	463,048
53137	EMPLOYEE ASSISTANCE PROGRAM	2,559	2,560	2,593	2,710
83003	ALLOWANCES/REIMBURSEMENTS	102,394	84,239	79,963	89,569
FRINGE BENEFITS		1,344,211	1,337,161	1,419,401	1,467,539

CONTRACTUAL

54201	POSTAGE AND MAILING	41,422	39,479	43,270	43,760
54202	PRINTING AND DUPLICATING	82,363	82,509	77,266	98,302
54204	STAFF MEETING	3,565	2,710	1,825	3,400
54205	LEGAL PUBLICATIONS/NOTICES	15,030	7,724	7,213	8,400
54206	ADVERTISING/PUBLICITY	52,826	67,385	81,871	91,813
54207	STAFF TRAINING	29,222	30,397	25,098	41,429
54208	MEMBERSHIPS, DUES AND FEES	29,322	29,410	31,936	34,017
54209	CONFERENCE AND TRAVEL	48,791	29,533	28,414	50,902
54210	BOARD EXPENSE	11,303	10,699	6,500	10,450
54212	ATTORNEY FEES	125,388	124,074	154,780	136,200
54214	ARCHITECT AND ENGINEERING FEES	73,735	63,067	139,333	42,775
54215	PROFESSIONAL FEES	100,280	83,683	92,733	167,953
54217	AUDIT EXPENSES	20,265	19,500	19,500	27,500
54220	INSURANCE EXPENSE	957	916	940	1,000
54234	LANDFILL FEES	38,025	29,793	34,584	36,790
54236	AUTO ALLOWANCE	2,705	1,390	1,594	1,850
54240	OFFICE EQUIPMENT REPAIRS	90	150		100
54241	VEHICLE REPAIR	21,566	20,293	10,608	14,200
54242	EQUIPMENT REPAIR	20,953	25,440	27,780	25,225
54245	BUILDING REPAIR	101,415	76,568	47,917	56,050
54250	EQUIPMENT RENTAL	144,733	118,383	102,150	121,005
54251	RENTAL FACILITIES	70,016	63,199	65,361	66,219
54253	PEST CONTROL	6,189	5,659	5,799	5,785
54254	SERVICE CONTRACTS	51,572	53,785	51,274	65,383
54255	LICENSE AND FEES	27,403	23,709	23,491	29,700

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
54260	SERVICE CONTRACTS-FACILITIES	77,044	99,444	114,296	120,236
54261	SERVICE CONTRACTS-GROUNDS	37,501	56,563	41,742	46,375
54263	CONTRACTUAL MOWING	126,800	124,866	125,000	131,700
54264	CELL PHONE EXPENSE	6,576	8,334	9,004	10,023
54265	SUBSCRIPTIONS	2,509	2,449	2,051	2,590
54270	PERSONNEL COSTS	12,896	23,133	22,600	22,900
54271	PETTY CASH	25	50	244	
54275	HEALTH AND WELLNESS	4,540	3,433	1,802	4,500
54280	OTHER CONTRACTUAL SERVICES	104,979	77,459	91,353	103,560
54281	CONTRACTUAL PERSONNEL	102,449	87,269	85,922	124,671
54282	INTERN STIPENDS	12,020	6,700	11,950	
54285	CONTRACTUAL ENTERTAINMENT	173,349	224,403	219,527	345,620
54291	PARK AND RECREATION EXCELLENCE	801	3,811	1,945	1,980
54292	SCHOLARSHIPS	41,134	56,387	49,611	54,400
54299	FIELD/SPECIAL TRIPS	83,609	96,581	91,707	110,739
59412	PROPERTY/SALES TAX	18,494	19,695	19,223	21,215
59414	CREDIT CARD FEES	69,739	80,064	107,522	113,910
59415	TRANSFER TO PARKS FOUNDATION-RESTRICTED			1,380	5,520
90000	EXTRAORDINARY LOSS-INVESTMENT	11,910			
	CONTRACTUAL	2,005,511	1,980,096	2,078,116	2,400,147
COMMODITIES/SUPPLIES					
55301	OFFICE SUPPLIES	23,280	20,502	18,589	18,245
55302	ENVELOPES AND STATIONARY	2,160	1,599	2,783	3,100
55303	DUPLICATING SUPPLIES	4,950	4,400	4,574	5,350
55304	CHECKS AND BANK SUPPLIES	1,507	1,181	1,479	1,495
55305	PHOTOGRAPHIC SUPPLIES	1,058	667	223	625
55306	CPR BOOKS AND SUPPLIES (TORT FUND)			961	6,384
55307	BOOKS AND MANUSCRIPTS	4,449	3,798	1,034	1,796
55308	FIRST AID/MEDICAL SUPPLIES	11,076	5,014	7,652	8,700
55309	SAFETY SUPPLIES	14,369	9,353	6,660	12,655
55315	STAFF UNIFORMS	32,794	38,632	30,075	33,232
55316	PARTICIPANT UNIFORMS	27,888	34,675	24,158	22,270
55320	BUILDING MAINTENANCE SUPPLIES	80,124	93,367	74,048	74,625
55321	LANDSCAPE SUPPLIES	54,214	36,788	35,669	35,100
55322	CLEANING/JANITORIAL SUPPLIES	26,862	26,199	26,158	27,998
55323	PLAYGROUND MAINTENANCE SUPPLIES	7,698	7,359	5,731	6,500
55324	PRESCRIBED BURN SUPPLIES	1,967	1,317	1,584	800
55325	EQUIPMENT AND TOOLS	23,616	19,189	24,995	27,150
55326	SHOP EQUIPMENT AND SUPPLIES	5,702	8,152	7,560	7,600
55327	VEHICLE/EQUIPMENT REPAIR PARTS	42,026	27,039	34,483	33,350
55328	AMENITY MAINTENANCE SUPPLIES	9,326	6,746	5,300	8,000
55329	OFFICE/ EQUIPMENT VALUE <\$10000	16,693	27,092	50,581	71,720
55330	GAS,FUEL,GREASE AND OIL	56,322	55,744	59,393	62,400

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
55331	CHEMICALS	64,303	55,774	56,016	59,750
55332	PAINTS	622	10,491	8,783	9,225
55333	PLANT MATERIALS	113,549	132,942	120,108	117,615
55348	FLOWERS AND CARDS	1,280	627	1,075	1,125
55349	PLAQUES, AWARDS AND PRIZES	24,733	26,235	19,939	27,193
55350	RECREATION/PROGRAM SUPPLIES	117,832	106,792	89,959	111,962
55351	ANIMAL SUPPLIES	2,903	2,102	1,200	2,100
55352	FISH RESTOCKING		1,910	2,028	2,000
55354	FOOD SUPPLIES	46,037	51,837	54,169	58,656
55355	ANIMAL FEED	8,666	7,596	6,400	7,500
55360	MERCHANDISE FOR RESALE	97,809	100,196	98,173	102,545
	COMMODITIES/SUPPLIES	925,815	925,315	881,540	968,766
UTILITIES					
56230	SANITARY FEES	23,725	20,717	22,735	24,806
56231	GAS AND ELECTRICTIY	317,860	350,515	371,441	386,184
56232	WATER	129,464	142,341	183,092	187,589
56233	TELECOMM EXPENSE	69,332	68,716	69,413	64,682
	UTILITIES	540,381	582,289	646,681	663,261
INSURANCE					
57131	WORKERS COMPENSATION	72,451	76,418	86,600	90,823
57137	UNEMPLOYMENT PREMIUM	12,634	18,315	11,500	11,500
57220	LIABILITY INSURANCE	30,798	37,408	42,225	42,108
57222	EMPLOYMENT PRACTICES	14,294	17,101	18,433	18,360
57224	PROPERTY INSURANCE	68,664	76,219	81,216	81,474
	INSURANCE	198,841	225,461	239,974	244,265
ROUTINE/PERIODIC MAINTENANCE					
58001	PERIODIC MAINTENANCE	260,634	85,800	148,385	92,700
58002	ROUTINE MAINTENANCE	138,465	134,750	159,776	225,000
58003	ADA NON-CAPITAL EXPENDITURES			14,188	18,000
	ROUTINE/PERIODIC MAINTENANCE	399,099	220,550	322,349	335,700
CAPITAL OUTLAY					
61502	TECHNOLOGY EQUIP REPLACEMENT	19,561	18,088		
61504	VEHICLES / EQUIPMENT	278,683	313,783	171,257	349,390
61508	PARK CONSTRUCTION/IMPROVEMENTS	776,101	1,001,872	1,935,636	7,056,734
61509	UPD CAPITAL ADA	139,814	100,029	45,213	155,950
61515	REPAIR PROJECTS AND EQUIPMENT	19,114	18,683	26,000	76,000
61520	LAND ACQUISITION/DEVELOPMENT				350,000
	CAPITAL OUTLAY	1,233,273	1,452,455	2,178,106	7,988,074

DEBT SERVICE PRINCIPAL

CHAMPAIGN PARK DISTRICT

Combined Budget Categories with Account Totals

	2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
59405 BOND REDEMPTION	400,000	410,000	420,000	435,000
DEBT SERVICE PRINCIPAL	400,000	410,000	420,000	435,000
DEBT SERVICE INTEREST/FEES				
59407 INTEREST EXPENSE	131,428	126,584	120,662	118,000
DEBT SERVICE INTEREST/FEES	131,428	126,584	120,662	118,000
TRANSFERS TO OTHER FUNDS				
59409 TRANSFERS TO OTHER FUNDS	2,859,865	1,200,567	2,639,621	6,591,101
TRANSFERS TO OTHER FUNDS	2,859,865	1,200,567	2,639,621	6,591,101
TOTAL APPROPRIATIONS	\$15,150,825	\$13,836,474	\$16,605,823	\$27,059,141
ESTIMATED REVENUES - ALL FUNDS	17,829,246	17,348,248	19,197,982	24,817,544
APPROPRIATIONS - ALL FUNDS	15,150,825	13,836,474	16,605,823	27,059,141
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	2,678,421	3,511,774	2,592,159	(2,241,597)
BEGINNING FUND BALANCE - ALL FUNDS	16,932,243	13,806,581	17,317,575	19,909,734
FUND BALANCE ADJUSTMENTS - ALL FUNDS	(5,804,086)	(793)		
ENDING FUND BALANCE - ALL FUNDS	\$13,806,578	\$17,317,562	\$19,909,734	\$17,668,137

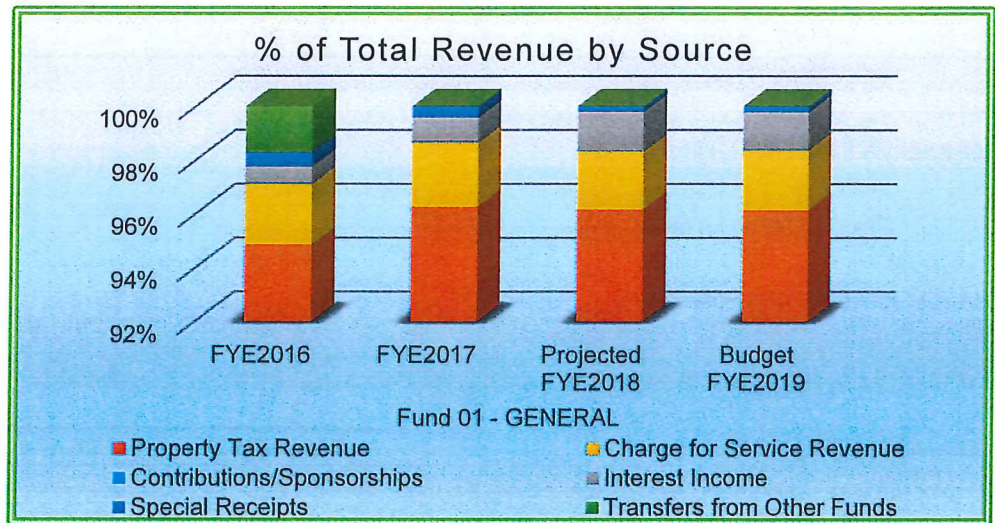
BUDGET BY FUND

GENERAL FUND

PRINCIPAL RESPONSIBILITIES

GENERAL FUND – is the Park District's major operating fund and accounts for all revenues and expenditures that by law or for administrative control, are not accounted for in separate funds. This fund is used to account for the Park District's general administrative costs, park and facility operations, maintenance, and

planning. The General Fund is divided into four departments –Administration, Marketing, Operations and Planning. The Operations Department is further divided into three divisions – Horticulture/Natural Areas, Grounds/Maintenance, and Special Projects.



2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

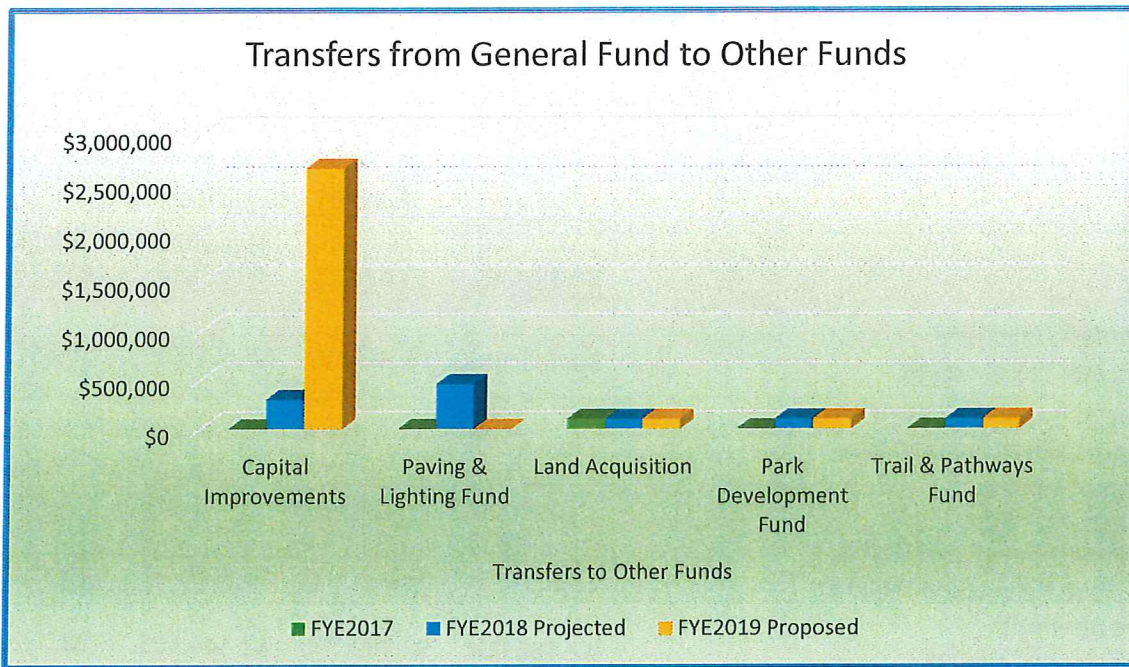
OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Improve internal customer service through staff training.

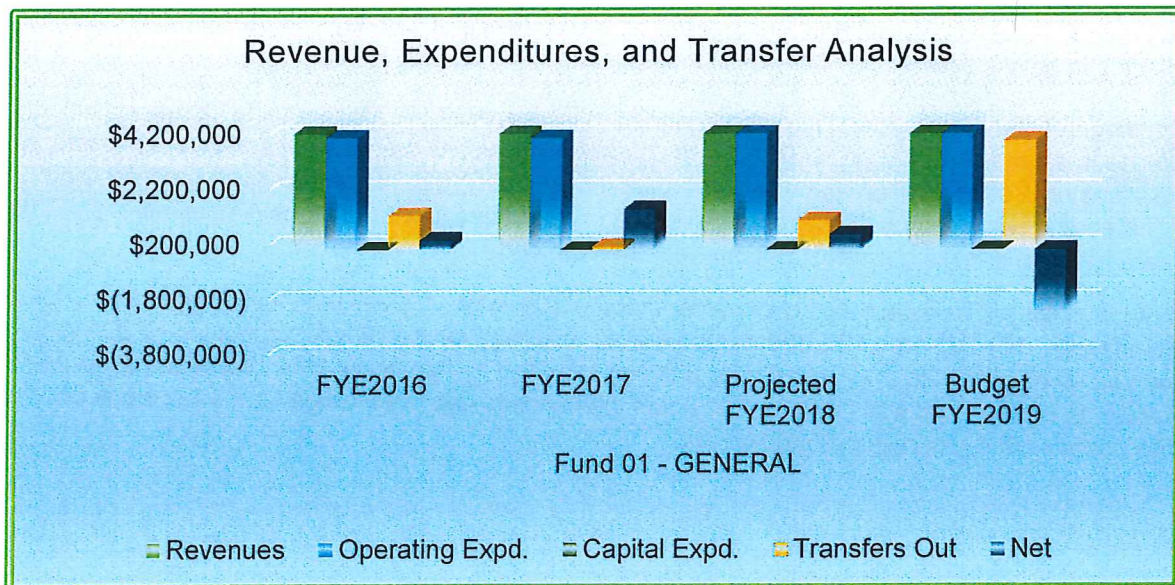
SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

OBJECTIVES:

- Determine the level of service for parks, facilities and amenities to meet all residents' needs.



Revenues are budgeted at \$6,155,362, an increase from prior year projected of \$334,615 or (5.75%) from last year. Property tax revenues increased 5.72% with remaining revenues holding steady, with exception of charges for services. An increase in revenues is planned for the flower island program, as rates were increased and revenues are based on actual commitments received. Expenditures, including transfers, are budgeted at \$8,439,938, which represents an increase of \$3,165,965 from prior year projected, or 60.02%. This increase is comprised of an additional \$2,891,300 in transfers. The only recurring transfer is \$100,000 for land acquisition as it has been and continues to be a Board priority. Additional transfers for FYE2019 include \$100,000 to Trails and Pathways Fund, \$100,000 to the Park Development Fund, \$100,000 to the Martens Center Fund, and \$2,650,000 to the Capital Improvements Fund



Champaign Park District
Budget Category Totals by Fund

	Fund 01 - GENERAL			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$5,338,145	\$5,395,487	\$5,597,600	\$5,917,935
Charge for Service Revenue	126,395	133,792	124,979	136,502
Contributions/Sponsorships	2,750	2,500	1,750	2,500
Interest Income	33,610	49,590	84,500	84,500
Special Receipts	30,557	23,581	11,918	13,925
Transfers from Other Funds	95,594	0	0	0
Total Estimated Revenues	<u>\$5,627,051</u>	<u>\$5,604,950</u>	<u>\$5,820,747</u>	<u>\$6,155,362</u>
Appropriations				
Salaries and Wages	\$2,153,064	\$2,282,708	\$2,440,566	\$2,523,510
Fringe Benefits	363,781	344,788	365,174	377,838
Contractual	749,627	742,375	693,487	812,312
Commodities/Supplies	413,871	384,449	372,224	410,855
Utilities	128,462	131,855	144,259	161,458
Routine/Periodic Maintenance	238,239	150,674	199,833	203,965
Transfers to Other Funds	1,228,600	100,000	1,058,700	3,950,000
Total Appropriations	<u>\$5,275,644</u>	<u>\$4,136,849</u>	<u>\$5,274,243</u>	<u>\$8,439,938</u>
Net of Revenues Over (Under) Appropriations	\$351,407	\$1,468,101	\$546,504	(\$2,284,576)
Beginning Fund Balance	4,090,260	\$4,441,667	\$5,909,768	\$6,456,272
Ending Fund Balance	<u>\$4,441,667</u>	<u>\$5,909,768</u>	<u>\$6,456,272</u>	<u>\$4,171,696</u>

The General Fund has maintained the targeted reserve balance of 120 days operating expenditures and is projected to have a reserve balance well above the target for the next fiscal year.

Excluding transfers total expenditures are planned to increase 6.73%. Most notable increases include increase in salaries and wages for Director of Operations positions that was vacant for five months, as well as a part time marketing position that was vacant the majority of FYE2018 that has been recently filled. Similarly fringe benefits increased due to vacancy, as well as an increase in awards to be distributed in FYE2019 for ten employee anniversary awards and one retirement award.

Contractual expenditures increased for architectural engineering, professional fees related to capital project commitments. The balance of \$6,300 for underground storage tank contract executed in FYE2016 for work in shop yard once given the okay to proceed with soil sampling by the Illinois EPA. Marketing attributes to increase as a consultant was hired for 200 hours of service to capture footage for future videos and promotional work surrounding programming.

Commodities increased in park maintenance and landscaping as additional maintenance is needed for increased paths, relocation and expansion of facilities. FYE2019 includes small equipment purchases for updating servers and replacing credit card readers to the newest technology. This will provide improved fund-protection to customers using credit cards as a form of payment and potentially assisting the Park District to reduce fees associated with accepting credit cards as a method of payment.

Utilities are projected to increase as the new splashpad at Hessel Park is opened in May 2018. Anticipate a substantial increase due to this upgrade feature. In contrast, fax lines are being transferred, which will substantially reduce telecommunication expenditures in FYE2019. Rather than pay on average \$70 per month per facility, average nine facilities, the Park District will pay \$45/month plus surcharges. This helped to offset the other utility increases.

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 01 - GENERAL					
	2015-16	2016-17	2017-18	2018-19	
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET BUDGET	
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
41010	PROPERTY TAXES	\$5,338,145	\$5,395,487	\$5,597,600	\$5,917,935
	PROPERTY TAX REVENUE	5,338,145	5,395,487	5,597,600	5,917,935
CHARGE FOR SERVICE REVENUE					
49115	PROGRAM FEES	126,395	133,792	124,979	136,502
	CHARGE FOR SERVICE REVENUE	126,395	133,792	124,979	136,502
CONTRIBUTIONS/SPONSORSHIPS					
47100	SPONSORSHIPS	2,750	2,500	1,750	2,500
	CONTRIBUTIONS/SPONSORSHIPS	2,750	2,500	1,750	2,500
INTEREST INCOME					
43030	INTEREST	33,610	49,590	84,500	84,500
	INTEREST INCOME	33,610	49,590	84,500	84,500
SPECIAL RECEIPTS					
44100	RENTAL INCOME	1,550	1,995	2,013	1,800
46150	SPECIAL RECEIPTS	29,007	21,586	9,828	12,025
46160	OTHER REIMBURSEMENTS			77	100
	SPECIAL RECEIPTS	30,557	23,581	11,918	13,925
TRANSFERS FROM OTHER FUNDS					
46500	TRANSFER IN	95,594			
	TRANSFERS FROM OTHER FUNDS	95,594			
TOTAL ESTIMATED REVENUES					
		\$5,627,051	\$5,604,950	\$5,820,747	\$6,155,362
APPROPRIATIONS					
SALARIES AND WAGES					
70001	EXECUTIVE DIRECTOR	\$126,535	\$127,000	\$130,603	\$133,900
70101	DEPARTMENT HEAD	334,725	382,774	429,498	455,317
70301	OFFICE STAFF/SUPPORT	240,904	270,122	326,255	336,725
70501	MANAGERS/SUPERVISORS	370,686	339,119	299,710	306,368
70601	OPERATIONS STAFF	695,627	766,666	852,652	872,013
70901	BUILDING SERVICE WORKER	28,385	29,047	30,092	31,116
71001	PROGRAM/FACILITY DIR.	42,041	41,560	46,026	46,308
80303	PT OFFICE STAFF/SUPPORT	61,048	77,633	27,477	30,180
80903	PT BUILDING SERVICE WORKER	239	410	932	1,000
82703	PT SEASONAL STAFF	252,874	248,312	297,248	310,583
82704	PT SEASONAL		65	73	
	SALARIES AND WAGES	2,153,064	2,282,708	2,440,566	2,523,510
FRINGE BENEFITS					
53132	DENTAL INSURANCE	14,162	12,406	13,758	13,276
53133	MEDICAL HEALTH INSURANCE	284,195	273,385	290,495	298,150
53134	LIFE INSURANCE	6,360	6,297	7,130	7,043
53137	EMPLOYEE ASSISTANCE PROGRAM	1,550	1,483	1,533	1,540
83003	ALLOWANCES/REIMBURSEMENTS	57,514	51,217	52,258	57,829

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 01 - GENERAL				
	2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET BUDGET
FRINGE BENEFITS	363,781	344,788	365,174	377,838
CONTRACTUAL				
54201 POSTAGE AND MAILING	3,619	4,015	3,993	4,330
54202 PRINTING AND DUPLICATING	8,049	11,239	5,772	8,700
54204 STAFF MEETINGS	1,909	2,144	1,221	1,400
54205 LEGAL PUBLICATIONS/NOTICES	13,967	7,636	6,152	7,300
54206 ADVERTISING/PUBLICITY	22,937	23,169	26,147	28,750
54207 STAFF TRAINING	8,111	9,924	7,077	16,670
54208 MEMBERSHIPS, DUES AND FEES	18,274	21,351	18,342	19,005
54209 CONFERENCE AND TRAVEL	23,729	18,404	16,874	24,780
54210 BOARD EXPENSE	11,303	10,699	6,500	10,450
54212 ATTORNEY FEES	125,388	124,074	150,000	130,000
54214 ARCHITECT AND ENGINEERING FEES	67,735	63,067	49,145	38,965
54215 PROFESSIONAL FEES	83,030	79,145	78,080	148,375
54234 LANDFILL FEES	27,212	23,260	29,305	29,300
54236 AUTO ALLOWANCE	289	308	456	500
54240 OFFICE EQUIPMENT REPAIRS	90	150		
54241 VEHICLE REPAIR	19,789	17,975	5,247	7,700
54242 EQUIPMENT REPAIR	5,974	5,135	4,551	5,375
54245 BUILDING REPAIR	7,046	23,167	9,163	12,400
54250 EQUIPMENT RENTAL	10,837	11,001	8,416	8,900
54253 PEST CONTROL	1,107	814	769	910
54254 SERVICE CONTRACTS	40,272	30,738	34,200	48,060
54255 LICENSE AND FEES	16,356	14,567	14,261	18,665
54260 SERVICE CONTRACTS - FACILITIES	6,709	8,831	6,092	7,072
54261 SERVICE CONTRACTS-GROUNDS	30,388	47,097	36,742	40,375
54263 CONTRACTUAL MOWING	126,800	124,866	125,000	131,700
54264 CELL PHONE EXPENSE	5,436	6,514	6,700	7,220
54265 SUBSCRIPTIONS	1,243	1,115	710	840
54270 PERSONNEL COSTS	12,896	23,133	22,600	22,900
54275 HEALTH AND WELLNESS	4,540	3,433	1,802	4,500
54280 OTHER CONTRACTUAL SERVICES	29,854	18,843	13,542	23,840
54281 CONTRACTUAL PERSONNEL		100		
54282 INTERN STIPEND	1,200	1,150	1,500	
54291 PARK AND RECREATION EXCELLENCE	801	3,811	1,945	1,980
59412 PROPERTY/SALES TAX	286	280	503	550
59414 CREDIT CARD FEES	541	1,220	680	800
90000 EXTRAORDINARY LOSS-INVESTMENT	11,910			
CONTRACTUAL	749,627	742,375	693,487	812,312
COMMODITIES/SUPPLIES				
55301 OFFICE SUPPLIES	15,361	10,904	12,244	10,995
55302 ENVELOPES AND STATIONARY	1,895	883	2,271	2,500
55303 DUPLICATING SUPPLIES	2,058	1,728	1,887	2,275
55304 CHECKS AND BANK SUPPLIES	1,507	1,181	1,479	1,495
55305 PHOTOGRAPHIC SUPPLIES	1,047	601	188	575
55307 BOOKS AND MANUSCRIPTS	876	828	112	290
55308 FIRST AID/MEDICAL SUPPLIES	8,240	3,821	3,900	4,500
55309 SAFETY SUPPLIES	3,657	6,086	6,300	7,200
55315 STAFF UNIFORMS	18,907	18,046	16,981	18,030

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 01 - GENERAL					
		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET BUDGET
55316	PARTICIPANT UNIFORMS	3,239	1,435	883	1,650
55320	BUILDING MAINTENANCE SUPPLIES	24,822	24,803	18,150	19,650
55321	LANDSCAPE SUPPLIES	37,054	25,637	24,309	24,000
55322	CLEANING /JANITORIAL SUPPLIES	5,252	6,744	4,428	5,261
55323	PLAYGROUND MAINTENANCE SUPPLIE:	7,698	7,359	5,731	6,500
55324	PRESCRIBED BURN SUPPLIES	1,967	1,317	1,584	800
55325	EQUIPMENT AND TOOLS	20,758	16,689	21,291	23,350
55326	SHOP EQUIPMENT AND SUPPLIES	5,702	8,152	7,560	7,600
55327	VEHICLE/EQUIPMENT REPAIR PARTS	35,804	21,438	29,078	24,850
55328	AMENITY MAINTENANCE SUPPLIES	9,326	6,746	5,300	8,000
55329	OFFICE/ EQUIPMENT VALUE <\$10000	15,998	20,204	23,752	49,500
55330	GAS,FUEL,GREASE AND OIL	44,036	38,800	43,200	45,750
55331	CHEMICALS	25,942	14,184	14,216	16,750
55332	PAINTS	417	361	174	625
55333	PLANT MATERIALS	113,038	131,067	118,008	115,555
55348	FLOWERS AND CARDS	1,097	468	650	550
55349	PLAQUES, AWARDS AND PRIZES	3,683	5,614	1,327	5,704
55350	RECREATION/PROGRAM SUPPLIES	3,660	3,784	3,985	3,250
55352	FISH RESTOCKING		1,910	2,028	2,000
55354	FOOD SUPPLIES	830	3,659	1,208	1,650
COMMODITIES/SUPPLIES		413,871	384,449	372,224	410,855

UTILITIES					
56230	SANITARY FEES AND CHARGES	15,697	7,848	12,439	13,186
56231	GAS AND ELECTRICITY	36,912	40,488	43,160	45,300
56232	WATER	52,750	54,938	59,441	74,780
56233	TELECOMM EXPENSE	23,103	28,581	29,219	28,192
UTILITIES		128,462	131,855	144,259	161,458

ROUTINE/PERIODIC MAINTENANCE					
58001	PERIODIC MAINTENANCE	136,138	85,800	96,795	30,965
58002	ROUTINE MAINTENANCE	102,101	64,874	103,038	173,000
ROUTINE/PERIODIC MAINTENANCE		238,239	150,674	199,833	203,965

TRANSFERS TO OTHER FUNDS					
59409	TRANSFERS TO OTHER FUNDS	1,228,600	100,000	1,058,700	3,950,000
TRANSFERS TO OTHER FUNDS		1,228,600	100,000	1,058,700	3,950,000

TOTAL APPROPRIATIONS		5,275,644	4,136,849	5,274,243	8,439,938

RECREATION FUND

PRINCIPAL RESPONSIBILITIES

RECREATION FUND – The Recreation Fund is established to provide for the planning, establishing and maintaining of recreation and leisure activities for the residents of the Park District. Real estate taxes are levied in this fund to pay the administrative costs of the recreation programs provided to the public. The Park District attempts to set program and admission fees at levels that will cover the direct costs of the programs being offered.

The Recreation Fund is divided into the following divisions – see “Departmental Information” section for further information.

ADMINISTRATION – established to account for the administrative expenses of the recreation programs, facilities and departments and recreation special events.

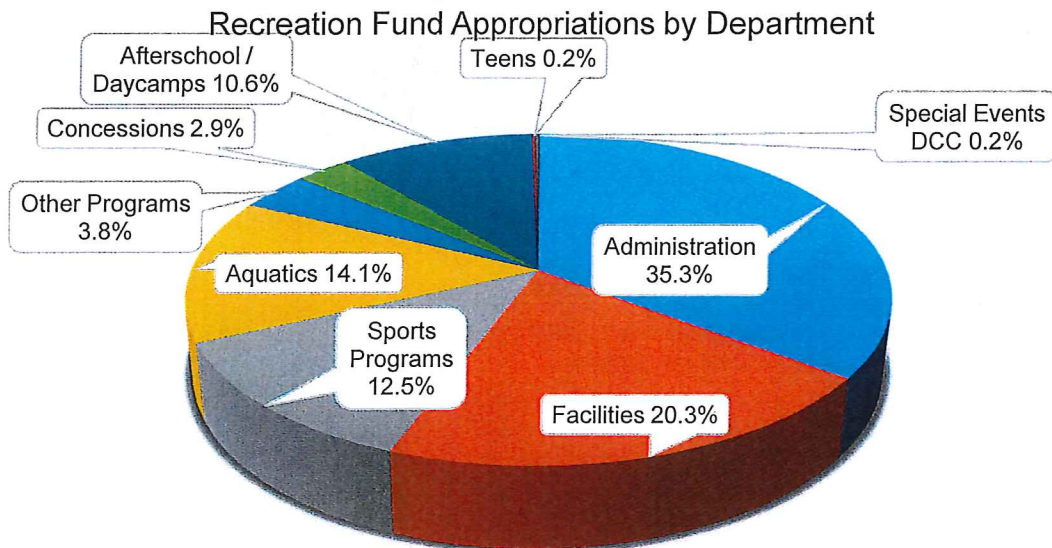
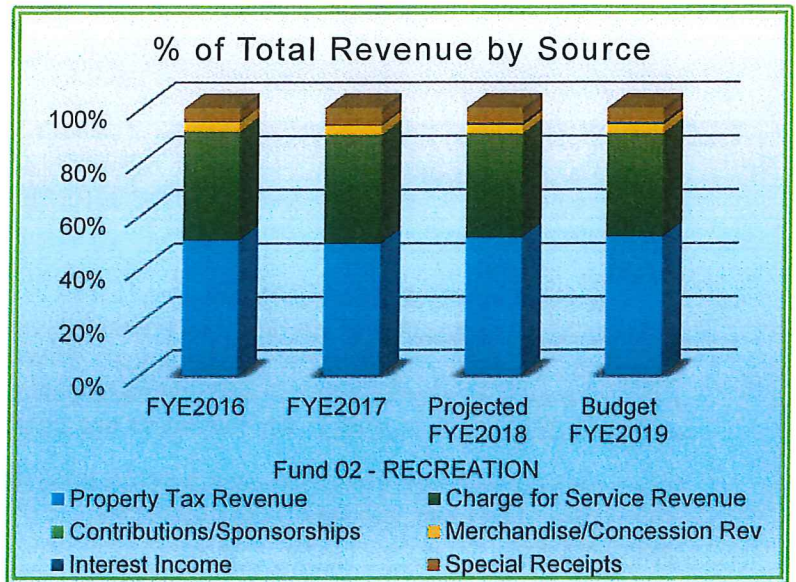
FACILITIES/BALL FIELDS – accounts for programs and activities at the Hays Recreation Center, Douglass Community Center, Douglass Annex, Douglass Library, Leonhard Recreation Center, Kaufmann Lake, Dodds Tennis Center and recreation activities at Springer Cultural Center; and accounts for expenditures to maintain Park District ball fields.

SPORTS – This covers the various adult and youth sport programs offered by the Park District, including youth and adult softball, soccer, sports camps, soccer, developmental sports, basketball, volleyball and senior fitness opportunities including chair exercises.

DAY CAMPS AND PRESCHOOL PROGRAMS – accounts for summer day camps and the year-round preschool programs run by the Park District and School Days Out.

CONCESSIONS – This covers the concession operations at Dodds Park (ballfields and soccer complex), Zahnd Park and Sholem Aquatic Center.

AQUATICS – This division accounts for the activities at Sholem Aquatic Center.



PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$36.93	\$35.32	\$36.44	\$37.85

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE.

OBJECTIVES:

- Create new fun and safe park amenities.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES.

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Monitor most effective mediums to communicate offerings to the community.
- Field program and event suggestions to maintain viable programs and services to residents.
- Promote scholarship opportunities to participants.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

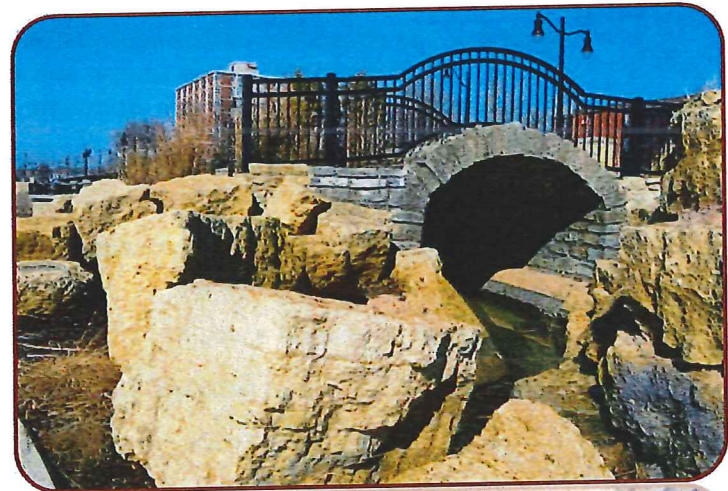
OBJECTIVES:

- Implement recommendations of the U of I Recreation, Sport, & Tourism appraisal of programs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Develop and promote health and wellness programs.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL.

OBJECTIVES:

- Continue to monitor programs and services to better define core programs and services.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.



- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Create a citizen advisory board for programs and services.
- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Create new programs, parks, facilities, initiatives, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.
- Work with the school district to build upon pilot programs and services as part of the Community School Initiative.
- Develop open-street programs and other downtown events to bring community members together.
- Increase financial and in-kind support of outside groups and agencies to provide programs and event

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

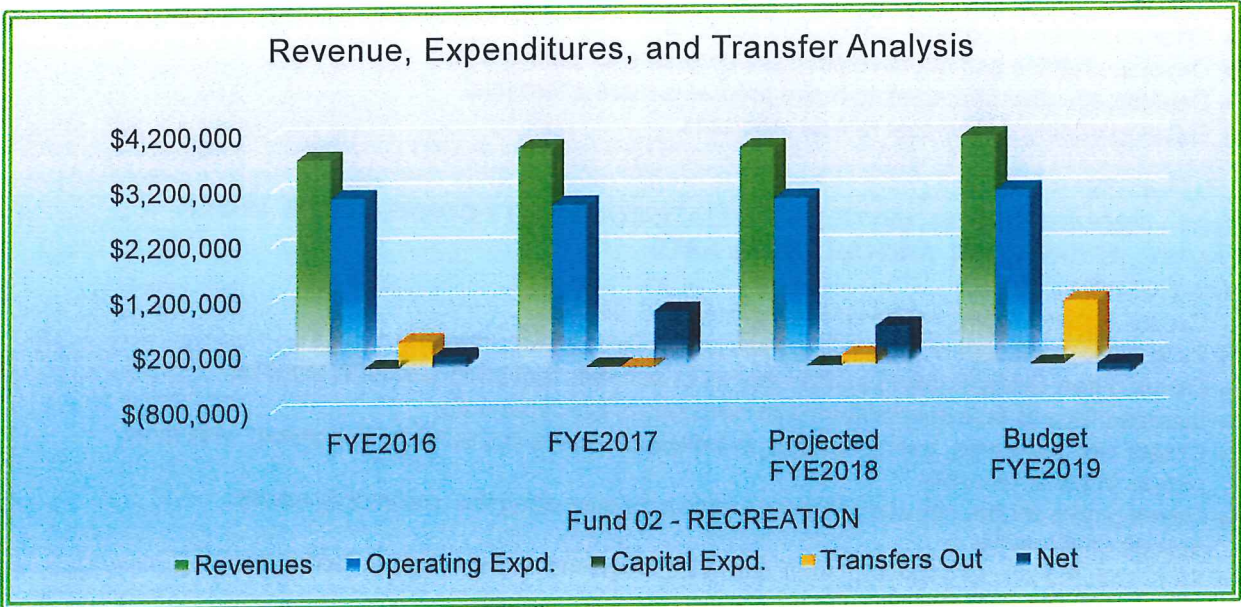
OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Design and implement enhanced physical entrance/lobby and park front entrance to reflect friendly, welcoming, and safe themes.
- Provide equal access for all patrons to all parks, facilities and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

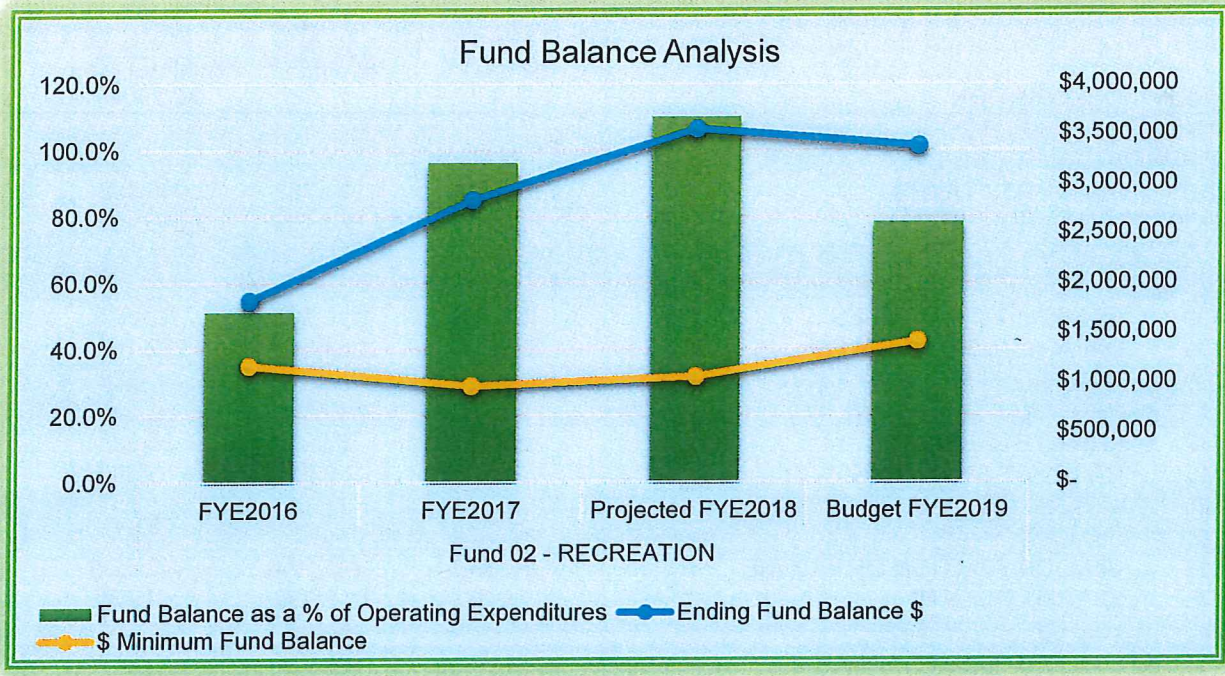
OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Track new programming and equipment trends.
- Develop and implement a marketing plan to encourage first-time opportunities and a spirit of discovery.
- Improve internal customer service through staff training.
- Develop strategies to give potential users a sample of programs and services.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.



Champaign Park District
Budget Category Totals by Fund

	Fund 02 - RECREATION			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Property Tax Revenue	\$1,920,097	\$1,964,732	\$2,046,458	\$2,155,845
Charge for Service Revenue	1,531,832	1,600,837	1,535,908	1,589,346
Contributions/Sponsorships	2,844	12,976	1,800	1,250
Merchandise/Concession Rev	133,256	134,337	119,156	135,665
Interest Income	7,103	13,043	39,200	40,000
Special Receipts	184,300	243,387	214,034	211,214
Total Estimated Revenues	<u>\$3,779,432</u>	<u>\$3,969,312</u>	<u>\$3,956,556</u>	<u>\$4,133,320</u>
<i>Appropriations</i>				
Salaries and Wages	\$1,797,577	\$1,763,511	\$1,785,017	\$1,825,579
Fringe Benefits	143,557	136,838	146,739	145,691
Contractual	391,506	363,104	359,011	446,027
Commodities/Supplies	316,468	351,132	324,724	340,837
Utilities	297,901	326,993	365,580	360,796
Routine/Periodic Maintenance	133,618	4,710	59,278	38,585
Capital Outlay	0	9,700	12,100	0
Transfers to Other Funds	481,222	0	190,600	1,150,000
Total Appropriations	<u>\$3,561,849</u>	<u>\$2,955,988</u>	<u>\$3,243,049</u>	<u>\$4,307,515</u>
Net of Revenues Over (Under) Appropriations	\$217,583	\$1,013,324	\$713,507	(\$174,195)
Beginning Fund Balance	1,609,820	1,827,403	2,840,727	3,554,234
Ending Fund Balance	<u>\$1,827,403</u>	<u>\$2,840,727</u>	<u>\$3,554,234</u>	<u>\$3,380,039</u>



ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 02 - RECREATION

	2015-16	2016-17	2017-18	2018-19	
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET BUDGET	
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
41010	PROPERTY TAXES	1,920,097	1,964,732	2,046,458	2,155,845
	PROPERTY TAX REVENUE	1,920,097	1,964,732	2,046,458	2,155,845
CHARGE FOR SERVICE REVENUE					
42100	SEASON TICKET SALES	108,180	110,788	90,583	111,865
42105	DAILY ADMISSION SALES	225,750	254,600	252,142	246,473
48110	BALL MACHINE USAGE	948	868	668	820
48111	RANDOM COURT TIME	92,950	95,683	96,631	96,010
48112	PRIVATE LESSONS	35,917	36,938	33,925	33,315
48115	RACQUET STRINGING	1,163	2,651	1,880	1,905
48120	VENDING MACHINE SALES	1			
49115	PROGRAM FEES	1,028,078	1,040,071	998,707	1,037,974
49116	VENDOR PORTION OF INCOME	(57,943)	(45,024)	(43,482)	(45,790)
49175	SPECIAL EVENTS	5,837	2,220	2,774	2,894
49260	MEMBERSHIP FEES	90,951	102,042	102,080	103,880
	CHARGE FOR SERVICE REVENUE	1,531,832	1,600,837	1,535,908	1,589,346
CONTRIBUTIONS/SPONSORSHIPS					
47100	SPONSORSHIPS	2,844	12,976	1,800	1,250
	CONTRIBUTIONS/SPONSORSHIPS	2,844	12,976	1,800	1,250
MERCHANDISE/CONCESSION REV					
48100	CONCESSION REVENUE	127,609	126,949	112,033	127,775
48105	MERCHANDISE FOR RESALE	5,307	7,388	7,123	6,690
48239	MERCHANDISE FOR RESALE	340			1,200
	MERCHANDISE/CONCESSION REV	133,256	134,337	119,156	135,665
INTEREST INCOME					
43030	INTEREST	7,103	13,043	39,200	40,000
	INTEREST INCOME	7,103	13,043	39,200	40,000
SPECIAL RECEIPTS					
44100	RENTAL INCOME	140,269	162,362	166,281	164,658
46150	SPECIAL RECEIPTS	42,909	34,634	35,355	34,450
46160	OTHER REIMBURSEMENTS	1,122	11,394	12,398	12,106
47200	GRANT PROCEEDS		34,997		
	SPECIAL RECEIPTS	184,300	243,387	214,034	211,214
TOTAL ESTIMATED REVENUES		3,779,432	3,969,312	3,956,556	4,133,320

APPROPRIATIONS

SALARIES AND WAGES

70101	DEPARTMENT HEAD	44,304	41,021	42,202	43,286
70301	OFFICE STAFF/SUPPORT	85,902	59,827	120,430	122,321
70501	MANAGERS/SUPERVISORS	168,602	98,802	92,210	148,214
70601	OPERATIONS STAFF	34,253	11,412	35,346	36,013
70901	CUSTODIAL	39,416	40,354	41,483	42,607
71001	PROGRAM/FACILITY DIR.	301,455	347,633	390,957	352,747
80303	PT OFFICE STAFF/SUPPORT	152,832	147,497	106,145	113,930
80903	PT BUILDING SERVICE WORKER	29,729	29,104	28,287	29,455

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 02 - RECREATION

		2015-16	2016-17	2017-18	2018-19
		ACTIVITY	ACTIVITY	PROJECTED	BUDGET
ACCOUNT	DESCRIPTION			ACTIVITY	BUDGET
81003	PT PROGRAM DIRECTOR/SUPERVISOR	71,723	76,435	73,999	78,953
81103	PT SPORTS OFFICAIL	62,198	60,896	53,363	29,474
81303	PT ASSISTANT DIRECTOR/SUPERVISOR	98,239	99,061	98,411	98,706
81403	PT INSTRUCTOR	158,751	168,858	144,561	151,599
81503	PT GENERAL STAFF	89,380	111,131	88,374	91,951
81703	PT DAY CAMP STAFF/LIFE GUARD	388,349	394,860	404,316	398,031
81803	PT SITE SUPERVISOR	27,546	35,770	36,776	40,500
81903	PT BUILDING OPENER	2,706	1,524	3,627	3,951
82703	PT SEASONAL STAFF	42,192	39,326	24,530	43,841
SALARIES AND WAGES		1,797,577	1,763,511	1,785,017	1,825,579
FRINGE BENEFITS					
53132	DENTAL INSURANCE	6,041	5,526	5,307	5,304
53133	MEDICAL HEALTH INSURANCE	112,859	111,581	124,000	122,960
53134	LIFE INSURANCE	2,366	2,170	2,259	2,267
53137	EMPLOYEE ASSISTANCE PROGRAM	606	580	566	620
83003	ALLOWANCES/REIMBURSEMENTS	21,685	16,981	14,607	14,540
FRINGE BENEFITS		143,557	136,838	146,739	145,691
CONTRACTUAL					
54201	POSTAGE AND MAILING	19,816	18,487	17,578	18,660
54202	PRINTING AND DUPLICATING	28,624	29,112	28,236	36,909
54204	STAFF MEETINGS	829	349	385	805
54205	LEGAL PUBLICATIONS/NOTICES	373	41	200	350
54206	ADVERTISING/PUBLICITY	3,543	4,866	6,567	8,628
54207	STAFF TRAINING	15,649	15,950	14,000	16,045
54208	MEMBERSHIPS, DUES AND FEES	6,017	5,684	11,149	11,847
54209	CONFERENCE AND TRAVEL	8,054	4,502	5,020	12,350
54215	PROFESSIONAL FEES	7,205		2,315	5,000
54234	LANDFILL FEES	3,116	1,671	1,341	1,540
54236	AUTO ALLOWANCE	486	249	508	600
54241	VEHICLE REPAIR	695	2,318	3,496	3,750
54242	EQUIPMENT REPAIR	9,304	16,059	15,326	12,200
54245	BUILDING REPAIR	63,719	40,368	25,563	29,150
54250	EQUIPMENT RENTAL	11,500	2,579	3,170	4,145
54251	RENTAL FACILITIES	5,224	2,674	3,500	3,960
54253	PEST CONTROL	3,313	3,080	3,265	3,440
54254	SERVICE CONTRACTS	5,036	10,590	9,303	9,188
54255	LICENSE AND FEES	236	150	465	895
54260	SERVICE CONTRACTS-FACILITIES	59,400	56,553	58,131	60,737
54261	SERVICE CONTRACTS-GROUNDS	7,113	9,466	5,000	6,000
54264	CELL PHONE EXPENSE	725	1,393	1,988	2,368
54265	SUBSCRIPTIONS	876	854	1,281	1,280
54271	PETTY CASH		50		
54280	OTHER CONTRACTUAL SERVICES	11,137	9,240	2,730	13,275
54281	CONTRACTUAL PERSONNEL	10,367	15,496	21,418	51,513
54282	INTERN STIPEND	3,700	750	3,700	
54285	CONTRACTUAL ENTERTAINMENT	1,370	540	675	1,200
54299	FIELD/SPECIAL TRIPS	61,329	63,087	62,381	75,207
59412	PROPERTY/SALES TAX	11,238	10,895	9,650	11,665
59414	CREDIT CARD FEES	31,512	36,051	40,670	43,320
CONTRACTUAL		391,506	363,104	359,011	446,027

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 02 - RECREATION					
		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET BUDGET
COMMODITIES/SUPPLIES					
55301	OFFICE SUPPLIES	4,530	5,768	3,504	4,220
55303	DUPLICATING SUPPLIES	1,671	1,378	1,289	1,650
55307	BOOKS AND MANUSCRIPTS	1,298	342	711	871
55308	FIRST AID/MEDICAL SUPPLIES-POOL SPE	1,927	97	2,547	3,000
55315	STAFF UNIFORMS	11,358	15,611	10,512	12,095
55316	PARTICIPANT UNIFORMS	21,775	29,284	19,437	16,084
55320	BUILDING MAINTENANCE SUPPLIES	38,907	46,594	31,489	37,475
55321	LANDSCAPE SUPPLIES	16,824	11,101	11,000	10,800
55322	CLEANING /JANITORIAL SUPPLIES	13,179	11,428	12,470	14,187
55325	EQUIPMENT AND TOOLS	2,858	2,500	3,704	3,800
55327	VEHICLE/EQUIPMENT REPAIR PARTS	4,087	3,267	5,126	5,200
55329	OFFICE/ EQUIPMENT VALUE <\$10000		6,888	24,079	10,000
55330	GAS,FUEL,GREASE AND OIL	7,014	8,900	8,444	8,500
55331	CHEMICALS	38,361	41,590	41,800	43,000
55332	PAINTS	205	10,130	8,609	8,600
55333	PLANT MATERIALS	511	1,875	2,100	2,060
55348	FLOWERS AND GIFTS	53	22		135
55349	PLAQUES, AWARDS AND PRIZES	14,694	13,491	11,782	13,764
55350	RECREATION/PROGRAM SUPPLIES	56,452	60,728	47,435	61,153
55354	FOOD SUPPLIES	20,598	19,920	18,707	20,648
55360	MERCHANDISE FOR RESALE	60,166	60,218	59,979	63,595
COMMODITIES/SUPPLIES		316,468	351,132	324,724	340,837
UTILITIES					
56230	SANITARY FEES AND CHARGES	5,456	10,515	7,981	8,870
56231	GAS AND ELECTRICITY	198,168	220,181	227,919	237,559
56232	WATER	63,125	70,704	103,783	91,711
56233	TELECOMM EXPENSE	31,152	25,593	25,897	22,656
UTILITIES		297,901	326,993	365,580	360,796
ROUTINE/PERIODIC MAINTENANCE					
58001	PERIODIC MAINTENANCE	124,496		51,590	23,585
58002	ROUTINE MAINTENANCE	9,122	4,710	7,688	15,000
ROUTINE/PERIODIC MAINTENANCE		133,618	4,710	59,278	38,585
CAPITAL OUTLAY					
61504	PARK CONSTRUCTION/IMPROVEMENTS		9,700	12,100	
CAPITAL OUTLAY			9,700	12,100	
TRANSFERS TO OTHER FUNDS					
59409	TRANSFERS TO OTHER FUNDS	481,222		190,600	1,150,000
TRANSFERS TO OTHER FUNDS		481,222		190,600	1,150,000
TOTAL APPROPRIATIONS		3,561,849	2,955,988	3,243,049	4,307,515
NET OF REVENUES/APPROPRIATIONS - FUND 02		217,583	1,013,324	713,507	(174,195)

MUSEUM FUND

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND – The Museum Fund accounts for the cultural arts programs and services the Park District provides the community. Real estate taxes are levied to pay the administrative costs and to help offset the operating costs at the Springer Cultural Center, the Virginia Theatre, Prairie Farm and various concerts and special events the Park District puts on throughout the year.

The Museum Fund contains the following divisions, see Departmental Information section for further discussion:

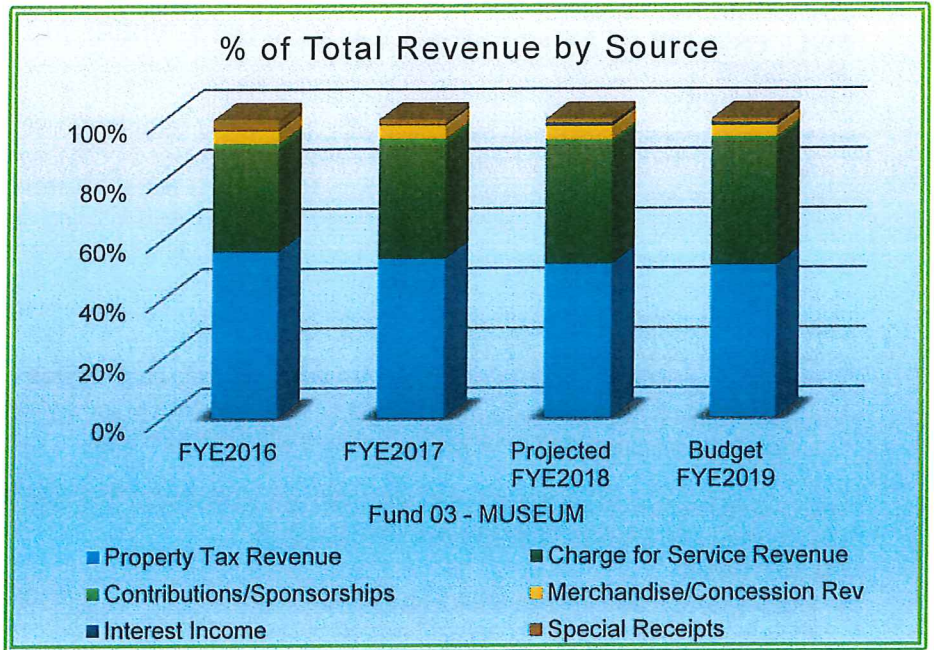
ADMINISTRATION – This was established to account for the administrative costs of the fund.

CULTURAL ARTS – Accounts for many of the cultural arts programs and activities of the Park District including the Park District's leading role in the local cultural consortium, pottery classes, youth theatre dance and ballet programs located at Springer Cultural Center.

FACILITIES – Covers the programs and activities at the Springer Cultural Center, and Prairie Farm.

SPECIAL ACTIVITIES/EVENTS – Accounts for the special activities and events the Park District provides throughout the year. Major events in this division include Taste of C-U, Streetfest, summer concerts and artistic-themed summer day camps and preschool classes.

VIRGINIA THEATRE – covers all the activities at the historic Virginia Theatre.



2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Provide equal access for all patrons to all parks, facilities and programs. *Status – The Virginia Theatre was updated in 2013 to comply with current ADA standards during its Phase III renovation. In 2015 a subsequent project upgraded the theatre's hearing assistance system with the purchase of new, state-of-the-art infrared hearing assistance devices for patrons with hearing challenges or disabilities.*
- Enhance the safety and security in each park and facility so all patrons feel safe. *Status – The Virginia Theatre has improved safety at its live events with the addition of City of Champaign Police to the security team. A security meeting precedes each event, where the written Safety Plan is reviewed and any special challenges of the event are addressed.*
- Promote family volunteering at various events and programs. *Status – Virginia Theatre staff now work with rental partners to recruit and train families in volunteering at their events. Youth and parents both will support the engagement by acting as ushers and in other roles.*

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. *Status – Theatre staff are trained to ask patrons if this is their first encounter with the Virginia and to work to welcome such patrons, at the Box Office, at shows, and during tours.*
- Monitor most effective mediums to communicate offerings to the community. *Status – Virginia staff work closely with CPD Marketing to stay abreast of trends in both local marketing and online and social media.*

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

OBJECTIVES:

- Provide parks, amenities and facilities that serve all ages. *Status – As a venue that hosts a wide range of children's programming, family programming, and adult fare, the Virginia Theatre is used with regularity year-round by young children, teens, adults and seniors.*
- Provide intergenerational programming. *Status – With programs like Jack Hanna, Rudolph the Red-Nosed Reindeer, and at countless classic family-friendly films, the Virginia hosts a variety of programs with cross-generational appeal.*

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL.

OBJECTIVES:

- Continue to monitor programs and services to better define core programs and services. *Status – Since FY14, the Virginia has offered a planned performing arts season that allows CPD to better plan its offerings at the theatre and provide the greatest range of events of interest to the largest number of residents.*
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations. *Status – Advertising is now sold in the Virginia brochure via CPD Marketing, significantly offsetting the cost of producing this important marketing asset.*
- Offer affordable programs, parks, and services. *Status – Low-cost films and family programming now make up a minimum of twelve weeks of the Virginia calendar.*

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Evaluate current community partnerships and develop new partnerships. *Status – WILL, WCIA, and News-Gazette all act as partners to the theatre, sponsoring advertising year-round. The Virginia now also engages many renters in partnership on events, which have included shows like Dwight Yoakam and Weird Al, among many others.*
- Increase face-to-face connections with members of the community. *Status – The theatre director now meets regularly with a wide range of community members to hear their concerns and ideas for the theatre and its programs.*

- Develop new community and program partners by evaluating the community needs assessment results. *Status – Champaign Unit 4 Schools now partner with CPD to present a joint production at the Virginia featuring the theatre programs at Centennial and Central high schools.*
- Develop open-street programs and other downtown events to bring community members together. *Status – At Ice Cream and Independence, the Virginia hosts a street party/ice cream social before moving inside for a live simulcast concert.*
- Increase financial and in-kind support of outside groups and agencies to provide programs and events. *Status – Area media now offer over \$20,000.00 of in-kind marketing support during the course of a given performing arts season at the Virginia.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

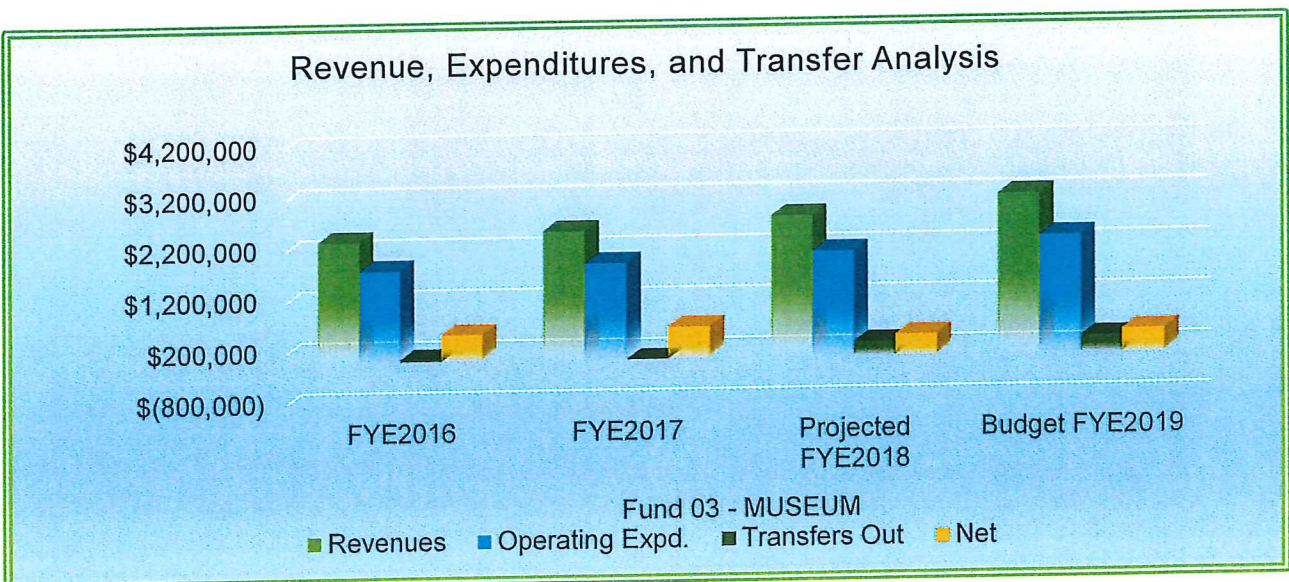
OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Improve internal customer service through staff training.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

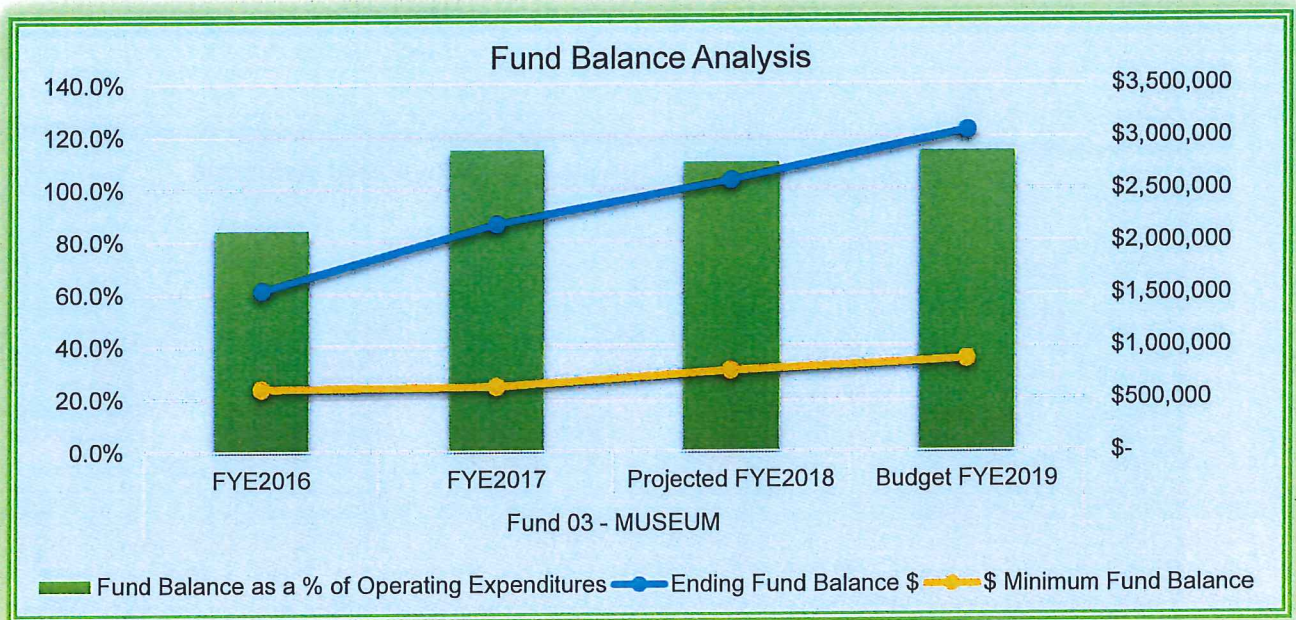
OBJECTIVES:

- Determine the level of service for parks, facilities and amenities to meet all residents' needs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.



Champaign Park District
Budget Category Totals by Fund

Fund 03 - MUSEUM				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$1,311,817	\$1,343,656	\$1,423,331	\$1,602,700
Charge for Service Revenue	809,905	958,949	1,108,334	1,303,837
Contributions/Sponsorships	41,621	53,162	43,401	44,450
Merchandise/Concession Rev	103,147	112,991	126,288	118,600
Interest Income	4,501	10,653	31,244	31,360
Special Receipts	81,756	38,826	34,766	39,080
Total Estimated Revenues	<u>\$2,352,747</u>	<u>\$2,518,237</u>	<u>\$2,767,364</u>	<u>\$3,140,017</u>
Appropriations				
Salaries and Wages	\$765,515	\$851,134	\$942,456	\$992,420
Fringe Benefits	86,099	88,181	103,613	104,784
Contractual	680,816	690,066	741,319	899,337
Commodities/Supplies	147,668	141,307	144,341	156,129
Utilities	108,025	117,469	131,543	139,677
Routine/Periodic Maintenance	0	0	0	28,150
Transfers to Other Funds	40,372	0	285,900	350,000
Total Appropriations	<u>\$1,828,495</u>	<u>\$1,888,157</u>	<u>\$2,349,172</u>	<u>\$2,670,497</u>
Net of Revenues Over (Under) Appropriations	\$524,252	\$630,080	\$418,192	\$469,530
Beginning Fund Balance	1,018,491	\$1,542,743	\$2,172,823	\$2,591,015
Ending Fund Balance	<u>\$1,542,743</u>	<u>\$2,172,823</u>	<u>\$2,591,015</u>	<u>\$3,060,545</u>



ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 03 - MUSEUM					
		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY PROJECTED	ACTIVITY	BUDGET
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
41010	PROPERTY TAXES	1,311,817	1,343,656	1,423,331	1,602,700
	PROPERTY TAX REVENUE	1,311,817	1,343,656	1,423,331	1,602,700
CHARGE FOR SERVICE REVENUE					
42100	SEASON TICKET SALES	4,608			
47111	RESTORATION FEE	16			
49100	ADMINISTRATIVE FEES	7,525			
49115	PROGRAM FEES	1,549,138	1,523,757	2,037,817	1,981,537
49116	VENDOR PORTION OF INCOME	(751,872)	(564,808)	(935,508)	(683,800)
49175	SPECIAL EVENTS	490		6,025	6,100
	CHARGE FOR SERVICE REVENUE	809,905	958,949	1,108,334	1,303,837
CONTRIBUTIONS/SPONSORSHIPS					
47100	SPONSORSHIPS	41,621	46,537	41,198	42,150
47258	DONATIONS		6,625	2,203	2,300
	CONTRIBUTIONS/SPONSORSHIPS	41,621	53,162	43,401	44,450
MERCHANDISE/CONCESSION REV					
48100	CONCESSION REVENUE	91,250	103,192	111,900	105,000
48239	MERCHANDISE FOR RESALE	11,672	9,599	13,916	13,200
48257	MERCHANDISE FOR RESALE	225	200	472	400
	MERCHANDISE/CONCESSION REV	103,147	112,991	126,288	118,600
INTEREST INCOME					
43030	INTEREST	4,501	10,653	31,244	31,360
	INTEREST INCOME	4,501	10,653	31,244	31,360
SPECIAL RECEIPTS					
44100	RENTAL INCOME	50,685	26,033	16,911	17,450
46150	SPECIAL RECEIPTS	12,878	12,793	11,605	15,380
46160	OTHER REIMBURSEMENTS	18,193			
47200	GRANT PROCEEDS			6,250	6,250
	SPECIAL RECEIPTS	81,756	38,826	34,766	39,080
TOTAL ESTIMATED REVENUES		2,352,747	2,518,237	2,767,364	3,140,027

APPROPRIATIONS

SALARIES AND WAGES					
70101	DEPARTMENT HEAD	70,195	102,338	106,174	106,994
70301	OFFICE STAFF/SUPPORT	51,786	53,617	84,162	87,937
70501	MANAGERS/SUPERVISORS	65,904	99,638	140,861	141,931
70901	BUILDING SERVICE WORKER	34,751	35,509	36,722	37,488
70902	CUSTODIAL OT	48			

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 03 - MUSEUM					
		2015-16	2016-17	2017-18	2018-19
ACCOUNT	DESCRIPTION	ACTIVITY	ACTIVITY PROJECTED	ACTIVITY	BUDGET
71001	PROGRAM/FACILITY DIR.	136,733	112,230	141,068	147,652
71401	INSTRUCTOR		451	26,739	27,514
80303	PT OFFICE STAFF/SUPPORT	86,248	87,002	71,537	73,117
80903	PT BUILDING SERVICE WORKER	10,894	10,929	8,020	15,000
81003	PT PROGRAM DIRECTOR/SUPERVIS	28,370	32,559	11,203	11,970
81303	PT ASSISTANT DIRECTOR/SUPERVI	17,712	21,789	22,860	25,832
81403	PT INSTRUCTOR	75,683	74,818	57,061	66,731
81503	PT GENERAL STAFF	50,557	51,894	55,410	53,533
81703	PT DAY CAMP STAFF/LIFE GUARD	46,081	57,016	66,506	65,468
82503	PT VT HOUSE STAFF	22,122	32,775	28,483	45,253
82504	PT VT HOUSE STAFF OT	315	2,928	1,366	2,500
82603	PT VT RENTAL STAFF	50,700	63,278	70,679	70,000
82604	PT VT RENTAL STAFF OT	17,416	12,363	13,605	13,500
SALARIES AND WAGES		765,515	851,134	942,456	992,420
FRINGE BENEFITS					
53132	DENTAL INSURANCE	2,484	3,207	3,297	3,185
53133	MEDICAL HEALTH INSURANCE	65,569	73,610	90,799	85,853
53134	LIFE INSURANCE	1,145	1,356	1,712	1,636
53137	EMPLOYEE ASSISTANCE PROGRAM	278	322	331	350
83003	ALLOWANCES/REIMBURSEMENTS	16,623	9,686	7,474	13,760
FRINGE BENEFITS		86,099	88,181	103,613	104,784
CONTRACTUAL					
54201	POSTAGE AND MAILING	15,833	15,014	19,945	18,950
54202	PRINTING AND DUPLICATING	39,961	36,847	37,729	45,793
54204	STAFF MEETING	290	217	189	695
54205	LEGAL PUBLICATIONS/NOTICES		47	105	250
54206	ADVERTISING/PUBLICITY	25,743	34,520	46,942	51,035
54207	STAFF TRAINING	944	2,042	1,390	1,650
54208	MEMBERSHIPS, DUES AND FEES	2,944	963	845	1,115
54209	CONFERENCE AND TRAVEL	14,672	3,919	2,200	7,000
54215	PROFESSIONAL FEES	600	1,110	1,810	2,000
54220	INSURANCE EXPENSE	957	916	940	1,000
54234	LANDFILL FEES	7,697	4,862	3,938	5,950
54236	AUTO ALLOWANCE	416	147		
54240	OFFICE EQUIPMENT REPAIRS				100
54241	VEHICLE REPAIR				250
54242	EQUIPMENT REPAIR	5,675	4,246	7,903	7,650
54245	BUILDING REPAIR	30,488	12,619	12,805	14,500
54250	EQUIPMENT RENTAL	122,076	104,673	90,384	107,885
54251	RENTAL FACILITIES	37,871	32,909	30,891	30,119
54253	PEST CONTROL	1,409	1,405	1,405	1,435
54254	SERVICE CONTRACTS	2,954	9,353	3,579	3,935
54255	LICENSE AND FEES	7,155	7,458	6,970	7,785
54260	SERVICE CONTRACTS-FACILITIES	10,935	34,060	50,073	52,427

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 03 - MUSEUM					
		2015-16	2016-17	2017-18	2018-19
ACCOUNT	DESCRIPTION	ACTIVITY	ACTIVITY PROJECTED	ACTIVITY	BUDGET
54264	CELL PHONE EXPENSE	142	179	34	115
54265	SUBSCRIPTIONS	60		60	120
54271	PETTY CASH	25		244	
54280	OTHER CONTRACTUAL SERVICES	63,988	49,376	72,893	63,140
54281	CONTRACTUAL PERSONNEL	65,681	54,451	45,319	49,158
54282	INTERN STIPEND	2,820	600	2,400	
54285	CONTRACTUAL ENTERTAINMENT	171,579	223,663	218,552	342,920
54292	SCHOLARSHIPS			3,900	
54299	FIELD/SPECIAL TRIPS	4,644	5,004	4,754	5,770
59412	PROPERTY/SALES TAX	6,970	8,520	9,070	9,000
59414	CREDIT CARD FEES	36,287	40,946	64,050	67,590
	CONTRACTUAL	680,816	690,066	741,319	899,337
COMMODITIES/SUPPLIES					
55301	OFFICE SUPPLIES	2,603	2,155	2,441	2,480
55302	ENVELOPES AND STATIONARY		309	12	100
55303	DUPLICATING SUPPLIES	1,085	894	998	1,025
55305	PHOTOGRAPHIC SUPPLIES	11	66	35	50
55307	BOOKS AND MANUSCRIPTS	892	482	211	300
55308	FIRST AID/MEDICAL SUPPLIES	909	1,096	1,205	1,200
55315	STAFF UNIFORMS	1,126	919	922	990
55316	PARTICIPANT UNIFORMS	2,471	3,168	2,730	3,190
55320	BUILDING MAINTENANCE SUPPLIES	15,708	21,603	24,290	17,500
55321	LANDSCAPE SUPPLIES	336	50	360	300
55322	CLEANING /JANITORIAL SUPPLIES	8,277	7,541	8,728	8,300
55327	VEHICLE/EQUIPMENT REPAIR PART	1,721	1,534	173	3,000
55329	OFFICE/ EQUIPMENT VALUE <\$10000				3,520
55330	GAS,FUEL,GREASE AND OIL	786	1,203	1,000	950
55348	FLOWERS AND CARDS	26		10	20
55349	PLAQUES, AWARDS AND PRIZES	2,092	2,724	2,999	3,525
55350	PROGRAM/RECREATION SUPPLIES	48,813	32,319	31,951	39,369
55351	ANIMAL SUPPLIES	2,903	2,102	1,200	2,100
55354	FOOD SUPPLIES	11,600	15,568	20,482	21,760
55355	ANIMAL FEED	8,666	7,596	6,400	7,500
55360	MERCHANDISE FOR RESALE	37,643	39,978	38,194	38,950
	COMMODITIES/SUPPLIES	147,668	141,307	144,341	156,129
UTILITIES					
56230	SANITARY FEES	2,572	2,354	2,315	2,750
56231	GAS AND ELECTRICITY	79,293	86,191	96,731	102,325
56232	WATER	12,877	15,878	18,947	20,898
56233	TELECOMM EXPENSE	13,283	13,046	13,550	13,704
	UTILITIES	108,025	117,469	131,543	139,677
ROUTINE/PERIODIC MAINTENANCE					
58001	PERIODIC MAINTENANCE				28,150

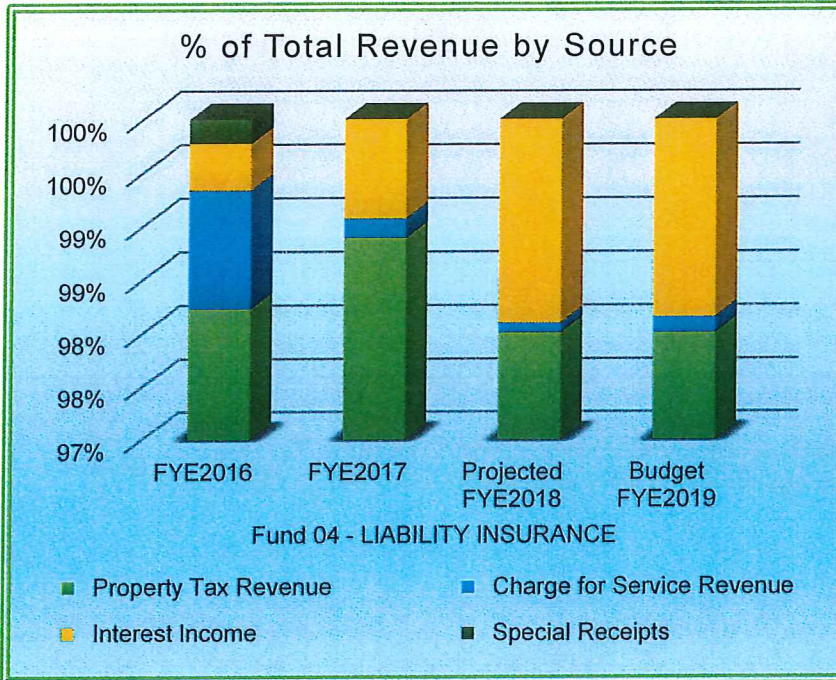
ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 03 - MUSEUM				
	2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION	ACTIVITY	ACTIVITY PROJECTED	ACTIVITY	BUDGET
ROUTINE/PERIODIC MAINTENANCE				28,150
TRANSFERS TO OTHER FUNDS				
59409 TRANSFERS TO OTHER FUNDS	40,372		285,900	350,000
TRANSFERS TO OTHER FUNDS	40,372		285,900	350,000
TOTAL APPROPRIATIONS	1,828,495	1,888,157	2,349,172	2,670,497
NET OF REVENUES/APPROPRIATIONS - FUND 03	\$524,252	\$630,080	\$418,192	\$469,530

LIABILITY INSURANCE FUND

PRINCIPAL RESPONSIBILITIES

LIABILITY INSURANCE FUND – Real estate taxes are levied in this fund to pay for and administer the Park District's required insurance coverage. The insurance coverage includes public officials' liability, general liability, property, workers' compensation, unemployment insurance, employment practices, pollution and other coverage. Taxes are also levied in this fund to pay for and administer the Park District's risk management program. The Park District employs a full-time Risk Manager to administer and train staff on the Park District's safety and risk policies and procedures. The Risk Manager's salary and the related safety expenses are charged to this fund. The Park District is a member of the Park District Risk Management Agency (PDRMA), a self-insurance pool for park districts and municipalities in Illinois. Currently, there are more than 145 districts and municipalities participating in the pool.



The Risk Manager's salary and the related safety expenses are charged to this fund. The Park District is a member of the Park District Risk Management Agency (PDRMA), a self-insurance pool for park districts and municipalities in Illinois. Currently, there are more than 145 districts and municipalities participating in the pool.

EMPLOYEES FUNDED BY LIABILITY INSURANCE FUND – POSITIONS AND NUMBERS (FT1 and FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
RISK MANAGER	1.0	1.0	1.0	1.0
Total FTE's	1.0	1.0	1.0	1.0

Figure 1 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

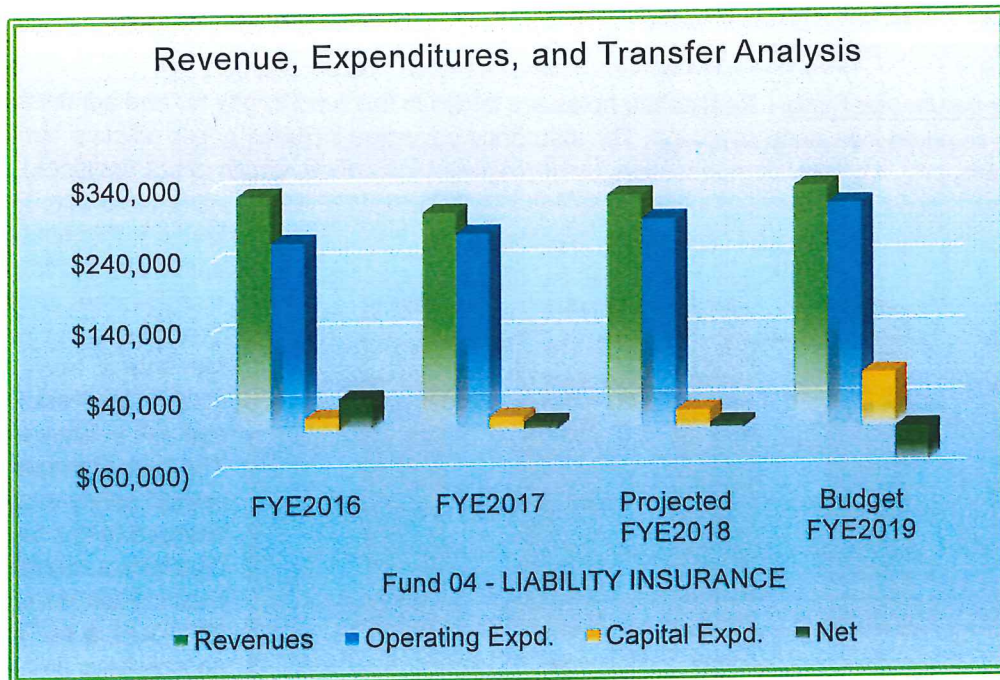
- Enhance the safety and security in each park and facility so all patrons feel safe. *Status – Continue to install security cameras in various parks and facilities*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Enhance the safety and security in each park and facility so all patrons feel safe.



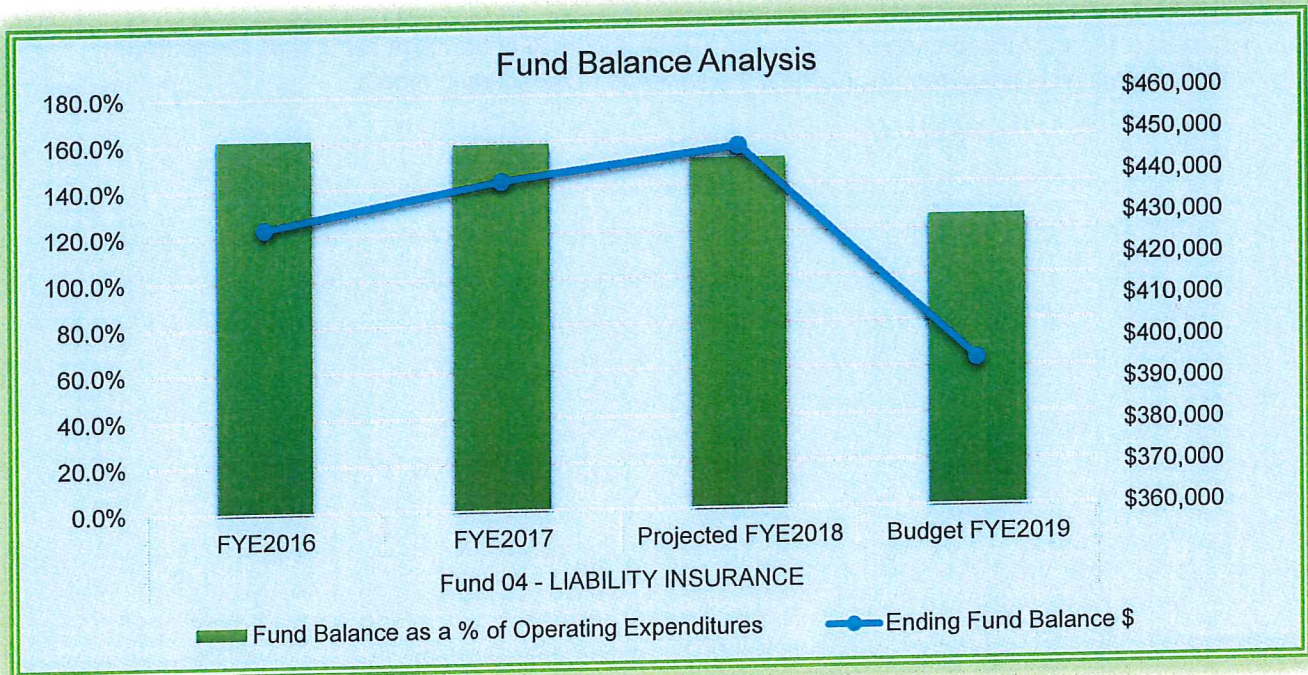
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$3.18	\$3.59	\$3.42	\$3.62
Completion of Online PDRMA Trainings by full-time staff	N/A	100%	100%	100%
Accident/Incident Claims Submitted	5	7	<u>8</u>	≤10
Park District Risk Management Agency Accreditation Level A	A+	A+	<u>A+</u>	<u>A+</u>

Champaign Park District
Budget Category Totals by Fund

Fund 04 - LIABILITY INSURANCE

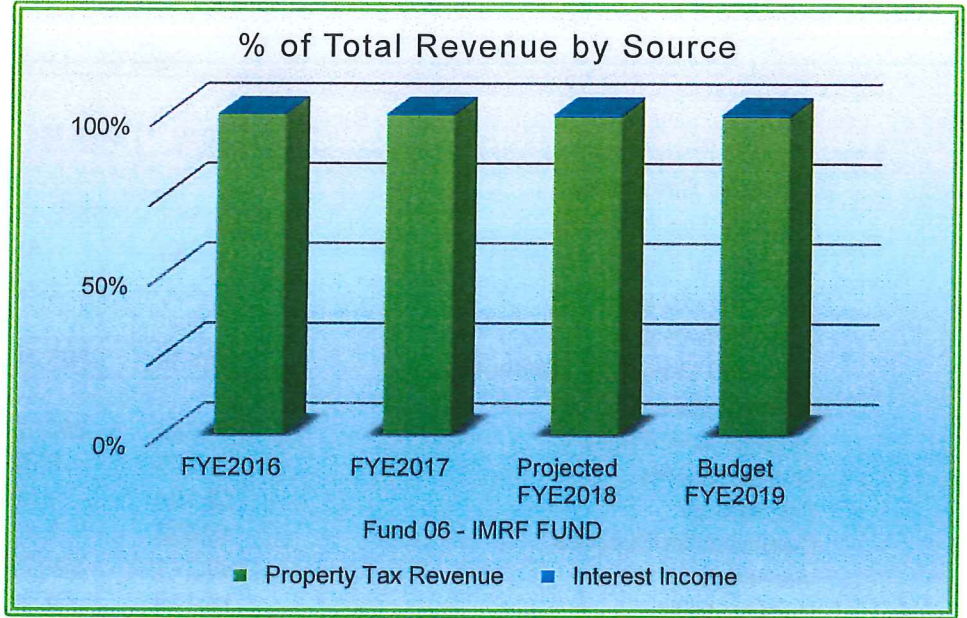
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$324,641	\$302,442	\$321,726	\$331,532
Charge for Service Revenue	3,660	555	300	500
Interest Income	1,438	2,834	6,240	6,240
Special Receipts	750	0	0	0
Total Estimated Revenues	\$330,489	\$305,831	\$328,266	\$338,272
Appropriations				
Salaries and Wages	\$41,580	\$44,185	\$47,159	\$48,371
Fringe Benefits	8,725	8,877	9,199	8,993
Contractual	13,154	1,553	4,044	9,879
Commodities/Supplies	12,095	5,413	3,321	17,934
Insurance	189,771	216,189	230,809	228,835
Capital Outlay	19,115	18,683	26,000	76,000
Total Appropriations	284,440	294,900	320,532	390,012
Net of Revenues Over (Under)	46,049	10,931	7,734	(51,740)
Appropriations	46,049	10,931	7,734	(51,740)
Beginning Fund Balance	382,495	428,544	439,475	447,209
Ending Fund Balance	\$428,544	\$439,475	\$447,209	\$395,469



IMRF

PRINCIPAL RESPONSIBILITIES

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) – accounts for the expenditures related to the Park District's portion of the pension contribution paid for eligible Park District employees. To be eligible to participate in the plan, an employee must work 1,000 hours during the year in one position. As set by statute, eligible Regular Plan members are required to contribute 4.50 percent of their annual covered salary. The employer annual required contribution rate for calendar year 2018 is 7.86 percent. The employer also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

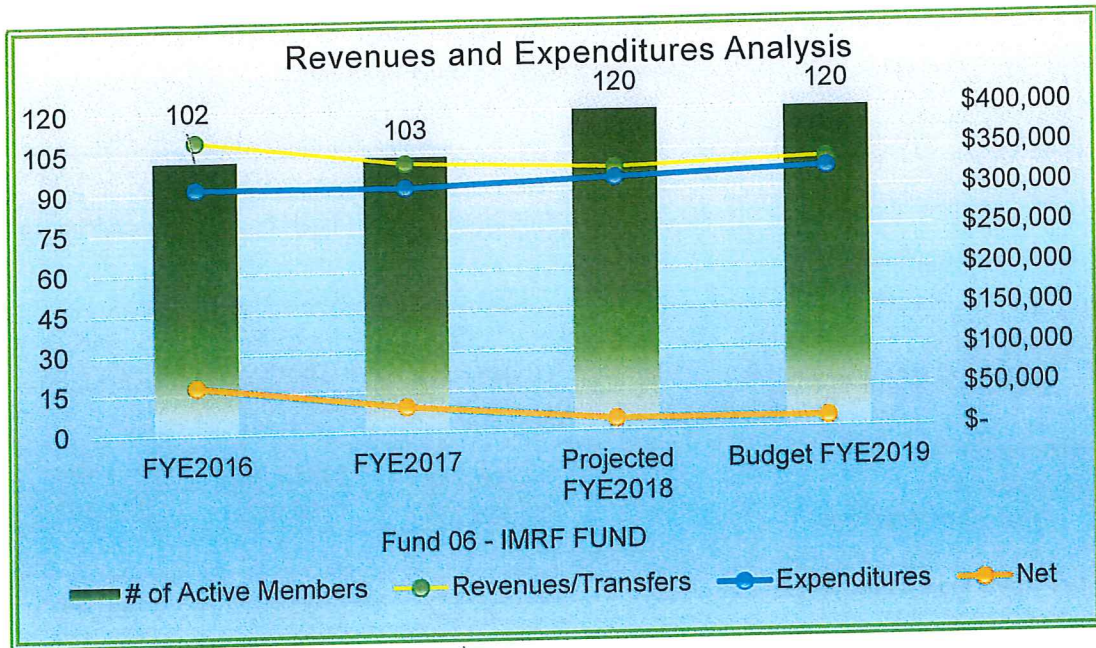


2017-18 ACCOMPLISHMENTS

- Filed monthly wage reporting in a timely manner as required.
- IMRF employer contribution rate decreased from 7.86% to a preliminary rate of 5.73% effective January 1, 2018 as a result of being overfunded on a market basis. This rate is subject to change prior to effective date.

2018-19 GOALS

- Continue to monitor reporting of members to verify accuracy of earnings being reported to IMRF.
- File all applicable wage reports in a timely manner as required each month.



IMRF Employer Rates by Calendar Year

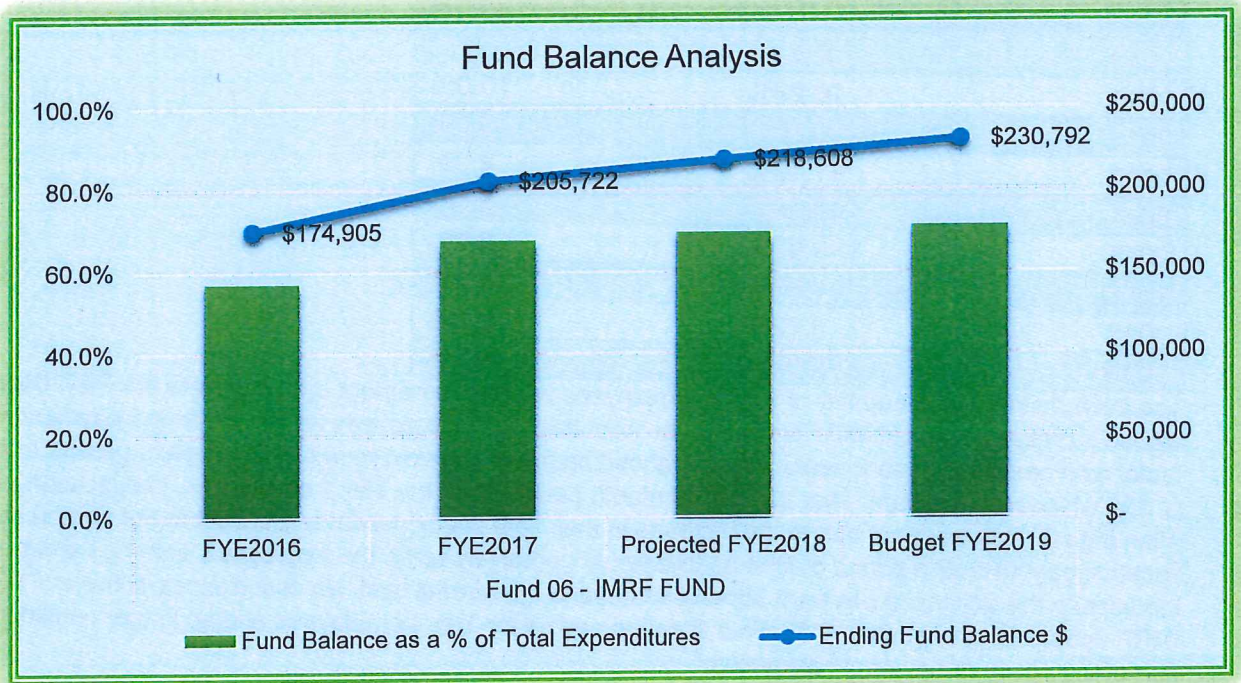
Calendar Year	ER Rate	% Change from Prior Year
2010	9.30%	
2011	10.23%	10.0%
2012	10.30%	0.7%
2013	11.12%	8.0%
2014	10.56%	-5.0%
2015	9.62%	-8.9%
2016	8.83%	-8.2%
2017	8.22%	-6.9%
2018	7.86%	-4.4%

The Park District has a number of eligible employees nearing retirement age, therefore the Park District may see an increase in annual IMRF expenditures from the Tier 1 employees as the advanced payment may be a factor as it has been in prior years. The advanced payment is based on a salary increase greater than the CPI or 5%, whichever is greater over the last 48 month period. With the Tier 1 employees, the vacation payout often triggers this payment due to the increase in their final check, however it is best to not spread out the vacation payout over a period of time as that would negatively spike the employee's earnings and thus an increase to the advanced payment above and beyond the normal cost. No occurrences of this in FYE2018. IMRF updated the treatment of the final vacation payout for Tier 1 employees and no longer consider this as part of the advance payment calculation.

The Park District has a number of employees who are eligible to retire in FYE2019, with one employee retiring in June 2018. This would impact the funding adjustment as well as various factors such as life expectancy, which plan the employee is in and, how long they contributed. It is important to note that the IMRF's actuarial calculation does take this into consideration when determining the IMRF contribution rate, therefore the Park District should only see minor adjustments. This normally is a factor due to accumulation of vacation time that is paid out on the final check, which is included in the IMRF benefit calculation for Tier 1 employees.

Champaign Park District
Budget Category Totals by Fund

	Fund 06 - IMRF FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$364,518	\$333,605	\$324,147	\$333,305
Interest Income	609	1,297	2,923	2,925
Total Estimated Revenues	365,127	334,902	327,070	336,230
Appropriations				
Fringe Benefits	\$306,133	\$304,085	\$314,184	\$324,046
Total Appropriations	306,133	304,085	314,184	324,046
Net of Revenues Over (Under) Appropriations	58,994	30,817	12,886	12,184
Beginning Fund Balance	115,911	174,905	205,722	218,608
Ending Fund Balance	\$174,905	\$205,722	\$218,608	\$230,792



AUDIT

PRINCIPAL RESPONSIBILITIES

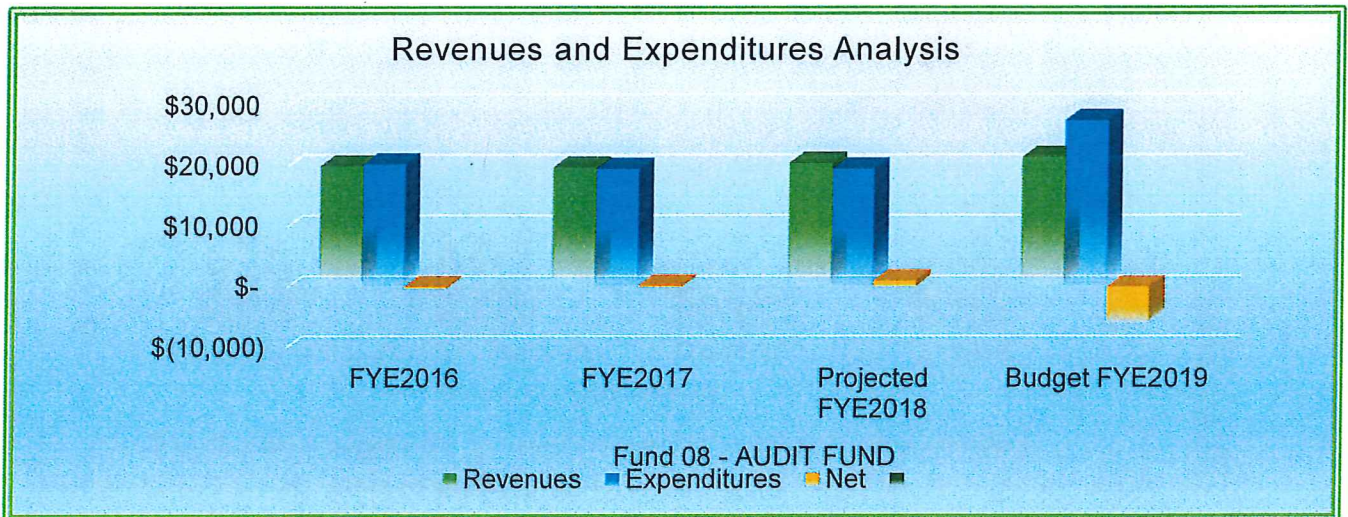
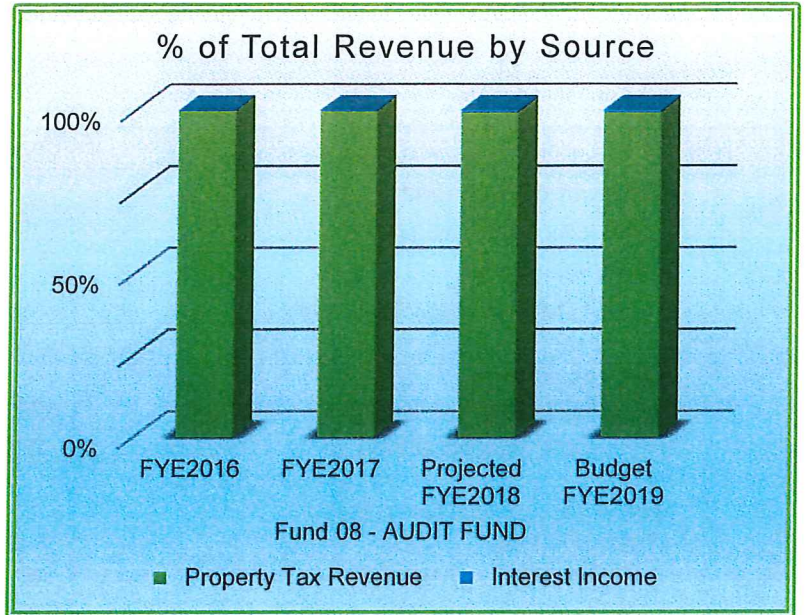
AUDIT – accounts for auditing expenditures related to the Park District’s annual financial audit, which is mandated by state statute (50 ILCS 310/9), as well as grant audits as required by written grant agreement. FYE2018 is the last year of a three-year auditing engagement with CliftonLarsonAllen at comparable expenditures to prior years. Property taxes are levied to provide resources for this annual expenditure, plus minimal interest income.

2017-18 ACCOMPLISHMENTS

- Awarded the Government Finance Officers’ Association for the Comprehensive Annual Financial Report (CAFR) Award for FYE April 30, 2017.
- Received an unmodified audit opinion on the annual financial audit for FYE2017, which is the best you can receive.
- Projected fund balance at April 30, 2018 is \$6,719 or 24.4% of actual expenditures, target is 25%.

2018-19 GOALS

- Receive an unmodified (clean) opinion on the annual financial audit for FYE2018.
- Obtain CAFR Award through GFOA for FYE2018.
- Complete financial audit and file all annual reports as required before deadlines.
- Obtain actuarial calculation for other post-employment benefits required under new GASB Statement No.75.



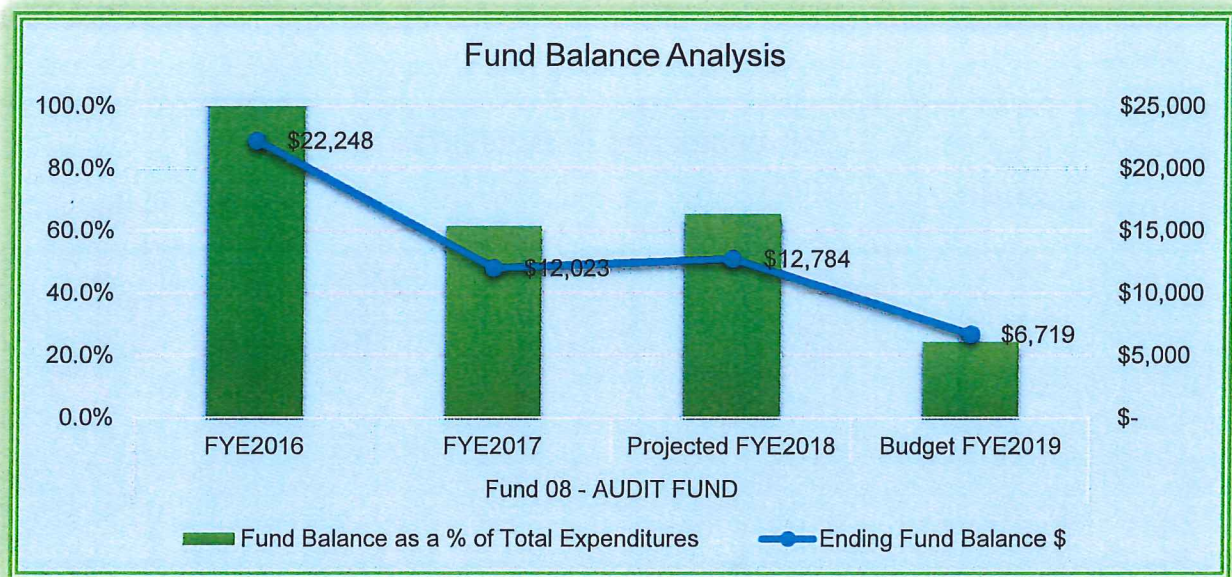
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$0.24	\$0.23	\$0.23	\$0.32
Received GFOA award for CAFR	Yes	Yes	Yes	Yes
Unmodified Opinion (superseded term- unqualified opinion) received	Yes	Yes	Yes	Yes

Champaign Park District
Budget Category Totals by Fund

	Fund 08 - AUDIT FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$19,939	\$19,643	\$20,325	\$21,275
Interest Income	42	77	157	160
Total Estimated Revenues	19,981	19,720	20,482	21,435
Appropriations				
Contractual	\$20,265	\$19,500	\$19,500	\$27,500
Total Appropriations	20,265	19,500	19,500	27,500
Net of Revenues Over (Under) Appropriations	(284)	220	982	(6,065)
Beginning Fund Balance	22,532	11,803	11,802	12,784
Ending Fund Balance	\$22,248	\$12,023	\$12,784	\$6,719

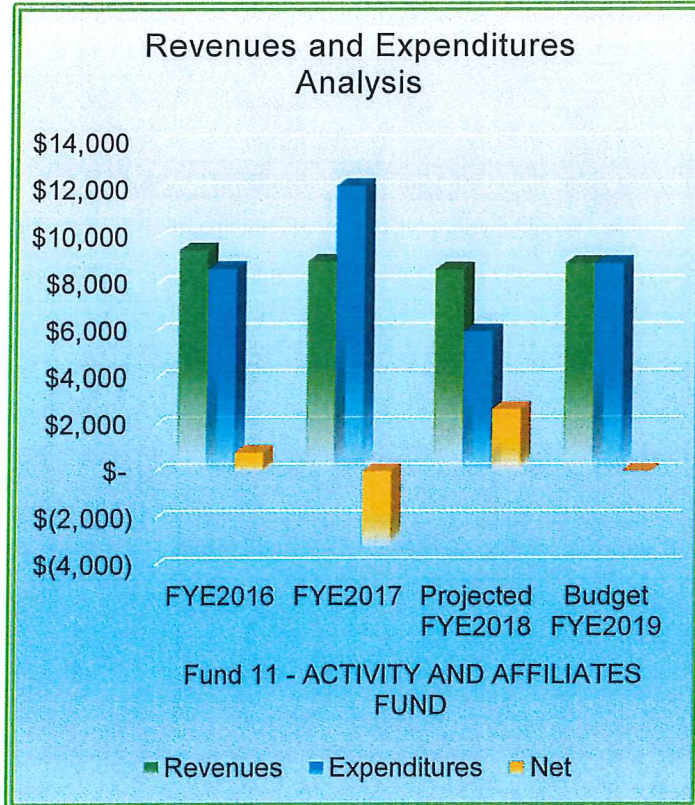
Total FYE2019 budgeted expenditures are \$8,000 higher than projected to plan for the implementation of a new governmental accounting standard, GASB Statement No. 75. This standard requires an actuarial valuation on other post-employment benefits, mainly health insurance, even though reimbursed in full by the retiree.



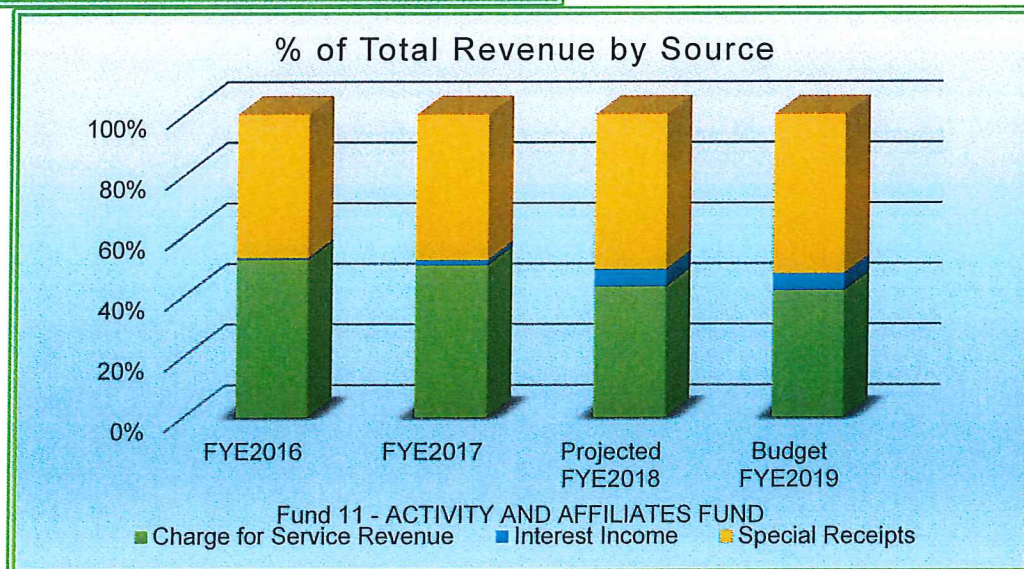
ACTIVITY FUND

PRINCIPAL RESPONSIBILITIES

ACTIVITY FUND – special monies from PDRMA safety awards, vending machine shared profits from sales and Adopt-A-Park groups are accounted for in the Activity Fund. The Park District administers these accounts, and they are audited along with the other Park District funds. Each affiliated group is responsible for its own budget, but administration and check writing are handled by Park District staff. The Park District also uses this fund to account for Champaign Park District gift cards sold and redeemed by patrons. The vending machine funds received are approximately \$3,900 annually and are used to pay for the various full-time staff annual holiday party, picnic and other functions. There are no budgeted staff for this fund.



	Ending Balance by Group	
	Projected FYE2018	Budget FYE2019
Administration/Interest	\$4,922	\$3,892
CPD Gift Cards		
Purchased by Patrons, Net of Redeemed	22,392	21,792
Adopt a Park-Clark Park	110	0
CUSR Afterschool	20	0
Posi Awards	1,113	1,713
PDRMA Safety Award	4,629	4,129
PDRMA Safety Award - CUSR	5,639	5,639
Adopt a Parks	634	634
Innovative Award-CUSR 2013	203	0
Innovative Award-Rec 2013	267	0
Adopt a Park-Porter	13	43
Adopt a Park-Robeson	1,054	1,054
Robeson Meadows	1,054	1,054
Douglass Seniors	636	636
Hays Seniors	1,593	1,593
Ending Balance	\$44,279	\$42,179



Champaign Park District
Budget Category Totals by Fund

Fund 11 - ACTIVITY AND AFFILIATES FUND				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Charge for Service Revenue	\$4,905	\$4,486	\$3,700	\$3,700
Interest Income	72	163	500	500
Special Receipts	4,455	4,292	4,399	4,660
Total Estimated Revenues	9,432	8,941	8,599	8,860
<i>Appropriations</i>				
Contractual	\$0	\$0	\$105	\$0
Commodities/Supplies	8,640	12,164	5,857	8,860
Total Appropriations	8,640	12,164	5,962	8,860
Net of Revenues Over (Under)				
Appropriations	792	(3,223)	2,637	0
Beginning Fund Balance	0	0	(3,223)	(586)
Ending Fund Balance	\$792	(\$3,223)	(\$586)	(\$586)

SPECIAL DONATIONS FUND

PRINCIPAL RESPONSIBILITIES

SPECIAL DONATIONS

FUND – is used to track funds available for scholarships towards Park District programming. Those eligible for scholarships must complete an application and funds are distributed based on several criteria as well as available funding. There are no budgeted staff for this fund. Staff projected revenues to be consistent with prior years excluding the unexpected inflow of funds for FYE2016. As

always, if revenues are below projected, then less scholarships would be awarded. The process for awarding scholarships was modified in FYE2016 allowing the recipient of funds to decide to use 100% of their allotment at once, or allocate the scholarship funds evenly over programs selected. In the past scholarships were awarded, however participants may not have had the funds available to pay for their portion. With this change, there was a higher utilization of funds awarded than in prior years.

The total scholarship funds available at April 30, 2018 for the next fiscal year are comprised as follows:

- Champaign-Urbana Special Recreation – 4%
- Douglass Daycamp and Swim Lessons – 5%
- General Scholarships – 90.5%
- Teens In Action – .5%

2017-18 ACCOMPLISHMENTS

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide program scholarships from which all ages can benefit. *Status – Secured a commitment from Jimmy John's for \$25,000 per year for five years for the scholarship fund. FYE2019 will mark year three of the donation received by Jimmy John's through the Parks Foundation. Deposited additional \$3,900 from Taste of C-U profits.*

2018-19 GOALS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

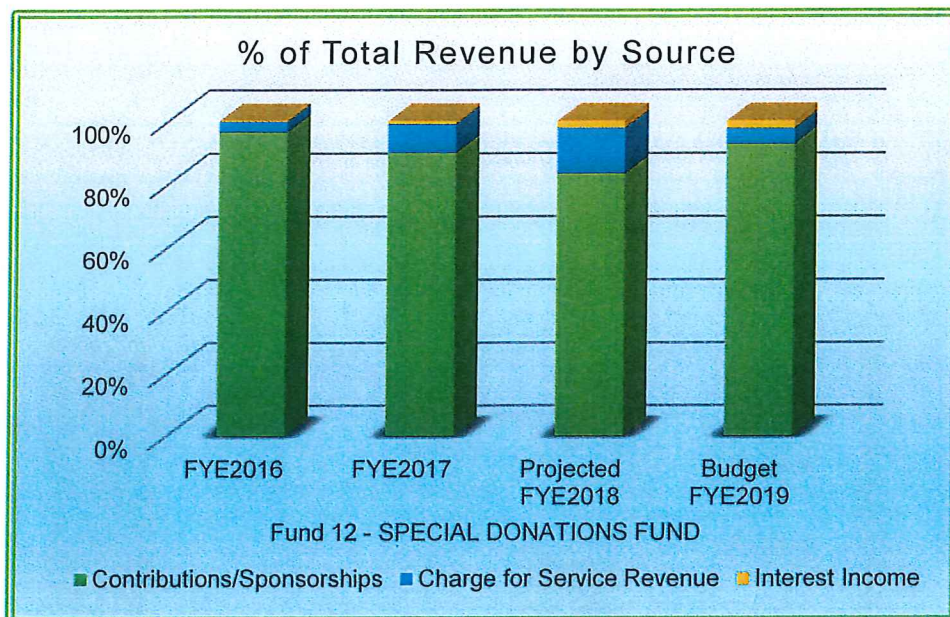
OBJECTIVES:

- Increase the number of scholarships for first-time experiences.
- Develop strategies to give potential users a sample of programs and services.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL

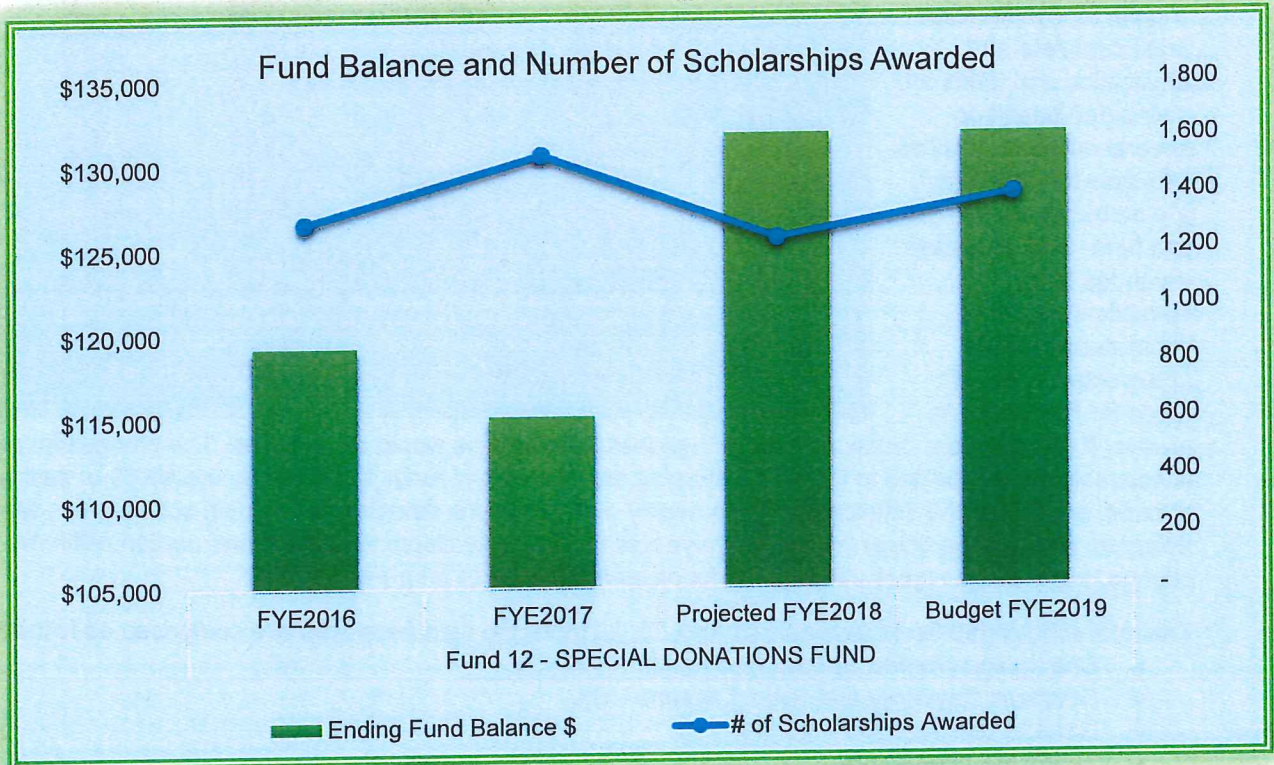
OBJECTIVES:

- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.



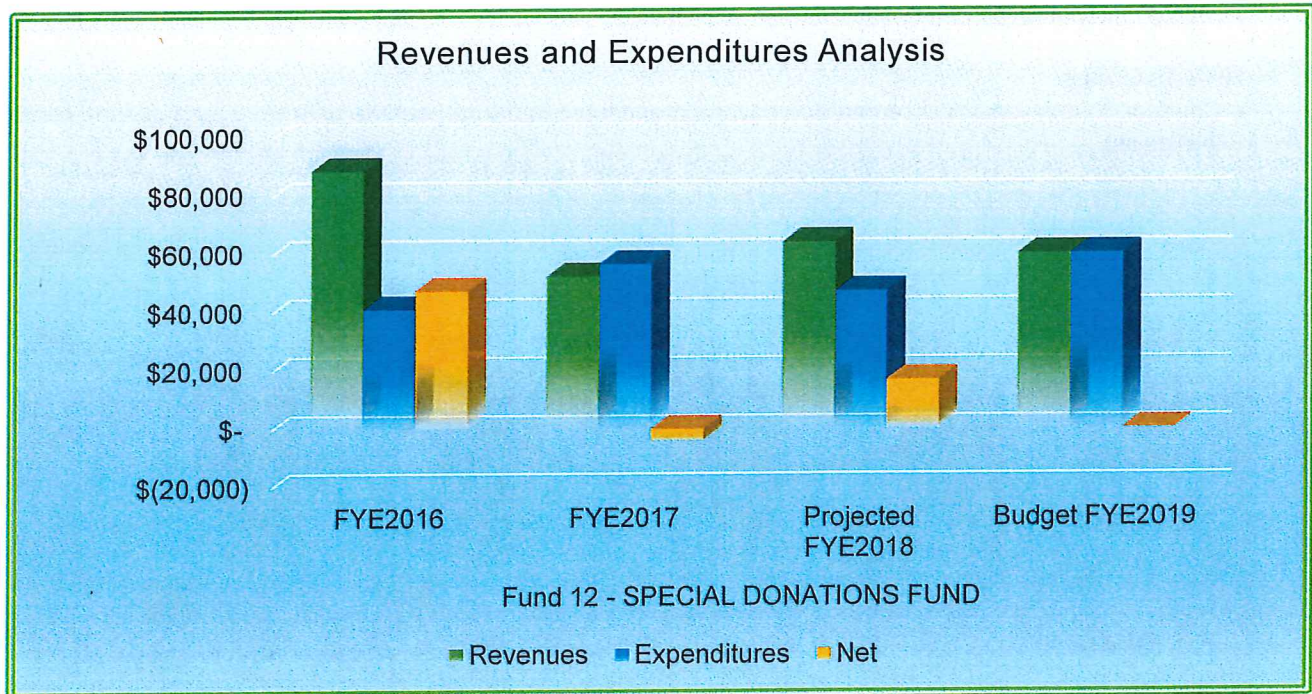
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
# of scholarships awarded	1,300	1,541	1,244	1,400
# of scholarships used	919	894	762	850



Champaign Park District
Budget Category Totals by Fund

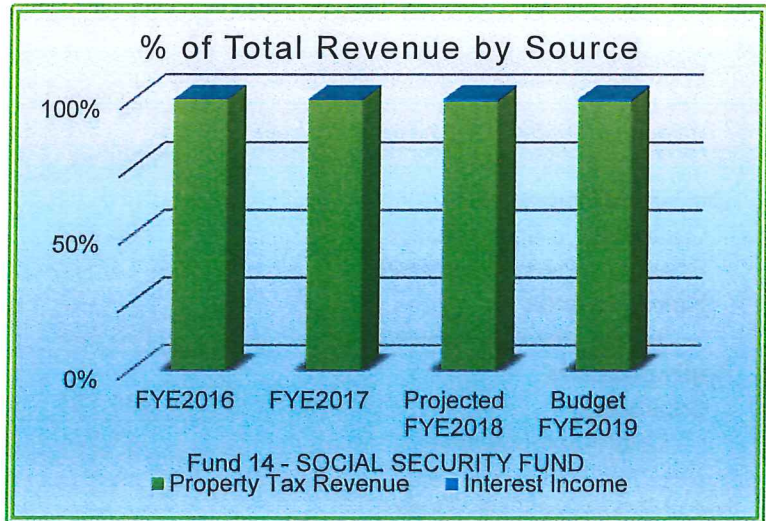
	Fund 12 - SPECIAL DONATIONS FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Contributions/Sponsorships	\$85,422	\$46,993	\$53,206	\$55,520
Charge for Service Revenue	3,030	4,837	9,253	3,000
Interest Income	113	441	1,400	1,400
Total Estimated Revenues	\$88,565	\$52,271	\$63,859	\$59,920
Appropriations				
Contractual	\$41,134	\$56,387	\$47,091	\$59,920
Total Appropriations	41,134	56,387	47,091	59,920
Net of Revenues Over (Under) Appropriations	47,431	(4,116)	16,768	0
Beginning Fund Balance	71,860	119,291	115,175	131,943
Ending Fund Balance	\$119,291	\$115,175	\$131,943	\$131,943



SOCIAL SECURITY FUND

PRINCIPAL RESPONSIBILITIES

SOCIAL SECURITY FUND – accounts for employer portion of expenditures of the Social Security and Medicare payroll taxes on eligible taxable wages paid to employees. The current rates are 6.20% for Social Security and 1.45% for Medicare. Champaign-Urbana Special Recreation's (CUSR) portion of expenditures are transferred to the CUSR fund and paid out of those separate property tax dollars. The remaining expenditures are paid with real estate taxes that are levied specifically for this fund. Revenue is derived of property taxes and interest income. Staff continue to reduce the amount of the property tax levy as a means to use excess fund balance and cash on hand to cover a portion of the annual social security and medicare expenditures. As reflected in the chart below, total revenues will slightly increase in FYE2019 as expenditures increase in line with estimated salaries and wages.

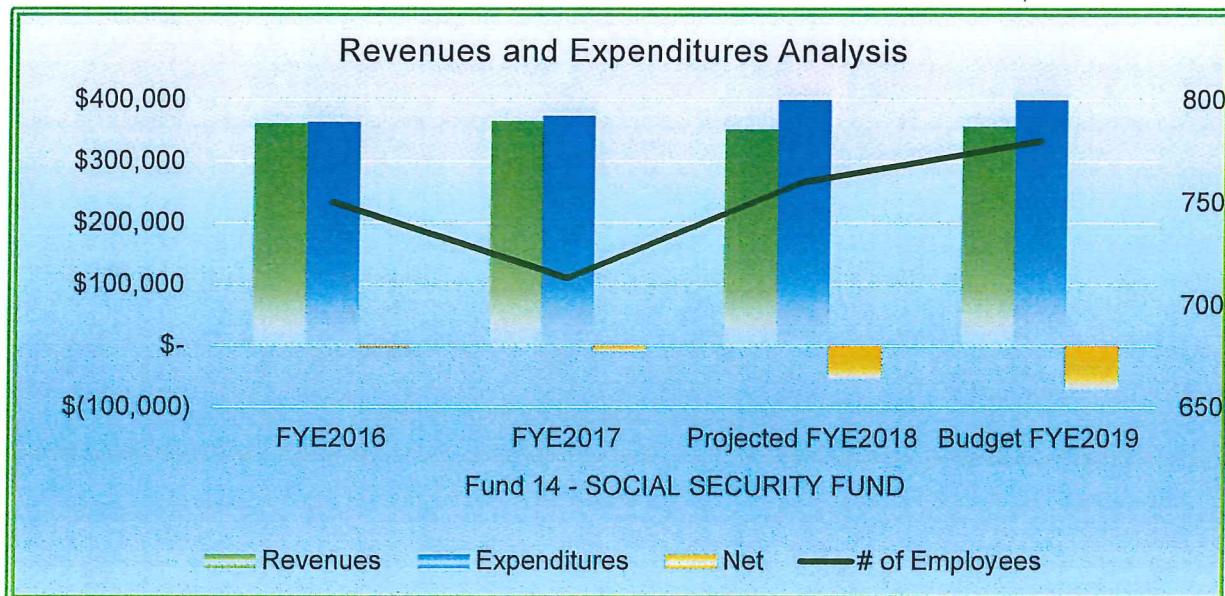


2017-18 ACCOMPLISHMENTS

- Filed quarterly wage reporting in a timely manner as required.
- Paid all payroll taxes in a timely manner as required.

2018-19 GOALS

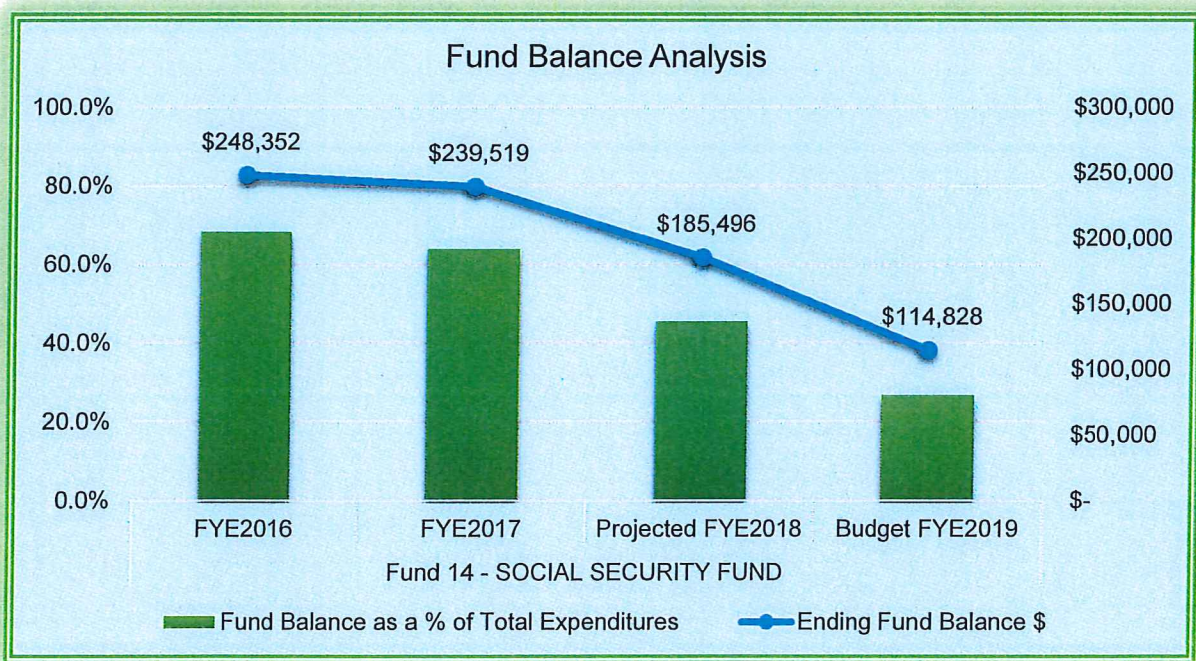
- Continue to levy less than required to cover expenditures in future years to utilize the surplus fund balance that exists.



Champaign Park District
Budget Category Totals by Fund

Fund 14 - SOCIAL SECURITY FUND

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$361,205	\$364,767	\$349,264	\$354,580
Interest Income	587	1,424	3,300	3,300
Total Estimated Revenues	361,792	366,191	352,564	357,880
Appropriations				
Fringe Benefits	\$363,631	\$375,024	\$406,587	\$428,548
Total Appropriations	363,631	375,024	406,587	428,548
Net of Revenues Over (Under) Appropriations	(1,839)	(8,833)	(54,023)	(70,668)
Beginning Fund Balance	250,191	248,352	239,519	185,496
Ending Fund Balance	\$248,352	\$239,519	\$185,496	\$114,828

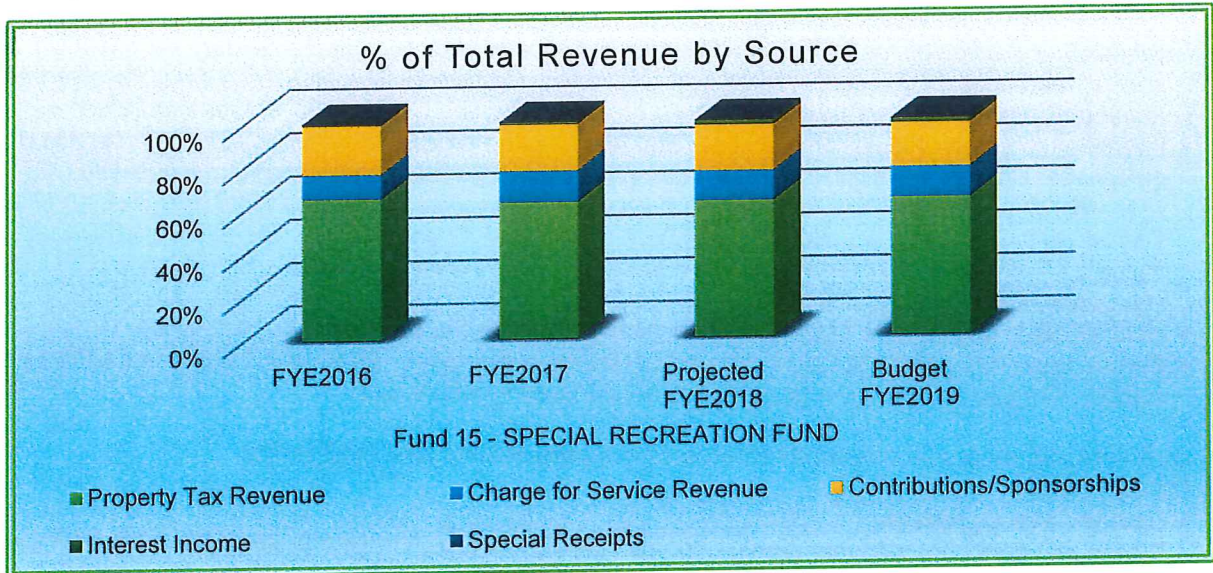


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SPECIAL RECREATION FUND

PRINCIPAL RESPONSIBILITIES

SPECIAL RECREATION FUND – Real estate taxes are levied for this fund to help provide for the operation of the C-U Special Recreation joint program. Monies from the Urbana Park District (UPD) real estate tax levy are also placed in this fund and recorded as contribution revenue. The Park District is the administrative agency for the program. Both Districts set aside .0175 of the .04 tax rate for ADA expenditures, whereas the remaining .0225 is used for operating activities. Both Districts levy at a maximum tax rate of .04.



CHAMPAIGN-URBANA SPECIAL RECREATION (CUSR) – serves people of varying ages and disabilities by providing recreational programs and inclusion services, which enhance the quality of life for both Urbana and Champaign residents. CUSR has an administrative four-member board composed of Park District and Urbana Park District staff with input from the Special Recreation Advisory Committee, however all activities must be approved by the Park Districts Board of Commissioners.

Program areas include facilitating programs that promote the acquisition of skills, awareness of resources, appreciation of recreational programs, time management and planning, and normalized age-appropriate development of benefits to enhance each participants quality of life. The program advocates and assists full accessibility and inclusion of people of all ages and abilities into community opportunities.

Responsibilities include afterschool programs, basic living skills, education programs, creative classes, dances, specialized transitional, and inclusion services (UPD/CPD); special events; Special Olympics (bowling, basketball, volleyball, bocce, softball, track and field, and power lifting); sports; summer camps; and trips. Most recently staff hired a theatre instructor to teach introduction to theatre, which was very successful and the participants enjoyed it.

EMPLOYEES FUNDED BY SPECIAL RECREATION – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Projected	FYE2019 Budget
Program Manager	1.0	1.0	1.0	1.0
Receptionist	1.0	1.0	1.0	1.0
Adult Program Coordinator (vacant as of 4-30-18)	2.0	3.0	1.0	1.0
Athletics Coordinator	1.0	0	1.0	1.0
Recreation Inclusion Coordinator	0	0	1.0	1.0
Total FTE's	5.0	5.0	5.0	5.0

Figure 2 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

Welcome more participants into CUSR programs and activities

OBJECTIVES:

- Create 1st time opportunities. Status – *Several of CUSR programs and events represented 1st time opportunities for participants. Working with YMCA's Larkin's Place to implement instructional (non-competitive) sports programs*
- Bring more visibility to Inclusion Services in CPD/UPD Brochure. Status – *Inclusion graphic was added to the CPD Brochure on 4 separate pages. Inclusion stories were shared within CUSR & CPD blogs. UPD began printed full CUSR page in seasonal brochures*
- Remove stigma of Special Recreation. Status – *Increased awareness of Adaptive Recreation program, Wheelchair Basketball for individuals with physical impairments. -Created a sensory friendly swim day and sensory egg hunt. CUSR staff worked with CPD's HR department to implement a disability awareness training. Promoted & implemented Cupcake 5K race. Planning CUSR Bowl-a-Thon fundraiser.*
- Increase utilization of Inclusion Services. Status – *Created CUSR definition on Inclusion (services) guidelines. Created protocol to request Inclusion services. Conducted Inclusion trainings with CPD & UPD Staff. Met with CPD & UPD Coordinators to improve communication between inclusion aids and Park District staff. Developed & conducted behavior management training for CUSR, CPD, & UPD Staff. Inclusion Notification Form was updated with current information and fillable online form on CPD intranet to improve inclusion request protocol*
- Hold a CUSR open house Status – *Held a successful open house.*
- Create a marketing plan. Status – *Created CUSR marketing plan. -Reviewed & updated CUSR's brand identity. Created CUSR highlight reel & CUSR Athletics highlight reel.*

Cultivate excellence in customer service where participants and staff thrive

OBJECTIVES:

- Update training process.
- Create standards for customer service. Status – *Began recognizing staff dedication with CUSR pullovers after 1-year anniversary. Identified CUSR values & reviewed with part-time staff. Implemented program evaluations.*
- Organize front desk training for CPD/UPD offices Status – *CUSR informational training card was provided to every front desk staff.*
- Explore hiring a dedicated bus driver
- Reduce staff turnover and volunteer burnout Status – *Began Staff of the Month; staff receive a certificate and recognition in CUSR Monthly Newsletter and CUSR Facebook Page*

Position for future growth by establishing a solid foundation of business operations

OBJECTIVES:

- Conduct Part-time Wage study. Status – *Part-time Wage Study was completed in 2016.*
- Conduct affordability review; address service vs. business balance. Status – *Provided CUSR participants with information regarding financial sources, such as grants and governmental agencies, to assist with program fee payments. Program evaluations include a question regarding program affordability.*
- Establish ongoing review and implementation of Strategic Plan. Status – *Reviewed and implemented Strategic Plan throughout year.*

Create new community connections and strengthen current connections

OBJECTIVES:

- Utilize feedback from advisory committee
- Identify new community partners and collaborations. Status – *CUSR has worked with the Stephens Family YMCA's Larkin's Place, UIUC students (SPED Department, Society of Women Engineers, and Leadership course students), Pi Kappa Phi Fraternity, CU-Able, Community Choices, DSC, local law enforcement (Torch Run Committee).*
- Create Matrix team. Status – *Identified potential individuals to fill Matrix Team.*
- Strengthen connection with families and school Districts. Status – *Held family events (i.e. Family Bingo Night, Tiny Tots Playgroup, Sensory Egg Hunt, Halloween Boonanza, Planting Playdate, and Parents' Night Out (siblings welcome)).*

Diversify programming and improve participants' experiences

OBJECTIVES:

- Explore options for a dedicated CUSR Facility. Status – *Toured different vacant locations as possible locations for CUSR facility. Continuing to seek out opportunities and discussing CUSR facility in the future.*
- Expand Urbana programming
- Hold budget meeting for CUSR facility: Research available grants
- Begin Monday thru Friday adult programming
- Complete ADA plan. Status – *ADA Plan was reviewed by ADA Coordinator and updates were identified based on result of review. Plan is in the process of being comprehensively updated to reflect all deficits that have been modified.*

2018-19 GOALS

SG1 - Provide a family-friendly atmosphere where all participants feel welcome and safe

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Provide equal access for all patrons to all parks, facilities and programs.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – Provide first-time opportunities for participants to try recreation and cultural arts programs and services

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Improve internal customer service through staff training.
- Develop strategies to give potential users a sample of programs and services.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.
- Increase the number of scholarships for first-time experiences.

SG3 – Provide parks, recreation, and cultural arts that users can participate in throughout their lives

OBJECTIVES:

- Determine the level of service for parks, facilities and amenities to meet all residents' needs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Provide program scholarships from which all ages can benefit.
- Develop and promote health and wellness programs.
- Reach out to residents for input on new programs for all ages.

SG4 – Provide parks, recreation and cultural arts that are affordable for all

OBJECTIVES:

- Find a balance of service vs. business.
- Update revenue philosophy and purchasing policy.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Reward the loyalty of participants.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.

SG5 – Provide opportunities to create community connections in our parks, recreation, and cultural arts

OBJECTIVES:

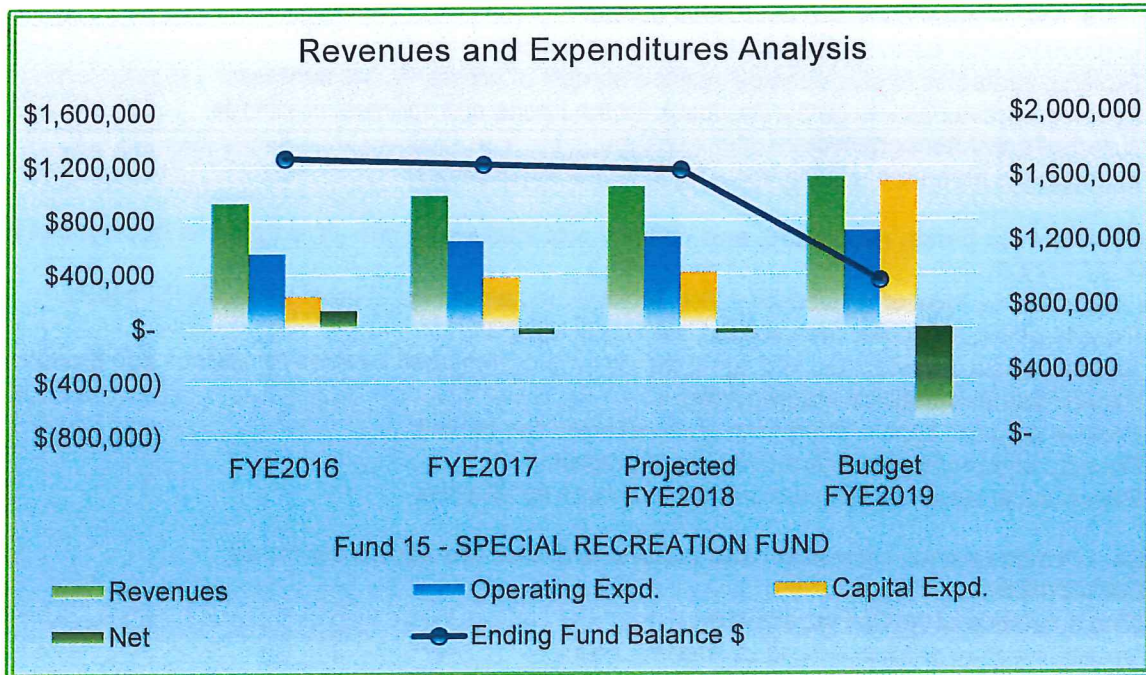
- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Identify new opportunities to work with community groups.
- Involve community members and agencies in our programs and events.
- Create new programs, parks, facilities, amenities and services to connect with more people in the community.
- Work with the school district on programs and services as part of the Community School Initiative.
- Increase financial and in-kind support of outside groups and agencies to provide programs and events.

Capital projects budgeted in FYE2018 that carried over into FYE2019 included the following:

- Hessel Park Phase 2 & 3 started during FYE2018 and carried over with June 2018 completion dates - \$38,748
- Zahnd Accessible Path - \$290,500

For more details please refer to the Capital and Debt section of this document, specifically the Capital Improvement Plan document.

Capital projects to be funded from Champaign’s portion of ADA fund balance in FYE2019 include \$304,000 for the relocation and improvements for a new location for the CUSR joint program. Spalding Recreation Center is scheduled for demolition in June 2018 as part of an intergovernmental agreement with Unit 4 School District.



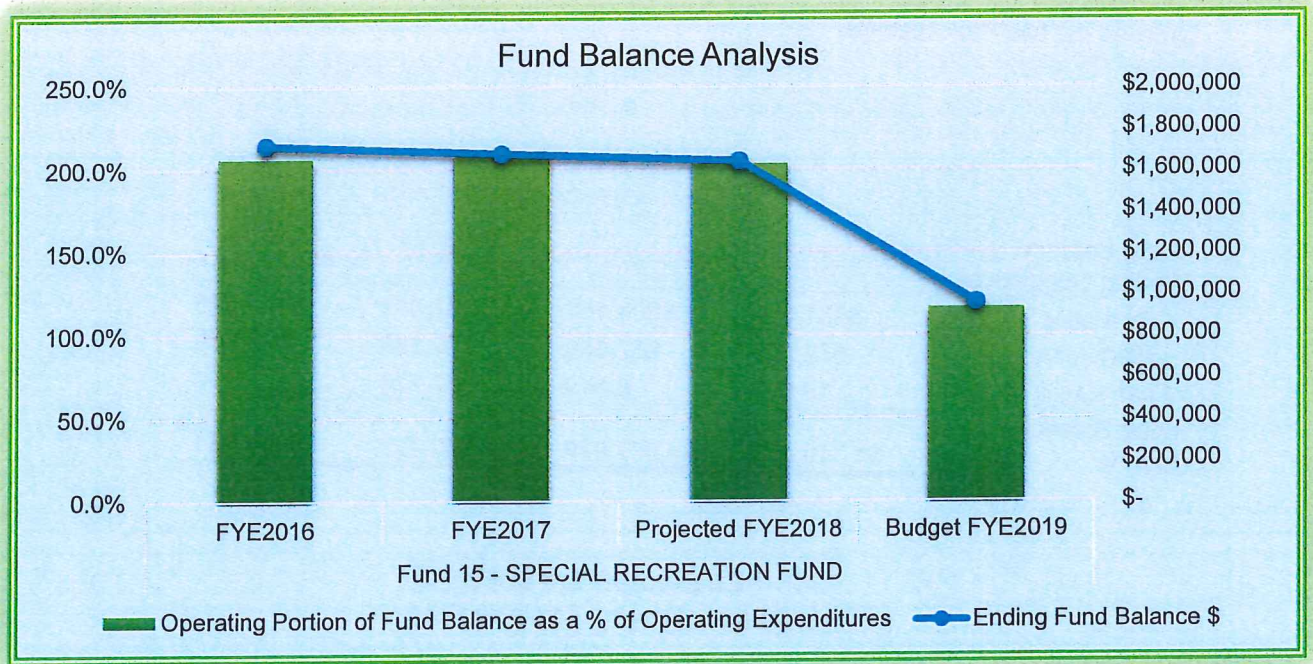
Given this is a joint program with UPD, the following table displays the ending fund balance by fiscal year between the two Park Districts.

Fund 15 - SPECIAL RECREATION FUND
Fund Balance Components

Fund Balance, Ending Consists of:	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Operating	\$831,860	\$804,101	\$807,311	\$822,836
CPD-ADA	872,209	867,056	777,386	136,395
UPD-ADA	15,007	6,819	57,730	0
Fund Balance, Ending	\$1,719,076	\$1,677,976	\$1,642,427	\$959,231

Champaign Park District
Budget Category Totals by Fund

	Fund 15 - SPECIAL RECREATION FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Property Tax Revenue	\$610,468	\$621,022	\$660,196	\$709,159
Charge for Service Revenue	105,240	143,680	146,094	158,456
Contributions/Sponsorships	210,220	209,920	220,065	225,203
Interest Income	5,763	11,133	23,000	23,500
Special Receipts	2,193	550	1,417	1,422
Total Estimated Revenues	\$933,884	\$986,305	\$1,050,772	\$1,117,740
<i>Appropriations</i>				
Salaries and Wages	\$354,665	\$434,458	\$444,175	\$457,408
Fringe Benefits	72,285	79,368	73,905	86,909
Contractual	88,292	89,114	98,985	108,584
Commodities/Supplies	27,073	30,850	31,073	34,151
Utilities	5,993	5,972	5,299	1,330
Insurance	9,070	9,272	9,165	12,175
Routine/Periodic Maintenance	0	0	14,188	18,000
Capital Outlay	240,058	378,371	409,531	1,082,379
Total Appropriations	797,436	1,027,405	1,086,321	1,800,936
Net of Revenues Over (Under)				
Appropriations	136,448	(41,100)	(35,549)	(683,196)
Beginning Fund Balance	1,582,628	1,719,076	1,677,976	1,642,427
Ending Fund Balance	\$1,719,076	\$1,677,976	\$1,642,427	\$959,231



Overall expenditures increased 65.8% from projected as \$699,000 in capital projects either rolled over from prior year or are planned for in FYE2019 out of ADA reserves. Of this amount, \$57,730 is specific to UPD's ADA fund balance that the Park District administers as requested. Other budgetary differences include:

- Fringe benefits increased 17.6% resulting from turnover and employee status changes, four out of five individuals selected health insurance coverage for FYE2019 whereas the prior year recognized an additional \$13,000 in opt out savings for the Park District when three staff chose to opt out of insurance.
- Contractual increased 9.7% in part for an increase in planned fieldtrips to offset additional program revenue. Intern stipends were removed in FYE2019 however part of that savings shifted to legal fees for ongoing contract reviews and consultation.
- Commodities increased 9.9% for rising gas prices and projected increase in fieldtrips, plus supplies for additional programming.
- Utilities decreased 74.9% as Spalding Recreation Center is scheduled for demolition in June 2018 as part of intergovernmental agreement with Unit 4 School District.
- Insurance increased 32.8% from PDRMA as calculation based on wages and actual expenditure reports anticipate another 13% increase in 2019 calendar year.

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 15 - CHAMPAIGN-URBANA SPECIAL RECREATION

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
41010	PROPERTY TAXES - CPD OPERATING	\$320,438	\$322,998	\$344,711	\$372,485
41011	PROPERTY TAXES - CPD IMRF/FICA	24,959	24,835	26,649	26,417
41015	PROPERTY TAXES - CPD ADA	265,071	273,189	288,836	310,257
	PROPERTY TAX REVENUE	610,468	621,022	660,196	709,159
CHARGE FOR SERVICE REVENUE					
49115	PROGRAM FEES	105,240	143,680	146,094	158,456
	CHARGE FOR SERVICE REVENUE	105,240	143,680	146,094	158,456
CONTRIBUTIONS/SPONSORSHIPS					
47100	SPONSORSHIPS	150		350	700
47106	CONTRIBUTIONS-UPD CUSR OPERATING	93,305	93,197	97,174	99,866
47107	CONTRIBUTIONS_UPD CUSR OP FICA/	24,855	24,882	26,417	26,417
47108	CONTRIBUTIONS-UPD CUSR ADA PORT	91,910	91,841	96,124	98,220
	CONTRIBUTIONS/SPONSORSHIPS	210,220	209,920	220,065	225,203
INTEREST INCOME					
43030	INTEREST	5,763	11,133	23,000	23,500
	INTEREST INCOME	5,763	11,133	23,000	23,500
SPECIAL RECEIPTS					
44100	FACILITY RENTAL	(65)			
46150	SPECIAL RECEIPTS	1,200	550	1,400	1,400
46160	OTHER REIMBURSEMENTS			17	22
47200	GRANT PROCEEDS	1,058			
	SPECIAL RECEIPTS	2,193	550	1,417	1,422
TOTAL ESTIMATED REVENUES		933,884	986,305	1,050,772	1,117,740

APPROPRIATIONS

SALARIES AND WAGES

70301	OFFICE STAFF/SUPPORT	22,324	26,979	29,346	29,621
70501	MANAGERS/SUPERVISORS	46,177	47,194	35,268	47,110
71001	PROGRAM/FACILITY DIRECTOR	95,887	106,778	106,183	101,889
80303	PT OFFICE STAFF/SUPPORT	8,523	2,910	307	500
80903	PT BUILDING SERVICE WORKER	3,720	3,929	4,637	
81003	PT PROGRAM DIRECTOR/SUPERVISOR	14,600	25,506	31,078	32,544
81403	INSTRUCTORS/OVERNIGHT STAFF	4,789	5,637	6,302	7,024
81503	PT GENERAL STAFF	53,291	68,693	55,594	56,860
81703	PT DAY CAMP STAFF/LIFE GUARD	105,096	145,763	175,357	181,360
81903	PT BUILDING/PARK OPENER	258	1,069	103	500
	SALARIES AND WAGES	354,665	434,458	444,175	457,408

FRINGE BENEFITS

53132	DENTAL INSURANCE	891	1,272	1,420	2,436
53133	MEDICAL HEALTH INSURANCE	20,850	20,993	16,943	30,510
53134	LIFE INSURANCE	480	617	601	603
53135	IMRF PAYMENTS	16,817	16,598	15,118	16,060

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 15 - CHAMPAIGN-URBANA SPECIAL RECREATION

		2015-16	2016-17	2017-18	2018-19
		ACTIVITY	ACTIVITY	PROJECTED	BUDGET
ACCOUNT DESCRIPTION				ACTIVITY	
53136	FICA PAYMENTS	27,394	34,198	34,878	34,500
53137	EMPLOYEE ASSISTANCE PROGRAM	125	175	163	200
83003	ALLOWANCES/REIMBURSEMENTS	5,728	5,515	4,782	2,600
	FRINGE BENEFITS	72,285	79,368	73,905	86,909
CONTRACTUAL					
54201	POSTAGE AND MAILING	2,154	1,963	1,754	1,820
54202	PRINTING AND DUPLICATING	5,729	5,311	5,500	5,900
54204	STAFF MEETING	537		30	500
54205	LEGAL PUBLICATIONS/NOTICES	650		756	500
54206	ADVERTISING/PUBLICITY	603	4,830	2,215	3,400
54207	STAFF TRAINING	2,160	2,461	2,566	3,000
54208	MEMBERSHIPS, DUES AND FEES	2,087	1,412	1,600	2,050
54209	CONFERENCE AND TRAVEL	1,469	2,709	2,892	4,312
54212	ATTORNEY FEES			4,780	5,000
54214	ARCHITECT AND ENGINEERING FEES	6,000			
54215	PROFESSIONAL FEES	5,700			
54236	AUTO ALLOWANCE	1,514	686	630	750
54241	VEHICLE REPAIR	1,082		1,865	2,500
54245	BUILDING REPAIR	162	414	386	
54250	EQUIPMENT RENTAL	320	130	75	75
54251	RENTAL FACILITIES	26,921	27,616	30,970	32,140
54253	PEST CONTROL	360	360	360	
54254	SERVICE CONTRACTS	3,310	3,104	4,192	4,200
54264	CELL PHONE EXPENSE	273	248	282	320
54265	SUBSCRIPTIONS	330	480		350
54280	OTHER CONTRACTUAL SERVICES			2,188	3,305
54281	CONTRACTUAL PERSONNEL	3,196	2,653	4,600	5,000
54282	INTERN STIPENDS	4,300	4,200	4,350	
54285	CONTRACTUAL ENTERTAINMENT	400	200	300	1,500
54299	FIELD/SPECIAL TRIPS	17,636	28,490	24,572	29,762
59414	CREDIT CARD FEES	1,399	1,847	2,122	2,200
	CONTRACTUAL	88,292	89,114	98,985	108,584
COMMODITIES/SUPPLIES					
55301	OFFICE SUPPLIES	700	925	400	550
55302	ENVELOPES AND STATIONARY	265	407	500	500
55303	DUPLICATING SUPPLIES	136	400	400	400
55315	STAFF UNIFORMS	1,403	4,056	1,660	2,117
55316	PARTICIPANT UNIFORMS	403	788	1,108	1,346
55320	BUILDING MAINTENANCE SUPPLIES	687	367	119	
55322	CLEANING/JANITORIAL SUPPLIES	154	486	532	250
55327	VEHICLE/EQUIPMENT REPAIR PARTS	414	800	106	300
55329	OFFICE/ EQUIPMENT VALUE <\$10000	695		750	800
55330	GAS,FUEL,GREASE AND OIL	4,486	6,841	6,749	7,200
55348	FLOWERS AND CARDS	24			
55349	PLAQUES, AWARDS AND PRIZES	1,501	1,050	2,505	2,850
55350	RECREATION/PROGRAM SUPPLIES	6,031	4,193	5,079	5,940
55354	FOOD SUPPLIES	10,174	10,537	11,165	11,898
	COMMODITIES/SUPPLIES	27,073	30,850	31,073	34,151

ACCOUNT TOTALS BY BUDGET CATEGORY

FUND 15 - CHAMPAIGN-URBANA SPECIAL RECREATION

		2015-16	2016-17	2017-18	2018-19
ACCOUNT DESCRIPTION		ACTIVITY	ACTIVITY	PROJECTED ACTIVITY	BUDGET
UTILITIES					
56231	GAS AND ELECTRICTIY	3,487	3,655	3,631	1,000
56232	WATER	712	821	921	200
56233	TELECOMM EXPENSE	1,794	1,496	747	130
UTILITIES		5,993	5,972	5,299	1,330
INSURANCE					
57131	WORKERS COMPENSATION	2,108	2,036	2,100	2,913
57220	LIABILITY INSURANCE	1,989	2,130	2,200	2,843
57222	EMPLOYMENT PRACTICES	721	745	708	920
57224	PROPERTY INSURANCE	4,252	4,361	4,157	5,499
INSURANCE		9,070	9,272	9,165	12,175
ROUTINE/PERIODIC MAINTENANCE					
58003	ADA NON-CAPITAL EXPENDITURES			14,188	18,000
ROUTINE/PERIODIC MAINTENANCE				14,188	18,000
CAPITAL OUTLAY					
61508	CPD - ADA	100,244	278,342	364,318	933,248
61509	UPD CAPITAL ADA	139,814	100,029	45,213	155,950
CAPITAL OUTLAY		240,058	378,371	409,531	1,089,198
TOTAL APPROPRIATIONS		744,510	1,027,405	1,086,321	1,807,755

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 15 SPECIAL RECREATION FUND					
Dept 01-001 - ADMINISTRATION					
APPROPRIATIONS					
	FRINGE BENEFITS	441	(42)		
	TOTAL APPROPRIATIONS	441	(42)		
NET OF REVENUES/APPROPRIATIONS - 01-001 - ADMINIST					
		(441)	42		
Dept 25-001 - CUSR - ADMINISTRATION					
ESTIMATED REVENUES					
	PROPERTY TAX REVENUE	820,538	830,942	660,196	709,159
	CONTRIBUTIONS/SPONSORSHIPS			219,715	224,503
	INTEREST INCOME	5,763	11,133	23,000	23,500
	SPECIAL RECEIPTS	1,858	550	1,416	1,420
	TOTAL ESTIMATED REVENUES	828,159	842,625	904,327	958,582
APPROPRIATIONS					
	SALARIES AND WAGES	226,418	242,895	219,761	231,620
	FRINGE BENEFITS	71,844	79,410	73,905	86,909
	CONTRACTUAL	52,988	44,250	48,397	46,952
	COMMODITIES/SUPPLIES	5,107	3,101	2,848	3,400
	UTILITIES	68			
	INSURANCE	9,070	9,272	9,165	12,175
	ROUTINE/PERIODIC MAINTENANCE				18,000
	CAPITAL OUTLAY	240,058	378,371	423,719	1,089,198
	TOTAL APPROPRIATIONS	605,553	757,299	777,795	1,488,254
NET OF REVENUES/APPROPRIATIONS - 25-001 - CUSR - A					
		222,606	85,326	126,532	(529,672)
Dept 25-006 - CUSR - VOLUNTEERS					
APPROPRIATIONS					
	CONTRACTUAL				450
	COMMODITIES/SUPPLIES	909	666		
	TOTAL APPROPRIATIONS	909	666		450
NET OF REVENUES/APPROPRIATIONS - 25-006 - CUSR - V					
		(909)	(666)		(450)
Dept 25-050 - CUSR - DAYS OUT PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	2,525	2,650	3,169	3,000
	TOTAL ESTIMATED REVENUES	2,525	2,650	3,169	3,000
APPROPRIATIONS					
	SALARIES AND WAGES	3,090	7,402	6,058	5,848
	CONTRACTUAL	345	146	60	180
	COMMODITIES/SUPPLIES	433	343	310	440
	TOTAL APPROPRIATIONS	3,868	7,891	6,428	6,468
NET OF REVENUES/APPROPRIATIONS - 25-050 - CUSR - D					
		(1,343)	(5,241)	(3,259)	(3,468)
Dept 25-051 - CUSR - TEEN/CAMP SPIRIT					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	14,453	20,823	23,922	29,890
	SPECIAL RECEIPTS	400			
	TOTAL ESTIMATED REVENUES	14,853	20,823	23,922	29,890
APPROPRIATIONS					
	SALARIES AND WAGES	36,058	52,996	65,448	65,500
	CONTRACTUAL	5,338	5,830	7,397	7,678
	COMMODITIES/SUPPLIES	1,442	1,797	2,551	2,911
	TOTAL APPROPRIATIONS	42,838	60,623	75,396	76,089
NET OF REVENUES/APPROPRIATIONS - 25-051 - CUSR - T					
		(27,985)	(39,800)	(51,474)	(46,199)
Dept 25-052 - CUSR - TRANSPORTATION					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	7,783	9,032	7,670	7,700

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 15 SPECIAL RECREATION FUND					
Dept 25-052 - CUSR - TRANSPORTATION					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	7,783	9,032	7,670	7,700
APPROPRIATIONS					
	SALARIES AND WAGES	3,741	4,955	5,800	6,000
	CONTRACTUAL	1,082		1,865	2,500
	COMMODITIES/SUPPLIES	4,900	7,641	6,855	7,500
	TOTAL APPROPRIATIONS	9,723	12,596	14,520	16,000
	NET OF REVENUES/APPROPRIATIONS - 25-052 - CUSR - T	(1,940)	(3,564)	(6,850)	(8,300)
Dept 25-054 - CUSR - YOUTH/TEEN PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	7,416	7,337	8,431	9,004
	TOTAL ESTIMATED REVENUES	7,416	7,337	8,431	9,004
APPROPRIATIONS					
	SALARIES AND WAGES	442	1,641	2,067	2,410
	CONTRACTUAL	3,196	2,860	3,611	3,800
	COMMODITIES/SUPPLIES	206	284	444	500
	TOTAL APPROPRIATIONS	3,844	4,785	6,122	6,710
	NET OF REVENUES/APPROPRIATIONS - 25-054 - CUSR - Y	3,572	2,552	2,309	2,294
Dept 25-055 - CUSR - CHOICES					
APPROPRIATIONS					
	SALARIES AND WAGES	356			
	TOTAL APPROPRIATIONS	356			
	NET OF REVENUES/APPROPRIATIONS - 25-055 - CUSR - C	(356)			
Dept 25-056 - CUSR - SPECIAL EVENTS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	413	815	11,705	11,000
	CONTRIBUTIONS/SPONSORSHIPS	150		350	700
	TOTAL ESTIMATED REVENUES	563	815	12,055	11,700
APPROPRIATIONS					
	CONTRACTUAL	632	705	3,515	8,130
	COMMODITIES/SUPPLIES	1,498	1,102	2,896	3,570
	TOTAL APPROPRIATIONS	2,130	1,807	6,411	11,700
	NET OF REVENUES/APPROPRIATIONS - 25-056 - CUSR - S	(1,567)	(992)	5,644	
Dept 25-058 - CUSR - DANCE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	7,206	6,982	8,039	7,000
	TOTAL ESTIMATED REVENUES	7,206	6,982	8,039	7,000
APPROPRIATIONS					
	SALARIES AND WAGES	1,637	1,368	1,879	2,076
	CONTRACTUAL	711	571	900	744
	COMMODITIES/SUPPLIES	604	313	595	800
	TOTAL APPROPRIATIONS	2,952	2,252	3,374	3,620
	NET OF REVENUES/APPROPRIATIONS - 25-058 - CUSR - D	4,254	4,730	4,665	3,380
Dept 25-059 - CUSR - ADULT PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	13,102	17,663	15,877	17,000
	TOTAL ESTIMATED REVENUES	13,102	17,663	15,877	17,000
APPROPRIATIONS					
	SALARIES AND WAGES	8,599	11,026	9,500	10,234
	CONTRACTUAL	6,393	11,330	13,237	13,800

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 15 SPECIAL RECREATION FUND					
Dept 25-059 - CUSR - ADULT PROGRAMS					
APPROPRIATIONS					
	COMMODITIES/SUPPLIES	6,047	7,145	6,894	7,004
	TOTAL APPROPRIATIONS	21,039	29,501	29,631	31,038
	NET OF REVENUES/APPROPRIATIONS - 25-059 - CUSR - A	(7,937)	(11,838)	(13,754)	(14,038)
Dept 25-060 - CUSR - AFTERSCHOOL PROGRAM					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	14,243	25,702	26,324	27,000
	TOTAL ESTIMATED REVENUES	14,243	25,702	26,324	27,000
APPROPRIATIONS					
	SALARIES AND WAGES	13,724	41,830	53,820	54,900
	CONTRACTUAL	108	270		50
	COMMODITIES/SUPPLIES	1,379	1,504	1,521	1,965
	TOTAL APPROPRIATIONS	15,211	43,604	55,341	56,915
	NET OF REVENUES/APPROPRIATIONS - 25-060 - CUSR - A	(968)	(17,902)	(29,017)	(29,915)
Dept 25-061 - CUSR - OVERNIGHT TRIPS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	4,747	12,535	7,684	10,090
	TOTAL ESTIMATED REVENUES	4,747	12,535	7,684	10,090
APPROPRIATIONS					
	SALARIES AND WAGES	321			1,100
	CONTRACTUAL	3,271	10,784	6,308	8,200
	COMMODITIES/SUPPLIES	969	2,547	1,750	2,024
	TOTAL APPROPRIATIONS	4,561	13,331	8,058	11,324
	NET OF REVENUES/APPROPRIATIONS - 25-061 - CUSR - O	186	(796)	(374)	(1,234)
Dept 25-062 - CUSR - SPECIAL OLYMPICS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	18,197	18,548	17,757	19,772
	TOTAL ESTIMATED REVENUES	18,197	18,548	17,757	19,772
APPROPRIATIONS					
	SALARIES AND WAGES	17,228	17,228	17,101	16,924
	CONTRACTUAL	10,824	9,651	11,270	12,850
	COMMODITIES/SUPPLIES	745	1,332	1,285	1,000
	TOTAL APPROPRIATIONS	28,797	28,211	29,656	30,774
	NET OF REVENUES/APPROPRIATIONS - 25-062 - CUSR - S	(10,600)	(9,663)	(11,899)	(11,002)
Dept 25-063 - CUSR - SPORTS & FITNESS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	2,833	4,777	950	1,000
	TOTAL ESTIMATED REVENUES	2,833	4,777	950	1,000
APPROPRIATIONS					
	SALARIES AND WAGES	790	995	385	500
	COMMODITIES/SUPPLIES	270	187		
	TOTAL APPROPRIATIONS	1,060	1,182	385	500
	NET OF REVENUES/APPROPRIATIONS - 25-063 - CUSR - S	1,773	3,595	565	500
Dept 25-064 - CUSR - FOR KIDS ONLY CAMP					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	12,322	16,816	14,566	16,000
	SPECIAL RECEIPTS			1	2
	TOTAL ESTIMATED REVENUES	12,322	16,816	14,567	16,002
APPROPRIATIONS					
	SALARIES AND WAGES	38,541	48,193	57,719	60,296

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 15 SPECIAL RECREATION FUND					
Dept 25-064 - CUSR - FOR KIDS ONLY CAMP					
APPROPRIATIONS					
	CONTRACTUAL	2,882	1,943	1,679	3,250
	COMMODITIES/SUPPLIES	1,723	2,121	2,600	3,037
	TOTAL APPROPRIATIONS	43,146	52,257	61,998	66,583
NET OF REVENUES/APPROPRIATIONS - 25-064 - CUSR - F		(30,824)	(35,441)	(47,431)	(50,581)
Dept 25-091 - CUSR - SPALDING RECREATION CENTER					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	(65)			
	TOTAL ESTIMATED REVENUES	(65)			
APPROPRIATIONS					
	SALARIES AND WAGES	3,720	3,929	4,637	
	CONTRACTUAL	522	774	746	
	COMMODITIES/SUPPLIES	841	767	524	
	UTILITIES	5,925	5,972	5,299	1,330
	TOTAL APPROPRIATIONS	11,008	11,442	11,206	1,330
NET OF REVENUES/APPROPRIATIONS - 25-091 - CUSR - S		(11,073)	(11,442)	(11,206)	(1,330)
ESTIMATED REVENUES - FUND 15		933,884	986,305	1,050,772	1,117,740
APPROPRIATIONS - FUND 15		797,436	1,027,405	1,086,321	1,807,755
NET OF REVENUES/APPROPRIATIONS - FUND 15		136,448	(41,100)	(35,549)	(690,015)

POLICE FUND

PRINCIPAL RESPONSIBILITIES

POLICE FUND – Real estate taxes are levied for this fund to contract directly with the City of Champaign for the use of City police officers at various Park District facilities and special events. The officers are on site at the Park District’s pool, parks, facilities and special events during the year to help maintain safe facilities and events as needed.

Reserves not specifically allocated can, by state statute, be transferred to the Long-Term Capital Improvement Fund; however this has not occurred.

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

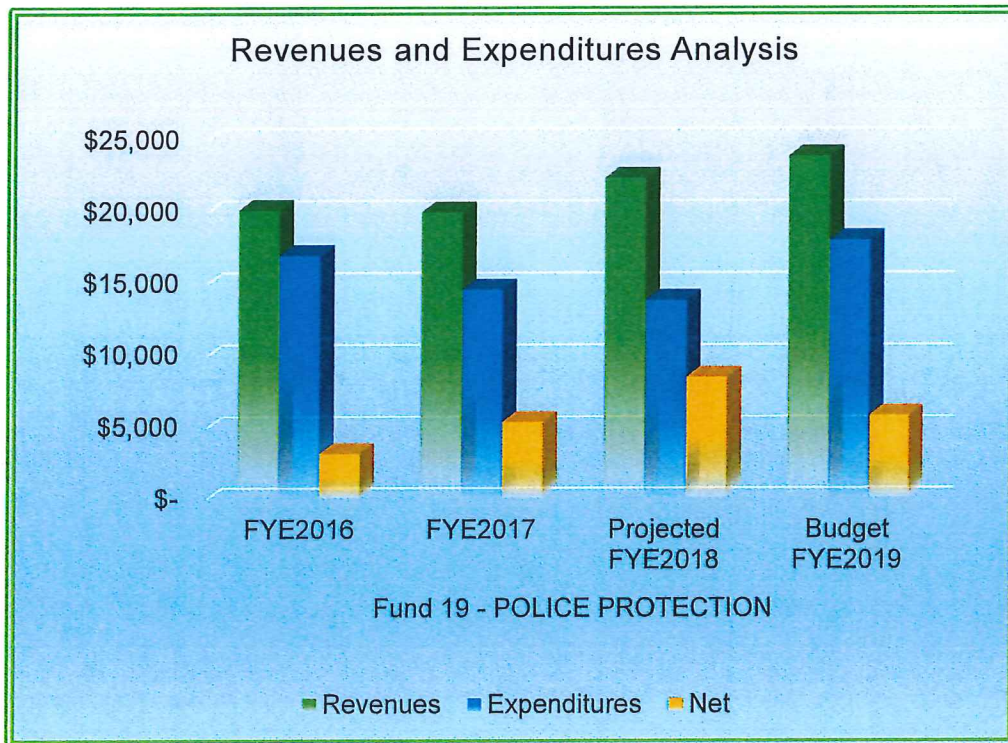
- Continue to serve and protect the public as effectively and efficiently as possible at various special events and facilities. Status – *Utilized officers for security at our facilities and for our events in conjunction with our agreement with the City of Champaign.*

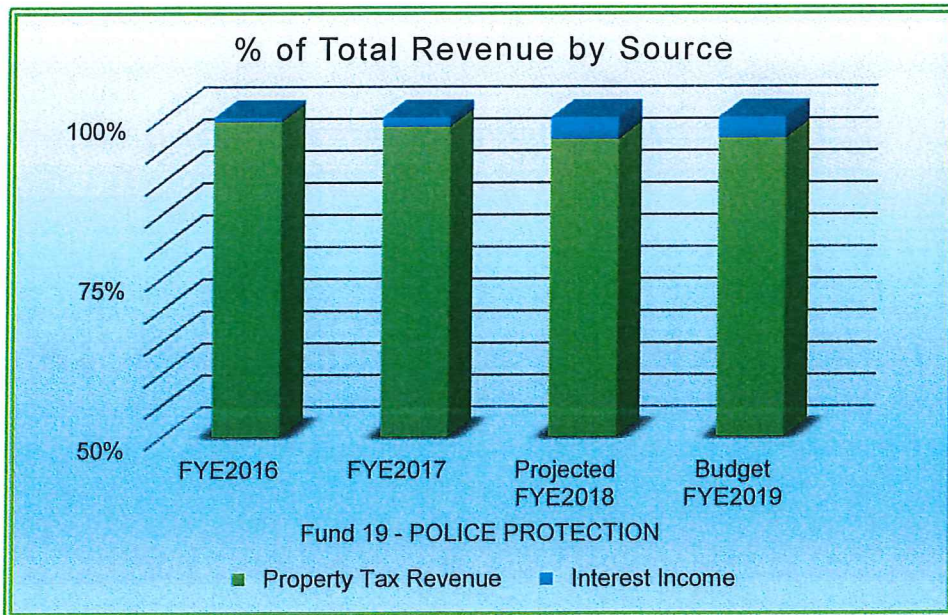
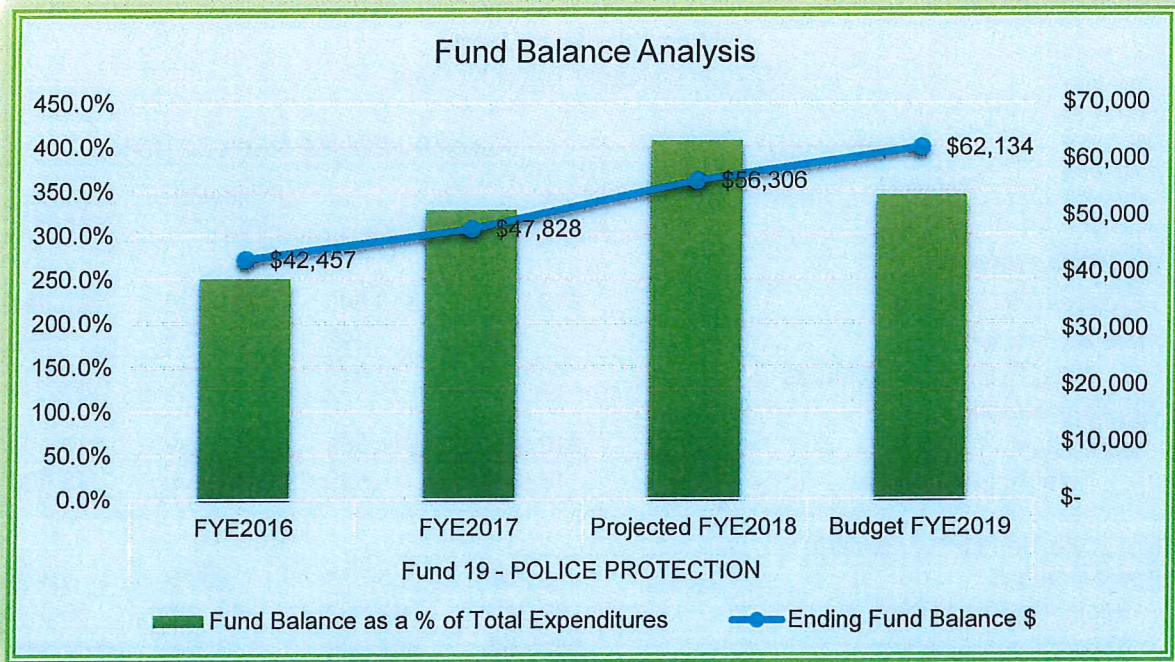
2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new fun and safe park amenities.
- Enhance the safety and security in each park and facility so all patrons feel safe.





PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$0.24	\$0.20	\$0.20	\$0.21

Future revenues and expenditures for this specific fund are expected to remain constant, adjusting annually for inflation. Do not expect a significant increase in expenditures in future years.

Champaign Park District
Budget Category Totals by Fund

	Fund 19 - POLICE PROTECTION			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Property Tax Revenue	\$19,939	\$19,643	\$21,536	\$23,048
Interest Income	139	297	771	780
Total Estimated Revenues	20,078	19,940	22,307	23,828
<i>Appropriations</i>				
Contractual	\$16,932	\$14,569	\$13,829	\$18,000
Total Appropriations	16,932	14,569	13,829	18,000
Net of Revenues Over (Under)				
Appropriations	3,146	5,371	8,478	5,828
Beginning Fund Balance	39,311	42,457	47,828	56,306
Ending Fund Balance	\$42,457	\$47,828	\$56,306	\$62,134

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CAPITAL AND DEBT

PAVING AND LIGHTING FUND

PRINCIPAL RESPONSIBILITIES

PAVING AND LIGHTING FUND – Real estate taxes are levied for this fund to be used for the construction, maintenance and lighting of streets, roadways, sidewalks and parking lots within the parks and facilities maintained by the Park District. The primary source of revenue is the property tax revenues, with some additional revenue received through interest income, and occasionally transfers from other funds.

2017-18 ACCOMPLISHMENTS

SG1-PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

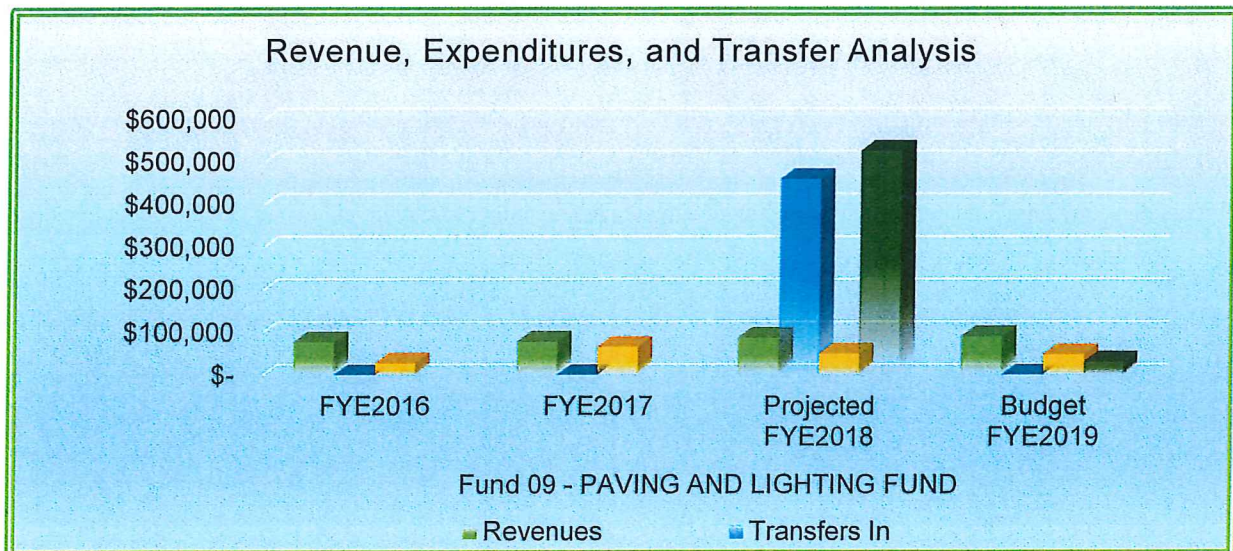
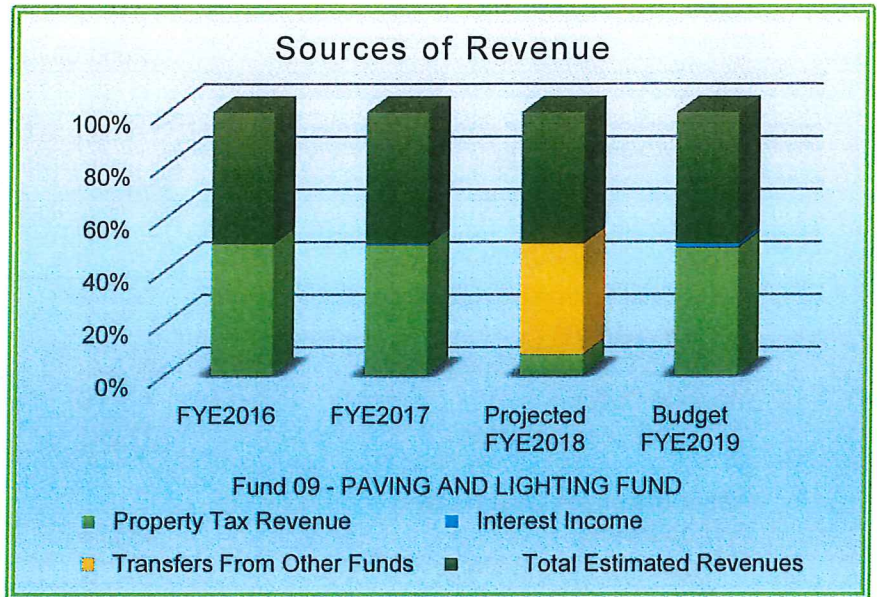
- Enhance the safety and security in each park and facility so all patrons feel safe. *Status – Replaced lighting at the 3-plex ballfields at Dodds Park. Completed annual repairs and maintenance of pavement and concrete throughout the Park District.*

2018-19 GOALS

SG1-PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

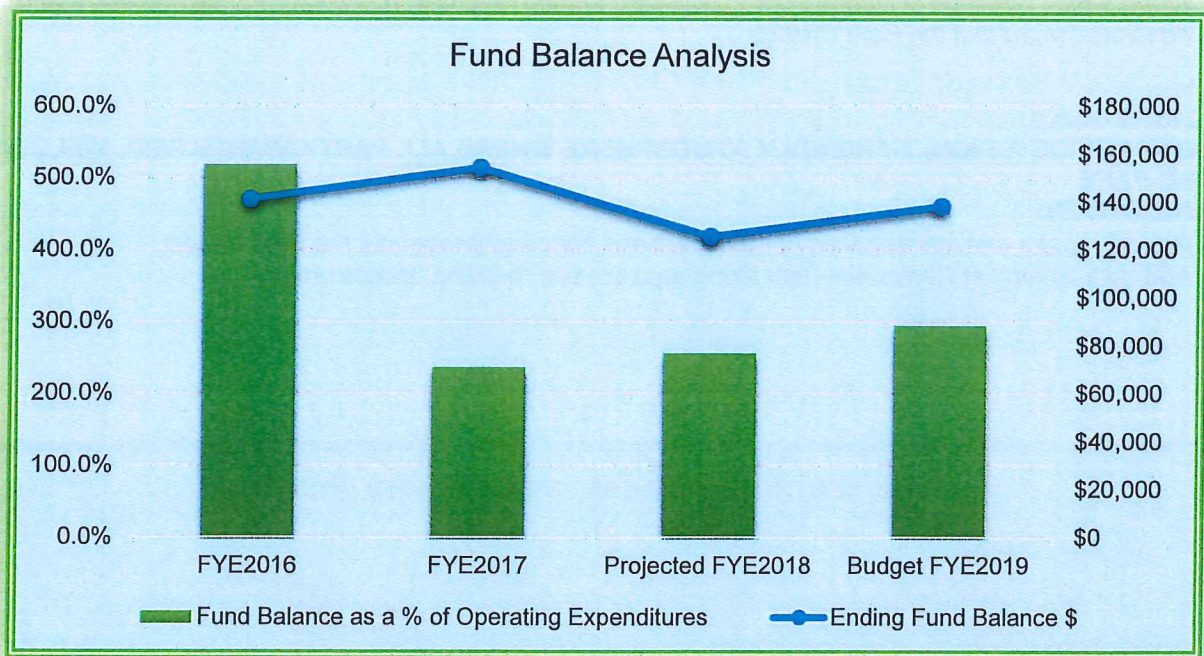
- Annual repairs and maintenance of pavement and concrete throughout the Park District.
- Add park lighting at Centennial Park along aquatics filter building access drive.



Champaign Park District
Budget Category Totals by Fund

Fund 09 - PAVING AND LIGHTING FUND

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Property Tax Revenue	\$76,442	\$77,349	\$83,722	\$86,872
Interest Income	336	881	2,841	2,900
Transfers From Other Funds	0	0	458,700	0
Total Estimated Revenues	76,778	78,230	545,263	89,772
Appropriations				
Routine/Periodic Maintenance	\$27,242	\$65,166	\$49,050	\$47,000
Capital Outlay	0	0	525,000	30,000
Total Appropriations	27,242	65,166	574,050	77,000
Net of Revenues Over (Under)				
Appropriations	49,536	13,064	(28,787)	12,772
Beginning Fund Balance	91,709	141,245	154,309	125,522
Ending Fund Balance	\$141,245	\$154,309	\$125,522	\$138,294



CAPITAL IMPROVEMENTS FUND

PRINCIPAL RESPONSIBILITIES

CAPITAL IMPROVEMENT & REPAIR FUND – was established for the development of a funding program for capital improvements and repair projects not funded by the Park District's other funds. Revenue is accumulated in this fund in a variety of ways, including corporate property replacement taxes, state, city and federal grant programs when applicable, payment in lieu of city property taxes and transfers of unallocated reserve balances from other Park District funds and from the Champaign Park Foundation.

Two new TIF districts were formed in FYE2019 and plan to receive funds in FYE2019; downtown fringe TIF and the Bristol Park fringe. In addition due to the lost EAV when the AC Humko Plant TIF formed in FYE2016, the City of Champaign has agreed to pay \$13,334 through FYE2037 for this area referred to as the North Mattis Avenue Surplus Payment.

Transfers in of 3,000,000 will assist in paying for the capital improvements of a roof replacement at Virginia Theatre, Greenbelt Bikeway Connection and shop expansion.

Capital expenditures include prior year carry-over of the following projects:

- Phase I Heritage Park project that was budgeted for in FYE2017, but not started. This \$1,132,560 project will be paid out of excess funds reducing the balance for the end of FYE2019 to \$1,252,060, should all planned expenditures be completed at the levels budgeted. This balance will be applied to Greenbelt project.

• Hessel Park Phase 2/3 - \$20,706 from this fund.

- Henry Michael Park Development - \$522.
- Vehicle Replacement recreation sound truck - \$91,640. Vehicles ordered in December 2017 not delivered until June 2018.
- Replacement mower - \$32,750 – bid in late April.
- Springer Cultural Center roof replacement - \$107,010.
- Commissioners Park Development - \$292,550.

• Hessel Park Phase 2/3 - \$20,706 from this fund.

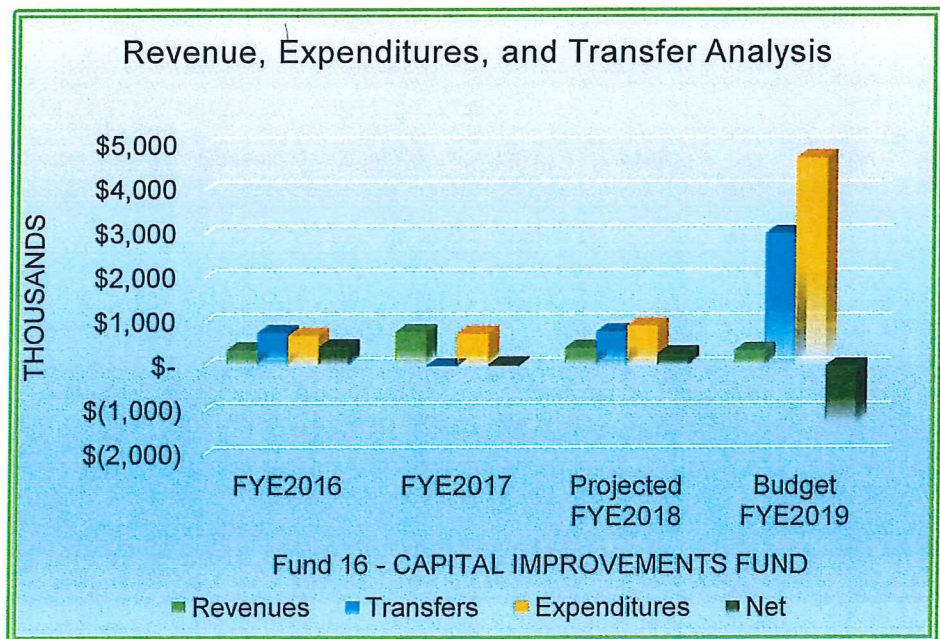
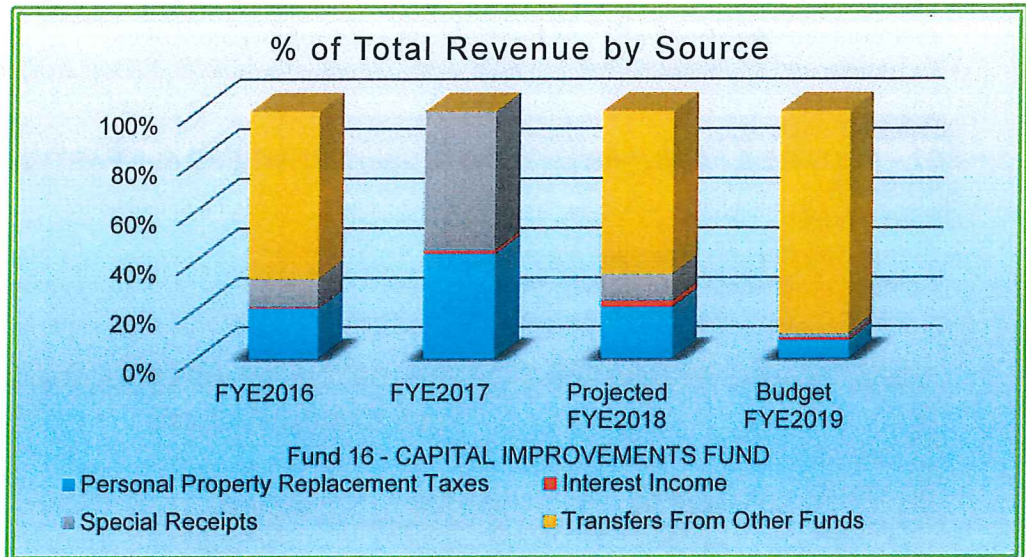
• Henry Michael Park Development - \$522.

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• Replacement mower - \$32,750 – bid in late April.

• Springer Cultural Center roof replacement - \$107,010.

• Commissioners Park Development - \$292,550.



2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

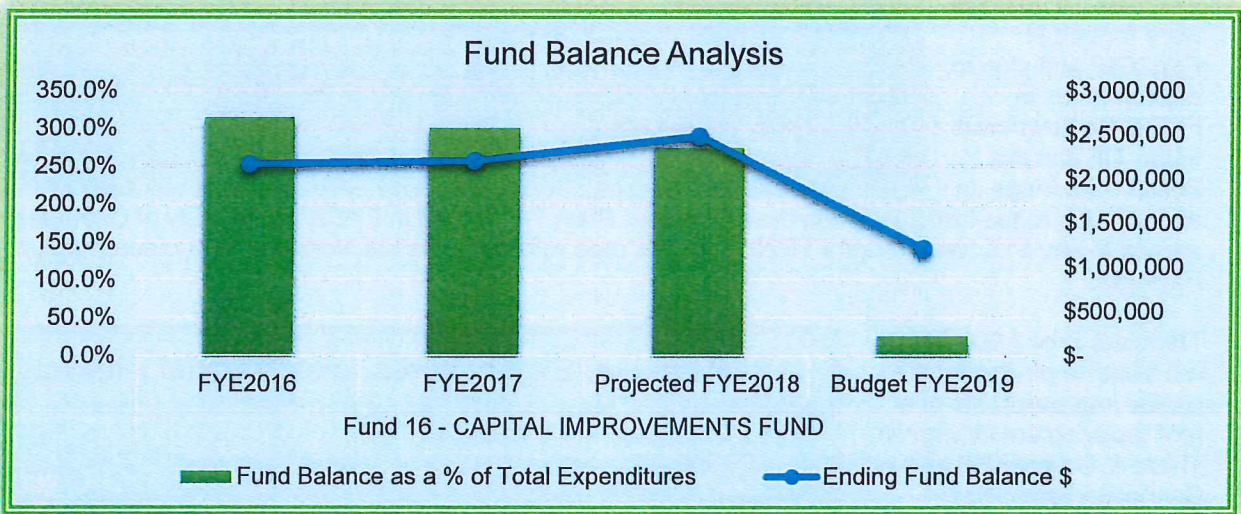
- Create new fun and safe park amenities. *Status – Completed Phase 2 of Hessel Park splash pad and restroom remodel. Began Phase 1 of Heritage Park improvement plan.*
- Complete and implement a trails master plan. *Status – Completed Phase 2 of Hessel Park connecting path.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new fun and safe park amenities.
- Complete and implement a trails master plan.



Champaign Park District
Budget Category Totals by Fund

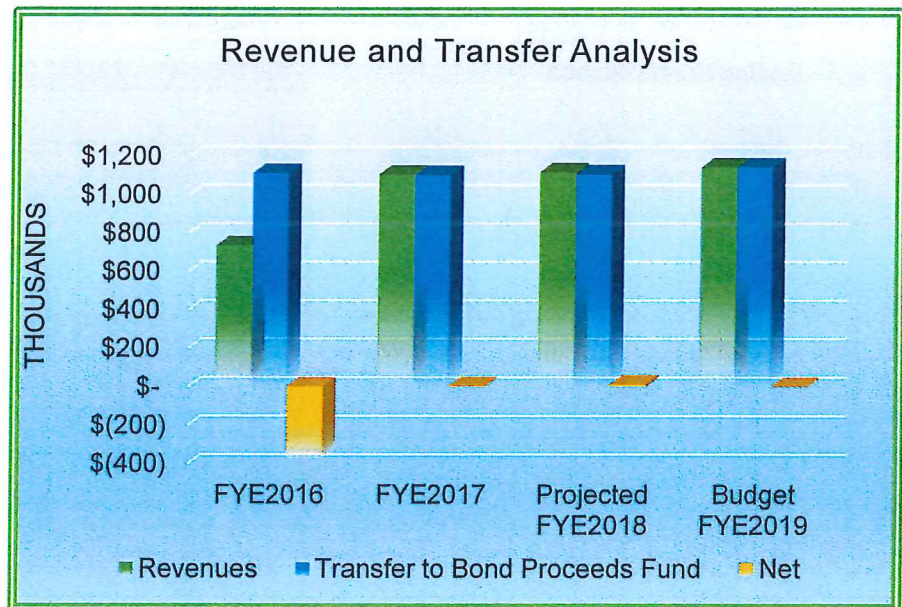
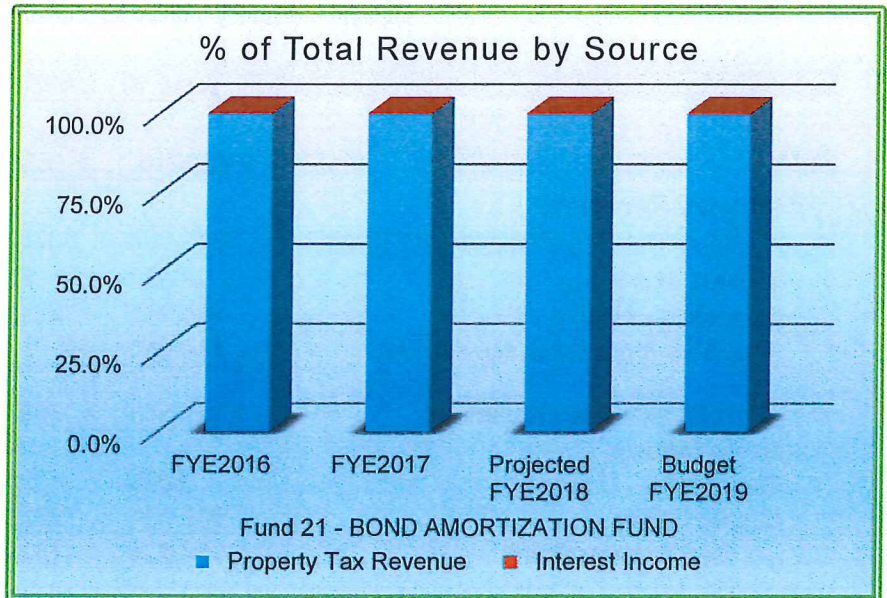
	Fund 16 - CAPITAL IMPROVEMENTS FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Personal Property Replacement Taxes	\$231,296	\$328,143	\$250,000	\$250,000
Interest Income	4,090	9,343	26,859	27,500
Special Receipts	129,362	431,961	131,984	67,861
Transfers From Other Funds	754,600	0	776,500	3,000,000
Total Estimated Revenues	1,119,348	769,447	1,185,343	3,345,361
<i>Appropriations</i>				
Contractual	\$395	\$0	\$0	\$0
Capital Outlay	688,434	733,311	906,372	4,713,706
Total Appropriations	688,829	733,311	906,372	4,713,706
Net of Revenues Over (Under)				
Appropriations	430,519	36,136	278,971	(1,368,345)
Beginning Fund Balance	1,735,362	2,165,882	2,202,018	2,580,989
Ending Fund Balance	\$2,165,881	\$2,202,018	\$2,480,989	\$1,212,644

BOND AMORTIZATION FUND

PRINCIPAL RESPONSIBILITIES

BOND AMORTIZATION FUND – real estate taxes are levied for this fund to pay the principal and interest associated with the annual General Obligation Bond issued by the Park District. As of May 1, 2018, the Park District has \$1,123,500, plus total interest in non-referendum General Obligation Bonds outstanding that is due to be paid November 30, 2018. The revenues received are transferred to the bond proceeds fund to record the payment. The general obligation debt is considered short-term, therefore the debt is recorded as a liability and is not reflected as debt service expenditures in the budget detail.

The Park District has \$3,355,000 of Alternate Revenue General Obligation Bonds outstanding, breakdown is shown later in this section. The current year debt payment and interest on this outstanding debt is \$535,650. This debt payment will be financed by a portion of the proceeds from the General Obligation Bond issue and will be paid out of the bond proceeds fund. The remaining GO Bond will be used for roof replacement, vehicle replacement, playground replacement, elevator replacement at Springer and some smaller capital improvements.

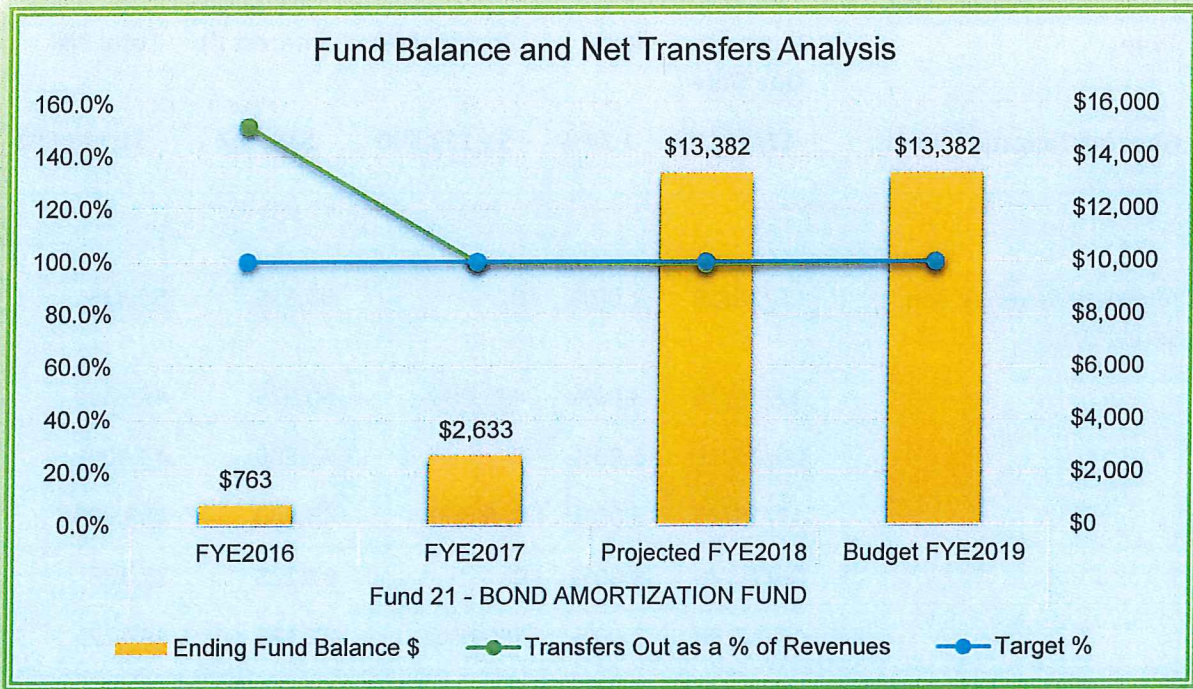


2017-18 ACCOMPLISHMENTS

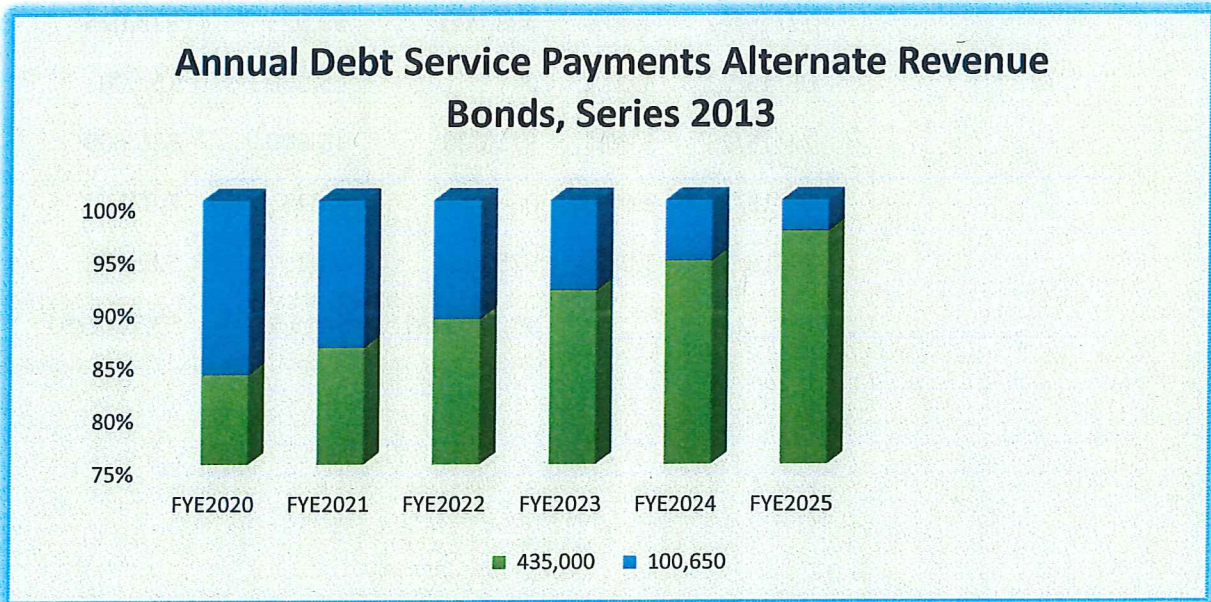
- Paid off the 2016 general obligation debt as required by the maturity date.
- Received the 2017 general obligation bond proceeds in December 2017.

2018-19 GOALS

- Continue to roll over the general obligation bond annually while maintaining a competitive interest rate.



Intention is to transfer 100% of cash receipts to the Bond Proceeds Fund to pay debt service and for new capital projects; therefore these should be close to 100%. Staff have continued to meet this goal.



Debt Service Schedule

Type	Payment Due Date	Rate	Principal (P)	Interest (I)	Total P&I
General Obligation Bonds, 12/1/17	11/30/18	1.37%	\$1,123,500	\$15,392	\$1,138,892
Alternate Revenue Bonds, Series 2013	06/15/18	2.00%	0	50,325	50,325
	12/15/18	3.00%	435,000	50,325	485,325
	06/15/19	2.00%	0	43,800	43,800
	12/15/19	3.00%	445,000	43,800	488,800
	06/15/20	3.00%	0	37,125	37,125
	12/15/20	3.00%	460,000	37,125	497,125
	06/15/21	3.00%	0	30,225	30,225
	12/15/21	3.00%	480,000	30,225	510,225
	06/15/22	3.00%	0	23,025	23,025
	12/15/22	3.00%	495,000	23,025	518,025
	06/15/23	3.00%	0	15,600	15,600
	12/15/23	3.00%	515,000	15,600	530,600
	06/15/24	3.00%	0	7,875	7,875
	12/15/24	3.00%	525,000	7,875	532,875
			\$3,355,000	\$415,950	\$3,770,950

Legal Debt Margin

Assessed Value (2017 Levy Year)	\$1,774,495,522
Legal Debt Margin	
Debt Limitation – 2.875% of Total Assessed Value	\$51,016,746
Total Debt Application to the Debt Limit	
General Obligation Bond Series 2017	1,123,500
Alternate Revenue Bonds	0
Total Debt Applicable to Debt Limit	1,123,400
Legal Debt Margin	\$49,893,246
Total Net Debt Applicable to the Debt Limit as a % of the Debt Limit	2.20%
Historical Debt Limit %:	
FYE2018	
FYE2017	2.28%
FYE2016	2.51%
FYE2015	2.51%
FYE2014	2.48%
FYE2013	2.39%
FYE2012	2.32%
FYE2011	2.26%
FYE2010	2.26%

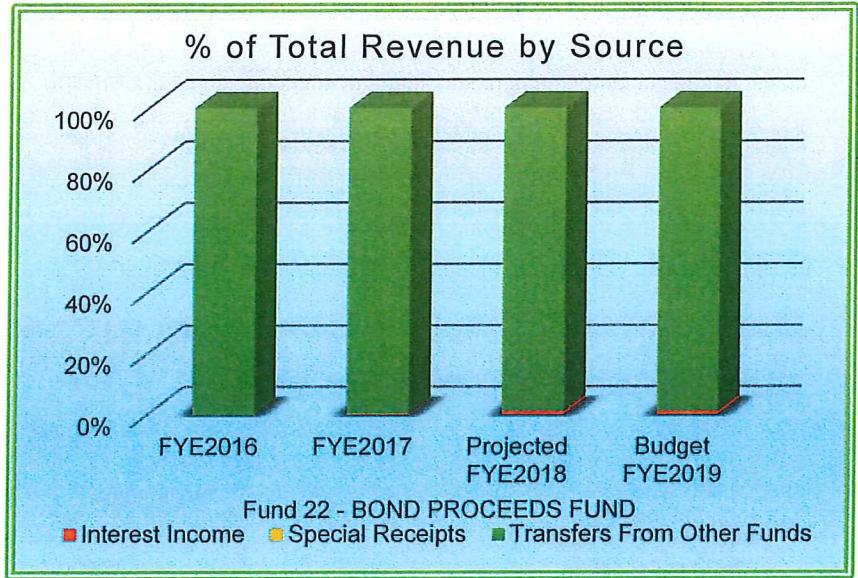
Champaign Park District
Budget Category Totals by Fund

	Fund 21 - BOND AMORTIZATION FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Property Tax Revenue	\$732,350	\$1,101,256	\$1,112,348	\$1,138,201
Interest Income	512	1,181	2,822	2,900
Total Estimated Revenues	732,862	1,102,437	1,115,170	1,141,101
<i>Appropriations</i>				
Transfers To Other Funds	\$1,109,671	\$1,100,567	\$1,104,421	\$1,141,101
Total Appropriations	1,109,671	1,100,567	1,104,421	1,141,101
Net of Revenues Over (Under)				
Appropriations	(376,809)	1,870	10,749	0
Beginning Fund Balance	377,572	763	2,633	13,382
Ending Fund Balance	\$763	\$2,633	\$13,382	\$13,382

BOND PROCEED FUND

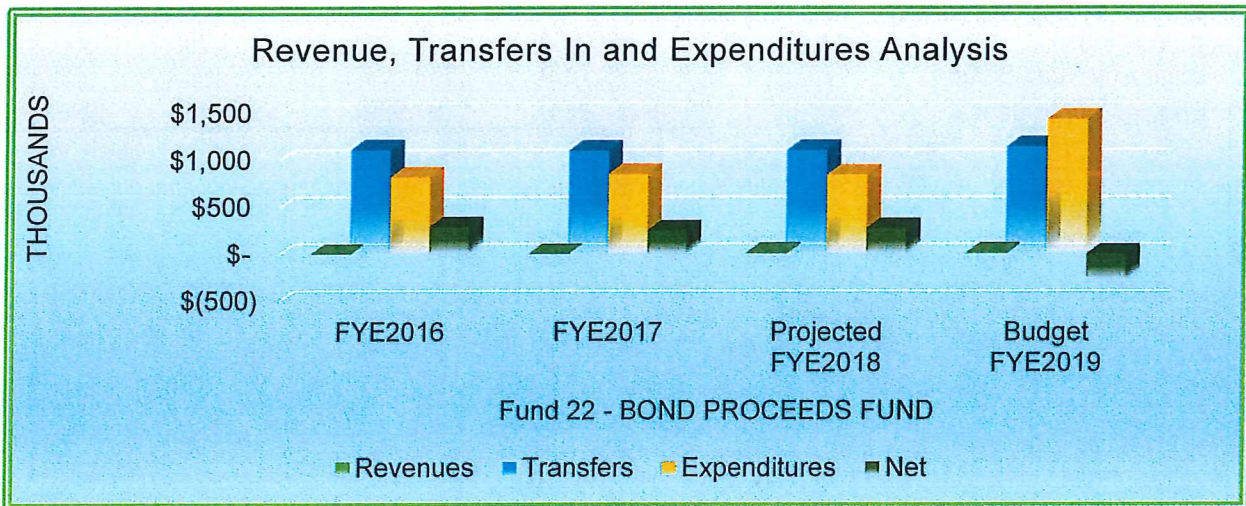
PRINCIPAL RESPONSIBILITIES

BOND PROCEED FUND – This fund is restricted to and used by the Park District for the purchase, development, renovation of land, facilities, buildings and equipment owned by the Park District. The proceeds from the General Obligation Bond are utilized to pay the debt service on the alternate revenue bonds, as well as invest in capital assets as outlined in the capital improvement plan. The funds received are transferred from the bond proceeds fund. As the general obligation debt is considered short-term, the debt is recorded as a liability and therefore not reflected as debt service expenditures in the budget detail. The deficit fund balance at the end of the year is expected to be eliminated in the subsequent fiscal year by the transfer of funds from the Bond Amortization/Debt Service Fund as part of the repayment of the short-term bond.



Capital expenditures include carry-over projects from prior year as follows:

- Hessel Park Phase 2/3 - \$20,706 from this fund. This was budgeted for in FYE2017, but actual project was delayed for redesign work, construction began FYE2018, and project completed May 2018.
- Springer Roof Replacement - \$30,414 from this fund. Estimated completion by June 2018.
- Bresnan Meeting Center HVAC Redesign - \$18,000 from this fund.
- West Side Playground Replacement - \$207,550. Project will be re-bid in FYE2019



2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new fun and safe park amenities. *Status* – Completed Hessel Park splash pad and restroom remodel. Work on HVAC System at Bresnan Meeting Center has begun. Improvements at Prairie Farm were carried over to FYE2019. Roof replacement at Springer Cultural Center is in progress. Continued to work on capital improvements throughout the Park District and keep on top of replacement schedules.

2018-19 GOALS

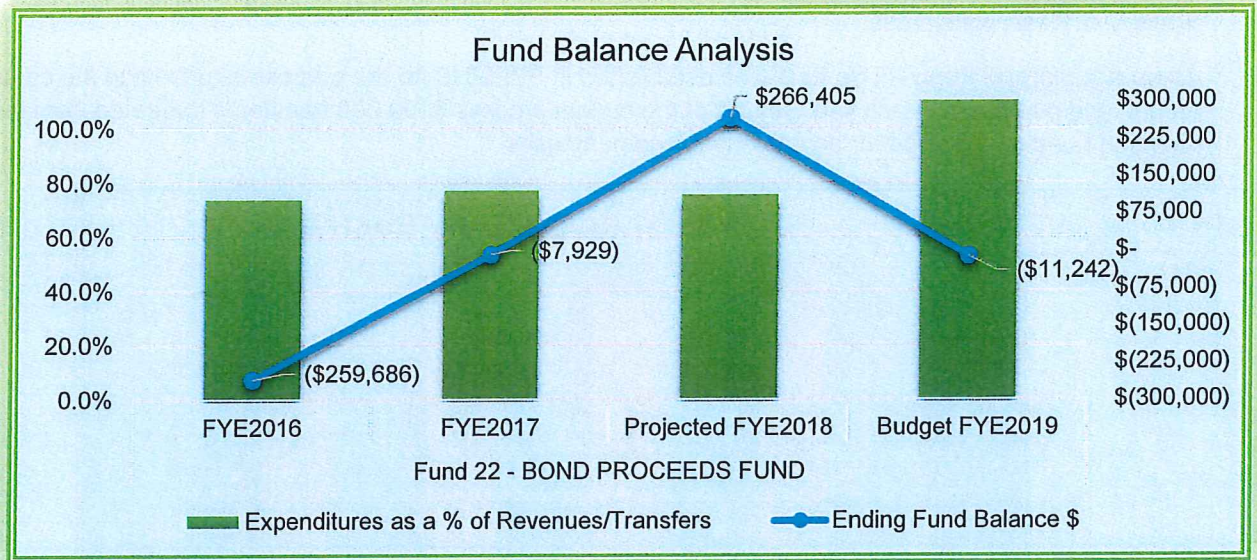
SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new fun and safe park amenities.
 - West Side Playground rebid and complete replacement.
 - Dodds 3-Plex scoreboard replacements.
 - Replace elevator at Springer Cultural Center
 - Noel Park playground replacement
 - Roof Replacement at Virginia Theatre.

Champaign Park District
Budget Category Totals by Fund

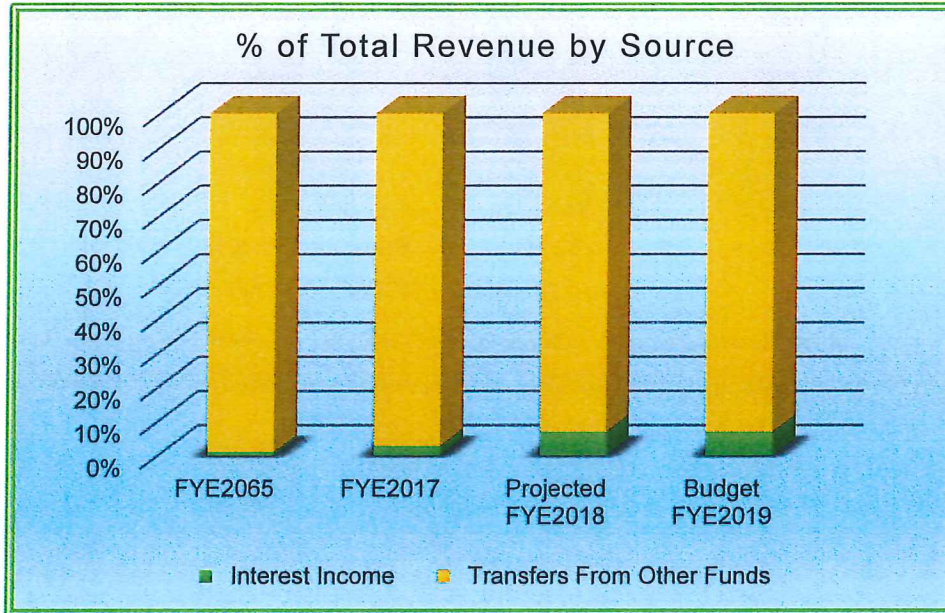
	Fund 22 - BOND PROCEEDS FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Interest Income	\$883	\$3,590	\$13,107	\$13,500
Special Receipts	0	0	0	0
Transfers From Other Funds	1,109,671	1,100,567	1,104,421	1,141,101
Total Estimated Revenues	1,110,554	1,104,157	1,117,528	1,154,601
Appropriations				
Contractual	\$3,390	\$3,428	\$3,428	\$3,578
Capital Outlay	285,667	312,390	299,103	875,670
Debt Service Principal	400,000	410,000	420,000	435,000
Debt Service Interest/Fees	131,428	126,584	120,662	118,000
Total Appropriations	820,485	852,402	843,193	1,432,248
Net of Revenues Over (Under)				
Appropriations	290,069	251,755	274,335	(277,647)
Beginning Fund Balance	(549,755)	(259,684)	(7,930)	266,405
Ending Fund Balance	(\$259,686)	(\$7,929)	\$266,405	(\$11,242)



LAND ACQUISITION FUND

PRINCIPAL RESPONSIBILITIES

LAND ACQUISITION FUND – This fund was established in FYE2012 for the purpose of offsetting the costs of future land purchases. Each year as part of the budget process \$100,000 transfer is budgeted from the General Fund to set aside for any potential land purchases.

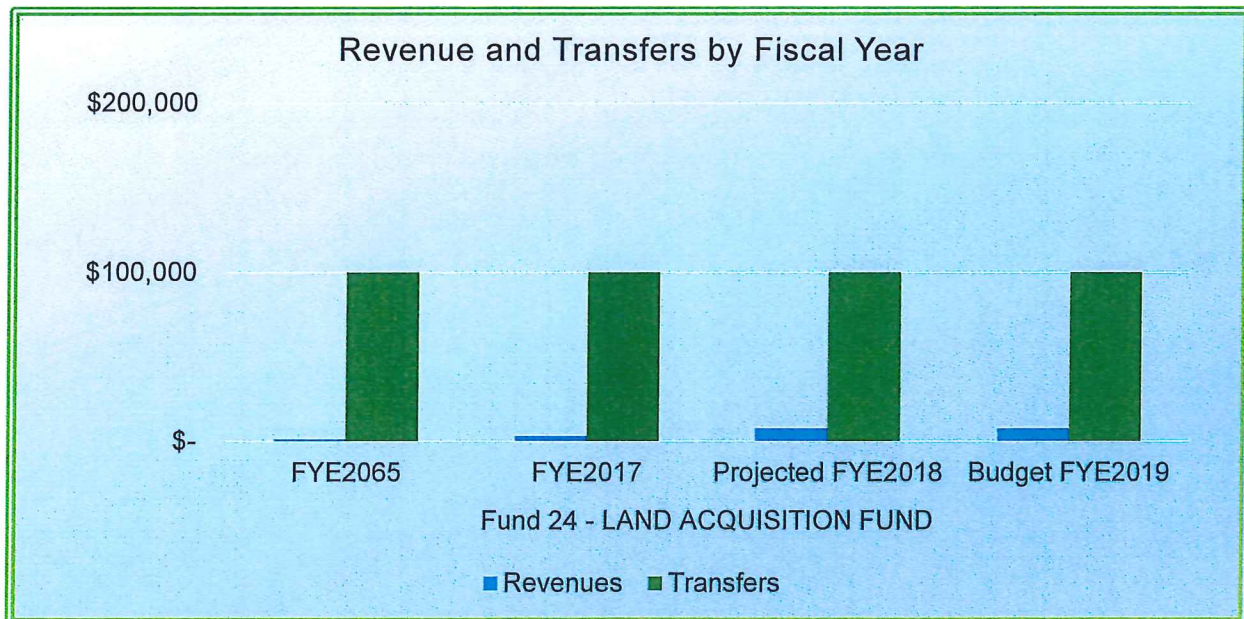


2017-18 ACCOMPLISHMENTS

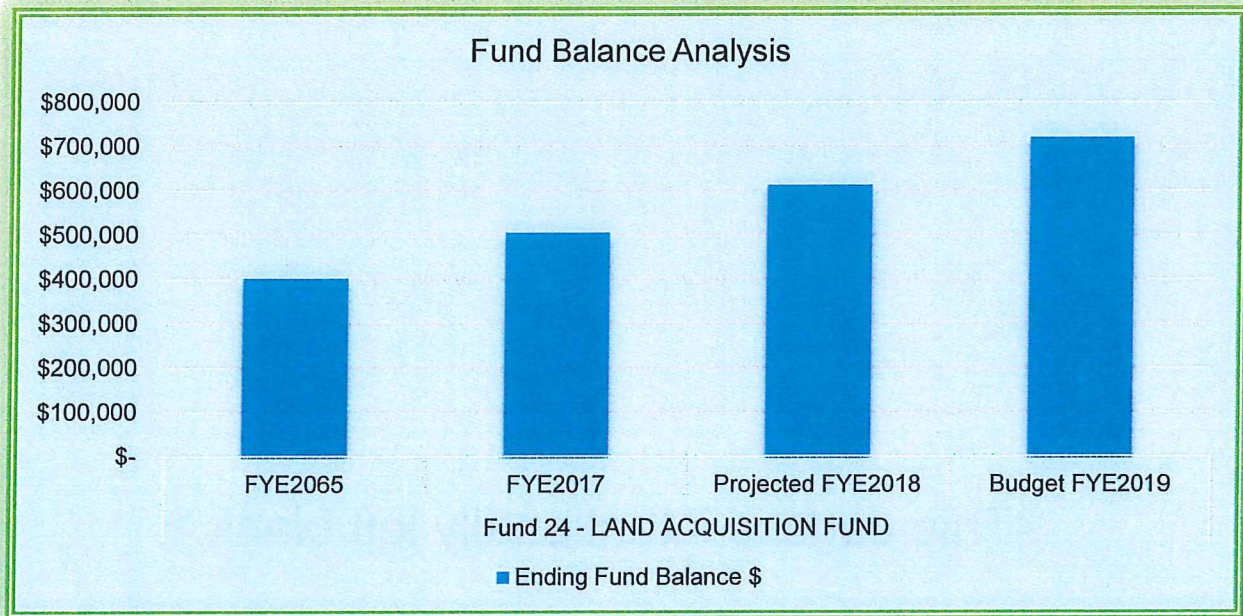
- Transferred \$100,000 from excess fund balance from the General Fund into the Land Acquisition Fund for future purchases.

2018-19 GOALS

- Continue to set aside surplus from the General Fund into the Land Acquisition Fund so funds are available when land is identified for purchase.



As the goal of the Park District is to set aside funds for future land purchases, the revenue and expenditure analysis is skewed due to timing of those transfers and projected expenditures. In addition, rather than presenting fund balance as a percentage of expenditures as with the other funds, the cumulative fund balance by fiscal year has been shown instead.



Champaign Park District
Budget Category Totals by Fund

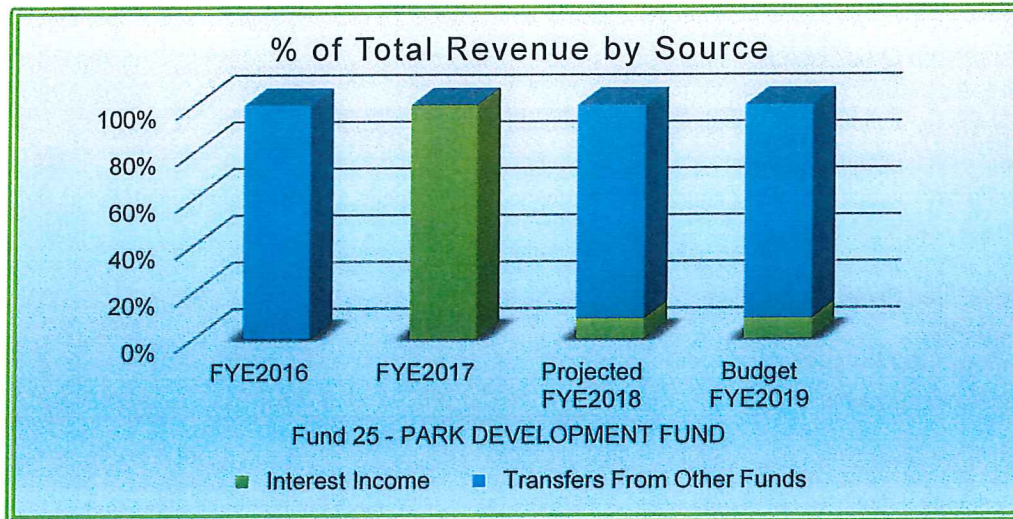
	Fund 24 - LAND ACQUISITION FUND			
	FYE2065	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Interest Income	\$1,049	\$2,880	\$7,422	\$7,425
Transfers From Other Funds	100,000	100,000	100,000	100,000
Total Estimated Revenues	\$101,049	\$102,880	\$107,422	\$107,425
Appropriations				
Capital Outlay	\$0	\$0	\$0	\$0
Total Appropriations	\$0	\$0	\$0	\$0
Net of Revenues Over (Under) Appropriations	101,049	102,880	107,422	107,425
Beginning Fund Balance	300,434	401,483	504,363	611,785
Ending Fund Balance	\$401,483	\$504,363	\$611,785	\$719,210

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PARK DEVELOPMENT FUND

PRINCIPAL RESPONSIBILITIES

PARK DEVELOPMENT FUND – This fund was established in May 2016 by Board action to commit funds for future developments in the parks. The only source of revenue planned is interest, unless future board action commits further funds.



2017-18 ACCOMPLISHMENTS

- Excess funds were invested in longer-term certificates of deposit and/or money market funds, combined with the increase in the fed funds rate yielded an increase to the interest income.
- Transferred \$100,000 for future projects deemed priorities by the Board of Commissioners.

2018-19 GOALS

- Additional funds of \$100,000 to be transferred in for future projects as deemed priorities by the Board of Commissioners.
- Continue to maintain principal while earning interest on funds.
- Install paths and lighting within Spalding Park.
- Replace playground at Spalding Park.

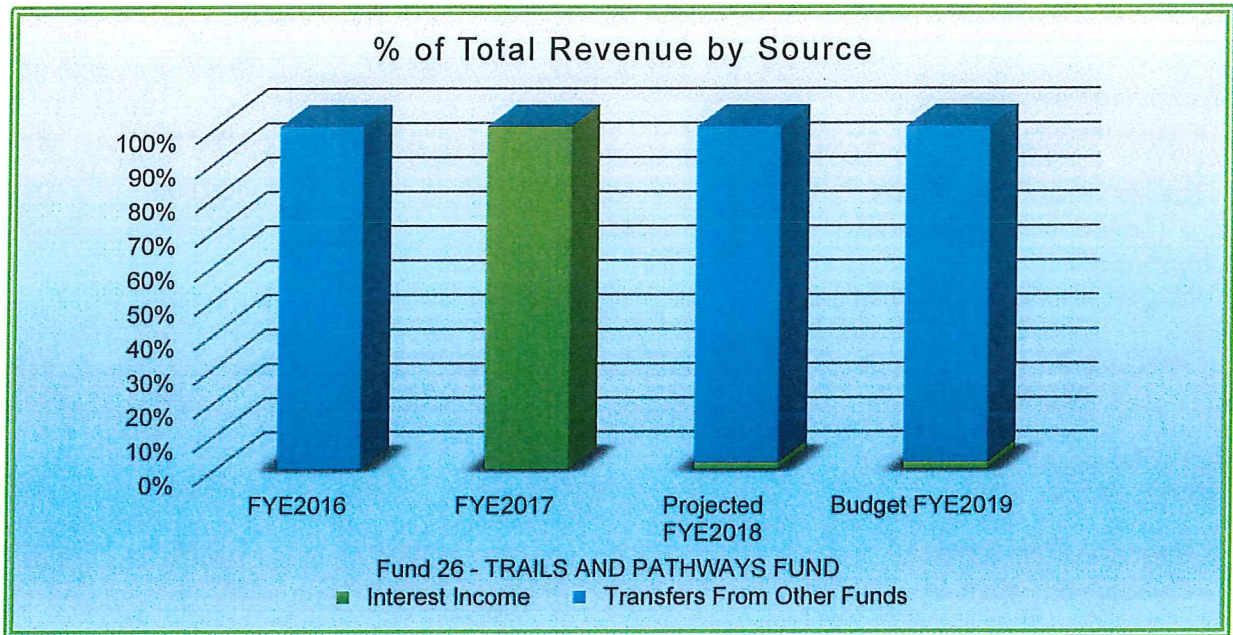
Champaign Park District
Budget Category Totals by Fund

Fund 25 - PARK DEVELOPMENT FUND				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Interest Income	\$66	\$3,947	\$9,389	\$9,400
Transfers From Other Funds	700,000	0	100,000	100,000
Total Estimated Revenues	\$700,066	\$3,947	\$109,389	\$109,400
<i>Appropriations</i>				
Routine/Periodic Maintenance	\$0	\$0	\$0	\$0
Capital Outlay	0	0	0	440,000
Total Appropriations	\$0	\$0	\$0	\$440,000
Net of Revenues Over (Under)				
Appropriations	700,066	3,947	109,389	(330,600)
Beginning Fund Balance	0	700,066	704,013	813,402
Ending Fund Balance	\$700,066	\$704,013	\$813,402	\$482,802

TRAILS AND PATHWAYS FUND

PRINCIPAL RESPONSIBILITIES

TRAILS AND PATHWAYS FUND – The trails and pathways fund was established in May 2016 by Board action to commit funds for trails and pathways throughout the Park District.



2017-18 ACCOMPLISHMENTS

- Invested funds in a higher interest bearing account.
- Transferred \$100,000 into fund for future trails and pathways.

2018-19 GOALS

- Additional funding of \$100,000 to be transferred into this fund to be used for future trail and pathway development within the Park District.
- Add connection path at Noel Park.

Champaign Park District
Budget Category Totals by Fund

	Fund 26 - TRAILS AND PATHWAYS FUND			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Interest Income	\$11	\$550	\$1,964	\$2,000
Transfers From Other Funds	100,000	-	100,000	100,000
Total Estimated Revenues	\$100,011	\$550	\$101,964	\$102,000
<i>Appropriations</i>				
Routine/Periodic Maintenance	\$0	\$0	\$0	\$0
Capital Outlay	-	-	-	53,500
Total Appropriations	\$0	\$0	\$0	\$53,500
Net of Revenues Over (Under) Appropriations	100,011	550	101,964	48,500
Beginning Fund Balance	-	100,011	100,561	202,525
Ending Fund Balance	\$100,011	\$100,561	\$202,525	\$251,025

MARTENS CENTER FUND

PRINCIPAL RESPONSIBILITIES

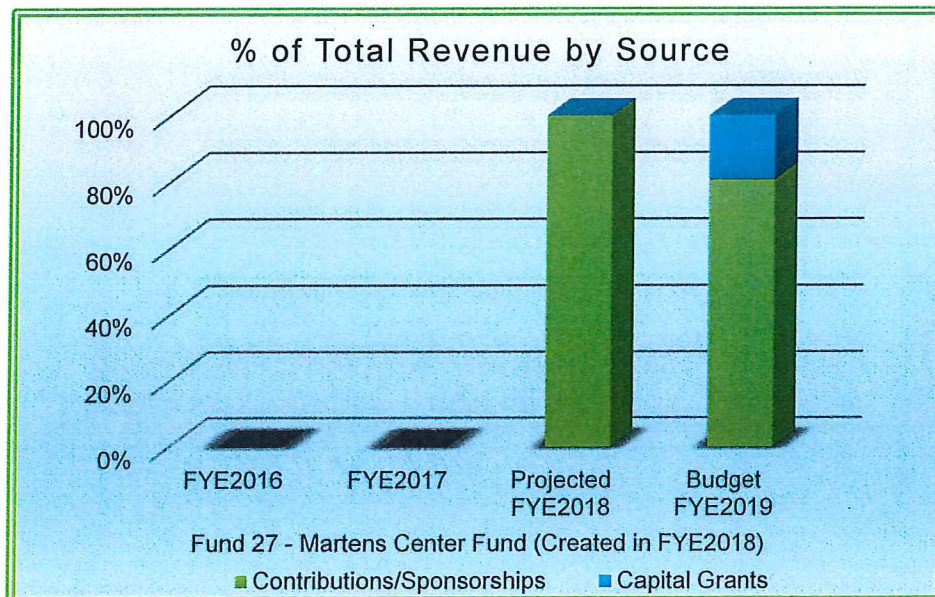
MARTENS CENTER CAPITAL DEVELOPMENT FUND – Fund to contain improvements made at this specific site through donations and fundraising efforts, as well as saving for start-up costs when facility is opened in the future.

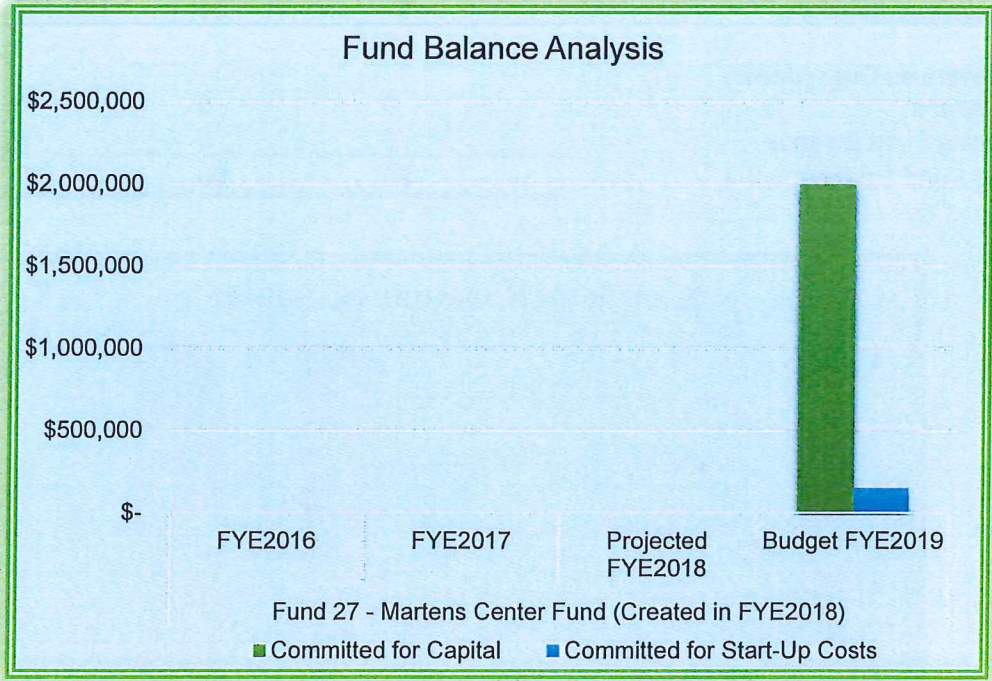
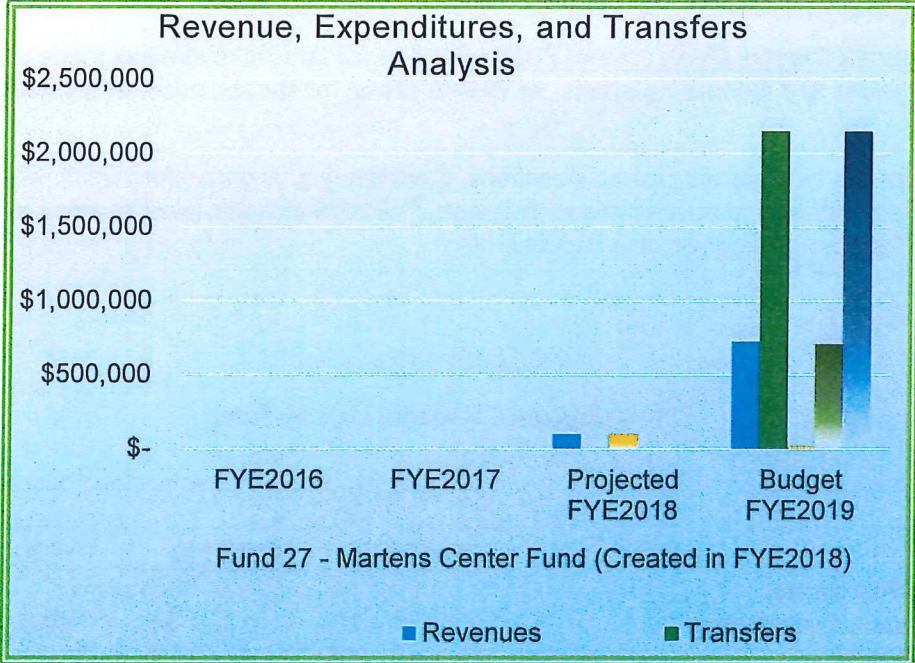
Receipts from this fund are anticipated donations, grant funding, and transfers which will be used for contractual expenditures to develop the exiting park. FYE2019 includes grant revenue anticipated for the purchase of land associated with this capital project.

Champaign Park District

Budget Category Totals by Fund

	Fund 27 - Martens Center Fund (Created in FYE2018)			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Contributions/Sponsorships	\$0	\$0	\$97,317	\$574,510
Capital Grants	0	0	0	137,500
Interest Income	0	0	0	13,000
Transfers From Other Funds	0	0	0	2,150,000
Total Estimated Revenues	\$0	\$0	\$97,317	\$2,875,010
Appropriations				
Contractual	\$0	\$0	\$97,317	\$15,010
Capital Outlay	0	0	0	710,000
Total Appropriations	\$0	\$0	\$97,317	\$725,010
Net of Revenues Over (Under) Appropriations	0	0	0	2,150,000
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$0	\$0	\$0	\$2,150,000







**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 \$6,483,100. The 2019-2024 CIP was 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 and partial sound system upgrades 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. The major project approved was the shop expansion facility for the operations department to assist with the ongoing and growing demands of the district. 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 \$6,483,100, 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	\$4,673,500	\$5,879,100
ADA	300,000	304,000	604,000
Total CIP Expenditures	\$1,505,600	\$4,977,500	\$6,483,100

Attachment A: Six-Year Capital Improvement Program with Descriptions

Attachment B: Replacement Schedules

CAPITAL IMPROVEMENT PLAN 2019-2024

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.
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.
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 playground 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.

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
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.

CHAMPAIGN PARK DISTRICT

ATTACHMENT A

CAPITAL IMPROVEMENT PLAN 2019-2024

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.
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.

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
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.
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.
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.

CHAMPAIGN PARK DISTRICT

ATTACHMENT A

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
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.
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.
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

CHAMPAIGN PARK DISTRICT

ATTACHMENT A

CAPITAL IMPROVEMENT PLAN 2019-2024

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.

CHAMPAIGN PARK DISTRICT

ATTACHMENT A

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
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	\$ -	-	-	-	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	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	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	Carry-over from FY 18 - West Side Playground replacement	Replacement of playgrounds as part of ongoing replacement schedule and needs of repair.

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
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.
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.
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.
Shop Expansion	\$2,650,000	-	-	-	0	0	-	2,650,000	FY19-Design A/E, sitework and construction begins.	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, 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.

CAPITAL IMPROVEMENT PLAN 2019-2024

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				
Virginia Theatre Sound System Phase 1	\$ 275,000						275,000	Complete phase 1 only of the proposed 4-phase project. The entire project is to purchase & install a new sound system for the Virginia Theatre, include fill speakers throughout the auditorium, add the support system for new linaray speakers, new sound board and controls.	Currently rent equipment at approximately \$4,000 per event which will continue even by completing phase 1, just will improve the sound quality within the theatre.	
SUBTOTAL-Carry-over / Excess	\$4,977,500	645,000	-	-	-	-	5,622,500			
GRAND TOTAL CAPITAL PROJECTS FOR 2019-2024										
TOTAL CAPITAL PROJECTS	\$6,483,100	\$2,169,700	\$1,338,400	\$1,311,000	\$1,057,000	\$ 959,100	\$1,155,000	\$ 14,473,300		



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

MEMORANDUM

TO: Joe DeLuce, Cindy Harvey, and Andrea Wallace
FROM: Daniel J. Olson, Director of Operations
DATE: 3/2/18
SUBJECT: Vehicle Replacement Schedule Additional Information
CC: Bret Johnson, Nate Massey, and Randy Hauser

I have been asked to provide additional detail to the Board about the information provided in the *Operations Department Replacement Schedule – Vehicles* that is provided in the annual budget dated 1/16/18.

When selecting operations vehicles for replacement we take a comprehensive approach in order to develop the most cost-effective program. The decision making process includes the Trade Specialist – Mechanic, the three division supervisors and the Director of Operations. The Director of Operations has the final decision on replacements.

Although we maintain a replacement schedule with specific vehicles assigned to each year, when new vehicles are purchased, we re-evaluate the whole fleet and may make changes to the replacement schedule based on the below criteria.

The main criteria in the decision include:

Appropriateness for Application – An assessment is completed to determine if the vehicle is suitable for the current and future work expectation. An example of this would be the replacement of the sound truck so that we could meet the current requirements for towing the portable stage. In some instances, after assessment vehicles are swapped in-house rather than replaced.

Repair History – Repair costs and labor above and beyond normal maintenance are examined. High repair costs are often a predictor of continuing repair costs. This is often the first consideration when examining the fleet for replacement. An example of this occurred in this year when moved the sale of one truck up and one truck down on the schedule.

Fleet's Lifecycle (Age) – Increasing age tends to increase repair and maintenance costs. At the same time depreciation and resale costs tend to decrease. Similarly, fuel efficiency, safety and improvement in technology are important considerations. An example of this would be the 25 year old sound truck that was replaced this year.

Mileage – Mileage is a good general indicator of overall health of the vehicle. However, it does not provide an assessment of the conditions in which it was driven. Vehicles used for repeated maneuvering and rough terrain (driving over curbs) will have frame and body components wear out sooner than engine components.

Additionally, I have been asked to provide the current mileage of the vehicles included in the *Operations Department Replacement Schedule – Vehicles* that is provided in the annual budget dated 1/16/18. That information is below.



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



Operations Department
Replacement Schedule
Vehicles

The following is the suggested replacement schedule for the district's fleet vehicles. Barring unforeseen circumstances, fleet vehicles are replaced every 10 to 12 years, based upon age, repair history, mileage and appearance.

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>Dept.</u>	<u>FY Replacement</u>
Ford (32)	F150	2006	Ops - SP	18/19
International (33)	Garbage	2008	Ops - GM	18/19
Ford (39)	F150	2006	Ops – GM	18/19
Ford (42)	F150	2006	Ops – SP	18/19
Chevrolet (14)	14 pass. Van	2000	Recreation	18/19
Ford (64)	F350 Dump Truck	2006	Ops – GM	19/20
Dodge (58)	Ram Truck	1998	Ops- HNA	19/20
Chevrolet (52)	1500	2005	Ops – GM	19/20
Ford (48)	F150	2006	Ops – HNA	20/21
Ford (22)	F150	2006	Ops – GM	20/21
Chevrolet (47)	1500	2006	Ops – GM	20/21
Ford (66)	F150	2006	Ops – GM	20/21



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
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	19/20
	Flat Roof	19/20
Prairie Farm	Trolley Barn	20/21
Operations	Office	21/22
Douglass Annex	All	23/24



CHAMPAIGN PARK DISTRICT

Operations Department Replacement Schedule **Outdoor Playground Structures**

The following is the suggested replacement schedule for the district's outdoor playground structures. Each project will include removal of the existing structure, excavation of site, installation of a new structure, and installation of the chosen surfacing. Barring unforeseen circumstances, each new playground should last 20 years.

<u>Install Year</u>	<u>Location</u>	<u>Surface</u>	<u>Replace FY</u>
1998	Morrissey	Fibar	18/19
1996	Spalding	Fibar	HOLD
1998	Clark	Fibar	19/20
1999	Noel	Fibar	20/21
1999	Zahnd	Fibar	21/22
2000	Robeson	Fibar	22/23
2000	Bristol	Fibar	HOLD (Boneyard)
2001	Millage	Fibar	23/24
2002	Johnston	Fibar	
2002	Mayfair	Fibar	
2003	Wesley	Fibar	
2003	Davidson	Fibar	
2003	Turnberry Ridge	Fibar	
2004	Robeson M. West	Fibar	
2005	Mulikin	Fibar	
2007	Prairie Farm	Fibar	
2007	Centennial	Poured in Place	
2009	Scott	Fibar	
2009	Toalson	Fibar	
2010	Hazel	Fibar	
2010	Dodds	Fibar	
2011	Garden Hills	Poured in Place	
2011	Sunset Ridge	Fibar	
2011	Porter	Fibar and PIP	
2014	Eisner	Poured in Place	
2014	Douglass	Poured in Place	
2014	Powell	Fibar	
2014	Glenn	Fibar	
2016	Hessel	Fibar and PIP	
2017	Beardsley	Fibar	
2018	West Side	Fibar and PIP	
Future	Henry Michael	TBD	
Future	Commissioners	TBD	

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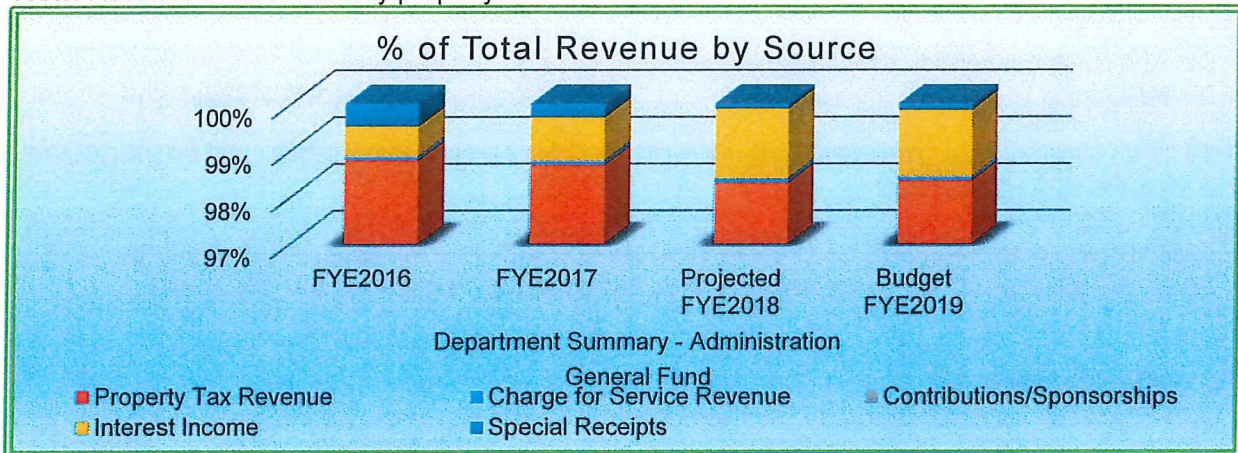
DEPARTMENTAL INFORMATION

GENERAL FUND

Administration

PRINCIPAL RESPONSIBILITIES

GENERAL FUND: ADMINISTRATION – accounts for the Park District’s general administrative costs, including but not limited to human resources, finance, information technology, board expenses, safety and other general costs. Revenue source is mostly property tax and interest income.



EMPLOYEES FUNDED BY ADMINISTRATION – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Executive				
Executive Director	1.0	1.0	1.0	1.0
Assistant to the Executive Director	1.0	1.0	1.0	1.0
	2.0	2.0	2.0	2.0
Finance				
Director of Finance	1.0	1.0	1.0	1.0
Administrative Assistant	.87	.87	.87	.87
Development Director	1.0	1.0	1.0	1.0
Assistant Director of Finance	1.0	1.0	1.0	1.0
Accounting Clerk	1.75	1.75	1.75	1.75
Accounts Payable Coordinator	1.0	1.0	1.0	1.0
Building Service Worker	1.0	1.0	1.0	1.0
	7.62	7.62	7.62	7.62
Human Resource & IT (Risk in Fund 04 Liability)				
Director of HR, IT, Risk	1.0	1.0	1.0	1.0
HR Coordinator	1.0	1.0	1.0	1.0
	2.0	2.0	2.0	2.0
Total FTE's	11.62	11.62	11.62	11.62

Figure 3 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 GOALS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Identify sources to provide capital development funds for new parks, facilities and amenities. *Status – Was able to transfer funds towards the development of new facility because the Park District has been fiscally conservative.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.

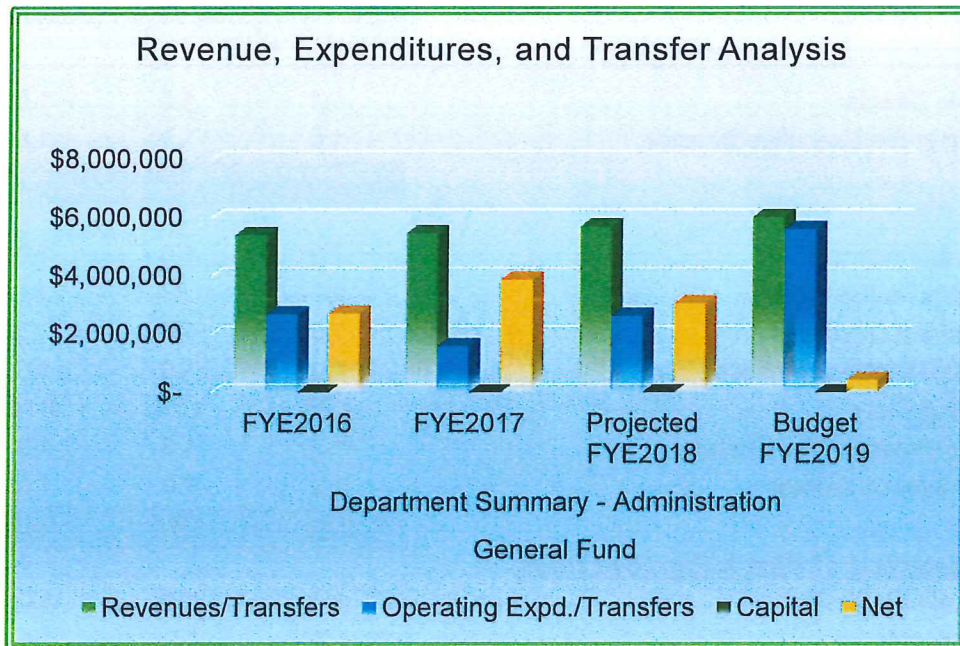
SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Evaluate recommendations of the U of I Recreation, Sports, & Tourism appraisal of programs.
- Determine the level of service for parks, facilities and amenities to meet all residents' needs.

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$17.46	\$17.56	\$18.24	\$19.65



Champaign Park District
Budget Category Totals by Department

General Fund				
Department Summary - Administration				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Property Tax Revenue	\$5,338,145	\$5,395,487	\$5,597,600	\$5,917,935
Charge for Service Revenue	2,956	3,410	4,257	3,800
Contributions/Sponsorships	2,750	2,500	1,750	2,500
Interest Income	33,610	49,590	84,500	84,500
Special Receipts	26,019	16,051	5,880	8,100
Total Estimated Revenues	\$5,403,480	\$5,467,038	\$5,693,987	\$6,016,835
<i>Appropriations</i>				
Salaries and Wages	\$684,050	\$736,777	\$759,787	\$775,317
Fringe Benefits	356,342	332,566	353,300	362,629
Contractual	317,865	318,429	317,644	338,845
Commodities/Supplies	48,847	50,938	57,008	81,370
Utilities	38,659	45,248	46,803	47,428
Routine/Periodic Maintenance	11,117	0	36,229	45,000
Transfers to Other Funds	1,228,600	100,000	1,058,700	3,950,000
Total Appropriations	\$2,685,480	\$1,583,958	\$2,629,471	\$5,600,589
Net of Revenues Over (Under) Appropriations	\$2,718,000	3,883,080	3,064,516	\$416,246

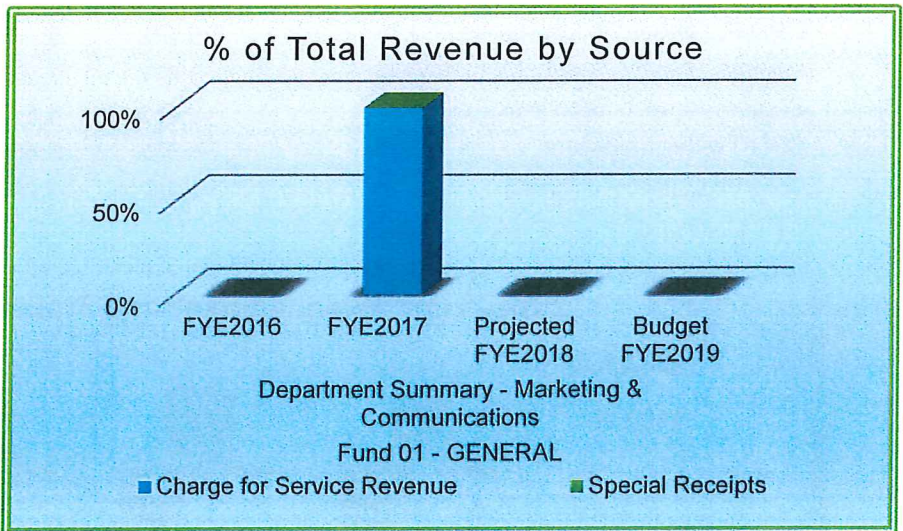
CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 01 GENERAL					
Dept 01-001 - ADMINISTRATION					
ESTIMATED REVENUES					
	PROPERTY TAX REVENUE	5,338,145	5,395,487	5,597,600	5,917,935
	CHARGE FOR SERVICE REVENUE	2,956	3,410	4,257	3,800
	CONTRIBUTIONS/SPONSORSHIPS	2,750	2,500	1,750	2,500
	INTEREST INCOME	33,610	49,590	84,500	84,500
	SPECIAL RECEIPTS	26,019	16,051	5,880	8,100
	TOTAL ESTIMATED REVENUES	5,403,480	5,467,038	5,693,987	6,016,835
APPROPRIATIONS					
	SALARIES AND WAGES	684,050	736,777	759,787	775,317
	FRINGE BENEFITS	356,342	332,566	353,300	362,629
	CONTRACTUAL	310,231	312,441	317,067	330,095
	COMMODITIES/SUPPLIES	36,331	40,713	46,788	69,595
	UTILITIES	38,203	44,792	46,343	46,968
	ROUTINE/PERIODIC MAINTENANCE	11,117		36,229	45,000
	TRANSFERS TO OTHER FUNDS	1,228,600	100,000	1,058,700	3,950,000
	TOTAL APPROPRIATIONS	2,664,874	1,567,289	2,618,214	5,579,604
	NET OF REVENUES/APPROPRIATIONS - 01-001 - ADMINIST	2,738,606	3,899,749	3,075,773	437,231
Dept 20-070 - ADMINISTRATION - SAFETY					
APPROPRIATIONS					
	CONTRACTUAL	7,634	5,988	577	8,750
	COMMODITIES/SUPPLIES	12,516	10,225	10,220	11,775
	UTILITIES	456	456	460	460
	TOTAL APPROPRIATIONS	20,606	16,669	11,257	20,985
	NET OF REVENUES/APPROPRIATIONS - 20-070 - ADMINIST	(20,606)	(16,669)	(11,257)	(20,985)
	ESTIMATED REVENUES - FUND 01	5,403,480	5,467,038	5,693,987	6,016,835
	APPROPRIATIONS - FUND 01	2,685,480	1,583,958	2,629,471	5,600,589
	NET OF REVENUES/APPROPRIATIONS - FUND 01	2,718,000	3,883,080	3,064,516	416,246

Marketing and Communications

PRINCIPAL RESPONSIBILITIES

GENERAL FUND: MARKETING AND COMMUNICATIONS – A program of the General Fund which promotes the Park District's mission and goals by positioning its staff, volunteers, programs, events and sponsors within the community. The department markets to more than 80,000 residents. Primary responsibilities include designing external and internal promotional pieces and advertisements, market research, media relations, placement of all Park District advertising, producing Program Guide located at <https://champaignparks.com/programs/program-guide/> (allocated between the Recreation and Museum funds as this is the program guide for those programs), promotions, visual images, strategic planning and other marketing-related projects.



EMPLOYEES FUNDED BY MARKETING – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Director of Marketing and Communications	0	1.0	1.0	1.0
Graphic Designer	1.0	1.0	.25	.25
Marketing Coordinator (Included in recreation in FYE2016)	0	1.0	1.0	1.0
Total FTE's	1.0	3.0	2.25	2.25

Figure 4 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family. Status – *increased parade and expo opportunities for staff to come together.*
- Develop a marketing plan to promote friendliness, safety and hospitality. Status – *Developed new partnerships. Collaborated with Urbana Park District on Parks and Rec Month Campaign.*

2018-19 GOALS

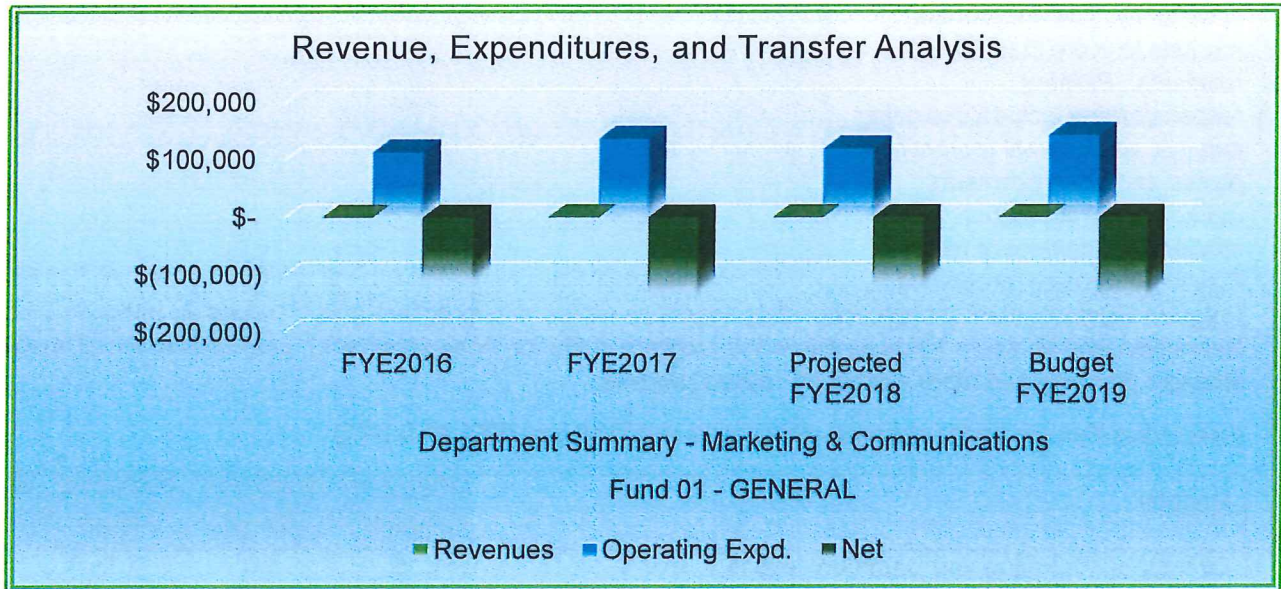
SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Evaluate recommendations of the U of I Recreation, Sports, & Tourism appraisal of programs.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Develop and promote health and wellness programs.
- Reach out to residents for input on new programs for all ages.

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
CPD Facebook Followers	5,258	6,943	8,035	8,000
Virginia Theatre Facebook Followers	5,877	7,297	9,458	8,500
Sholem Aquatic Facebook Followers	3,432	4,577	5,318	5,400
CPD Twitter Followers	4,828	5,450	5,806	6,000
CPD Instagram Followers	1,232	1,957	2,176	2,500



Champaign Park District
Budget Category Totals by Department

Fund 01 - GENERAL
Department Summary - Marketing &
Communications

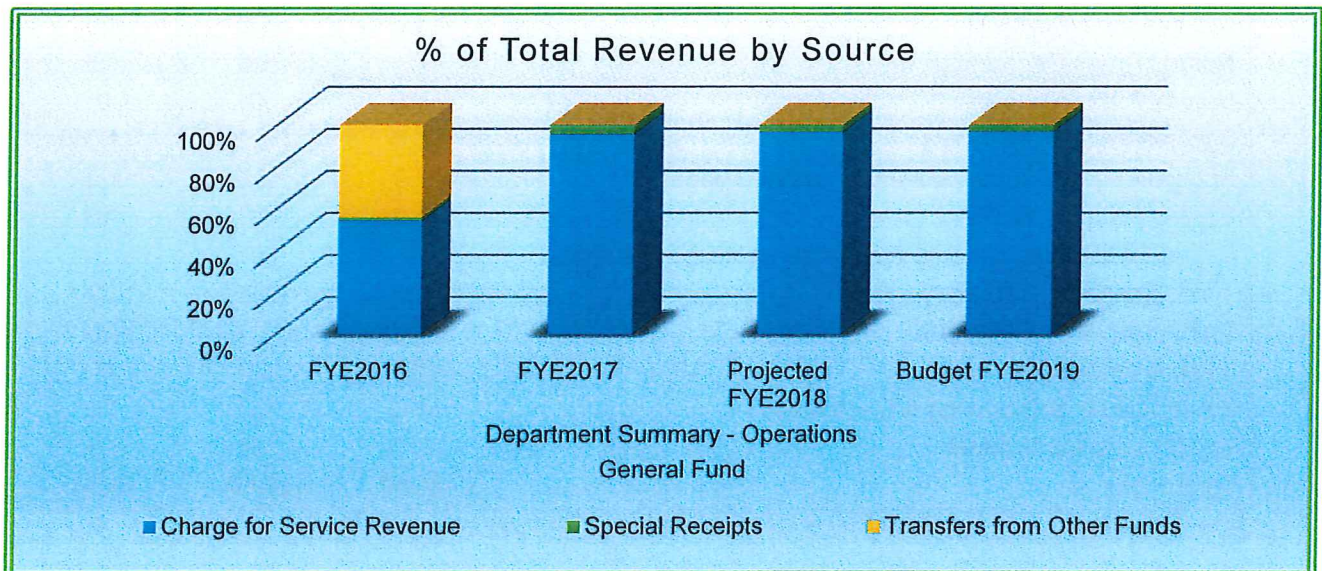
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$0	\$750	\$0	\$0
Special Receipts	0	0	0	0
Total Estimated Revenues	\$0	\$750	\$0	\$0
Appropriations				
Salaries and Wages	\$61,301	\$84,634	\$77,037	\$82,387
Fringe Benefits	0	18	842	840
Contractual	42,968	43,454	34,733	49,440
Commodities/Supplies	8,367	7,889	5,988	9,030
Total Appropriations	\$112,636	\$135,995	\$118,600	\$141,697
Net of Revenues Over (Under) Appropriations	(\$112,636)	(135,245)	(118,600)	(\$141,697)

Operations

PRINCIPAL RESPONSIBILITIES

GENERAL FUND: OPERATIONS – Oversees the enhancement, maintenance and daily operations of all Park District facilities, parks, grounds, equipment, park features and trails as well as facility rentals and park permits. The Department includes:

- **Horticulture/Natural Areas Division** – improves the aesthetic quality of the Park District through design, installation and maintenance of flowers, plantings, installation and maintenance of natural and prairie areas and signage. Responsibilities include flower islands, all beds within the parks, ornamental plantings, natural areas and prairies, and park signs
- **Grounds/Maintenance Division** – maintains all structures within the Park District including all buildings, swimming pools and splash pads, picnic pavilions, fountains, irrigation, lighting and park signage. Also responsible for all HVAC, electrical, plumbing, carpentry, fleet maintenance and assists with ADA upgrades. Manages the Park District's turf, trees and trash removal. Responsibilities include oversight of all contract mowers, the mowing and trimming of the Park District's "signature" parks, and all arbor duties, including removal, care and installation. This division also has responsibility for removal of all park litter/trash, as well as the Park District recycling program.
- **Special Projects** – maintains the Park District's playgrounds, hard courts, disc golf course, park amenities and sports fields. Responsibilities include oversight of playground installations, park benches and amenities, as well as the preparation, maintenance and repair of softball, baseball, football and soccer fields. This division also operates the fabrication/welding shop.



EMPLOYEES FUNDED BY ADMINISTRATION – POSITIONS AND NUMBERS (FT1 AND FT2)

Operations

<u>Positions</u>	<u>FYE2017 Actual</u>	<u>FYE2018 Actual</u>	<u>FYE2019 Budget</u>
Admin. Asst./Reservations Coordinator	1.0	1.0	1.0
Director of Operations	1.0	1.0	1.0
Fabricator	1.0	1.0	1.0
Grounds/Maintenance Supervisor	1.0	1.0	.80
Grounds Specialist	4.0	3.0	1.0
Grounds Specialist – Lead Arborist	0	1.0	3.0
Grounds Supervisor	0	0	1.0
Grounds Worker I	1.0	1.0	0
Grounds Worker II	1.0	1.0	1.0
Horticulture/Natural Areas Supervisor	1.0	1.0	1.0
Horticulture Specialist I (<i>see note</i>)	2.0	2.0	2.80
Horticulture Specialist II (retiring June 2018)	1.0	1.0	.20
Horticulture Worker I	1.0	1.0	1.0
Horticulture Worker II	0	0	1.0
Maintenance II HVAC	1.0	1.0	0
Maintenance Specialist	1.0	1.0	1.0
Maintenance Worker II	1.0	1.0	1.0
Natural Areas Coordinator	0	1.0	1.0
Natural Areas Specialist	1.0	0	0
Special Projects Specialist	1.0	1.0	1.0
Special Projects Supervisor (50% reported under	.50	.50	1.0
Special Projects Worker I	1.0	1.0	1.0
Sports Fields Foreman (reported under recreation/facilities)	0	0	1.0
Trade Specialist/Carpentry	1.0	1.0	.50
Trade Specialist/Electrician	1.0	1.0	1.0
Trade Specialist/Mechanic	1.0	1.0	0
Trade Specialist/Plumbing & Electrical	1.0	1.0	1.0
Trash/Recycling Worker I	1.0	1.0	1.0
Total FTE's	26.50	26.50	26.30

Figure 5 Position counts for prior years have not been adjusted for FYE2019 allocation changes

Note: Horticulture specialist II retiring June 2018 with expected vacation payout plus retirement award additional pay of approximately \$10,000. This position to be filled with a horticulture specialist I.

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Continue implementing of trails master plan Status – Made improvements on trails throughout the Park District. Began discussions on taking over Carle trail.
- Create new fun and safe park amenities. Status – Completed grading and ground work at Henry Michael Park. Began Dodd's Soccer Field lighting in project.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Determine the level of service for parks, facilities and amenities to meet all residents' needs. *Status – Began working with two outside groups to determine needs for our facilities including restrooms in the parks.*
- Provide parks, amenities and facilities that serve all ages. *Status – Began work on Springer roof project. Completed Hazel Park Basketball court replacement; soccer goal replacements; scoreboard replacement. Concrete and sidewalk improvements. Playground repair and replacement. Dodd's 3 plex lighting completed.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Create new fun and safe park amenities.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Identify new opportunities to work with community groups.
- Create new programs, parks, facilities, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.

PERFORMANCE INDICATORS

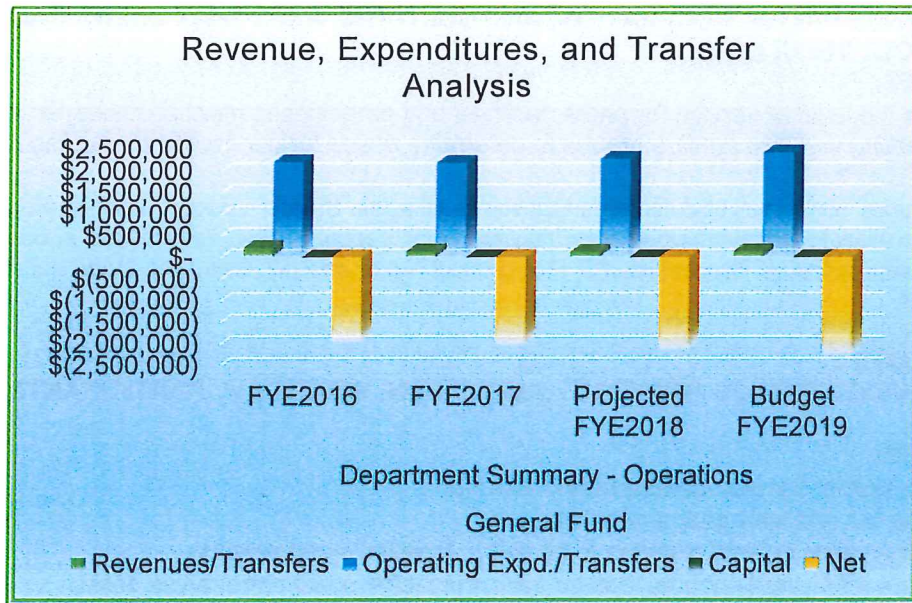
	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Capita	\$26.35	\$25.74	\$26.35	\$27.87
Operating Expenditures Per Acre	\$3,191	\$3,157	\$3,138	\$3,340
Total Acres	689	689	723*	723*
Miles of Trails & Paths	23.2	23.2	18.5	18.5
# of Capital Grants Awarded	0	0	0	0
# of Capital Grants Applied For	0	1	1	0
# of Trees Planted	114	70	108	>100
# of Flower Beds	332	339	300	>300
# of Flowers Planted	100,680	102,474	87,000	<94,410

Note: Value consists of property that is owned and managed by Champaign Park District

Total revenue budgeted for FYE2019 is based on the rate increase approved for 2018 as well as known commitments of the flower island program plus rental income.

FYE2019 budgeted expenditures are 6.4% more than prior year. The increase in salaries and wages, which increased 3.9% is related to the five month vacancy for Director of Operations, vacation payout for long time employee retiring in June 2018, in addition to the standard merit and rate increases approved for staff. FYE2018 routine and periodic maintenance increased 8.1%. Aside from the typical items for park amenities, general painting, and playground surfacing (fibar) there is \$40,000 for the improvement and replacement of the retaining wall at Trevett Finch Park.

Fringe benefits increased 34.1% as a result of five months of no car allowance as Director of Operations position was vacant. Also includes \$5,002 for tuition reimbursement for HVAC employee.



Champaign Park District
Budget Category Totals by Department

	General Fund Department Summary - Operations			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$118,796	\$125,032	\$116,122	\$128,002
Special Receipts	2,988	5,535	4,025	4,025
Transfers from Other Funds	95,594	0	0	0
Total Estimated Revenues	<u>\$217,378</u>	<u>\$130,567</u>	<u>\$120,147</u>	<u>\$132,027</u>
Appropriations				
Salaries and Wages	\$1,274,338	\$1,339,310	\$1,453,949	\$1,510,056
Fringe Benefits	7,017	11,766	9,772	13,109
Contractual	257,769	271,038	241,517	306,627
Commodities/Supplies	346,522	319,230	306,607	316,161
Utilities	85,581	83,136	93,295	110,020
Routine/Periodic Maintenance	227,122	150,674	163,604	158,965
Total Appropriations	<u>\$2,198,349</u>	<u>\$2,175,154</u>	<u>\$2,268,744</u>	<u>\$2,414,938</u>
 Net of Revenues Over (Under) Appropriations	 <u>(\$1,980,971)</u>	 <u>(2,044,587)</u>	 <u>(2,148,597)</u>	 <u>(\$2,282,911)</u>

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 01 GENERAL					
Dept 20-001 - OPERATIONS - ADMINISTRATION					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS		1,585		
	TOTAL ESTIMATED REVENUES		1,585		
APPROPRIATIONS					
	SALARIES AND WAGES	130,786	133,030	104,452	124,891
	FRINGE BENEFITS	6,286	6,251	4,213	6,000
	CONTRACTUAL	22,849	13,883	15,206	62,058
	COMMODITIES/SUPPLIES	1,956	14,657	10,201	14,275
	UTILITIES	6,897	7,118	10,240	10,800
	ROUTINE/PERIODIC MAINTENANCE	201,522	133,774	137,045	125,965
	TOTAL APPROPRIATIONS	370,296	308,713	281,357	343,989
	NET OF REVENUES/APPROPRIATIONS - 20-001 - OPERATIO	(370,296)	(307,128)	(281,357)	(343,989)
Dept 20-071 - OPERATIONS - LANDSCAPE MAINTENANCE					
APPROPRIATIONS					
	SALARIES AND WAGES	319,386	333,433	323,543	337,193
	FRINGE BENEFITS				420
	CONTRACTUAL	180,456	188,034	176,329	186,645
	COMMODITIES/SUPPLIES	93,021	70,831	64,893	72,425
	TOTAL APPROPRIATIONS	592,863	592,298	564,765	596,683
	NET OF REVENUES/APPROPRIATIONS - 20-071 - OPERATIO	(592,863)	(592,298)	(564,765)	(596,683)
Dept 20-072 - OPERATIONS - FACILITIES & EQUIPMENT					
ESTIMATED REVENUES					
	TRANSFERS FROM OTHER FUNDS	95,594			
	TOTAL ESTIMATED REVENUES	95,594			
APPROPRIATIONS					
	SALARIES AND WAGES	287,318	326,821	366,632	376,174
	FRINGE BENEFITS	98	4,885	4,919	5,429
	CONTRACTUAL	15,863	24,812	19,461	21,404
	COMMODITIES/SUPPLIES	45,034	45,654	45,394	47,221
	UTILITIES	2,074	1,261	2,880	2,966
	TOTAL APPROPRIATIONS	350,387	403,433	439,286	453,194
	NET OF REVENUES/APPROPRIATIONS - 20-072 - OPERATIO	(254,793)	(403,433)	(439,286)	(453,194)
Dept 20-073 - OPERATIONS - PARK MAINTENANCE					
APPROPRIATIONS					
	SALARIES AND WAGES	37,059	27,167	47,666	48,782
	CONTRACTUAL	27,734	34,464	22,189	26,500
	COMMODITIES/SUPPLIES	27,322	23,194	15,759	18,290
	UTILITIES	71,461	69,390	73,475	89,224
	TOTAL APPROPRIATIONS	163,576	154,215	159,089	182,796
	NET OF REVENUES/APPROPRIATIONS - 20-073 - OPERATIO	(163,576)	(154,215)	(159,089)	(182,796)
Dept 20-074 - OPERATIONS - FLOWER ISLANDS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	118,796	125,032	116,122	128,002
	TOTAL ESTIMATED REVENUES	118,796	125,032	116,122	128,002
APPROPRIATIONS					
	SALARIES AND WAGES	126,150	110,768	118,695	111,722
	FRINGE BENEFITS	209	126	128	252
	CONTRACTUAL	1,637	2,397	979	1,500
	COMMODITIES/SUPPLIES	62,689	60,134	64,303	54,506
	UTILITIES	5,149	5,367	6,700	7,030
	TOTAL APPROPRIATIONS	195,834	178,792	190,805	175,010
	NET OF REVENUES/APPROPRIATIONS - 20-074 - OPERATIO	(77,038)	(53,760)	(74,683)	(47,008)

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 01 GENERAL					
Dept 20-075 - OPERATIONS - PARK FLOWERS					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	2,988	3,950	4,025	4,025
	TOTAL ESTIMATED REVENUES	2,988	3,950	4,025	4,025
APPROPRIATIONS					
	SALARIES AND WAGES	187,088	200,198	233,372	246,088
	FRINGE BENEFITS	210	168	169	336
	CONTRACTUAL	2,781	3,547	3,559	3,615
	COMMODITIES/SUPPLIES	69,675	73,541	71,572	71,464
	TOTAL APPROPRIATIONS	259,754	277,454	308,672	321,503
	NET OF REVENUES/APPROPRIATIONS - 20-075 - OPERATIO	(256,766)	(273,504)	(304,647)	(317,478)
Dept 20-079 - OPERATIONS - SPECIAL PROJECTS					
APPROPRIATIONS					
	SALARIES AND WAGES	127,031	126,339	159,382	168,006
	FRINGE BENEFITS	211	210	211	420
	CONTRACTUAL	5,658	3,265	2,534	3,180
	COMMODITIES/SUPPLIES	36,029	19,116	22,013	26,130
	ROUTINE/PERIODIC MAINTENANCE	25,600	16,900	26,559	33,000
	TOTAL APPROPRIATIONS	194,529	165,830	210,699	230,736
	NET OF REVENUES/APPROPRIATIONS - 20-079 - OPERATIO	(194,529)	(165,830)	(210,699)	(230,736)
Dept 20-080 - OPERATIONS - NATURAL AREAS					
APPROPRIATIONS					
	SALARIES AND WAGES	59,520	81,554	100,207	97,200
	FRINGE BENEFITS	3	126	132	252
	CONTRACTUAL	791	636	1,260	1,725
	COMMODITIES/SUPPLIES	10,796	12,103	12,472	11,850
	TOTAL APPROPRIATIONS	71,110	94,419	114,071	111,027
	NET OF REVENUES/APPROPRIATIONS - 20-080 - OPERATIO	(71,110)	(94,419)	(114,071)	(111,027)
	ESTIMATED REVENUES - FUND 01	217,378	130,567	120,147	132,027
	APPROPRIATIONS - FUND 01	2,198,349	2,175,154	2,268,744	2,414,938
	NET OF REVENUES/APPROPRIATIONS - FUND 01	(1,980,971)	(2,044,587)	(2,148,597)	(2,282,911)

Planning

GENERAL FUND: PLANNING—This department was recreated towards the end of FYE2017, and split out from the Operations Department. It is responsible for the planning, design and development of new and existing projects throughout the Park District. In addition this department seeks out and applies for grants specific to their projects, specifically OSLAD, PARC, SEDAC, and DCEO grants as they become available.

EMPLOYEES FUNDED BY PLANNING – POSITIONS AND NUMBERS (FT1 AND FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Director of Planning	0	0	1.0	1.0
Lead Park Planner	1.0	1.0	0	0
Park Planner I	1.0	1.0	1.0	1.0
Park Planner II	1.0	1.0	1.0	1.0
Total FTE's	3.0	3.0	3.0	3.0

Figure 6 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new family-friendly park amenities. *Status – Completed Trevett Finch Retaining Wall design and construction. Completed design and installation of Beardsley Park playground and gathering space.*
- Design and install Zahnd Park accessible path. *Status – Designed Zahnd Park accessible path.*
- Design and install new playground equipment at West Side Park. *Status – Designed new playground equipment at West Side Park.*
- Complete Hessel Park Splash Pad and Restroom Renovation. *Status – Completed Hessel Park splash pad and restroom renovation.*
- Design enhanced physical entrance/lobby and park front entrances to reflect friendly, welcoming, and safe themes.
- Complete and implement a trails master plan. *Status – Completed and implemented a trails master plan, with five year action plan.*
- Continue process to connect the Greenbelt Bikeway Trail between Heritage Park and Kaufman Park. *Status – Completed initial design phase of Greenbelt Bikeway Trail Connection between Heritage Park and Kaufman Park.*
- Work on other Trails Master Plan objectives as described in the Trails Action Plan.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Identify sources to provide capital development funds for new parks, facilities and amenities
- Grading and initial landscaping of Henry Michael Park. *Status – Completed grading and initial landscaping of Henry Michael Park.*
- Grading and initial landscaping of Commissioners Park. *Status – Completed approved master plan of Commissioners Park.*

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Update the Park District's Comprehensive Plan. *Status – Updating the Park District's Comprehensive Plan.*
- The Park District last completed a Comprehensive Plan in 2008. The 10-year plan expires in 2018; in order to maintain our Distinguished Accreditation and to apply for grant funding a new Comprehensive Plan is required.
- Work with Human Kinetics owners to secure the 10 acre park and develop a plan for a new community center. *Status – Secured the 10 acre park; developing a plan for a new community recreation center.*
- Complete Phase 1 of the Heritage Park Master Plan. *Status – Completed Phase 1 design of the Heritage Park Master Plan.*
- Work with the Unit 4 School District on improvements to Spalding Park. *Status – Completed design and bidding with the Unit 4 School District on improvements to Spalding Park.*
- Work with the Farnsworth Group to develop a plan that is within the agreed upon budget for the Operations facility. *Status – Completed work with the Farnsworth Group to develop a plan that is within the agreed upon budget for the Operations facility.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create fun and safe park amenities
- Provide equal access for all patrons to all parks, facilities and programs
- Enhance the safety and security in each park and facility so all patrons feel safe

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

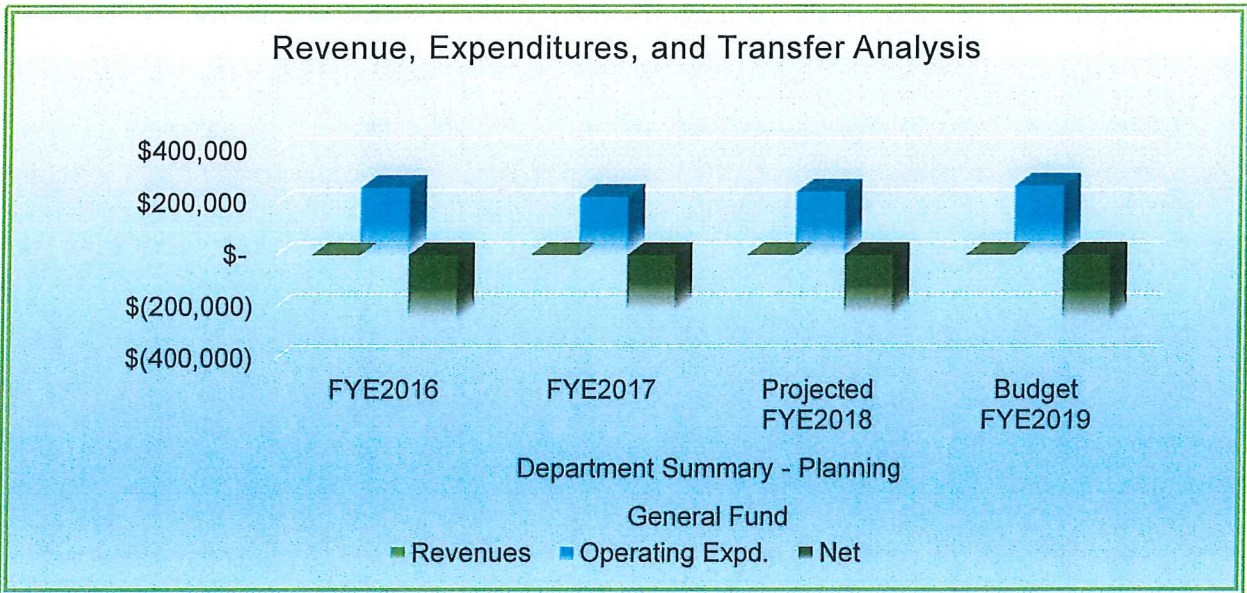
OBJECTIVES:

- Identify sources to provide capital development funds for new parks, facilities and amenities
- Better incorporate programming in parks and trails to encourage use of outdoor space

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide parks, amenities and facilities that serve all ages
- Work with the Farnsworth Group to develop a plan that is within the agreed upon budget for the Operations facility.



Total FYE2019 expenditures are 9.3% higher than prior year mostly due to contractual. The increase in contractual services is to fulfill the contracts entered into during FYE2018 for ongoing capital improvement projects plus an additional amount for unplanned projects that may arise throughout the year, in the amount of \$16,000.

Champaign Park District
Budget Category Totals by Department

	General Fund Department Summary - Planning			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Total Estimated Revenues	\$0	\$0	\$0	\$0
Appropriations				
Salaries and Wages	\$129,701	\$120,255	\$146,512	\$152,248
Fringe Benefits	422	438	1,260	1,260
Contractual	123,753	100,567	93,476	110,200
Commodities/Supplies	4,199	1,602	511	600
Total Appropriations	\$258,075	\$222,862	\$241,759	\$264,308
 Net of Revenues Over (Under) Appropriations	 (\$258,075)	 (222,862)	 (241,759)	 (\$264,308)

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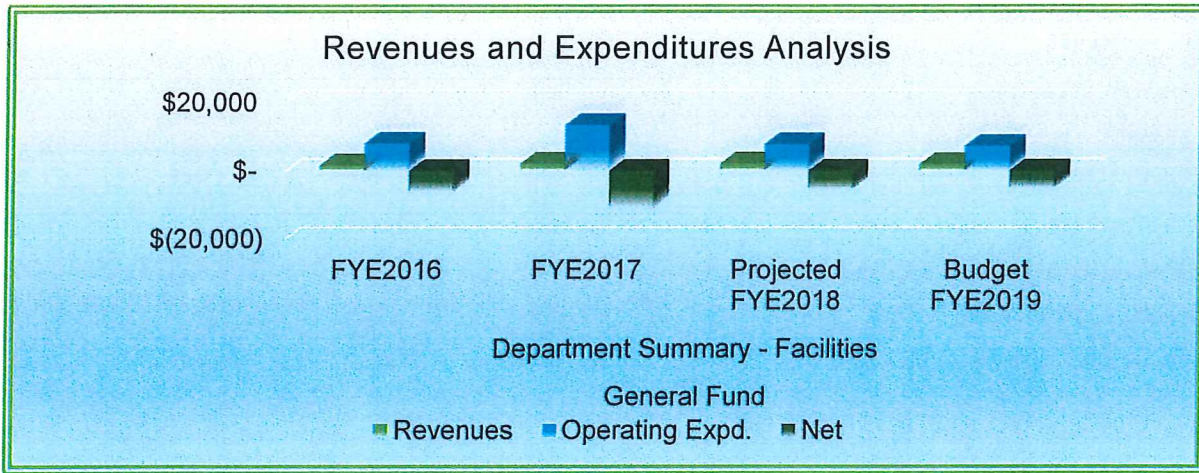
Facilities

PRINCIPAL RESPONSIBILITIES

GENERAL FUND: FACILITIES – The General Fund facilities department accounts for all the expenditures required to maintain the building for programming, such as staffing, maintenance supplies, contracts, etc. There are two facility budgets included in the General Fund: Skate Park and Douglass Park Library. The Douglass Park Library receives 100% of revenue through special receipts, specifically rental income.

EMPLOYEES FUNDED BY FACILITIES DEPARTMENT – POSITIONS AND NUMBERS (FT1 AND FT2)

Staffing for Facilities is included in the Program Department summaries.



Champaign Park District
Budget Category Totals by Department

	General Fund			
	Department Summary - Facilities			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Special Receipts	\$1,550	\$1,995	\$2,013	\$1,800
Total Estimated Revenues	\$1,550	\$1,995	\$2,013	\$1,800
Appropriations				
Contractual	\$6,275	\$8,782	\$5,481	\$5,600
Commodities/Supplies	411	3,089	574	550
Utilities	1,211	1,431	1,620	960
Total Appropriations	\$7,897	\$13,302	\$7,675	\$7,110
Net of Revenues Over (Under) Appropriations	(\$6,347)	(11,307)	(5,662)	(\$5,310)

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 01 GENERAL					
Dept 30-077 - FACILITIES - SKATE PARK					
APPROPRIATIONS					
	CONTRACTUAL	1,089			
	COMMODITIES/SUPPLIES	221	1,006	29	
	TOTAL APPROPRIATIONS	1,310	1,006	29	
NET OF REVENUES/APPROPRIATIONS - 30-077 - FACILITI		(1,310)	(1,006)	(29)	
Dept 30-098 - FACILITIES - DOUGLASS BRANCH LIBRARY					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	1,550	1,995	2,013	1,800
	TOTAL ESTIMATED REVENUES	1,550	1,995	2,013	1,800
APPROPRIATIONS					
	CONTRACTUAL	5,186	8,782	5,481	5,600
	COMMODITIES/SUPPLIES	190	2,083	545	550
	UTILITIES	1,211	1,431	1,620	960
	TOTAL APPROPRIATIONS	6,587	12,296	7,646	7,110
NET OF REVENUES/APPROPRIATIONS - 30-098 - FACILITI		(5,037)	(10,301)	(5,633)	(5,310)
ESTIMATED REVENUES - FUND 01		1,550	1,995	2,013	1,800
APPROPRIATIONS - FUND 01		7,897	13,302	7,675	7,110
NET OF REVENUES/APPROPRIATIONS - FUND 01		(6,347)	(11,307)	(5,662)	(5,310)

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 01 GENERAL					
Dept 60-096 - OTHER PROGRAMS - EDDIE ALBERT GARDENS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	4,643	4,600	4,600	4,700
	TOTAL ESTIMATED REVENUES	<u>4,643</u>	<u>4,600</u>	<u>4,600</u>	<u>4,700</u>
APPROPRIATIONS					
	CONTRACTUAL	733	105	386	500
	COMMODITIES/SUPPLIES	87	113	525	200
	UTILITIES	3,011	2,040	2,541	3,050
	TOTAL APPROPRIATIONS	<u>3,831</u>	<u>2,258</u>	<u>3,452</u>	<u>3,750</u>
	NET OF REVENUES/APPROPRIATIONS - 60-096 - OTHER PR	<u>812</u>	<u>2,342</u>	<u>1,148</u>	<u>950</u>
	ESTIMATED REVENUES - FUND 01	4,643	4,600	4,600	4,700
	APPROPRIATIONS - FUND 01	3,831	2,258	3,452	3,750
	NET OF REVENUES/APPROPRIATIONS - FUND 01	812	2,342	1,148	950

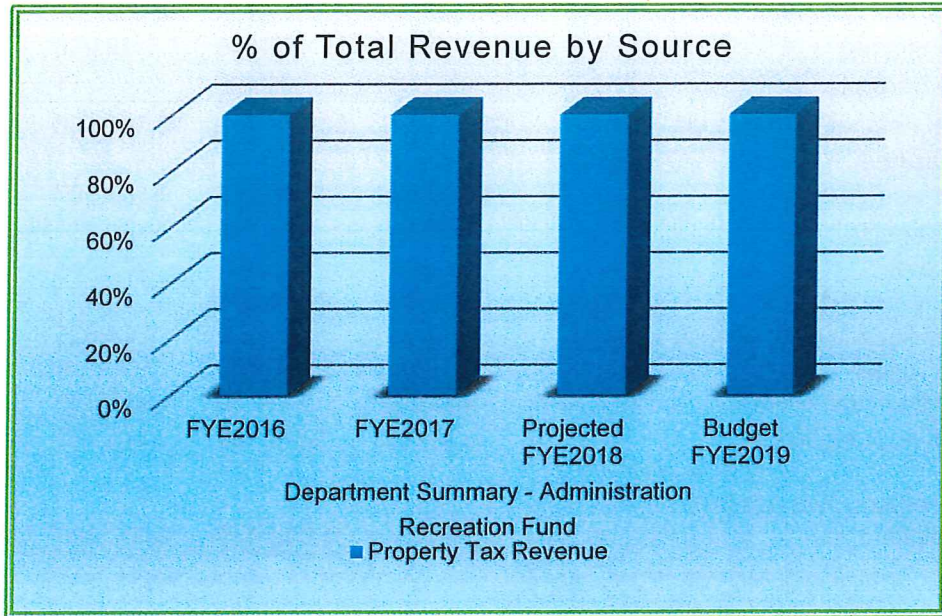
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Recreation Fund

Administration

PRINCIPAL RESPONSIBILITIES

RECREATION FUND – The Recreation Fund is established to provide for the planning, establishing and maintaining of recreational services for the residents of the Park District. Real estate taxes are levied in this fund to pay the administrative costs of the recreation programs provided to the public. The Park District attempts to set program and admission fees at levels that will cover the direct costs of the programs being offered.



EMPLOYEES FUNDED BY RECREATION ADMINISTRATION— POSITIONS AND NUMBERS (FT1 AND FT2)

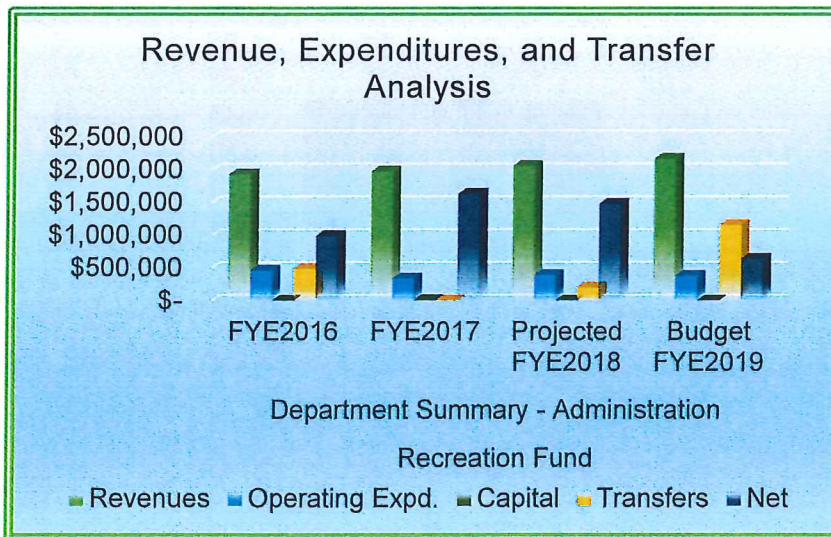
Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Director of Recreation (Allocated)	1.0	1.0	.50	.50
Administrative Coordinator	1.0	0	.00	.00
Graphic Designer (Allocated)			.45	.45
Accounting Clerk (Allocated)			.30	.40
Cultural Arts Manager (Allocated)			.70	.70
Total FTE's	2.0	1.0	1.95	2.05

Figure 7 Position counts for prior years have not been adjusted for FYE2019 allocation changes

Champaign Park District
Budget Category Totals by Department

		Recreation Fund			
		Department Summary - Administration			
		FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues					
Property Tax Revenue		\$1,920,097	\$1,964,732	\$2,046,458	\$2,155,845
Interest Income		7,103	13,043	39,200	40,000
Special Receipts		(1)	35,448	1	0
Total Estimated Revenues		<u>\$1,920,097</u>	<u>\$1,964,732</u>	<u>\$2,046,458</u>	<u>\$2,155,845</u>
Appropriations					
Salaries and Wages		\$215,580	\$100,257	\$103,707	\$108,777
Fringe Benefits		141,386	134,734	145,281	144,131
Contractual		92,808	85,799	101,497	114,884
Commodities/Supplies		5,883	11,616	17,627	4,500
Routine/Periodic Maintenance		0	0	17,026	0
Capital Outlay		0	9,700	0	0
Transfers to Other Funds		481,222	0	190,600	1,150,000
Total Appropriations		<u>\$936,879</u>	<u>\$342,106</u>	<u>\$575,738</u>	<u>\$1,522,292</u>
Net of Revenues Over (Under) Appropriations		<u>\$983,218</u>	<u>1,622,626</u>	<u>1,470,720</u>	<u>\$633,553</u>

Total revenue for this department increased 5.3% over the prior year due to the equivalent increase in property tax revenues.

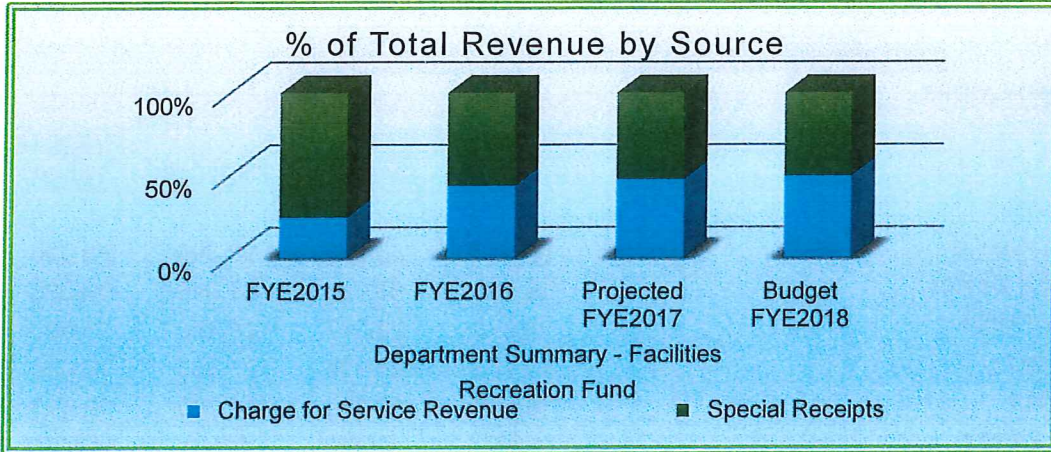


FYE2019 budgeted expenditures increased 1.1% over prior year projected, excluding the transfer and routine/periodic maintenance lines. The transfers to the Martens Center Fund is to assist in funding the capital project for new facility and to set aside \$150,000 for startup costs in the future; periodic maintenance of \$18,000 is for the ventilation improvements/replacement at Zahnd concessions building, which did not recur in FYE2019

Facilities

PRINCIPAL RESPONSIBILITIES

RECREATION FUND: FACILITIES – The Recreation Fund facilities department accounts for all the expenditures required to maintain the building for programming, such as staffing, maintenance supplies, contracts, etc.



EMPLOYEES FUNDED BY FACILITIES – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Facility/Program Coordinator	5.0	5.0	5.0	
Administrative Coordinator (FY16)	1.0			
Graphic Designer	0	0	0	.45
Special Events & Volunteer Coordinator	0	0	.05	.05
Leonhard Recreation Facility Manager				1
Leonhard Recreation Program Coordinator				.17
Building Service Worker	1.0	1.0	1.0	1.0
Leonhard Recreation Center Receptionist	.80	1.80	1.80	1.60
Sports Field Foreman	0	1.0	1.0	1.0
Special Projects Supervisor	.5	.50	.50	.50
Total FTE's	8.3	9.30	9.30	5.77

Figure 8 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS NEED TO ADD ACTUAL ACCOMPLISHMENTS

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide parks, amenities and facilities that serve all ages.
- Maintain facility standards.

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Enhance the safety and security in each park and facility so all patrons feel safe.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.

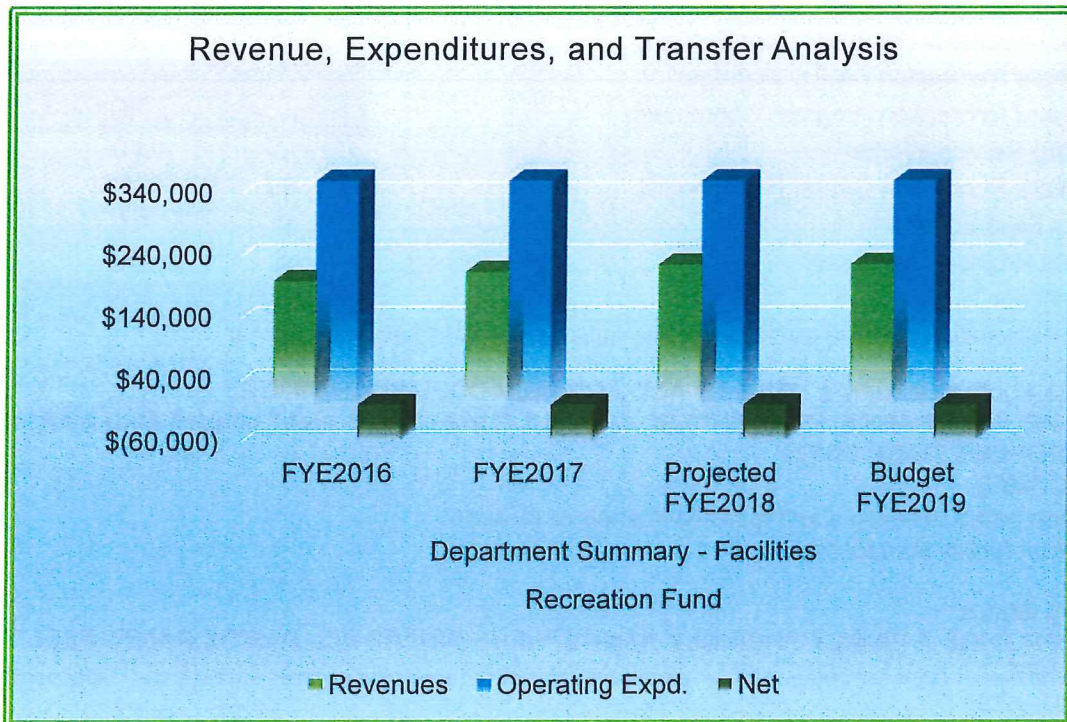
SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide parks, amenities and facilities that serve all ages.
- Reach out to residents for input on new programs for all ages.

PERFORMANCE INDICATORS

<u>Measure</u>	FYE2016	FYE2017	FYE2018	FYE2019 Target
Facility Attendance				
Leonhard Rec Center	96,645	85,833	93,795	90,000
Sholem Aquatic Center	69,121	88,858	71,846	90,000
Dodds Tennis Center	23,675	23,347	25,422	25,000
Douglass Center	27,475	28,805	21,533	30,000
Douglass Annex	10,038	12,320	12,205	12,500
Spalding Rec Center	1,884	4,596	5,270	4,600
Hays Rec Center	5,719	11,949	13,108	12,000
Memberships				
Leonhard Rec Center	1,620	1,971	2,103	>2,000



Champaign Park District
Budget Category Totals by Department

Recreation Fund
Department Summary - Facilities

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Charge for Service Revenue	\$87,524	\$100,637	\$99,780	\$101,310
Special Receipts	112,031	113,316	125,383	124,756
Total Estimated Revenues	\$199,555	\$213,953	\$225,163	\$226,066
<i>Appropriations</i>				
Salaries and Wages	\$411,987	\$425,624	\$440,702	\$478,867
Fringe Benefits	1,020	1,050	667	420
Contractual	89,223	78,889	62,555	77,567
Commodities/Supplies	76,910	90,538	90,055	92,245
Utilities	182,881	198,880	219,167	212,355
Routine/Periodic Maintenance	9,122	4,710	12,843	15,000
Total Appropriations	\$771,143	\$799,691	\$825,989	\$876,454
Net of Revenues Over (Under) Appropriations	<u>(\$571,588)</u>	<u>(585,738)</u>	<u>(600,826)</u>	<u>(\$650,388)</u>

FYE2019 budgeted expenditures increased 6.1% from projected FYE2018 due to multiple factors.

- 8.7% increase in salaries and wages is a combination of full-time staff receiving a 3.0% increase; while part-time staff received an estimated 3.0% increase as a result of the change in part-time and seasonal hourly rates approved December 2017. The additional increase is due to adding wages to ballfields was substantially understaffed in prior year and increased part time rental staff.

24% increase in contractual includes \$4,000 for unexpected building and equipment repairs, \$5,700 in equipment and instructors for drum corp partnership and planned 3% increase for stormwater utility fee.

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 30-020 - FACILITIES - DOUGLASS ANNEX					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	3,620	2,360	2,703	2,930
	TOTAL ESTIMATED REVENUES	<u>3,620</u>	<u>2,360</u>	<u>2,703</u>	<u>2,930</u>
APPROPRIATIONS					
	SALARIES AND WAGES	1,051	396	237	600
	CONTRACTUAL	7,710	8,033	8,219	9,028
	COMMODITIES/SUPPLIES	640	1,263	3,062	2,125
	UTILITIES	9,718	8,339	7,865	7,939
	TOTAL APPROPRIATIONS	<u>19,119</u>	<u>18,031</u>	<u>19,383</u>	<u>19,692</u>
	NET OF REVENUES/APPROPRIATIONS - 30-020 - FACILITI	<u>(15,499)</u>	<u>(15,671)</u>	<u>(16,680)</u>	<u>(16,762)</u>
Dept 30-021 - FACILITIES - HAYS CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE			(18)	
	SPECIAL RECEIPTS	4,048	20,250	19,860	21,000
	TOTAL ESTIMATED REVENUES	<u>4,048</u>	<u>20,250</u>	<u>19,842</u>	<u>21,000</u>
APPROPRIATIONS					
	SALARIES AND WAGES	6,628	6,541	9,849	9,375
	CONTRACTUAL	4,695	2,676	2,980	3,987
	COMMODITIES/SUPPLIES	3,140	2,048	2,080	2,240
	UTILITIES	13,826	14,303	14,111	13,900
	ROUTINE/PERIODIC MAINTENANCE			5,155	
	TOTAL APPROPRIATIONS	<u>28,289</u>	<u>25,568</u>	<u>34,175</u>	<u>29,502</u>
	NET OF REVENUES/APPROPRIATIONS - 30-021 - FACILITI	<u>(24,241)</u>	<u>(5,318)</u>	<u>(14,333)</u>	<u>(8,502)</u>
Dept 30-030 - FACILITIES - SPRINGER CULTURAL CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE		11		
	TOTAL ESTIMATED REVENUES		<u>11</u>		
	NET OF REVENUES/APPROPRIATIONS - 30-030 - FACILITI		<u>11</u>		
Dept 30-076 - FACILITIES - BALL FIELDS					
APPROPRIATIONS					
	SALARIES AND WAGES	93,071	69,929	79,544	100,150
	FRINGE BENEFITS	211	210	213	420
	CONTRACTUAL	19,853	13,462	9,659	14,135
	COMMODITIES/SUPPLIES	46,800	53,730	55,119	54,860
	UTILITIES	93,554	103,832	125,117	113,600
	ROUTINE/PERIODIC MAINTENANCE	9,122	4,710	7,688	15,000
	TOTAL APPROPRIATIONS	<u>262,611</u>	<u>245,873</u>	<u>277,340</u>	<u>298,165</u>
	NET OF REVENUES/APPROPRIATIONS - 30-076 - FACILITI	<u>(262,611)</u>	<u>(245,873)</u>	<u>(277,340)</u>	<u>(298,165)</u>
Dept 30-092 - FACILITIES - DOUGLASS COMMUNITY CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	1,718	2,180	2,430	2,410
	SPECIAL RECEIPTS	1,528	1,355	2,145	2,820
	TOTAL ESTIMATED REVENUES	<u>3,246</u>	<u>3,535</u>	<u>4,575</u>	<u>5,230</u>
APPROPRIATIONS					
	SALARIES AND WAGES	101,717	108,962	102,005	112,400
	FRINGE BENEFITS	809	840	454	
	CONTRACTUAL	34,954	32,547	21,652	29,688
	COMMODITIES/SUPPLIES	6,492	9,769	4,378	6,000
	UTILITIES	24,948	26,232	26,008	26,690
	TOTAL APPROPRIATIONS	<u>168,920</u>	<u>178,350</u>	<u>154,497</u>	<u>174,778</u>
	NET OF REVENUES/APPROPRIATIONS - 30-092 - FACILITI	<u>(165,674)</u>	<u>(174,815)</u>	<u>(149,922)</u>	<u>(169,548)</u>
Dept 30-093 - FACILITIES - BICENTENNIAL CENTER					

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 30-093 - FACILITIES - BICENTENNIAL CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE		(6)		
	SPECIAL RECEIPTS	15,500	16,250	20,040	19,096
	TOTAL ESTIMATED REVENUES	15,500	16,244	20,040	19,096
APPROPRIATIONS					
	CONTRACTUAL	231	285	(285)	
	COMMODITIES/SUPPLIES	46	56		
	UTILITIES	(1,377)	2,306	(128)	
	TOTAL APPROPRIATIONS	(1,100)	2,647	(413)	
	NET OF REVENUES/APPROPRIATIONS - 30-093 - FACILITI	16,600	13,597	20,453	19,096
Dept 30-094 - FACILITIES - KAUFMAN LAKE					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	948	1,560	1,300	1,400
	TOTAL ESTIMATED REVENUES	948	1,560	1,300	1,400
APPROPRIATIONS					
	SALARIES AND WAGES	1,259	915	1,945	2,055
	CONTRACTUAL	885	715	388	395
	COMMODITIES/SUPPLIES	1,942	65	30	50
	UTILITIES	3,422	4,476	3,895	4,148
	TOTAL APPROPRIATIONS	7,508	6,171	6,258	6,648
	NET OF REVENUES/APPROPRIATIONS - 30-094 - FACILITI	(6,560)	(4,611)	(4,958)	(5,248)
Dept 30-097 - FACILITIES - BMC/PAVILION RENTAL					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	12,785	12,290	12,000	12,200
	TOTAL ESTIMATED REVENUES	12,785	12,290	12,000	12,200
	NET OF REVENUES/APPROPRIATIONS - 30-097 - FACILITI	12,785	12,290	12,000	12,200
Dept 30-155 - FACILITIES - DOG PARK					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	11,487	11,578	12,178	12,200
	TOTAL ESTIMATED REVENUES	11,487	11,578	12,178	12,200
APPROPRIATIONS					
	SALARIES AND WAGES	39	2,012	2,173	2,123
	CONTRACTUAL	909		34	150
	COMMODITIES/SUPPLIES	807	4,547	404	1,880
	UTILITIES	1,410	2,987	692	830
	TOTAL APPROPRIATIONS	3,165	9,546	3,303	4,983
	NET OF REVENUES/APPROPRIATIONS - 30-155 - FACILITI	8,322	2,032	8,875	7,217
Dept 30-160 - FACILITIES - LEONARD RECREATION CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	74,319	86,874	85,190	86,700
	SPECIAL RECEIPTS	73,602	59,251	67,335	65,310
	TOTAL ESTIMATED REVENUES	147,921	146,125	152,525	152,010
APPROPRIATIONS					
	SALARIES AND WAGES	208,222	236,869	244,949	252,164
	CONTRACTUAL	19,986	21,171	19,908	20,184
	COMMODITIES/SUPPLIES	17,043	19,060	24,982	25,090
	UTILITIES	37,380	36,405	41,607	45,248
	TOTAL APPROPRIATIONS	282,631	313,505	331,446	342,686
	NET OF REVENUES/APPROPRIATIONS - 30-160 - FACILITI	(134,710)	(167,380)	(178,921)	(190,676)
	ESTIMATED REVENUES - FUND 02	199,555	213,953	225,163	226,066
	APPROPRIATIONS - FUND 02	771,143	799,691	825,989	876,454

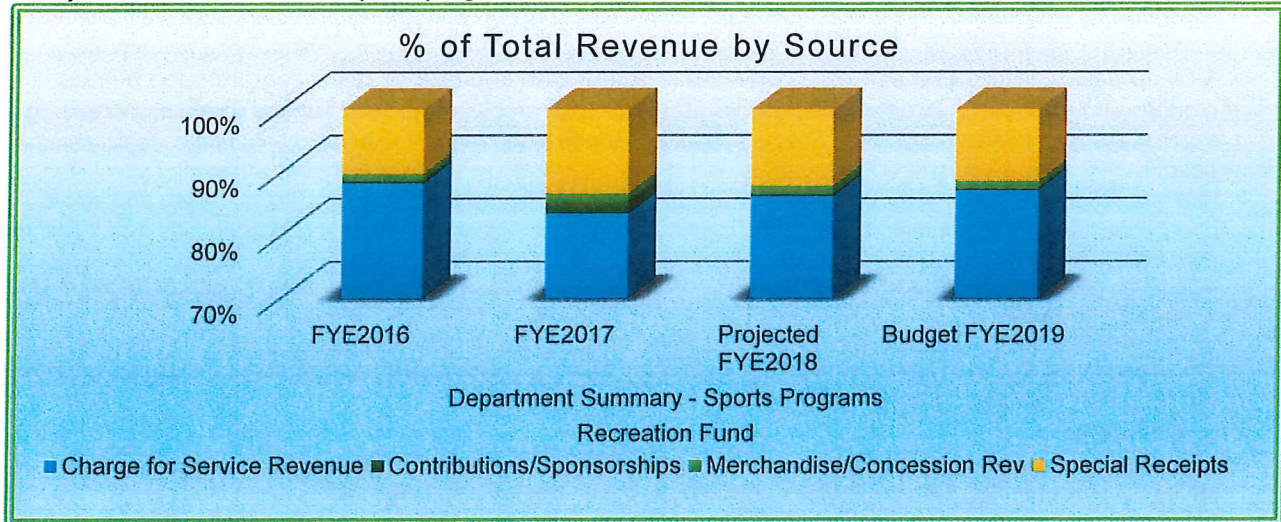
CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
<hr/>					
Fund: 02 RECREATION					
NET OF REVENUES/APPROPRIATIONS - FUND 02		(571,588)	(585,738)	(600,826)	(650,388)

Sports Programs

Principal Responsibilities

Recreation Fund: Sports Programs – This department covers the various adult and youth sport programs offered by the Park District, including youth and adult baseball, softball, sports camps, soccer, basketball, volleyball, tennis and senior sports programs.



EMPLOYEES FUNDED BY SPORTS PROGRAMS – POSITIONS AND NUMBERS (FT1 AND FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Adult Sports Coordinator			0.80	.75
Youth Sports Coordinator			1.00	1.0
Douglass Park Program Coordinator			0.25	.25
Program Manager	2	2	0	
Program Coordinator	4	4	4.00	
Head Tennis Professional	1	1	1	1.0
Aquatics/Tennis Coordinator	1	1	0.75	.75
Leonhard Recreation Program Coordinator			0.15	.13
Aquatics Coordinator			0.10	.10
Total FTE's	8	8	8.05	3.98

Figure 9 Position counts for prior years have not been adjusted for FYE2019 allocation changes

Total revenue for this department increased 0.6% over the prior year.

FYE2019 budgeted expenditures increased 4.4% from projected FYE2018 due to multiple factors.

- 4.3% decrease in salaries and wages - a combination of 3.0% increase for full-time staff plus average 2% increase in part-time hourly rates along with goal of shifting sports officials to contractual beginning May 2018.
- 59.6% increase in contractual – over half of this increase is for contracted sports officials previously in payroll. Additional increase is for drum corp program and standard increases.

2017-18 ACCOMPLISHMENTS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. *Status – Set expectations for staff to follow that allowed much more user success. Made it easier for participants to ask questions and receive answers on site.*
- Continue to incorporate feedback from participants to enhance experience and work with Instructors to implement new strategies. *Status – Sent out surveys for each of our programs, with sections for comments.*
- Monitor new activities that can be provided to residents and improve existing program opportunities.
- Continue to maintain a strong social media presence to promote program offerings to aid in increasing enrollment for several programs. *Status – Sent several marketing request to boost our numbers via post/sponsored post.*
- Monitor most effective mediums to communicate offerings to the community. *Status – Over and above program guide, sent out emails, made phone calls to previous participants to rejoin our program, bus ads, social media ads, facility T.V. ads.*
- Track new programming and equipment trends. *Status – Finished up replacing soccer goals to meet new trends in soccer field sizes.*

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Evaluate recommendations of the U of I Recreation, Sport, & Tourism appraisal of programs. *Status – Kept an open line of communication from them to see what was working and what wasn't.*
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming. *Status – Offer intergenerational softball, soccer, and volleyball programs in various seasons.*

2018-19 GOALS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Improve internal customer service through staff training.
- Create first-time opportunities for employment at the District.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

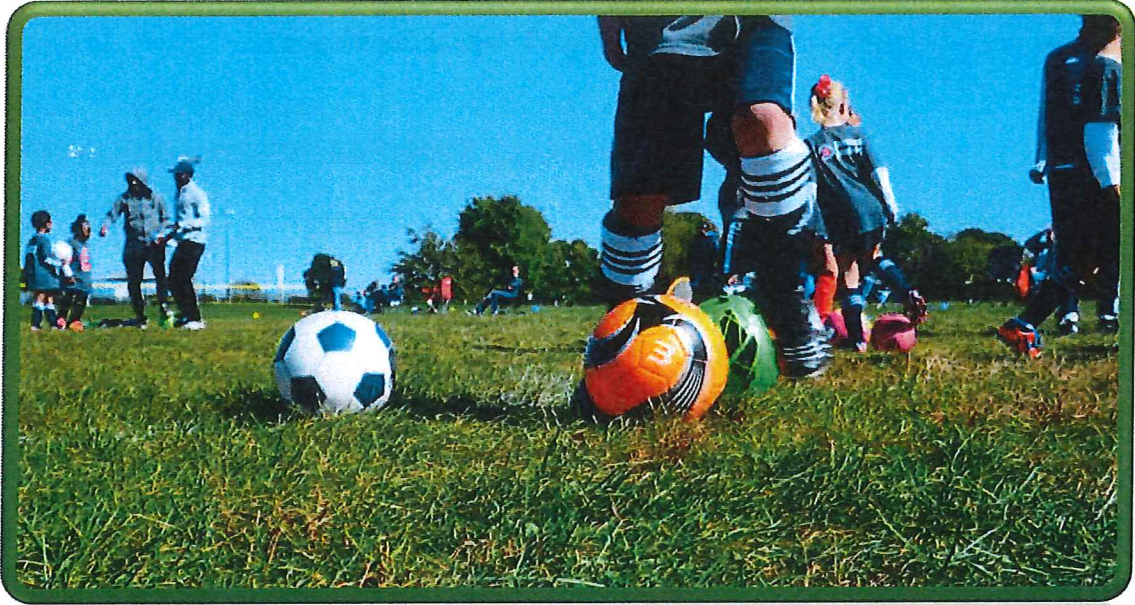
OBJECTIVES:

- Research new opportunities and aging trends for programs and facilities for various age groups.
- Reach out to residents for input on new programs for all ages.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL

OBJECTIVES:

- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Reward the loyalty of participants.



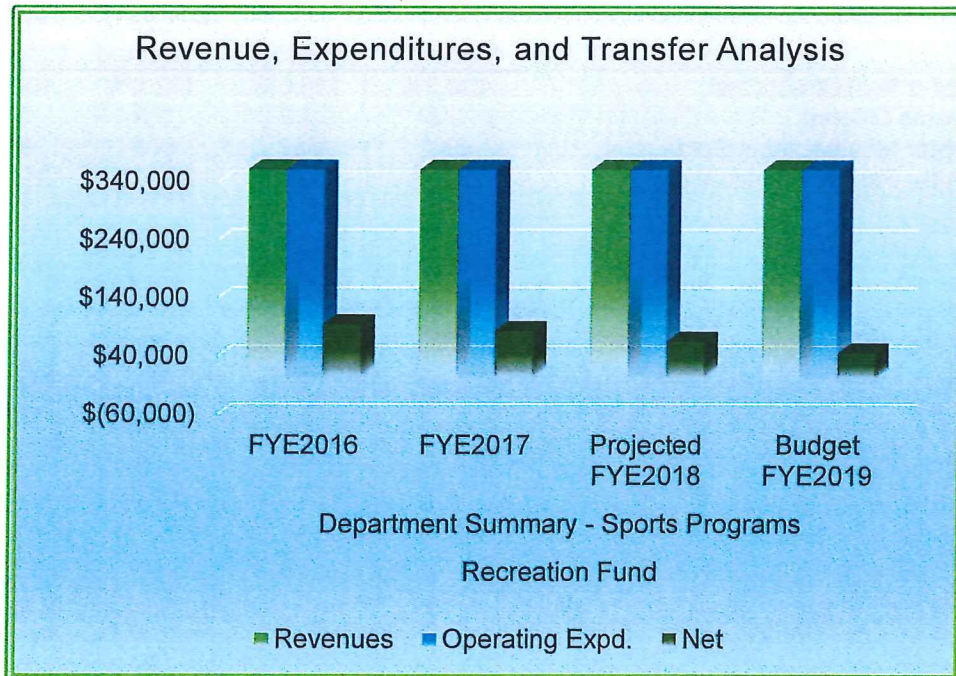
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	120.3%	116.0%	112.6%	108.5%
Fitness Events Offered	2.0	3.0	3.0	3.0
Tennis Center Memberships Sold	557	557	601	610
Tennis Center Facility Attendance	23,675	23,675	25,422	25,000

Champaign Park District
Budget Category Totals by Department

Recreation Fund
Department Summary - Sports Programs

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$490,668	\$500,635	\$494,862	\$503,271
Contributions/Sponsorships	2,594	11,250	1,800	1,250
Merchandise/Concession Rev	5,307	7,388	7,123	6,690
Special Receipts	56,684	79,895	69,634	65,611
Total Estimated Revenues	\$555,253	\$599,168	\$573,419	\$576,822
Appropriations				
Salaries and Wages	\$306,590	\$343,738	\$348,604	\$333,698
Fringe Benefits	580	780	791	675
Contractual	53,158	52,928	59,179	94,309
Commodities/Supplies	60,804	74,554	59,333	61,865
Utilities	40,607	44,605	41,288	41,165
Total Appropriations	\$461,739	\$516,605	\$509,195	\$531,712
Net of Revenues Over (Under) Appropriations	\$93,514	82,563	64,224	\$45,110



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 40-025 - SPORTS PROGRAMS - DODDS TENNIS CENTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	248,266	250,048	253,283	252,755
	MERCHANDISE/CONCESSION REV	5,307	7,388	7,123	6,690
	SPECIAL RECEIPTS	3,844	3,901	7,274	2,830
	TOTAL ESTIMATED REVENUES	257,417	261,337	267,680	262,275
APPROPRIATIONS					
	SALARIES AND WAGES	157,387	158,953	168,725	173,474
	FRINGE BENEFITS	580	780	791	675
	CONTRACTUAL	28,811	26,566	26,227	28,024
	COMMODITIES/SUPPLIES	17,527	18,951	17,013	16,840
	UTILITIES	40,607	44,605	41,288	41,165
	ROUTINE/PERIODIC MAINTENANCE				5,995
	CAPITAL OUTLAY			12,100	
	TOTAL APPROPRIATIONS	244,912	249,855	266,144	266,173
	NET OF REVENUES/APPROPRIATIONS - 40-025 - SPORTS PF	12,505	11,482	1,536	(3,898)
Dept 40-065 - SPORTS PROGRAMS - FITNESS EVENTS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	9,720	8,132	12,449	12,225
	CONTRIBUTIONS/SPONSORSHIPS				250
	TOTAL ESTIMATED REVENUES	9,720	8,132	12,449	12,475
APPROPRIATIONS					
	SALARIES AND WAGES	1,052	2,068	4,363	4,498
	CONTRACTUAL	2,246	3,137	3,984	4,275
	COMMODITIES/SUPPLIES	1,915	6,686	6,675	9,006
	TOTAL APPROPRIATIONS	5,213	11,891	15,022	17,779
	NET OF REVENUES/APPROPRIATIONS - 40-065 - SPORTS PF	4,507	(3,759)	(2,573)	(5,304)
Dept 40-082 - SPORTS PROGRAMS - ADULT SOFTBALL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	85,849	82,375	87,182	85,000
	TOTAL ESTIMATED REVENUES	85,849	82,375	87,182	85,000
APPROPRIATIONS					
	SALARIES AND WAGES	52,497	53,465	48,806	34,990
	CONTRACTUAL	4,145	7,051	9,220	24,360
	COMMODITIES/SUPPLIES	11,621	10,049	9,005	9,192
	TOTAL APPROPRIATIONS	68,263	70,565	67,031	68,542
	NET OF REVENUES/APPROPRIATIONS - 40-082 - SPORTS PF	17,586	11,810	20,151	16,458
Dept 40-083 - SPORTS PROGRAMS - ADULT VOLLEYBALL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	14,002	17,235	15,540	16,140
	TOTAL ESTIMATED REVENUES	14,002	17,235	15,540	16,140
APPROPRIATIONS					
	SALARIES AND WAGES	10,586	15,211	17,635	8,351
	CONTRACTUAL	1,079	2,034	695	5,406
	COMMODITIES/SUPPLIES	387	1,106	850	1,630
	TOTAL APPROPRIATIONS	12,052	18,351	19,180	15,387
	NET OF REVENUES/APPROPRIATIONS - 40-083 - SPORTS PF	1,950	(1,116)	(3,640)	753
Dept 40-085 - SPORTS PROGRAMS - YOUTH BASKETBALL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	18,027	19,225	15,162	15,780
	CONTRIBUTIONS/SPONSORSHIPS		5,250		
	SPECIAL RECEIPTS	3,475	4,695	3,767	3,750
	TOTAL ESTIMATED REVENUES	21,502	29,170	18,929	19,530

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 40-085 - SPORTS PROGRAMS - YOUTH BASKETBALL					
APPROPRIATIONS					
	SALARIES AND WAGES	8,711	13,261	17,957	11,019
	CONTRACTUAL	1,847	1,270	683	4,968
	COMMODITIES/SUPPLIES	3,381	6,409	4,643	3,062
	TOTAL APPROPRIATIONS	13,939	20,940	23,283	19,049
NET OF REVENUES/APPROPRIATIONS - 40-085 - SPORTS PF		7,563	8,230	(4,354)	481
Dept 40-086 - SPORTS PROGRAMS - YOUTH SOFTBALL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	4,162	2,347	910	1,047
	SPECIAL RECEIPTS				391
	TOTAL ESTIMATED REVENUES	4,162	2,347	910	1,438
APPROPRIATIONS					
	SALARIES AND WAGES	2,135	3,735	5,323	4,307
	CONTRACTUAL	1,066	720	590	670
	COMMODITIES/SUPPLIES	2,257	417	713	830
	TOTAL APPROPRIATIONS	5,458	4,872	6,626	5,807
NET OF REVENUES/APPROPRIATIONS - 40-086 - SPORTS PF		(1,296)	(2,525)	(5,716)	(4,369)
Dept 40-088 - SPORTS PROGRAMS - YOUTH SOCCER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	36,487	34,961	27,205	32,293
	SPECIAL RECEIPTS		11,214	5,508	5,130
	TOTAL ESTIMATED REVENUES	36,487	46,175	32,713	37,423
APPROPRIATIONS					
	SALARIES AND WAGES	13,188	19,864	19,112	21,454
	CONTRACTUAL	1,732	935	2,605	3,490
	COMMODITIES/SUPPLIES	13,852	21,363	11,564	8,836
	TOTAL APPROPRIATIONS	28,772	42,162	33,281	33,780
NET OF REVENUES/APPROPRIATIONS - 40-088 - SPORTS PF		7,715	4,013	(568)	3,643
Dept 40-150 - SPORTS PROGRAMS - GROUP FITNESS PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	20,613	27,805	27,838	26,037
	SPECIAL RECEIPTS			1	
	TOTAL ESTIMATED REVENUES	20,613	27,805	27,839	26,037
APPROPRIATIONS					
	SALARIES AND WAGES	7,936	17,546	16,201	16,019
	CONTRACTUAL		29	1,319	180
	COMMODITIES/SUPPLIES	214	897	732	1,400
	TOTAL APPROPRIATIONS	8,150	18,472	18,252	17,599
NET OF REVENUES/APPROPRIATIONS - 40-150 - SPORTS PF		12,463	9,333	9,587	8,438
Dept 40-154 - SPORTS PROGRAMS - SPRINGER FITNESS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE			982	5,052
	TOTAL ESTIMATED REVENUES			982	5,052
APPROPRIATIONS					
	SALARIES AND WAGES			619	2,500
	CONTRACTUAL			224	500
	COMMODITIES/SUPPLIES				550
	TOTAL APPROPRIATIONS			843	3,550
NET OF REVENUES/APPROPRIATIONS - 40-154 - SPORTS PF				139	1,502
Dept 40-195 - SPORTS PROGRAMS-MOTOR SKILLS DEVELOPMENT					
ESTIMATED REVENUES					

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 40-195 - SPORTS PROGRAMS-MOTOR SKILLS DEVELOPMENT					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	11,168	7,644	11,830	8,825
	TOTAL ESTIMATED REVENUES	11,168	7,644	11,830	8,825
APPROPRIATIONS					
	SALARIES AND WAGES	2,572	3,378	1,755	5,384
	CONTRACTUAL	95		150	480
	COMMODITIES/SUPPLIES	847	322	305	934
	TOTAL APPROPRIATIONS	3,514	3,700	2,210	6,798
	NET OF REVENUES/APPROPRIATIONS - 40-195 - SPORTS PF	7,654	3,944	9,620	2,027
Dept 40-196 - SPORTS PROGRAMS - SPORTS CAMPS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	5,722	4,526	2,760	4,223
	TOTAL ESTIMATED REVENUES	5,722	4,526	2,760	4,223
APPROPRIATIONS					
	SALARIES AND WAGES	1,531	2,801	3,973	3,854
	CONTRACTUAL		50	235	400
	COMMODITIES/SUPPLIES	(1)	35	270	320
	TOTAL APPROPRIATIONS	1,530	2,886	4,478	4,574
	NET OF REVENUES/APPROPRIATIONS - 40-196 - SPORTS PF	4,192	1,640	(1,718)	(351)
Dept 40-197 - SPORTS PROGRAMS - DODDS SOCCER RENTALS					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	2,016	8,785	7,482	7,900
	TOTAL ESTIMATED REVENUES	2,016	8,785	7,482	7,900
APPROPRIATIONS					
	SALARIES AND WAGES	2,060	4,113	5,562	4,677
	CONTRACTUAL		654		
	COMMODITIES/SUPPLIES	652	315	735	700
	TOTAL APPROPRIATIONS	2,712	5,082	6,297	5,377
	NET OF REVENUES/APPROPRIATIONS - 40-197 - SPORTS PF	(696)	3,703	1,185	2,523
Dept 40-198 - SPORTS PROGRAMS - BALL FIELD RENTAL					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	47,349	51,300	45,602	45,610
	TOTAL ESTIMATED REVENUES	47,349	51,300	45,602	45,610
APPROPRIATIONS					
	SALARIES AND WAGES	20,463	17,406	16,530	19,882
	CONTRACTUAL	2,656	190		
	COMMODITIES/SUPPLIES	1,703	3,342	2,003	2,665
	TOTAL APPROPRIATIONS	24,822	20,938	18,533	22,547
	NET OF REVENUES/APPROPRIATIONS - 40-198 - SPORTS PF	22,527	30,362	27,069	23,063
Dept 40-200 - SPORTS PROGRAMS - YOUTH VOLLEYBALL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	3,315	3,300	4,107	3,309
	TOTAL ESTIMATED REVENUES	3,315	3,300	4,107	3,309
APPROPRIATIONS					
	SALARIES AND WAGES	3,757	4,869	5,146	3,295
	CONTRACTUAL	419		82	180
	COMMODITIES/SUPPLIES	(2)			
	TOTAL APPROPRIATIONS	4,174	4,869	5,228	3,475
	NET OF REVENUES/APPROPRIATIONS - 40-200 - SPORTS PF	(859)	(1,569)	(1,121)	(166)
Dept 40-202 - SPORTS PROGRAMS - ADULT SOCCER					

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 40-202 - SPORTS PROGRAMS - ADULT SOCCER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	17,530	17,985	16,410	18,710
	TOTAL ESTIMATED REVENUES	<u>17,530</u>	<u>17,985</u>	<u>16,410</u>	<u>18,710</u>
APPROPRIATIONS					
	SALARIES AND WAGES	11,379	13,179	6,608	7,389
	CONTRACTUAL	837	3,705	5,930	11,491
	COMMODITIES/SUPPLIES	368	335	363	800
	TOTAL APPROPRIATIONS	<u>12,584</u>	<u>17,219</u>	<u>12,901</u>	<u>19,680</u>
	NET OF REVENUES/APPROPRIATIONS - 40-202 - SPORTS PF	<u>4,946</u>	<u>766</u>	<u>3,509</u>	<u>(970)</u>
Dept 40-203 - SPORTS PROGRAMS-DOUGLASS YOUTH					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	15,793	25,052	19,204	20,675
	CONTRIBUTIONS/SPONSORSHIPS	2,594	6,000	1,800	1,000
	TOTAL ESTIMATED REVENUES	<u>18,387</u>	<u>31,052</u>	<u>21,004</u>	<u>21,675</u>
APPROPRIATIONS					
	SALARIES AND WAGES	11,336	13,760	10,106	11,205
	CONTRACTUAL	7,836	6,476	7,235	9,165
	COMMODITIES/SUPPLIES	5,611	4,327	4,462	4,500
	TOTAL APPROPRIATIONS	<u>24,783</u>	<u>24,563</u>	<u>21,803</u>	<u>24,870</u>
	NET OF REVENUES/APPROPRIATIONS - 40-203 - SPORTS PF	<u>(6,396)</u>	<u>6,489</u>	<u>(799)</u>	<u>(3,195)</u>
Dept 40-204 - SPORTS PROGRAMS-DOUGLASS ADULT					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	14			1,200
	TOTAL ESTIMATED REVENUES	<u>14</u>			<u>1,200</u>
APPROPRIATIONS					
	SALARIES AND WAGES		129	183	1,400
	CONTRACTUAL	389	111		720
	COMMODITIES/SUPPLIES	472			600
	TOTAL APPROPRIATIONS	<u>861</u>	<u>240</u>	<u>183</u>	<u>2,720</u>
	NET OF REVENUES/APPROPRIATIONS - 40-204 - SPORTS PF	<u>(847)</u>	<u>(240)</u>	<u>(183)</u>	<u>(1,520)</u>
ESTIMATED REVENUES - FUND 02		555,253	599,168	573,419	576,822
APPROPRIATIONS - FUND 02		461,739	516,605	521,295	537,707
NET OF REVENUES/APPROPRIATIONS - FUND 02		93,514	82,563	52,124	39,115

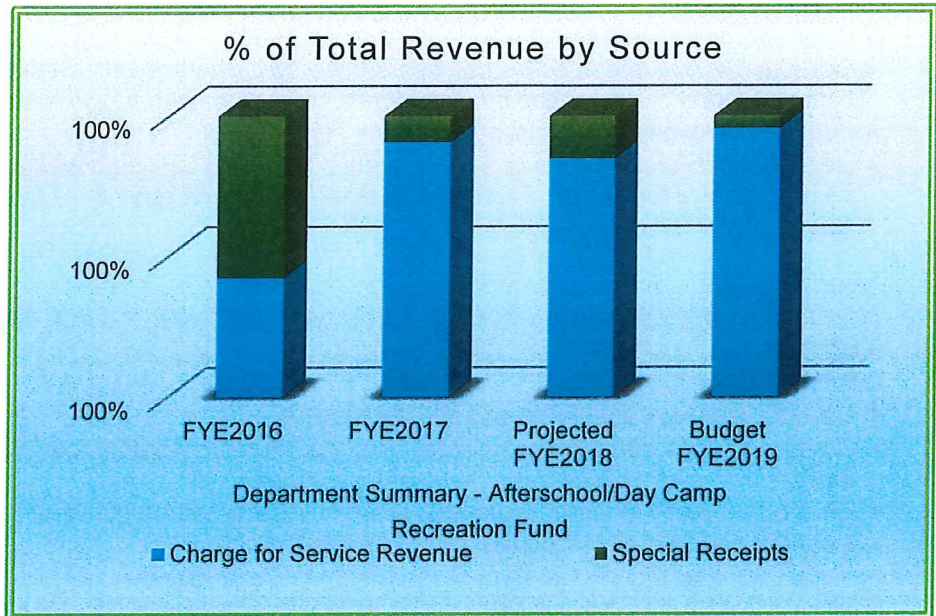
Afterschool/Day Camp

PRINCIPAL RESPONSIBILITIES

RECREATION FUND:

AFTERSCHOOL/DAY CAMPS –

This department accounts for summer day camps and the year-round preschool programs run by the Park District, including the Leonhard Recreation Center Day Camp and the Douglass Day Camp.



EMPLOYEES FUNDED BY

AFTERSCHOOL/DAY CAMP PROGRAM– POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
No full-time or RPT staff assigned to this program, solely part-time	1.0	1.0	0	0
Douglass Park Program Coordinator	0	0	.55	.55
Preschool Supervisor	0	0	.75	.75
Leonhard Recreation Program Coordinator	0	0	.40	.50
Total FTE's	1.0	1.0	1.70	1.80

Figure 10 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. Status – *Day camp training teaches staff to provide quality customer service encouraging participants to return to the program in the future.*
- Track new programming and equipment trends.
- Encourage staff to focus on first-time program participants. Status – *Michael Brandwein training encourages staff to greet new participants, find them a friend and help them feel as comfortable as possible, in order to encourage them to come back in the future.*
- Continue to develop and implement a marketing plans to encourage first-time opportunities and a spirit of discovery. Status – *Market on social media, to schools, park banners.*
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics. Status – *We do not currently ask any culture/race/demographic questions on our program surveys, but we might look into this in the future. Conducted program evaluations/surveys at the end of all programs and events.*
- Increase the number of scholarships for first-time experiences. Status – *The front desk staff encourages participants to apply for scholarships for all youth programs in order to ensure money doesn't influence whether or not a child has a first-time experience in one of our programs.*

- Create first-time opportunities for employment at the District. Status – *We hire a lot of first time employees such as high school students in all of our youth programs, especially day camp.*

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Offer affordable programs, parks, and services. Status – *Keep day camp cost as low as possible.*
- Develop creative and effective payment programs for participants. Status – *The down payment for day camp and after school is put in place to help create a payment plan to encourage participation for all.*
- Reward the loyalty of participants.
- Develop additional low-cost or free programs. Status – *Day camp as low as possible. After school low/reasonable for market. Family Ag Night is a free night open to all families (partnered with Champaign County Farm Bureau).*

2018-19 GOALS

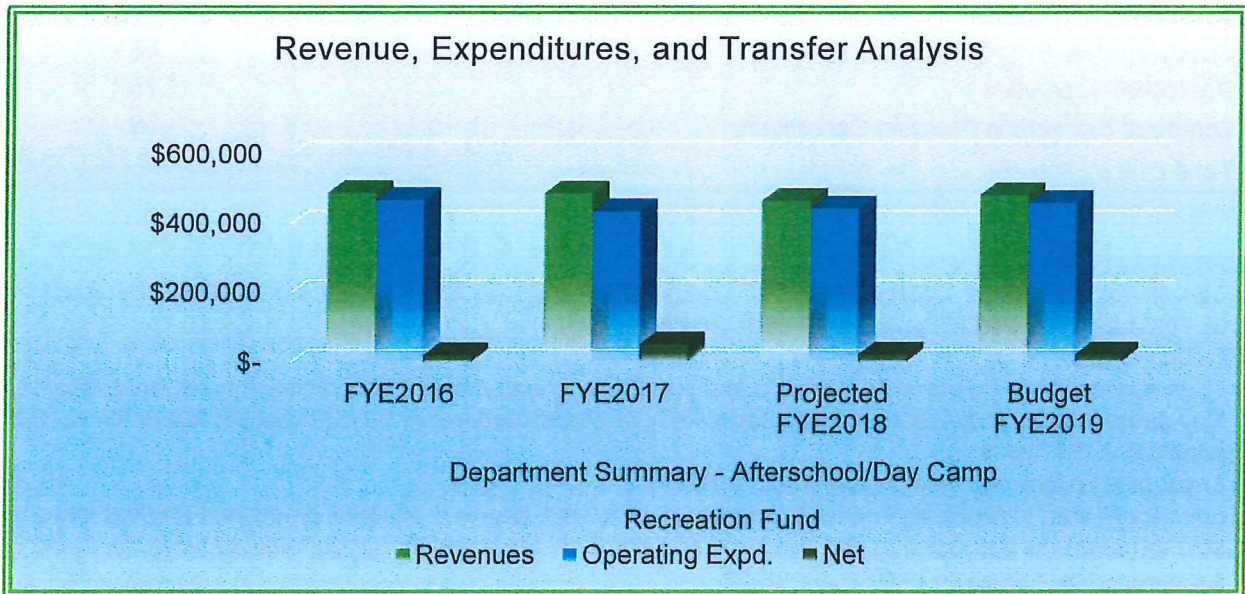
SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Develop creative and effective payment programs for participants.
- Reward the loyalty of participants.
- Evaluate fees for rentals and services.



Overall revenue increased 3.5% as more programming is planned for, and staff factored in proposed rate increases effective for FYE2019.

FYE2019 budgeted expenditures increased 3.6% from projected FYE2018 due to multiple factors.

- 20.89% increase in contractual – planned trips for DayCamp programs. Should not all the scheduled trips run as planned, then these funds will remain unspent.

- 19.44% increase in commodities and supplies due to the factors previously described.

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	104.3%	111.9%	105.0%	104.9%
Revenue as at least 100% of Direct Costs	Yes	Yes	Yes	Yes

Budget Category Totals by Department

	Recreation Fund			
	Department Summary - Afterschool/Day Camp			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Charge for Service Revenue	\$486,845	\$486,395	\$464,377	\$480,941
Special Receipts	1,122	180	280	85
Total Estimated Revenues	\$487,967	\$486,575	\$464,657	\$481,026
<i>Appropriations</i>				
Salaries and Wages	\$411,796	\$384,058	\$397,908	\$404,933
Contractual	33,298	28,313	24,222	29,282
Commodities/Supplies	22,686	22,611	20,408	24,376
Total Appropriations	\$467,780	\$434,982	\$442,538	\$458,591
Net of Revenues Over (Under) Appropriations	\$20,187	51,593	22,119	\$22,435

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 50-004 - AFTERSCHOOL/DAYCAMP-DOUGLASS AFTERSCHOOL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	35,137	17,699	21,292	22,000
	TOTAL ESTIMATED REVENUES	35,137	17,699	21,292	22,000
APPROPRIATIONS					
	SALARIES AND WAGES	39,851	26,533	20,639	22,803
	CONTRACTUAL	1,994		303	700
	COMMODITIES/SUPPLIES	3,908	2,605	1,876	2,400
	TOTAL APPROPRIATIONS	45,753	29,138	22,818	25,903
	NET OF REVENUES/APPROPRIATIONS - 50-004 - AFTERSCHC	(10,616)	(11,439)	(1,526)	(3,903)
Dept 50-005 - AFTERSCHOOL/DAYCAMP-GIRLS EXPLORE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	(288)	18,609	14,400	21,648
	TOTAL ESTIMATED REVENUES	(288)	18,609	14,400	21,648
APPROPRIATIONS					
	SALARIES AND WAGES		6,519	13,155	16,279
	CONTRACTUAL		3,137	2,060	4,853
	COMMODITIES/SUPPLIES		598	605	1,577
	TOTAL APPROPRIATIONS		10,254	15,820	22,709
	NET OF REVENUES/APPROPRIATIONS - 50-005 - AFTERSCHC	(288)	8,355	(1,420)	(1,061)
Dept 50-006 - AFTERSCHOOL/DAYCAMP-DOUGLASS SCHOOL OUT					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE		5,008	4,322	7,940
	TOTAL ESTIMATED REVENUES		5,008	4,322	7,940
APPROPRIATIONS					
	SALARIES AND WAGES		2,249	6,573	6,502
	CONTRACTUAL		338	628	908
	COMMODITIES/SUPPLIES		530	269	985
	TOTAL APPROPRIATIONS		3,117	7,470	8,395
	NET OF REVENUES/APPROPRIATIONS - 50-006 - AFTERSCHC		1,891	(3,148)	(455)
Dept 50-009 - AFTERSCHOOL/DAYCAMP - TEEN CAMP					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	13,234	17,367	13,785	
	SPECIAL RECEIPTS			9	
	TOTAL ESTIMATED REVENUES	13,234	17,367	13,794	
APPROPRIATIONS					
	SALARIES AND WAGES	16,314	15,155	12,457	2,390
	CONTRACTUAL	4,634	5,636	3,791	200
	COMMODITIES/SUPPLIES	1,641	2,698	691	250
	TOTAL APPROPRIATIONS	22,589	23,489	16,939	2,840
	NET OF REVENUES/APPROPRIATIONS - 50-009 - AFTERSCHC	(9,355)	(6,122)	(3,145)	(2,840)
Dept 50-011 - AFTERSCHOOL/DAYCAMP-BUSYBEES/SWINGSSETTER					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	134,085	136,556	131,179	131,753
	TOTAL ESTIMATED REVENUES	134,085	136,556	131,179	131,753
APPROPRIATIONS					
	SALARIES AND WAGES	84,571	88,708	88,460	85,704
	CONTRACTUAL	484	188	372	1,000
	COMMODITIES/SUPPLIES	3,600	3,576	3,546	3,900
	TOTAL APPROPRIATIONS	88,655	92,472	92,378	90,604
	NET OF REVENUES/APPROPRIATIONS - 50-011 - AFTERSCHC	45,430	44,084	38,801	41,149

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 50-012 - AFTERSCHOOL/DAYCAMP-LEONHARD DAY CAMP					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	170,112	168,114	161,953	174,130
	SPECIAL RECEIPTS			182	
	TOTAL ESTIMATED REVENUES	170,112	168,114	162,135	174,130
APPROPRIATIONS					
	SALARIES AND WAGES	152,389	134,528	151,327	158,786
	CONTRACTUAL	13,146	13,911	12,240	15,163
	COMMODITIES/SUPPLIES	3,655	4,039	4,285	4,370
	TOTAL APPROPRIATIONS	169,190	152,478	167,852	178,319
	NET OF REVENUES/APPROPRIATIONS - 50-012 - AFTERSCHC	922	15,636	(5,717)	(4,189)
Dept 50-013 - AFTERSCHOOL/DAYCAMP-DOUGLASS DAY CAMP					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	56,265	47,224	39,073	40,920
	SPECIAL RECEIPTS			6	
	TOTAL ESTIMATED REVENUES	56,265	47,224	39,079	40,920
APPROPRIATIONS					
	SALARIES AND WAGES	65,002	62,649	53,752	53,973
	CONTRACTUAL	11,927	4,660	4,281	5,385
	COMMODITIES/SUPPLIES	3,312	2,092	1,633	2,712
	TOTAL APPROPRIATIONS	80,241	69,401	59,666	62,070
	NET OF REVENUES/APPROPRIATIONS - 50-013 - AFTERSCHC	(23,976)	(22,177)	(20,587)	(21,150)
Dept 50-016 - AFTERSCHOOL/DAYCAMP-COMMUNITY MATTERS GR					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE			5,454	6,850
	SPECIAL RECEIPTS	1,122	180		
	TOTAL ESTIMATED REVENUES	1,122	180	5,454	6,850
APPROPRIATIONS					
	SALARIES AND WAGES	55		4,681	4,780
	CONTRACTUAL	469	180		450
	COMMODITIES/SUPPLIES	164		374	1,100
	TOTAL APPROPRIATIONS	688	180	5,055	6,330
	NET OF REVENUES/APPROPRIATIONS - 50-016 - AFTERSCHC	434		399	520
Dept 50-017 - AFTERSCHOOL/DAYCAMP-LEONHARD AFTERSCHOOL					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	71,091	68,808	67,617	68,123
	SPECIAL RECEIPTS			83	85
	TOTAL ESTIMATED REVENUES	71,091	68,808	67,700	68,208
APPROPRIATIONS					
	SALARIES AND WAGES	51,122	45,160	44,873	47,354
	CONTRACTUAL	440	263	547	623
	COMMODITIES/SUPPLIES	5,617	5,600	5,758	5,731
	TOTAL APPROPRIATIONS	57,179	51,023	51,178	53,708
	NET OF REVENUES/APPROPRIATIONS - 50-017 - AFTERSCHC	13,912	17,785	16,522	14,500
Dept 50-144 - AFTERSCHOOL/DAYCAMP-PRESCHOOL CLASS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	7,209	7,010	5,302	7,577
	TOTAL ESTIMATED REVENUES	7,209	7,010	5,302	7,577
APPROPRIATIONS					
	SALARIES AND WAGES	2,492	2,557	1,991	6,362
	CONTRACTUAL	204			
	COMMODITIES/SUPPLIES	789	873	1,371	1,351

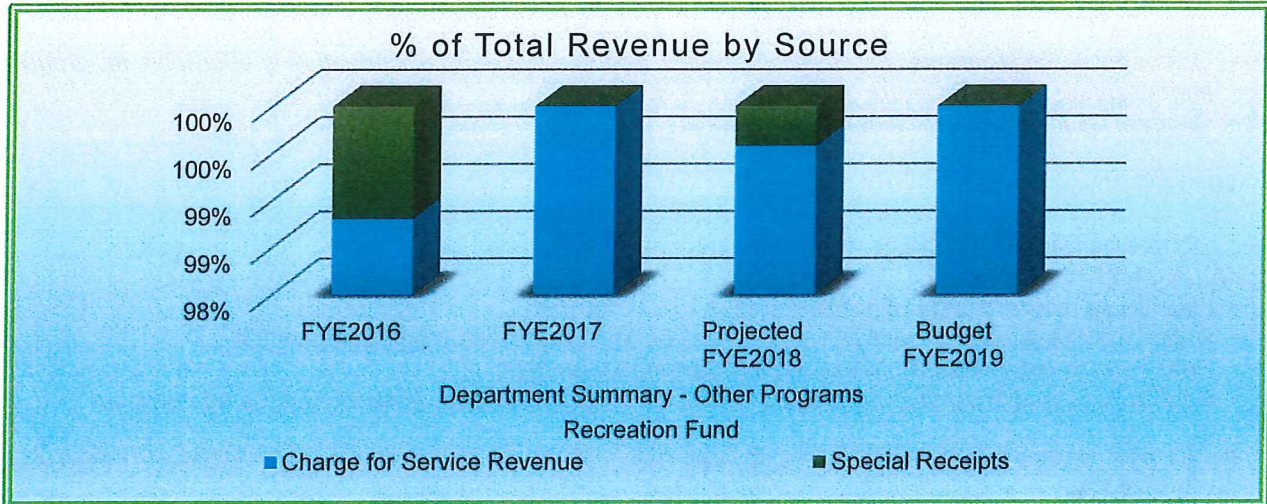
CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 50-144 - AFTERSCHOOL/DAYCAMP-PRESCHOOL CLASS					
APPROPRIATIONS					
	TOTAL APPROPRIATIONS	3,485	3,430	3,362	7,713
	NET OF REVENUES/APPROPRIATIONS - 50-144 - AFTERSCHC	3,724	3,580	1,940	(136)
ESTIMATED REVENUES - FUND 02		487,967	486,575	464,657	481,026
APPROPRIATIONS - FUND 02		467,780	434,982	442,538	458,591
NET OF REVENUES/APPROPRIATIONS - FUND 02		20,187	51,593	22,119	22,435

Other Programs

Principal Responsibilities

RECREATION FUND: OTHER PROGRAMS – The Recreation Fund: Other Programs department consists of school's day out programming, senior programming at Douglass and Hays facilities, as well as the Sholem Sharks Swim Team.



EMPLOYEES FUNDED BY OTHER PROGRAMS – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Douglass Adult & Senior Coordinator	1.0	1.0	1.0	.85
Leonhard Recreation Program Coordinator			.20	.20
Aquatics Coordinator			.05	.05
Total FTE's	1.0	1.0	1.25	1.10

Figure 11 Position counts for prior years have not been adjusted for FYE2019 allocation changes



2017-18 ACCOMPLISHMENTS

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Offer more mid-morning programs. Status – We offer numerous group fitness classes between 9-11am at LRC.
- Determine the level of service for parks, facilities and amenities for aging population. Status – We have numerous group fitness classes geared towards the aging population such as Forever Fit.
- Sholem Sharks swim team finished 2nd in the Central Illinois Swim League.
- Research new opportunities and aging trends for programs and facilities for various age groups. Status – This year we implemented a much needed program for our community, Self Defense that serves a large age group.

- Provide intergenerational programming. Status – *Many of our group fitness classes at Leonhard serve patrons from 20's -80's. Numerous classes have mothers and daughters exercising together.*
- Develop and promote health and wellness programs. Status – *Both our group fitness and self-defense classes promote health and wellness.*

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Define core programs and services. Status – *Group fitness classes are a part of our core programs and services.*
- Offer affordable programs, parks, and services. Status – *We keep our prices very affordable for group fitness classes. In fact we are the cheapest option in town.*
- Develop additional low-cost or free programs.

2018-19 GOALS

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Offer more mid-morning programs
- Determine the level of service for parks, facilities and amenities for aging population.
- Reach out to residents for input on new programs for all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Define core programs and services.
- Offer affordable programs, parks, and services.
- Develop additional low-cost or free programs.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Identify new opportunities to work with community groups.
- Involve community members and agencies in our programs and events.

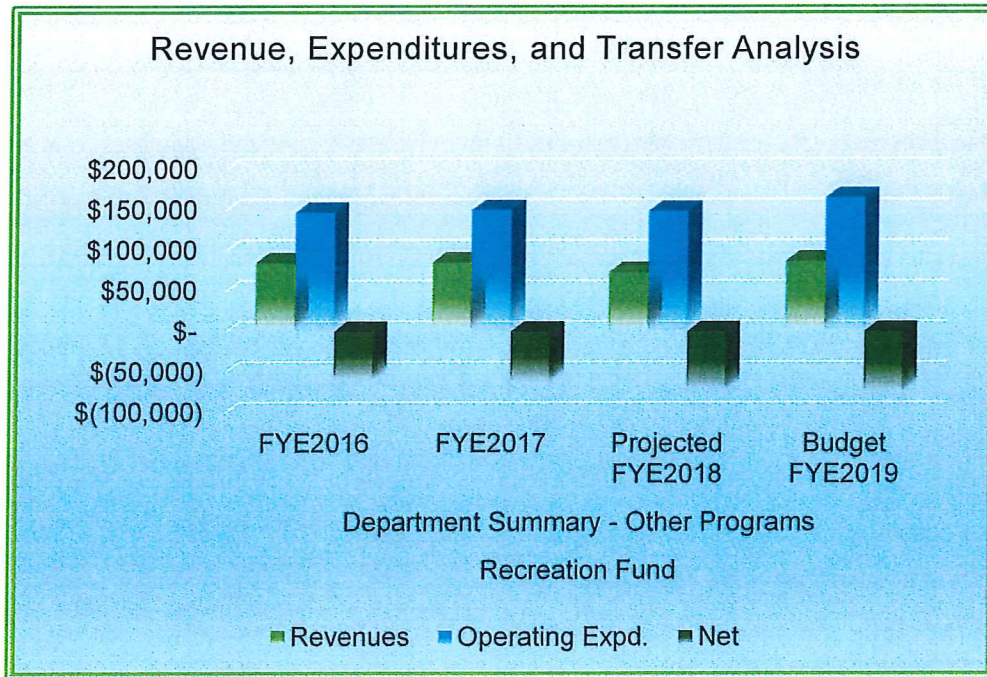
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	57.6%	56.9%	49.1%	52.5%

Champaign Park District
Budget Category Totals by Department

Recreation Fund				
Department Summary - Other Programs				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$82,908	\$84,857	\$72,334	\$85,129
Merchandise/Concession Rev	340	0	0	1,200
Special Receipts	1,000	0	306	0
Total Estimated Revenues	\$84,248	\$84,857	\$72,640	\$86,329
Appropriations				
Salaries and Wages	\$79,616	\$90,665	\$83,747	\$83,587
Contractual	41,779	42,861	47,124	60,359
Commodities/Supplies	24,788	15,738	17,005	20,382
Total Appropriations	\$146,183	\$149,264	\$147,876	\$164,328
Net of Revenues Over (Under) Appropriations	(\$61,935)	(64,407)	(75,236)	(\$77,999)

FYE2019 budgeted expenditures increased 11.1% from projected FYE2018 as staff plan to add 2-3 additional senior trips, which offsets with increased revenues for next year. The remaining increase is for additional planned potlucks and socials for the seniors throughout the year.



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 60-026 - OTHER PROGRAMS - SOLEM SWIM TEAM					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	26,236	22,130	21,848	20,075
	MERCHANDISE/CONCESSION REV	340			1,200
	TOTAL ESTIMATED REVENUES	26,576	22,130	21,848	21,275
APPROPRIATIONS					
	SALARIES AND WAGES	19,494	23,438	15,051	15,338
	CONTRACTUAL	3,265	1,011	1,188	1,688
	COMMODITIES/SUPPLIES	7,977	2,420	1,609	4,312
	TOTAL APPROPRIATIONS	30,736	26,869	17,848	21,338
	NET OF REVENUES/APPROPRIATIONS - 60-026 - OTHER PRC	(4,160)	(4,739)	4,000	(63)
Dept 60-130 - OTHER PROGRAMS - DOUGLASS SENIORS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	29,907	45,857	35,143	46,930
	SPECIAL RECEIPTS	1,000		304	
	TOTAL ESTIMATED REVENUES	30,907	45,857	35,447	46,930
APPROPRIATIONS					
	SALARIES AND WAGES	41,225	44,126	44,244	43,925
	CONTRACTUAL	35,193	38,313	42,420	54,465
	COMMODITIES/SUPPLIES	10,792	8,882	9,830	10,255
	TOTAL APPROPRIATIONS	87,210	91,321	96,494	108,645
	NET OF REVENUES/APPROPRIATIONS - 60-130 - OTHER PRC	(56,303)	(45,464)	(61,047)	(61,715)
Dept 60-131 - OTHER PROGRAMS - HAYS SENIORS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	4,796	5,279	5,114	6,624
	TOTAL ESTIMATED REVENUES	4,796	5,279	5,114	6,624
APPROPRIATIONS					
	SALARIES AND WAGES	5,808	10,856	12,090	11,362
	CONTRACTUAL	1,915	2,278	2,528	3,261
	COMMODITIES/SUPPLIES	3,152	3,310	4,415	4,700
	TOTAL APPROPRIATIONS	10,875	16,444	19,033	19,323
	NET OF REVENUES/APPROPRIATIONS - 60-131 - OTHER PRC	(6,079)	(11,165)	(13,919)	(12,699)
Dept 60-241 - OTHER PROGRAMS - SCHOOLS DAY OUT					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	21,969	11,591	10,229	11,500
	SPECIAL RECEIPTS			2	
	TOTAL ESTIMATED REVENUES	21,969	11,591	10,231	11,500
APPROPRIATIONS					
	SALARIES AND WAGES	13,089	12,245	12,362	12,962
	CONTRACTUAL	1,406	1,259	988	945
	COMMODITIES/SUPPLIES	2,867	1,126	1,151	1,115
	TOTAL APPROPRIATIONS	17,362	14,630	14,501	15,022
	NET OF REVENUES/APPROPRIATIONS - 60-241 - OTHER PRC	4,607	(3,039)	(4,270)	(3,522)
	ESTIMATED REVENUES - FUND 02	84,248	84,857	72,640	86,329
	APPROPRIATIONS - FUND 02	146,183	149,264	147,876	164,328
	NET OF REVENUES/APPROPRIATIONS - FUND 02	(61,935)	(64,407)	(75,236)	(77,999)

Special Events – Douglass Community Center

PRINCIPAL RESPONSIBILITIES

SPECIAL EVENTS –

Special Events produces community-wide special events and manages the Park District's volunteer program. Responsibilities include Juneteenth Celebration, C-U Days, Nightmare on Grove, Eggs-ploration, Bunny Brunch, Breakfast with Santa, and other smaller special events throughout the year.

EMPLOYEES FUNDED BY ADMINISTRATION – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Douglass Park Program Coordinator	1.0	1.0	1.0	.10
Total FTE's	1.0	1.0	1.0	.10

Figure 12 Position counts for prior years have not been adjusted for FYE2019 allocation changes



2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide program scholarships from which all ages can benefit.
- Develop and promote health and wellness programs.
- Reach out to residents for input on new programs for all ages.

Teen Programs

PRINCIPAL RESPONSIBILITIES

RECREATION FUND: TEEN PROGRAMS – Connect the teens in the community to the outdoors and recreation activities and programs. Teen camp is provided in the Douglass Park Area along with assistance from the Community Matters Program. Staff also offer the TIA (Teens in Action) program and the LIT (Leader in Training) program at the Leonhard Recreation Center.

EMPLOYEES FUNDED BY ADMINISTRATION – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Douglass Adult & Senior Coordinator				.10
Douglass Park Program Coordinator	1	1	1	.10
Total FTE's	1	1	1	.20

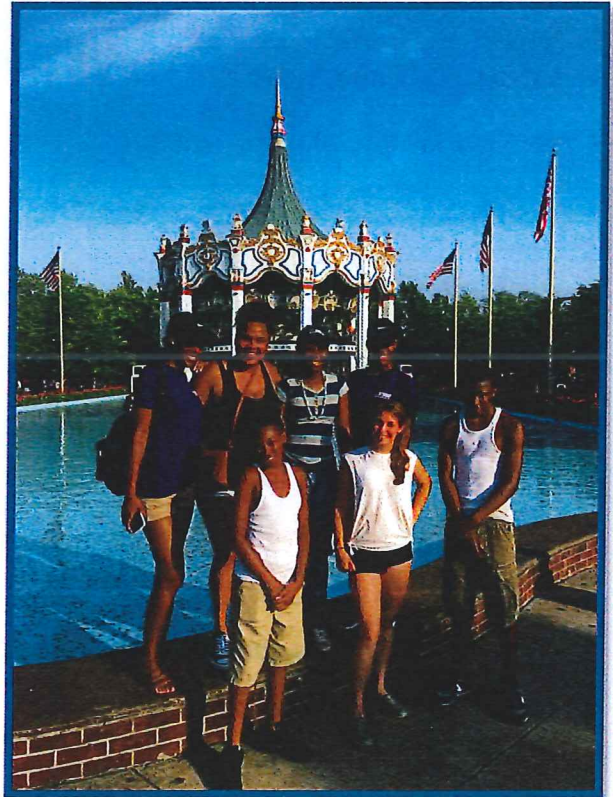
Figure 13 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. *Status – Staff attends training with Michael Brandwien who encourages staff to make each camper feel important.*
- Track new programming and equipment trends. *Status – Staff attends workshops and conferences to stay up to date on new trends.*
- Encourage staff to focus on first-time program participants. *Status – The Park District offers a wide variety of programs to capture new participants.*
- Continue to develop and implement marketing plans to encourage first-time opportunities and a spirit of discovery. *Status – Summer camp information is sent to Unit 4 schools.*
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics. *Status – Program evaluations are conducted during programs and events.*
- Increase the number of scholarships for first-time experiences. *Status – Staff offers scholarships to all new participants.*
- Create first-time opportunities for employment at the District. *Status – The Park District offers a number of first time employment opportunities over the summer through day camp.*



SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Offer more mid-afternoon activities. *Status – During the day we offer open gym and afterschool programs.*
- Reach out to residents for input on new programs for all ages. *Status – Program evaluations are completed for every program.*
- Research new opportunities and aging trends for programs and facilities for Teen population. *Status – Program Coordinators have reached out to local schools as well as the independent and homeschool*

networks to beef up programming for teens. Program Coordinator Darius White is a member of IPRA Teen Committee that discusses teen programming throughout Illinois.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Offer affordable programs, parks, and services. *Status – Program are priced to cover the cost of the program, but scholarships are available.*
- Develop creative and effective payment programs for participants. *Status – Program are priced to cover the cost of the program, but scholarships are available.*
- Develop additional low-cost or free programs. *Status – The Park District offers several free programs as well as scholarships.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Create new fun and safe park amenities.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Track new programming and equipment trends.
- Continue to develop and implement marketing plans to encourage first-time opportunities and a spirit of discovery.
- Increase the number of scholarships for first-time experiences.
- Create first-time opportunities for employment at the District.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL OBJECTIVES:

- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Reward the loyalty of participants.
- Develop additional low-cost or free programs

Champaign Park District
Budget Category Totals by Department

Recreation Fund				
Department Summary - Teen Programs				
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Charge for Service Revenue	\$938	\$1,398	\$29	\$2,450
Total Estimated Revenues	\$938	\$1,398	\$29	\$2,450
<i>Appropriations</i>				
Salaries and Wages	\$4,568	\$1,448	\$417	\$4,757
Contractual	975	1,372	29	2,545
Commodities/Supplies	1,137	58	0	320
Total Appropriations	\$6,680	\$2,878	\$446	\$7,622
Net of Revenues Over (Under) Appropriations	(\$5,742)	(1,480)	(417)	(\$5,172)

Concessions

PRINCIPAL RESPONSIBILITIES

RECREATION FUND: CONCESSIONS – covers the concession operations at Dodds Park, Zahnd Park and Sholem Aquatic Center. The sole revenue is from concessions sold.

As a way to enhance the customers experience, and to provide employees a way to electronically clock-in at the various concession facilities, phone and internet access was or is planned to be installed at the various locations. This added a monthly fee to the Dodds Park, Dodds Park Soccer, and Zahnd concession budgets for FYE2018 that did not occur in the past. In addition, by accepting credit cards at the concession locations, there is the potential for additional credit card fees that these budgets have not historically had. Both of these items added to the additional expenditures budgeted for FYE2018. The remaining staff costs are from part-time seasonal staff and limited to the months in which these facilities are open. The part-time hourly wages were increased 5.5% due to the rate changes approved for FYE2018.

EMPLOYEES FUNDED BY CONCESSION – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Aquatics Coordinator (Allocation %)			.05	.05
Adult Sports Coordinator (Allocation %)			.20	.25
Total FTE's			.25	.30

Figure 14 Position counts for prior years have not been adjusted for FYE2019 allocation changes

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	114.28%	119.24%	101.27%	106.55%
Revenue as at least 100% of Direct Costs	Yes	Yes	Yes	Yes

Champaign Park District
Budget Category Totals by Department

		Recreation Fund			
		Department Summary - Concessions			
		FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>					
Merchandise/Concession Rev		\$127,609	\$126,949	\$112,033	\$127,775
Total Estimated Revenues		<u>\$127,609</u>	<u>\$126,949</u>	<u>\$112,033</u>	<u>\$127,775</u>
<i>Appropriations</i>					
Salaries and Wages		\$39,786	\$36,937	\$42,257	\$42,498
Contractual		13,956	10,992	12,142	15,192
Commodities/Supplies		57,521	58,540	56,225	62,229
Total Appropriations		<u>\$111,263</u>	<u>\$106,469</u>	<u>\$110,624</u>	<u>\$119,919</u>
Net of Revenues Over (Under)					
Appropriations		<u>\$16,346</u>	<u>20,480</u>	<u>1,409</u>	<u>\$7,856</u>

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 02 RECREATION					
Dept 69-024 - CONCESSIONS - SHOLEM AQUATIC CENTER					
ESTIMATED REVENUES					
	MERCHANDISE/CONCESSION REV	82,263	92,565	77,127	80,000
	SPECIAL RECEIPTS			1	
	TOTAL ESTIMATED REVENUES	82,263	92,565	77,128	80,000
APPROPRIATIONS					
	SALARIES AND WAGES	21,643	15,852	25,539	22,754
	CONTRACTUAL	6,588	7,563	6,617	7,785
	COMMODITIES/SUPPLIES	30,747	42,358	38,554	41,500
	TOTAL APPROPRIATIONS	58,978	65,773	70,710	72,039
	NET OF REVENUES/APPROPRIATIONS - 69-024 - CONCESSIONS	23,285	26,792	6,418	7,961
Dept 69-041 - CONCESSIONS - YOUTH BASEBALL/ZAHND PARK					
ESTIMATED REVENUES					
	MERCHANDISE/CONCESSION REV	6,319	2,703	2,362	4,625
	TOTAL ESTIMATED REVENUES	6,319	2,703	2,362	4,625
APPROPRIATIONS					
	SALARIES AND WAGES	3,831	3,702	2,868	3,219
	CONTRACTUAL	3,264	304	441	738
	COMMODITIES/SUPPLIES	7,528	2,370	3,429	3,350
	UTILITIES			600	600
	TOTAL APPROPRIATIONS	14,623	6,376	7,338	7,907
	NET OF REVENUES/APPROPRIATIONS - 69-041 - CONCESSIONS	(8,304)	(3,673)	(4,976)	(3,282)
Dept 69-080 - CONCESSIONS - DODDS PARK					
ESTIMATED REVENUES					
	MERCHANDISE/CONCESSION REV	34,566	29,756	30,779	38,150
	TOTAL ESTIMATED REVENUES	34,566	29,756	30,779	38,150
APPROPRIATIONS					
	SALARIES AND WAGES	11,417	12,341	11,437	13,516
	CONTRACTUAL	3,551	2,679	4,637	5,902
	COMMODITIES/SUPPLIES	15,948	11,770	12,532	15,079
	UTILITIES	66	812	1,864	1,880
	TOTAL APPROPRIATIONS	30,982	27,602	30,470	36,377
	NET OF REVENUES/APPROPRIATIONS - 69-080 - CONCESSIONS	3,584	2,154	309	1,773
Dept 69-088 - CONCESSIONS - DODDS SOCCER COMPLEX					
ESTIMATED REVENUES					
	MERCHANDISE/CONCESSION REV	4,461	1,925	1,765	5,000
	TOTAL ESTIMATED REVENUES	4,461	1,925	1,765	5,000
APPROPRIATIONS					
	SALARIES AND WAGES	2,895	5,042	2,413	3,009
	CONTRACTUAL	553	446	447	767
	COMMODITIES/SUPPLIES	3,298	2,042	1,710	2,300
	UTILITIES	357	523	1,000	1,100
	TOTAL APPROPRIATIONS	7,103	8,053	5,570	7,176
	NET OF REVENUES/APPROPRIATIONS - 69-088 - CONCESSIONS	(2,642)	(6,128)	(3,805)	(2,176)
ESTIMATED REVENUES - FUND 02		127,609	126,949	112,034	127,775
APPROPRIATIONS - FUND 02		111,686	107,804	114,088	123,499
NET OF REVENUES/APPROPRIATIONS - FUND 02		15,923	19,145	(2,054)	4,276

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Aquatics

PRINCIPAL RESPONSIBILITIES

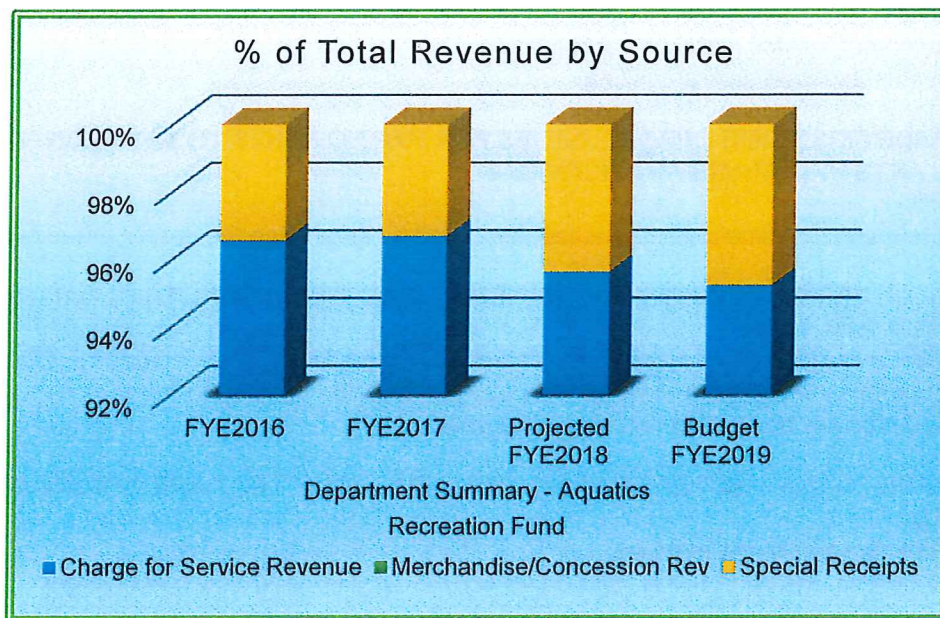


RECREATION FUND: AQUATICS – accounts for the activities at Sholem Aquatic Center. The Sholem Aquatic Center is a family waterpark run by the Park District. Opened in 2006, Sholem is home to two twisting body slides, a winding tube slide that exits into a lazy river, a lap lane area, zero depth entry, children's pool, plenty of play features, a full service concessions area, and grassy lawns with plenty of shaded seating. Sholem is proudly lifeguarded by our internationally award winning Ellis & Associates certified staff.

EMPLOYEES FUNDED BY AQUATICS – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Sports and Aquatics Manager	0	1.0	0	0
Aquatics Coordinator	0	0	0.80	.80
Aquatics & Tennis Coordinator	1.0	1.0	0.25	.25
Total FTE's	1.0	2.0	1.05	1.05

Figure 15 Position counts for prior years have not been adjusted for FYE2019 allocation changes



2017-18 ACCOMPLISHMENTS

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. Status – Swim lessons supervisors walked parents through what the swim lessons would look like so that they could feel comfortable with the lesson and encourage their children to practice/participate.
- Track new programming and equipment trends. Status – We used RecTrac to create an accurate end of season report of our program and general attendance.
- Encourage staff to focus on first-time program participants. Status – All people entering the facility were greeted by a smiling face ready to give an explanation of the program they were there for. All customer service staff was required to study the program guide.

- Continue to develop and implement a marketing plans to encourage first-time opportunities and a spirit of discovery. Status – *We sold souvenir cups at the concession stand with an event list printed on them. The goal was to introduce people to events that they would have otherwise missed.*
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics. Status – *The Sholem end of season survey was sent to aquatic program participants and posted publicly to get feedback and suggestions from all people.*
- Create first-time opportunities for employment at the District. Status – *Hired 78 new staff in the aquatics department. That means 54% were new employees.*

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Offer more adult swim nights. Status – *We offered an adult swim night with a movie, an additional family movie night, and a senior swim day. This gave people of all ages opportunities to enjoy the pool.*
- Reach out to residents for input on new programs for all ages. Status – *In all of the aquatic surveys (facility or program surveys) it was asked what types of new amenities or programs people would like to see. These have all been looked at and considered for future additions to Sholem’s offerings.*
- Develop and promote health and wellness programs. Status – *Water Aerobics has been expanded to be able to include more people and Walk the River has been adjusted to be for all ages.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Create new fun and safe park amenities.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Provide program scholarships from which all ages can benefit.
- Develop and promote health and wellness programs.

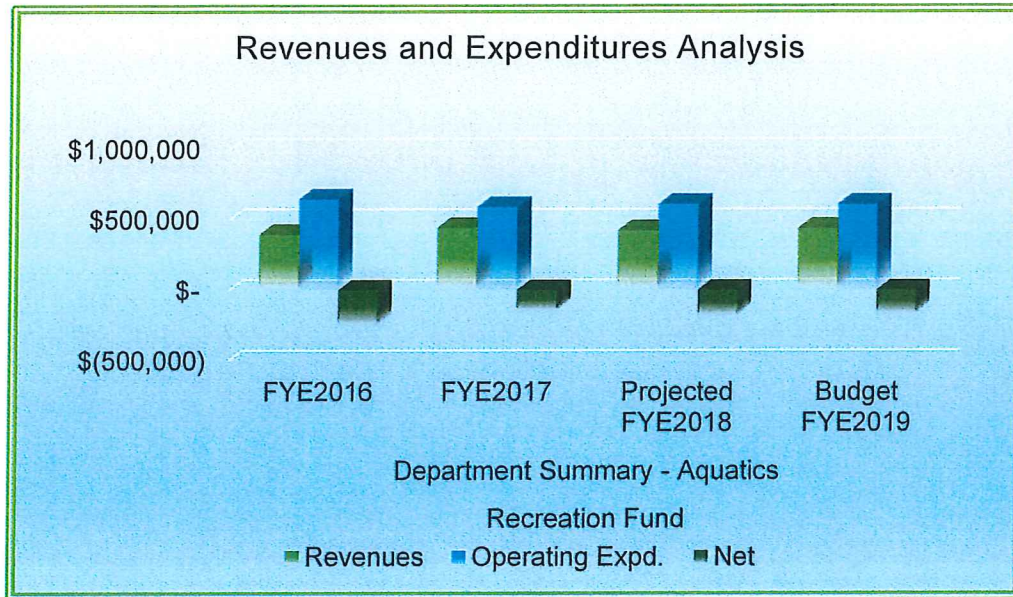
SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL

OBJECTIVES:

- Evaluate fees for rentals and services.

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Operating Expenditures Per Attendee	\$9.32	\$8.10	\$8.46	\$8.54
Revenue as a % of Direct Cost	61.03%	75.36%	67.84%	72.01%
Pool Passes Sold	2,187	2,300	2,300	
% Change in Pool Pass Revenue	-5.85%	5.17%		
Achieve Ellis & Associates International Aquatic Award	Yes	Yes	Yes	Yes
Facility Attendance	69,121	72,000	71,846	72,000
Facebook Followers	3,432	3,800	3,900	5,400



Champaign Park District
Budget Category Totals by Department

	Recreation Fund Department Summary - Aquatics			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$379,775	\$426,915	\$404,526	\$415,945
Merchandise/Concession Rev	0	0	0	0
Special Receipts	13,464	14,548	18,429	20,762
Total Estimated Revenues	\$393,239	\$441,463	\$422,955	\$436,707
Appropriations				
Salaries and Wages	\$319,142	\$371,815	\$363,720	\$364,168
Fringe Benefits	571	274	0	465
Contractual	64,073	61,285	51,323	50,559
Commodities/Supplies	62,050	73,019	61,028	69,970
Utilities	73,990	82,173	101,661	103,696
Routine/Periodic Maintenance	124,496	0	29,409	17,590
Total Appropriations	\$644,322	\$588,566	\$607,141	\$606,448
Net of Revenues Over (Under) Appropriations	(\$251,083)	(147,103)	(184,186)	(\$169,741)

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Museum Fund

Administration

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: ADMINISTRATION – The Museum Fund administration department accounts for all the administrative costs associated with the fund, including personnel, benefits, contractual services, supplies, etc.



EMPLOYEES FUNDED BY ADMINISTRATION – POSITIONS AND NUMBERS (FT1 AND FT2)

<u>Positions</u>	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Director of Recreation & Cultural Arts (50% in Rec)	0	.50	.50	.50
Director of Cultural Arts (New in 2014-15)	1.0	0	0	0
Cultural Arts Manager	0	0	.30	.30
Graphic Designer	0	0	.30	.30
Total FTE's	1.0	.50	1.10	1.10

Figure 16 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE.

OBJECTIVES:

- Create new fun and safe park amenities.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES.

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Monitor most effective mediums to communicate offerings to the community.

- Field program and event suggestions to maintain viable programs and services to residents.
- Promote scholarship opportunities to participants.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

OBJECTIVES:

- Implement recommendations of the U of I Recreation, Sport, & Tourism appraisal of programs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Develop and promote health and wellness programs.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL.

OBJECTIVES:

- Continue to monitor programs and services to better define core programs and services.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Create a citizen advisory board for programs and services.
- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Create new programs, parks, facilities, initiatives, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.
- Work with the school district to build upon pilot programs and services as part of the Community School Initiative.
- Develop open-street programs and other downtown events to bring community members together.
- Increase financial and in-kind support of outside groups and agencies to provide programs and events

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Create new fun and safe park amenities.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES

OBJECTIVES:

- Determine the level of service for parks, facilities and amenities to meet all residents' needs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.

- Reach out to residents for input on new programs for all ages.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.
- Identify new opportunities to work with community groups.
- Involve community members and agencies in our programs and events.

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Cultural Arts

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: CULTURAL ARTS DEPARTMENT – The Museum Fund cultural arts department accounts for Springer Cultural Center which provides a 26-room multipurpose facility featuring informal performance space, exhibit space, dance studio, fitness room, ceramic studio, studio space, rehearsal and meeting space. Responsibilities include Art Exhibits, ceramics, dance arts program, Youth Theatre, music programs, rentals, special interest, visual arts programs and workshops.

EMPLOYEES FUNDED BY MUSEUM – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Dance Arts Director (FT 2)	0	0	.80	.80
Program Manager (moved to Admin)	1.0	1.0	0	0
Receptionist	1.0	1.0		0
Program Coordinator (Youth Theatre) (FT 2)	0	.80	.80	.80
Cultural Arts Coordinator	1.0	1.0	.82	.82
Douglass Park Program Coordinator	1.0	0	.10	.10
Total FTE's	4.0	3.80	2.52	2.52

Figure 17 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE.

OBJECTIVES:

- Create new fun and safe park amenities.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES.

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.
- Monitor most effective mediums to communicate offerings to the community.
- Field program and event suggestions to maintain viable programs and services to residents.

- Promote scholarship opportunities to participants.

SG3 – PROVIDE PARKS, RECREATION, AND CULTURAL ARTS THAT USERS CAN PARTICIPATE IN THROUGHOUT THEIR LIVES.

OBJECTIVES:

- Implement recommendations of the U of I Recreation, Sport, & Tourism appraisal of programs.
- Provide parks, amenities and facilities that serve all ages.
- Research new opportunities and aging trends for programs and facilities for various age groups.
- Provide intergenerational programming.
- Develop and promote health and wellness programs.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL.

OBJECTIVES:

- Continue to monitor programs and services to better define core programs and services.
- Develop opportunities to increase non-tax-based revenues by increasing sponsorships, grants, and donations.
- Offer affordable programs, parks, and services.
- Develop creative and effective payment programs for participants.

- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.

SG5 – PROVIDE OPPORTUNITIES TO CREATE COMMUNITY CONNECTIONS IN OUR PARKS, RECREATION, AND CULTURAL ARTS

OBJECTIVES:

- Create a citizen advisory board for programs and services.
- Evaluate current community partnerships and develop new partnerships.
- Develop new family-focused special events or activities that bring residents together.
- Increase face-to-face connections with members of the community.

- Create new programs, parks, facilities, initiatives, amenities and services to connect with more people in the community.
- Develop new community and program partners by evaluating the community needs assessment results.
- Work with the school district to build upon pilot programs and services as part of the Community School Initiative.
- Develop open-street programs and other downtown events to bring community members together.
- Increase financial and in-kind support of outside groups and agencies to provide programs and event.

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE.

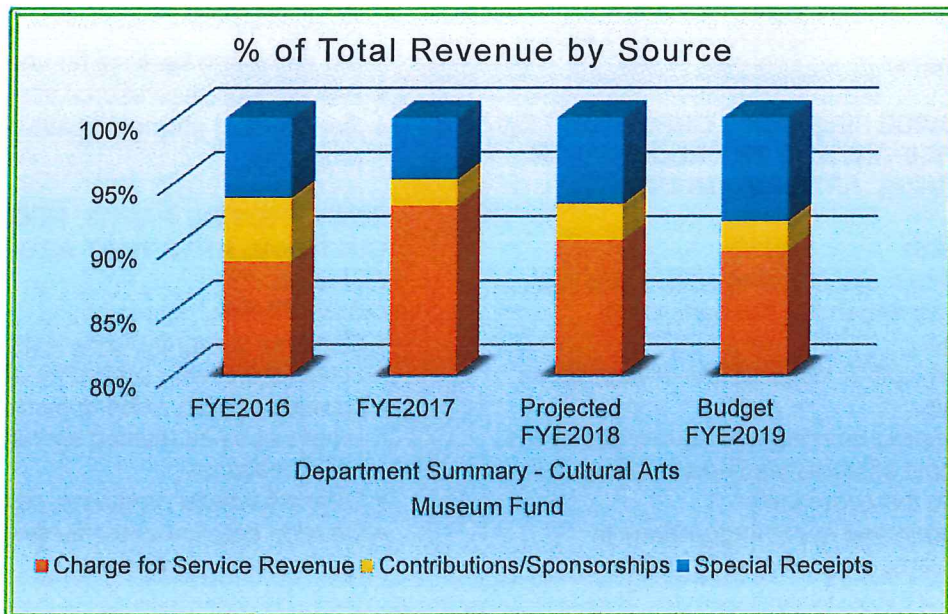
OBJECTIVES:

- Create new fun and safe park amenities.
- Provide equal access for all patrons to all parks, facilities and programs.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Create events & programs that highlight different cultures.
- Promote family volunteering at various events and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES.

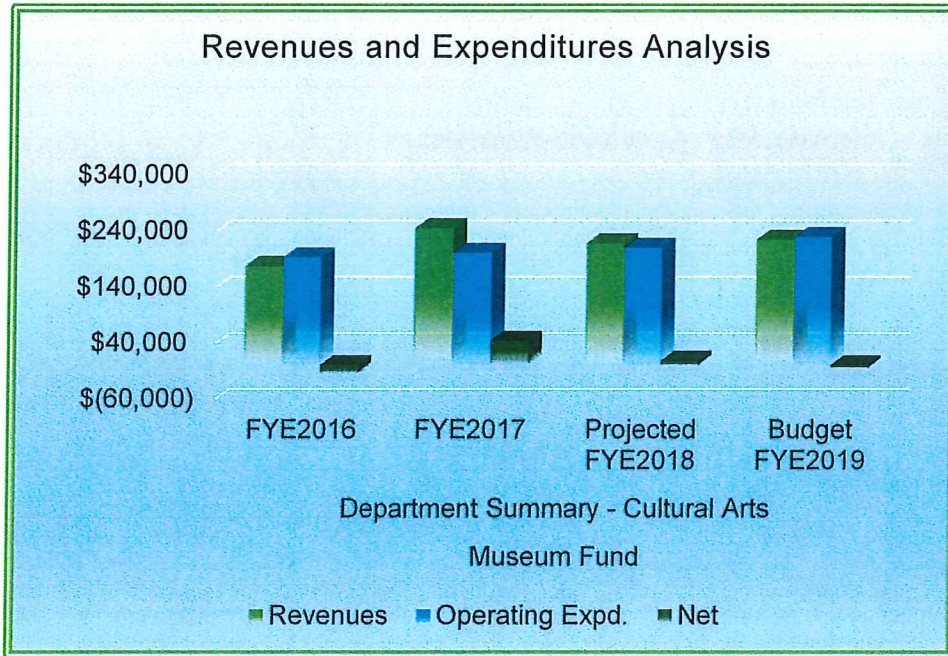
OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Track new programming and equipment trends.



Museum Fund
Department Summary - Cultural Arts

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$156,927	\$227,117	\$196,204	\$200,155
Contributions/Sponsorships	8,796	5,031	6,148	5,200
Special Receipts	10,975	11,663	14,532	17,990
Total Estimated Revenues	\$176,698	\$243,811	\$216,884	\$223,345
Appropriations				
Salaries and Wages	\$124,854	\$127,813	\$133,751	\$143,179
Contractual	51,390	54,674	58,912	66,817
Commodities/Supplies	14,084	16,300	14,647	16,629
Utilities	1,406	1,422	1,520	1,615
Routine/Periodic Maintenance	0	0	0	0
Total Appropriations	\$191,734	\$200,209	\$208,830	\$228,240
Net of Revenues Over (Under) Appropriations	(\$15,036)	43,602	8,054	(\$4,895)



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 15-014 - CULTURAL ARTS - BACH'S LUNCH					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	104	78	148	400
	CONTRIBUTIONS/SPONSORSHIPS		400		200
	SPECIAL RECEIPTS			750	750
	TOTAL ESTIMATED REVENUES	104	478	898	1,350
APPROPRIATIONS					
	CONTRACTUAL	2,251	2,799	2,690	3,537
	COMMODITIES/SUPPLIES	102	78	123	400
	TOTAL APPROPRIATIONS	2,353	2,877	2,813	3,937
	NET OF REVENUES/APPROPRIATIONS - 15-014 - CULTURAL	(2,249)	(2,399)	(1,915)	(2,587)
Dept 15-015 - CULTURAL ARTS - YOUTH THEATRE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	32,103	91,859	55,958	59,125
	CONTRIBUTIONS/SPONSORSHIPS	8,296	4,631	6,148	5,000
	SPECIAL RECEIPTS	9,598	9,411	6,536	9,800
	TOTAL ESTIMATED REVENUES	49,997	105,901	68,642	73,925
APPROPRIATIONS					
	SALARIES AND WAGES	32,730	36,735	39,000	41,489
	CONTRACTUAL	23,048	19,449	18,906	21,398
	COMMODITIES/SUPPLIES	9,567	10,685	9,143	9,254
	UTILITIES	1,406	1,422	1,520	1,615
	TOTAL APPROPRIATIONS	66,751	68,291	68,569	73,756
	NET OF REVENUES/APPROPRIATIONS - 15-015 - CULTURAL	(16,754)	37,610	73	169
Dept 15-036 - CULTURAL ARTS - ART EXHIBITION SERIES					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	632			
	SPECIAL RECEIPTS	556	1,572	2,744	2,700
	TOTAL ESTIMATED REVENUES	1,188	1,572	2,744	2,700
APPROPRIATIONS					
	SALARIES AND WAGES	113	50		
	CONTRACTUAL	445	1,188	3,265	5,476
	COMMODITIES/SUPPLIES	1,232	1,222	2,020	2,155
	TOTAL APPROPRIATIONS	1,790	2,460	5,285	7,631
	NET OF REVENUES/APPROPRIATIONS - 15-036 - CULTURAL	(602)	(888)	(2,541)	(4,931)
Dept 15-038 - CULTURAL ARTS - BALLET PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	79,269	73,038	82,469	85,058
	TOTAL ESTIMATED REVENUES	79,269	73,038	82,469	85,058
APPROPRIATIONS					
	SALARIES AND WAGES	69,152	65,481	66,217	68,612
	CONTRACTUAL	2,532	2,264	2,454	3,357
	COMMODITIES/SUPPLIES	279	274	878	1,065
	TOTAL APPROPRIATIONS	71,963	68,019	69,549	73,034
	NET OF REVENUES/APPROPRIATIONS - 15-038 - CULTURAL	7,306	5,019	12,920	12,024
Dept 15-140 - CULTURAL ARTS - IRISH DANCE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	16,058	17,685	22,452	19,500
	TOTAL ESTIMATED REVENUES	16,058	17,685	22,452	19,500
APPROPRIATIONS					
	SALARIES AND WAGES	1,679	2,158	2,739	3,426
	CONTRACTUAL	8,045	7,890	8,735	8,981
	COMMODITIES/SUPPLIES		10		510

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 15-140 - CULTURAL ARTS - IRISH DANCE					
APPROPRIATIONS					
	TOTAL APPROPRIATIONS	9,724	10,058	11,474	12,917
NET OF REVENUES/APPROPRIATIONS - 15-140 - CULTURAL					
		6,334	7,627	10,978	6,583
Dept 15-141 - CULTURAL ARTS - DANCE PERFORMANCE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	8,745	8,559	3,332	4,230
	CONTRIBUTIONS/SPONSORSHIPS	500			
	SPECIAL RECEIPTS	821	680	3,002	3,240
	TOTAL ESTIMATED REVENUES	10,066	9,239	6,334	7,470
APPROPRIATIONS					
	SALARIES AND WAGES	7,574	9,470	10,783	13,135
	CONTRACTUAL	4,818	4,481	4,576	5,109
	COMMODITIES/SUPPLIES	2,805	3,457	2,358	2,615
	TOTAL APPROPRIATIONS	15,197	17,408	17,717	20,859
NET OF REVENUES/APPROPRIATIONS - 15-141 - CULTURAL					
		(5,131)	(8,169)	(11,383)	(13,389)
Dept 15-143 - CULTURAL ARTS - CULTURAL ARTS PROGRAM					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	20,016	23,048	22,188	22,010
	SPECIAL RECEIPTS			1,500	1,500
	TOTAL ESTIMATED REVENUES	20,016	23,048	23,688	23,510
APPROPRIATIONS					
	SALARIES AND WAGES	13,606	11,839	12,353	13,021
	CONTRACTUAL	10,251	14,660	14,475	15,010
	COMMODITIES/SUPPLIES	99	512	125	500
	TOTAL APPROPRIATIONS	23,956	27,011	26,953	28,531
NET OF REVENUES/APPROPRIATIONS - 15-143 - CULTURAL					
		(3,940)	(3,963)	(3,265)	(5,021)
Dept 15-146 - CULTURAL ARTS-OTHER DANCE PROGRAMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE		12,850	9,657	9,832
	TOTAL ESTIMATED REVENUES		12,850	9,657	9,832
APPROPRIATIONS					
	SALARIES AND WAGES		2,080	2,659	3,496
	CONTRACTUAL		1,943	3,811	3,949
	COMMODITIES/SUPPLIES		62		130
	TOTAL APPROPRIATIONS		4,085	6,470	7,575
NET OF REVENUES/APPROPRIATIONS - 15-146 - CULTURAL					
			8,765	3,187	2,257
ESTIMATED REVENUES - FUND 03		176,698	243,811	216,884	223,345
APPROPRIATIONS - FUND 03		191,734	200,209	208,830	228,240
NET OF REVENUES/APPROPRIATIONS - FUND 03		(15,036)	43,602	8,054	(4,895)

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Special Events

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: SPECIAL EVENTS –

Special Events produces community-wide special events and manages the Park District's volunteer program. Responsibilities include concerts in the parks, Taste of C-U, Halloween Funfest, Eggstravaganza, Nite Lite Egg Pursuit, Streetfest, Flannelfest Block Parties, Touch a Truck and other smaller special events throughout the year.

EMPLOYEES FUNDED BY MUSEUM – POSITIONS AND NUMBERS (FT1 AND FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Special Events Manager	1.0	1.0	1.0	1.0
Special Events /Volunteer Coordinator	0	1.0	1.0	.80
Total FTE's	1.0	2.0	2.0	1.80

Figure 18 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training. *Status – Hosted two TIPS training courses with 46 students and all of them passing successfully.*
- Promote family volunteering at various events and programs. *Status – Increased community participation by making events and volunteer needs known to the community and reached out to various organizations and untapped community organizations.*

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES.

OBJECTIVES:

- Monitor most effective mediums to communicate offerings to the community. *Status – Created new community connections with several different organizations via community meetings, volunteering, and assisting with other community events.*
- Field program and event suggestions to maintain viable programs and services to residents. *Status – Partnered with Fetch Petcare for three upcoming events.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

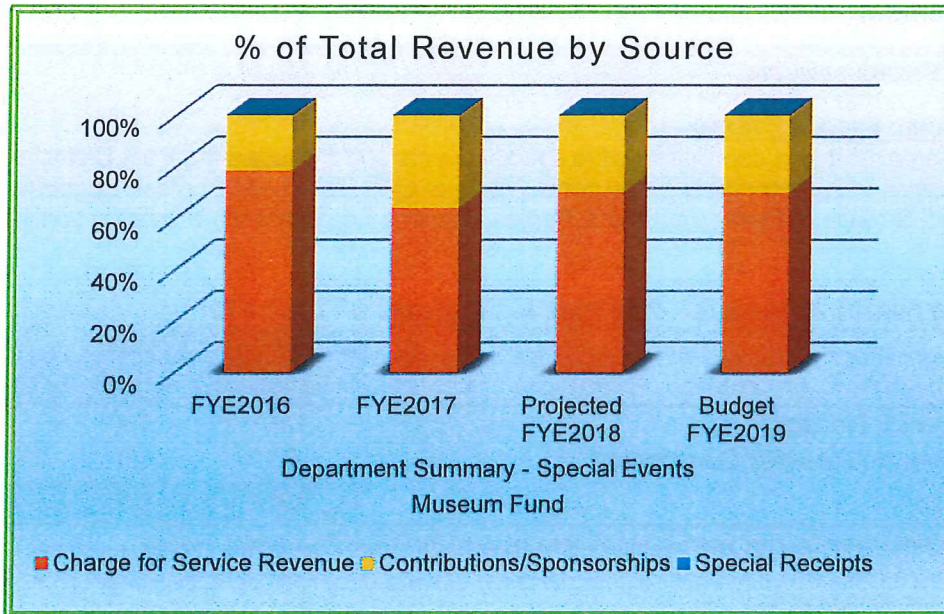
OBJECTIVES:

- Develop customer service standards and training.
- Enhance the safety and security in each park and facility so all patrons feel safe.
- Develop a plan to hire/train multi-lingual staff and promote programs in a variety of languages.
- Create events & programs that highlight different cultures.

SG4 – PROVIDE PARKS, RECREATION AND CULTURAL ARTS THAT ARE AFFORDABLE FOR ALL

OBJECTIVES:

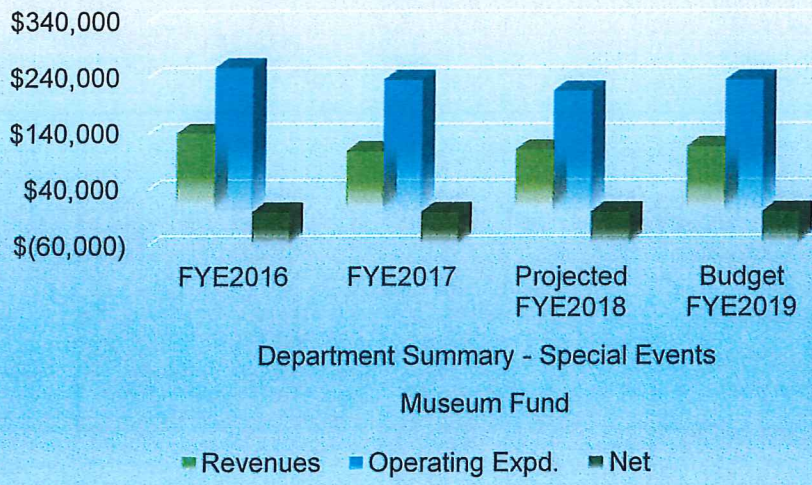
- Offer affordable programs, parks, and services.
- Evaluate fees for rentals and services.
- Develop effective strategies to make programs more affordable.
- Develop additional low-cost or free programs.



Champaign Park District
Budget Category Totals by Department

	Museum Fund			
	Department Summary - Special Events			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$110,399	\$69,678	\$77,862	\$81,327
Contributions/Sponsorships	30,325	39,306	33,150	34,950
Special Receipts	0	0	0	0
Total Estimated Revenues	\$140,724	\$108,984	\$111,012	\$116,277
Appropriations				
Salaries and Wages	\$62,915	\$71,244	\$84,652	\$87,925
Fringe Benefits	221	18	842	840
Contractual	163,476	138,612	107,806	118,468
Commodities/Supplies	30,600	26,007	22,328	27,100
Total Appropriations	\$257,212	\$235,881	\$215,628	\$234,333
Net of Revenues Over (Under) Appropriations	(\$116,488)	(126,897)	(104,616)	(\$118,056)

Revenues and Expenditures Analysis



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 15-031 - CULTURAL ARTS - TASTE OF CU					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	81,308	45,500	57,040	57,202
	CONTRIBUTIONS/SPONSORSHIPS	9,375	23,125	22,450	22,450
	TOTAL ESTIMATED REVENUES	90,683	68,625	79,490	79,652
APPROPRIATIONS					
	SALARIES AND WAGES	10,606	9,828	13,053	12,836
	CONTRACTUAL	69,870	85,525	52,725	57,605
	COMMODITIES/SUPPLIES	13,216	14,825	13,712	14,050
	TOTAL APPROPRIATIONS	93,692	110,178	79,490	84,491
	NET OF REVENUES/APPROPRIATIONS - 15-031 - CULTURAL	(3,009)	(41,553)		(4,839)
Dept 15-032 - CULTURAL ARTS - SUMMER CONCERTS					
ESTIMATED REVENUES					
	CONTRIBUTIONS/SPONSORSHIPS	4,750		700	2,500
	TOTAL ESTIMATED REVENUES	4,750		700	2,500
APPROPRIATIONS					
	SALARIES AND WAGES	5,426	4,207	5,162	5,335
	CONTRACTUAL	12,968	5,664	6,232	8,290
	COMMODITIES/SUPPLIES	3,352	52		50
	TOTAL APPROPRIATIONS	21,746	9,923	11,394	13,675
	NET OF REVENUES/APPROPRIATIONS - 15-032 - CULTURAL	(16,996)	(9,923)	(10,694)	(11,175)
Dept 15-067 - CULTURAL ARTS-FLANNEL FEST (FEST ARTS)					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE		225		
	CONTRIBUTIONS/SPONSORSHIPS		425		
	TOTAL ESTIMATED REVENUES		650		
APPROPRIATIONS					
	CONTRACTUAL		8,606	7,621	8,975
	COMMODITIES/SUPPLIES		500	898	1,180
	TOTAL APPROPRIATIONS		9,106	8,519	10,155
	NET OF REVENUES/APPROPRIATIONS - 15-067 - CULTURAL		(8,456)	(8,519)	(10,155)
Dept 15-068 - CULTURAL ARTS - SPECIAL EVENTS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	5,239	1,702	983	1,800
	TOTAL ESTIMATED REVENUES	5,239	1,702	983	1,800
APPROPRIATIONS					
	SALARIES AND WAGES	29,115	44,803	47,592	50,656
	FRINGE BENEFITS	221	18	842	840
	CONTRACTUAL	9,423	4,043	5,875	5,155
	COMMODITIES/SUPPLIES	2,762	1,914	945	4,620
	TOTAL APPROPRIATIONS	41,521	50,778	55,254	61,271
	NET OF REVENUES/APPROPRIATIONS - 15-068 - CULTURAL	(36,282)	(49,076)	(54,271)	(59,471)
Dept 15-170 - CULTURAL ARTS - CU DAYS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	525	950	675	675
	CONTRIBUTIONS/SPONSORSHIPS		1,500		
	TOTAL ESTIMATED REVENUES	525	2,450	675	675
APPROPRIATIONS					
	SALARIES AND WAGES	6,803	5,410	6,720	6,113
	CONTRACTUAL	10,602	8,523	6,036	6,360
	COMMODITIES/SUPPLIES	493	1,552	445	400
	TOTAL APPROPRIATIONS	17,898	15,485	13,201	12,873

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 15-170 - CULTURAL ARTS - CU DAYS					
	NET OF REVENUES/APPROPRIATIONS - 15-170 - CULTURAL	(17,373)	(13,035)	(12,526)	(12,198)
Dept 15-172 - CULTURAL ARTS - DADDY DAUGHTER DANCE					
	ESTIMATED REVENUES				
	CHARGE FOR SERVICE REVENUE	12,250	18,931	16,269	18,000
	TOTAL ESTIMATED REVENUES	12,250	18,931	16,269	18,000
	APPROPRIATIONS				
	SALARIES AND WAGES	2,567	1,732	3,281	3,502
	CONTRACTUAL	8,863	13,282	12,569	13,633
	COMMODITIES/SUPPLIES	1,043	1,564	1,650	1,650
	TOTAL APPROPRIATIONS	12,473	16,578	17,500	18,785
	NET OF REVENUES/APPROPRIATIONS - 15-172 - CULTURAL	(223)	2,353	(1,231)	(785)
Dept 15-173 - CULTURAL ARTS - EGG HUNTS					
	ESTIMATED REVENUES				
	CHARGE FOR SERVICE REVENUE	2,349	2,370	2,657	2,650
	TOTAL ESTIMATED REVENUES	2,349	2,370	2,657	2,650
	APPROPRIATIONS				
	SALARIES AND WAGES	2,428	1,732	3,281	3,502
	CONTRACTUAL	345	49	574	350
	COMMODITIES/SUPPLIES	2,994	3,248	2,617	2,350
	TOTAL APPROPRIATIONS	5,767	5,029	6,472	6,202
	NET OF REVENUES/APPROPRIATIONS - 15-173 - CULTURAL	(3,418)	(2,659)	(3,815)	(3,552)
Dept 15-174 - CULTURAL ARTS - HALLOWEEN FUNFEST					
	ESTIMATED REVENUES				
	CHARGE FOR SERVICE REVENUE				1,000
	TOTAL ESTIMATED REVENUES				1,000
	APPROPRIATIONS				
	SALARIES AND WAGES	1,283	866	1,640	1,841
	CONTRACTUAL	340	1,100	655	1,445
	COMMODITIES/SUPPLIES	1,888	2,163	1,903	2,400
	TOTAL APPROPRIATIONS	3,511	4,129	4,198	5,686
	NET OF REVENUES/APPROPRIATIONS - 15-174 - CULTURAL	(3,511)	(4,129)	(4,198)	(4,686)
Dept 15-177 - CULTURAL ARTS - STREETFEST (MUSIC FEST)					
	ESTIMATED REVENUES				
	CHARGE FOR SERVICE REVENUE	8,728		238	
	CONTRIBUTIONS/SPONSORSHIPS	16,200	14,256	10,000	10,000
	TOTAL ESTIMATED REVENUES	24,928	14,256	10,238	10,000
	APPROPRIATIONS				
	SALARIES AND WAGES	4,687	2,666	3,923	4,140
	CONTRACTUAL	51,065	11,820	15,519	16,655
	COMMODITIES/SUPPLIES	4,852	189	158	400
	TOTAL APPROPRIATIONS	60,604	14,675	19,600	21,195
	NET OF REVENUES/APPROPRIATIONS - 15-177 - CULTURAL	(35,676)	(419)	(9,362)	(11,195)
	ESTIMATED REVENUES - FUND 03	140,724	108,984	111,012	116,277
	APPROPRIATIONS - FUND 03	257,212	235,881	215,628	234,333
	NET OF REVENUES/APPROPRIATIONS - FUND 03	(116,488)	(126,897)	(104,616)	(118,056)

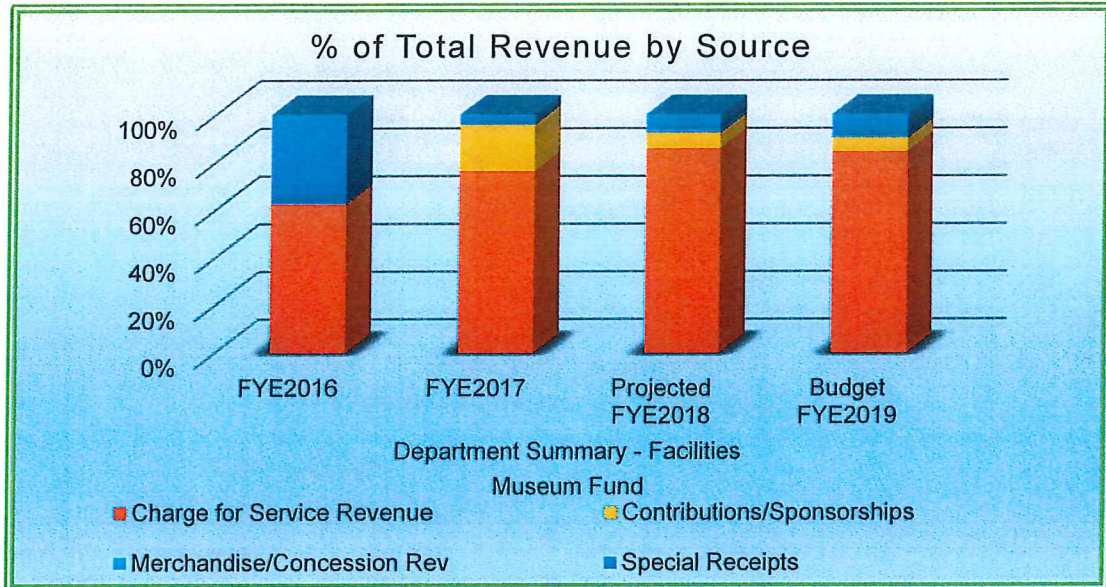
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Facilities

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: FACILITIES – The Museum Fund facilities department accounts for all the expenditures required to maintain the building for programming, such as staffing, maintenance supplies, contracts, etc. Also includes the pottery studio – included additional \$3,520 for purchase of either a kiln or another piece of equipment to process and recycle the clay for use in studio.

Prairie Farm is a replica of a turn-of-the-century farm complete with barns, farmhouse, pond, pasture and flower garden. It is open to the general public during the summer months. The farm features traditional farm animals and a petting zoo. No admission is charged.



EMPLOYEES FUNDED BY FACILITIES – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016	FYE2017	FYE2018	FYE2019
	Actual	Actual	Actual	Budget
Cultural Arts Coordinator			.18	.18
SCC Facility Coordinator	1.0	1.0	1.0	1.0
Building Service Worker	1.0	1.0	1.0	1.0
Total	2.0	2.0	2.18	2.18

Figure 19 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training. *Status –Held staff training to update all staff on standards, procedures and emergency evacuation procedures.*
- Develop both an internal and external culture of treating customers and co-workers/board members like family. *Status – Staff is able to greet majority of the patrons by name when they come in because of all of the programs they participate in.*
- Provide equal access for all patrons to all parks, facilities and programs. *Status – Remodeled the front desk and reception area and made more accessible.*

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Develop customer service standards and training.
- Develop both an internal and external culture of treating customers and co-workers/board members like family.
- Provide equal access for all patrons to all parks, facilities and programs.

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES**OBJECTIVES:**

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.

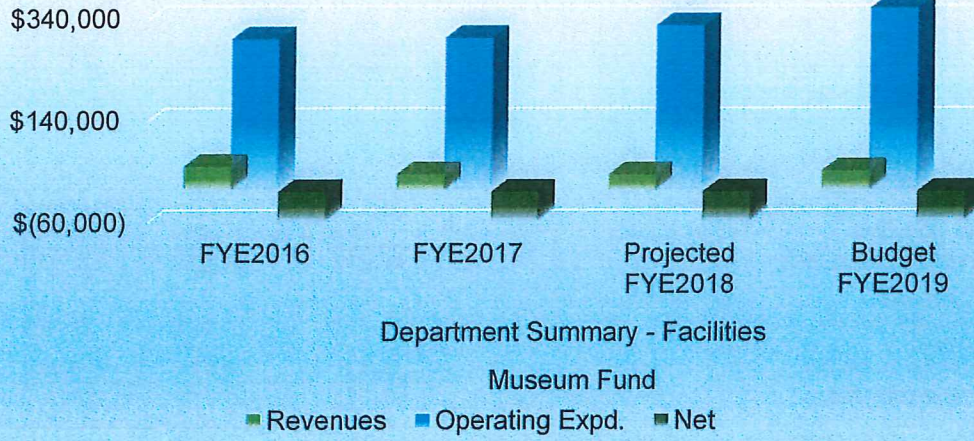
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2018 Actual	FYE2019 Proposed
# of Visits @ Prairie Farm	20,600	22,000	22,000	11,500	14,00
# of Visits @ Springer Cultural Center	33,969	35,000	35,000	36,965	39,000

Champaign Park District
Budget Category Totals by Department

	Museum Fund Department Summary - Facilities			
	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$31,226	\$26,225	\$28,904	\$34,521
Contributions/Sponsorships	0	6,625	2,203	2,300
Merchandise/Concession Rev	225	200	472	400
Special Receipts	18,552	1,330	2,123	3,640
Total Estimated Revenues	<u>\$50,003</u>	<u>\$34,380</u>	<u>\$33,702</u>	<u>\$40,861</u>
Appropriations				
Salaries and Wages	\$174,890	\$180,812	\$192,071	\$209,214
Fringe Benefits	844	840	842	840
Contractual	36,881	30,073	30,265	34,817
Commodities/Supplies	39,588	38,043	42,859	42,655
Utilities	47,096	52,097	59,459	64,512
Routine/Periodic Maintenance	0	0	0	13,150
Total Appropriations	<u>\$299,299</u>	<u>\$301,865</u>	<u>\$325,496</u>	<u>\$365,188</u>
Net of Revenues Over (Under) Appropriations	<u>(\$249,296)</u>	<u>(267,485)</u>	<u>(291,794)</u>	<u>(\$324,327)</u>

Revenues and Expenditures Analysis



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

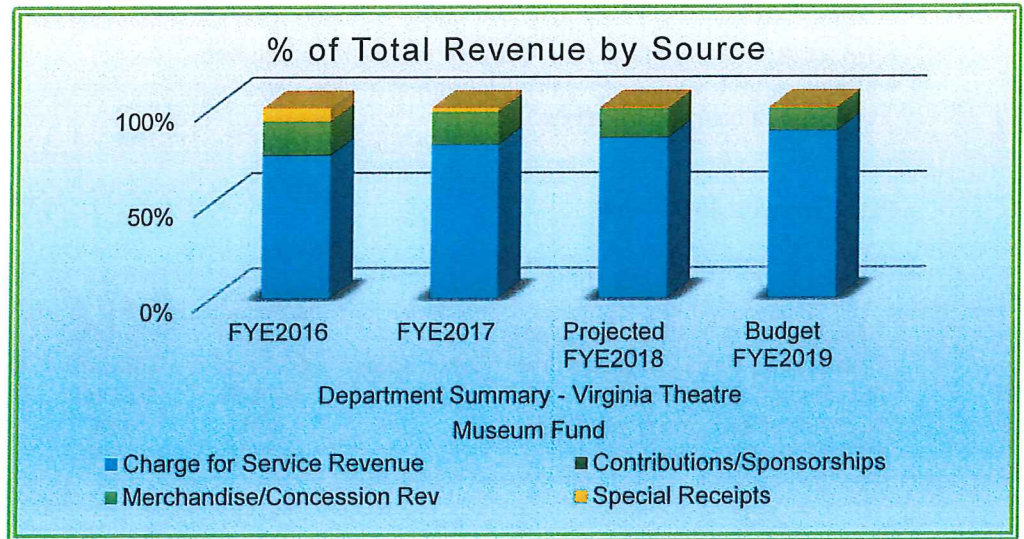
BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 30-019 - FACILITIES - POTTERY/CLAY STUDIO					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	21,855	17,797	21,016	25,452
	SPECIAL RECEIPTS	1,122	830	1,588	3,140
	TOTAL ESTIMATED REVENUES	22,977	18,627	22,604	28,592
APPROPRIATIONS					
	SALARIES AND WAGES	21,636	17,674	24,056	28,372
	CONTRACTUAL	358	20		777
	COMMODITIES/SUPPLIES	5,721	2,226	4,516	8,670
	TOTAL APPROPRIATIONS	27,715	19,920	28,572	37,819
	NET OF REVENUES/APPROPRIATIONS - 30-019 - FACILITIE	(4,738)	(1,293)	(5,968)	(9,227)
Dept 30-020 - FACILITIES - DOUGLASS ANNEX					
APPROPRIATIONS					
	ROUTINE/PERIODIC MAINTENANCE				15,000
	TOTAL APPROPRIATIONS				15,000
	NET OF REVENUES/APPROPRIATIONS - 30-020 - FACILITIE				(15,000)
Dept 30-030 - FACILITIES - SPRINGER CULTURAL CENTER					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	17,430	500	535	500
	TOTAL ESTIMATED REVENUES	17,430	500	535	500
APPROPRIATIONS					
	SALARIES AND WAGES	113,528	118,745	120,356	131,517
	FRINGE BENEFITS	844	840	842	840
	CONTRACTUAL	26,202	20,681	19,669	22,615
	COMMODITIES/SUPPLIES	13,834	18,434	24,036	16,600
	UTILITIES	35,066	37,364	41,451	44,712
	ROUTINE/PERIODIC MAINTENANCE				13,150
	TOTAL APPROPRIATIONS	189,474	196,064	206,354	229,434
	NET OF REVENUES/APPROPRIATIONS - 30-030 - FACILITIE	(172,044)	(195,564)	(205,819)	(228,934)
Dept 30-095 - FACILITIES - PRAIRIE FARM					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	9,371	8,428	7,888	9,069
	CONTRIBUTIONS/SPONSORSHIPS		6,625	2,203	2,300
	MERCHANDISE/CONCESSION REV	225	200	472	400
	TOTAL ESTIMATED REVENUES	9,596	15,253	10,563	11,769
APPROPRIATIONS					
	SALARIES AND WAGES	39,726	44,393	47,659	49,325
	CONTRACTUAL	10,321	9,372	10,596	11,425
	COMMODITIES/SUPPLIES	20,033	17,383	14,307	17,385
	UTILITIES	12,030	14,733	18,008	19,800
	TOTAL APPROPRIATIONS	82,110	85,881	90,570	97,935
	NET OF REVENUES/APPROPRIATIONS - 30-095 - FACILITIE	(72,514)	(70,628)	(80,007)	(86,166)
	ESTIMATED REVENUES - FUND 03	50,003	34,380	33,702	40,861
	APPROPRIATIONS - FUND 03	299,299	301,865	325,496	380,188
	NET OF REVENUES/APPROPRIATIONS - FUND 03	(249,296)	(267,485)	(291,794)	(339,327)

Virginia Theatre

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: VIRGINIA THEATRE –

Virginia Theatre offers a 1,470-seat historic venue for performing arts programs accessible to Champaign, Urbana and surrounding communities. Responsibilities include community partnerships, concerts, event coordination, event production, membership campaign, movies, plays, recitals, rentals and The News-Gazette Film Series.



EMPLOYEES FUNDED BY VIRGINIA THEATRE – POSITIONS AND NUMBERS (FT1 AND FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Director of Virginia Theatre	1.0	1.0	1.0	1.0
VT Front of House Coordinator	1.0	1.0	1.0	1.0
Virginia Theatre Coordinator FT2	0	.80	0	0
VT Sales & Public Relations Manager	0	0	1.0	1.0
VT Box Office Manager (FT 2)	1.0	1.0	.80	.80
VT Technical Manager	1.0	1.0	1.0	1.0
Total FTE's	4.0	4.80	4.80	4.80

Figure 20 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2017-18 ACCOMPLISHMENTS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Provide equal access for all patrons to all parks, facilities and programs. *Status – The Virginia Theatre was updated in 2013 to comply with current ADA standards during its Phase III renovation. In 2015 a subsequent project upgraded the theatre's hearing assistance system with the purchase of new, state-of-the-art infrared hearing assistance devices for patrons with hearing challenges or disabilities.*
- Enhance the safety and security in each park and facility so all patrons feel safe. *Status – The Virginia Theatre has improved safety at its live events with the addition of City of Champaign Police to the security team. A security meeting precedes each event, where the written Safety Plan is reviewed and any special challenges of the event are addressed.*

SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience. *Status – Theatre staff are trained to ask patrons if this is their first encounter with the Virginia and to work to welcome such patrons, at the Box Office, at shows, and during tours.*

2018-19 GOALS

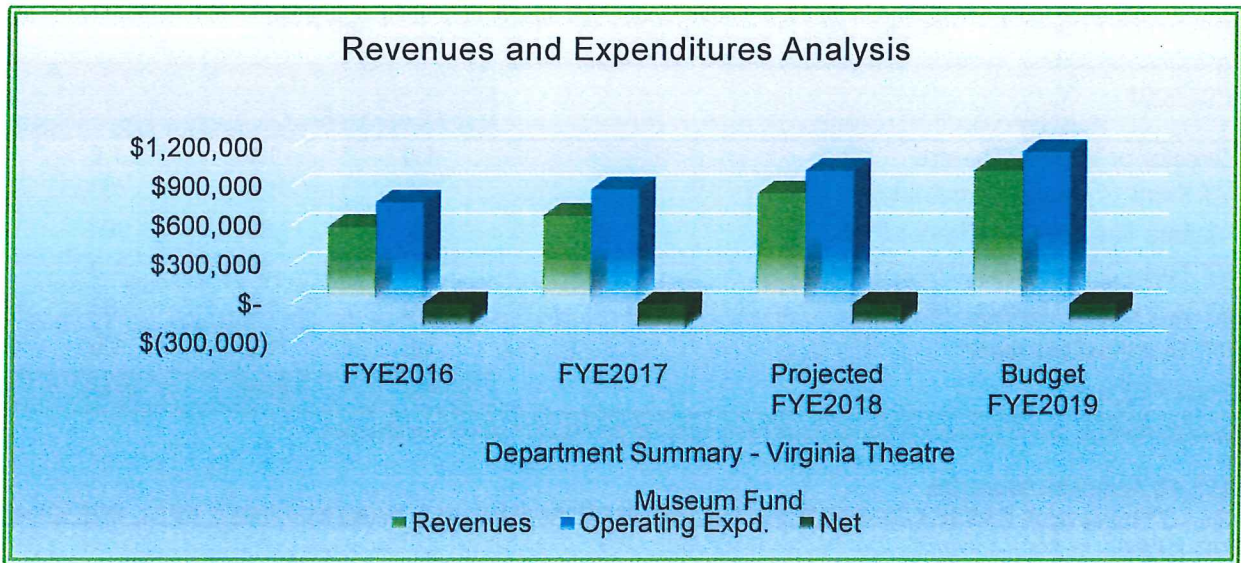
SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Encourage staff to focus on first-time program participants.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Costs	75.89%	77.05%	83.62%	87.66%
Restoration Fees Collected from Ticket Sales	\$57,935	\$59,000	\$59,000	\$58,000
Number of Tickets Sold	49,646	50,000	53,000	54,000
Number of Subscriptions Sold	174	164	340	370
VT Facebook Followers	5,877	6,300	6,300	8,500



FYE2019 revenues are 20.56% higher than with prior year actual. The majority of the performances have been committed and generally shows are added throughout the year.

FYE2019 total expenditures are up 14.18% to coincide with the increase in revenues.

Champaign Park District
Budget Category Totals by Department

Museum Fund
Department Summary - Virginia Theatre

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
<i>Estimated Revenues</i>				
Charge for Service Revenue	\$444,419	\$548,192	\$717,199	\$900,000
Contributions/Sponsorships	2,500	2,200	1,900	2,000
Merchandise/Concession Rev	102,922	112,791	125,816	118,200
Interest Income	102	174	175	160
Special Receipts	41,249	14,708	4,776	4,250
Total Estimated Revenues	<u>\$591,192</u>	<u>\$678,065</u>	<u>\$849,866</u>	<u>\$1,024,610</u>
<i>Appropriations</i>				
Salaries and Wages	\$275,229	\$340,742	\$393,019	\$407,749
Fringe Benefits	560	591	3,269	3,260
Contractual	385,529	419,845	496,314	622,525
Commodities/Supplies	57,848	54,865	60,581	61,825
Utilities	59,523	63,950	70,564	73,550
Total Appropriations	<u>\$778,689</u>	<u>\$879,993</u>	<u>\$1,023,747</u>	<u>\$1,168,909</u>
Net of Revenues Over (Under) Appropriations	<u>(\$187,497)</u>	<u>(201,928)</u>	<u>(173,881)</u>	<u>(\$144,299)</u>

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 15-078 - CULTURAL ARTS - VIRGINIA THEATRE RENTALS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	266,532	248,456	374,847	460,000
	MERCHANDISE/CONCESSION REV	2,051	3,061	5,950	5,500
	SPECIAL RECEIPTS	40,468	14,708	3,041	3,750
	TOTAL ESTIMATED REVENUES	309,051	266,225	383,838	469,250
APPROPRIATIONS					
	SALARIES AND WAGES	74,053	81,809	90,752	90,331
	CONTRACTUAL	83,132	66,251	103,196	91,550
	COMMODITIES/SUPPLIES	1,917	5,272	11,831	9,700
	TOTAL APPROPRIATIONS	159,102	153,332	205,779	191,581
	NET OF REVENUES/APPROPRIATIONS - 15-078 - CULTURAL	149,949	112,893	178,059	277,669
Dept 30-078 - FACILITIES - VIRGINIA THEATRE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	(21)			
	CONTRIBUTIONS/SPONSORSHIPS	2,500	1,950	1,900	2,000
	MERCHANDISE/CONCESSION REV	9,621	6,538	6,908	6,500
	INTEREST INCOME	102	174	175	160
	SPECIAL RECEIPTS	781		1,735	500
	TOTAL ESTIMATED REVENUES	12,983	8,662	10,718	9,160
APPROPRIATIONS					
	SALARIES AND WAGES	140,638	180,736	227,937	226,416
	FRINGE BENEFITS	560	591	3,269	3,260
	CONTRACTUAL	132,359	90,961	101,775	98,675
	COMMODITIES/SUPPLIES	26,979	14,044	14,274	14,925
	UTILITIES	59,523	63,950	70,564	73,550
	TOTAL APPROPRIATIONS	360,059	350,282	417,819	416,826
	NET OF REVENUES/APPROPRIATIONS - 30-078 - FACILITIES	(347,076)	(341,620)	(407,101)	(407,666)
Dept 60-078 - VT - VIRGINIA THEATRE FILMS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	28,499	24,783	51,717	43,200
	CONTRIBUTIONS/SPONSORSHIPS		250		
	TOTAL ESTIMATED REVENUES	28,499	25,033	51,717	43,200
APPROPRIATIONS					
	SALARIES AND WAGES	10,468	10,793	21,311	20,638
	CONTRACTUAL	24,427	24,580	32,745	28,150
	COMMODITIES/SUPPLIES	203	20	190	200
	TOTAL APPROPRIATIONS	35,098	35,393	54,246	48,988
	NET OF REVENUES/APPROPRIATIONS - 60-078 - VT - VIRG	(6,599)	(10,360)	(2,529)	(5,788)
Dept 68-078 - VT - HOUSE EVENTS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	148,302	274,953	290,635	396,800
	MERCHANDISE/CONCESSION REV			1,058	1,200
	TOTAL ESTIMATED REVENUES	148,302	274,953	291,693	398,000
APPROPRIATIONS					
	SALARIES AND WAGES	30,812	44,330	28,815	47,608
	CONTRACTUAL	135,905	226,075	243,690	389,500
	COMMODITIES/SUPPLIES	3,580	4,480	4,701	7,500
	TOTAL APPROPRIATIONS	170,297	274,885	277,206	444,608
	NET OF REVENUES/APPROPRIATIONS - 68-078 - VT - HOU	(21,995)	68	14,487	(46,608)
Dept 69-078 - CONCESSIONS - VIRGINIA THEATRE					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	1,107			
	MERCHANDISE/CONCESSION REV	91,250	103,192	111,900	105,000

CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 69-078 - CONCESSIONS - VIRGINIA THEATRE					
ESTIMATED REVENUES					
	TOTAL ESTIMATED REVENUES	92,357	103,192	111,900	105,000
APPROPRIATIONS					
	SALARIES AND WAGES	19,258	23,074	24,204	22,756
	CONTRACTUAL	9,706	11,978	14,908	14,650
	COMMODITIES/SUPPLIES	25,169	31,049	29,585	29,500
	TOTAL APPROPRIATIONS	54,133	66,101	68,697	66,906
	NET OF REVENUES/APPROPRIATIONS - 69-078 - CONCESSIONS	38,224	37,091	43,203	38,094
ESTIMATED REVENUES - FUND 03					
		591,192	678,065	849,866	1,024,610
APPROPRIATIONS - FUND 03					
		778,689	879,993	1,023,747	1,168,909
	NET OF REVENUES/APPROPRIATIONS - FUND 03	(187,497)	(201,928)	(173,881)	(144,299)

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Afterschool/Day Camp/Preschool

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: AFTERSCHOOL/DAY CAMP – PRESCHOOL PROGRAM – The Museum Fund includes preschool activities such as Art Smart Kids and Creative Kids day camps.

EMPLOYEES FUNDED BY MUSEUM – POSITIONS AND NUMBERS (FT1 AND FT2)

Position	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Preschool Director	.75	.75	.75	.75
Total FTE's	.75	.75	.75	.75

Figure 21 Position counts for prior years have not been adjusted for FYE2019 allocation changes

2018-19 GOALS

SG1 – PROVIDE A FAMILY-FRIENDLY ATMOSPHERE WHERE ALL PARTICIPANTS FEEL WELCOME AND SAFE

OBJECTIVES:

- Provide equal access for all patrons to all parks, facilities and programs.
- Create events and programs that highlight different cultures.

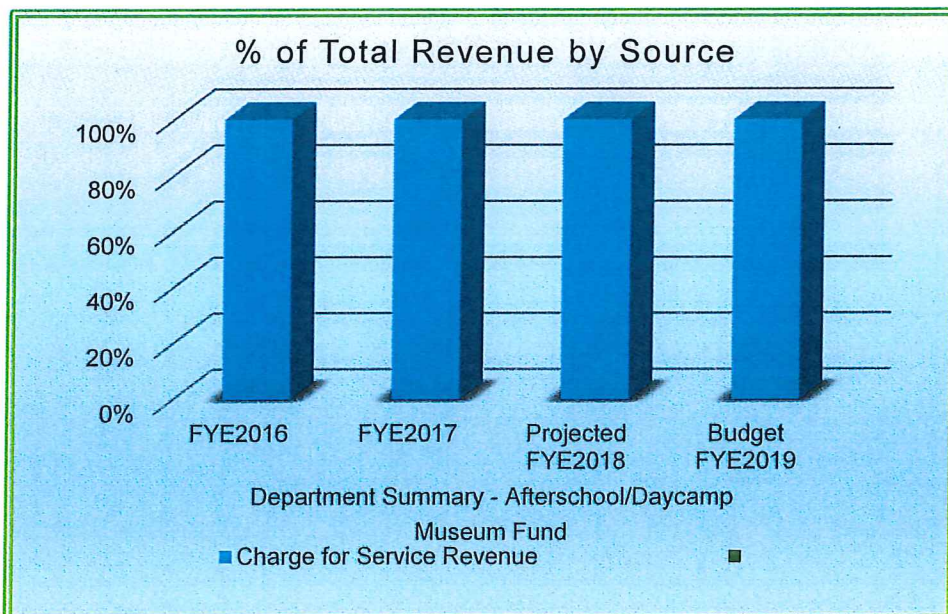
SG2 – PROVIDE FIRST-TIME OPPORTUNITIES FOR PARTICIPANTS TO TRY RECREATION AND CULTURAL ARTS PROGRAMS AND SERVICES

OBJECTIVES:

- Train staff to make first-time participants feel important by enhancing the participant experience.
- Track new programming and equipment trends.
- Encourage staff to focus on first-time participants.
- Develop opportunities to gather feedback for the needs and interests of various cultures/races/demographics.

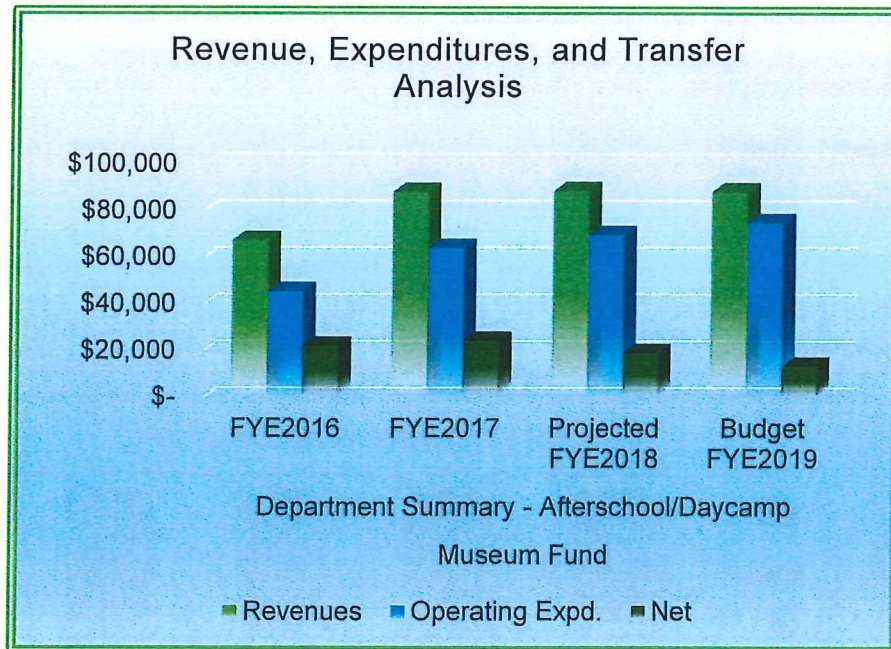
PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	148.4%	137.7%	127.2%	117.7%
Revenue is at least 100% of Direct Costs	Yes	Yes	Yes	Yes



Museum Fund
Department Summary - Afterschool/Day camp

	FYE2016	FYE2017	Projected FYE2018	Budget FYE2019
Estimated Revenues				
Charge for Service Revenue	\$66,934	\$87,737	\$88,165	\$87,834
Total Estimated Revenues	\$66,934	\$87,737	\$88,165	\$87,834
Appropriations				
Salaries and Wages	\$38,313	\$54,968	\$61,970	\$65,220
Contractual	5,007	5,926	5,000	6,280
Commodities/Supplies	1,792	2,831	2,353	3,100
Total Appropriations	\$45,112	\$63,725	\$69,323	\$74,600
Net of Revenues Over (Under) Appropriations	\$21,822	24,012	18,842	\$13,234
revenue as a % of Direct Cost	148.4%	137.7%	127.2%	117.7%



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 50-033 - AFTERSCHOOL/DAYCAMP-ART SMART KIDS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	9,513	15,833	14,220	13,774
	TOTAL ESTIMATED REVENUES	<u>9,513</u>	<u>15,833</u>	<u>14,220</u>	<u>13,774</u>
APPROPRIATIONS					
	SALARIES AND WAGES	3,974	6,717	6,283	8,275
	CONTRACTUAL	55			125
	COMMODITIES/SUPPLIES	123	773	553	830
	TOTAL APPROPRIATIONS	<u>4,152</u>	<u>7,490</u>	<u>6,836</u>	<u>9,230</u>
	NET OF REVENUES/APPROPRIATIONS - 50-033 - AFTERSCHC	<u>5,361</u>	<u>8,343</u>	<u>7,384</u>	<u>4,544</u>
Dept 50-034 - AFTERSCHOOL/DAYCAMP-CREATIVE KIDS					
ESTIMATED REVENUES					
	CHARGE FOR SERVICE REVENUE	57,421	71,904	73,945	74,060
	TOTAL ESTIMATED REVENUES	<u>57,421</u>	<u>71,904</u>	<u>73,945</u>	<u>74,060</u>
APPROPRIATIONS					
	SALARIES AND WAGES	34,339	48,251	55,687	56,945
	CONTRACTUAL	4,952	5,926	5,000	6,155
	COMMODITIES/SUPPLIES	1,669	2,058	1,800	2,270
	TOTAL APPROPRIATIONS	<u>40,960</u>	<u>56,235</u>	<u>62,487</u>	<u>65,370</u>
	NET OF REVENUES/APPROPRIATIONS - 50-034 - AFTERSCHC	<u>16,461</u>	<u>15,669</u>	<u>11,458</u>	<u>8,690</u>
	ESTIMATED REVENUES - FUND 03	<u>66,934</u>	<u>87,737</u>	<u>88,165</u>	<u>87,834</u>
	APPROPRIATIONS - FUND 03	<u>45,112</u>	<u>63,725</u>	<u>69,323</u>	<u>74,600</u>
	NET OF REVENUES/APPROPRIATIONS - FUND 03	<u>21,822</u>	<u>24,012</u>	<u>18,842</u>	<u>13,234</u>

Other Programs

PRINCIPAL RESPONSIBILITIES

MUSEUM FUND: OTHER PROGRAMS – The Museum Fund: Other Programs department is the Showmobile. Additional expenditures includes \$1,500 to purchase gel lights and to replace broken equipment, including new sound board, speaker stands, and speakers.

EMPLOYEES FUNDED BY MUSEUM – POSITIONS AND NUMBERS (FT1 AND FT2)

Positions	FYE2016 Actual	FYE2017 Actual	FYE2018 Actual	FYE2019 Budget
Special Events & Volunteer Coordinator	.05	.05	.05	.05
Total FTE's	.05	.05	.05	.05

PERFORMANCE INDICATORS

	FYE2016	FYE2017	FYE2018 Projected	FYE2019 Proposed
Revenue as a % of Direct Cost	100.8%	164.1%	178.8%	123.3%
Revenue is at least 100% of Direct Costs	YES	YES	YES	YES



CHAMPAIGN PARK DISTRICT
 FYE2019 BUDGET
 FOR FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BUDGET CLASSIFICATION	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 PROJECTED ACTIVITY	2018-19 BUDGET BUDGET
Fund: 03 MUSEUM					
Dept 60-099 - OTHER PROGRAMS - SHOWMOBILE					
ESTIMATED REVENUES					
	SPECIAL RECEIPTS	10,980	10,825	13,335	13,200
	TOTAL ESTIMATED REVENUES	<u>10,980</u>	<u>10,825</u>	<u>13,335</u>	<u>13,200</u>
APPROPRIATIONS					
	SALARIES AND WAGES	5,107	4,752	7,184	7,585
	CONTRACTUAL				250
	COMMODITIES/SUPPLIES	1,721	1,844	273	2,870
	TOTAL APPROPRIATIONS	<u>6,828</u>	<u>6,596</u>	<u>7,457</u>	<u>10,705</u>
	NET OF REVENUES/APPROPRIATIONS - 60-099 - OTHER PRC	<u>4,152</u>	<u>4,229</u>	<u>5,878</u>	<u>2,495</u>
ESTIMATED REVENUES - FUND 03		10,980	10,825	13,335	13,200
APPROPRIATIONS - FUND 03		6,828	6,596	7,457	10,705
NET OF REVENUES/APPROPRIATIONS - FUND 03		4,152	4,229	5,878	2,495

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SUPPLEMENTAL INFORMATION

Park District Profile

ORGANIZATION DATE	Organized in 1911, the Park District was established as a separate unit of local government in 1955 by referendum.
GOVERNMENT TYPE	Five elected Commissioners serve as the Board of Commissioners. Commissioners are elected to serve six-year terms and receive no compensation.
OFFICERS	The Commissioners elect a President and Vice President, appoint a Treasurer, Board Secretary and Assistant Secretary.
LOCATION	Park District is located in East Central Illinois.
BOUNDARIES	The boundaries of the Park District are nearly coterminous with the City of Champaign and encompass approximately 25 square miles.
POPULATION	The Park District's population per the 2010 census is 81,055, and currently estimated as of July 2016 at 86,637. The Park District also serves the University of Illinois population and the City of Urbana.
ASSESSED VALUE	The equalized assessed valuation (EAV) for real estate located within Park District boundaries estimated for 2017 is 1,774,495,522.
TAX RATE	The property tax rate for 2016 payable in 2017 is estimated to be 0.7149 per \$100 of EAV, unchanged from prior year.
CURRENT BUDGET	The Park District's total budget for FYE2019 is \$27,059,141 (including transfers). The fiscal year begins May 1 and ends April 30.
PARK RESOURCES	The Park District maintains 61 parks comprised of community parks, neighborhood parks, mini parks and 14 walking/bike trails totaling more than 691 acres. There are 28 miles of path and trails. Recreational facilities include one aquatic center with three waterslides, two recreation centers with gymnasiums, two senior centers, the Springer Cultural Arts Center, the Virginia Theatre (a 1470 seat auditorium), a six-court indoor tennis facility, 24 outdoor tennis courts, 25 softball and baseball fields, 22 soccer fields, six volleyball courts, 31 outdoor playgrounds, two skate parks, a children's petting zoo, a dog park, 12 picnic shelters, four small lakes for fishing, and shared gymnasium space at two elementary schools.
PROGRAM SERVICES	The Park District offers over 1,400 programs and activities per year including but not limited to: athletics, group fitness, fitness events, music, dance, drama, day camps, cultural and performing arts, preschool and youth programs, swimming, tennis, senior programs, special events and trips.
STAFF	The Park District has an appointed executive director responsible for the administration of the Park District. The Park District employs 72 full-time staff, 9 full-time staff (between 30-37 hours/week) and more than 690 part-time seasonal and temporary workers.
AFFILIATIONS	The Park District is affiliated with the National Recreation and Park Association (NRPA), the Illinois Association of Park Districts (IAPD) and the Illinois Park and Recreation Association (IPRA).

AWARDS

The National Gold Medal Award for Excellence in Parks and Recreation was received in 1979, 1990 and 1998. The Champaign-Urbana Special Recreation Association, which is administered by the Park District, won the Gold Medal for its classification in 2000.

The Park District earned the Distinguished Agency Award and designation in 1999 and was re-certified in 2006, 2011 and 2018.

The Park District has received the Certificate of Achievement for Excellence in Financial Reporting for twenty-one consecutive years (1995-2016). The Park District also received the Distinguished Budget Presentation Award for FYE2017, which marks the tenth consecutive year.

For the past several years, the Park District's aquatics staff has earned Ellis & Associates Platinum and Gold International Aquatic Safety Awards – these awards recognize the top performing lifeguard staffs in the world.

CONTACT INFORMATION

Champaign Park District
706 Kenwood Road
Champaign, IL 61821
Phone: 217-398-2550
Fax: 217-355-8421
Website: www.champaignparks.com

SOCIAL MEDIA:



Twitter

<https://twitter.com/champark>



Pinterest

<https://www.pinterest.com/champark/>



Facebook

<https://www.facebook.com/ChampaignParkDist>



Instagram

<https://instagram.com/champaignparkdist/>

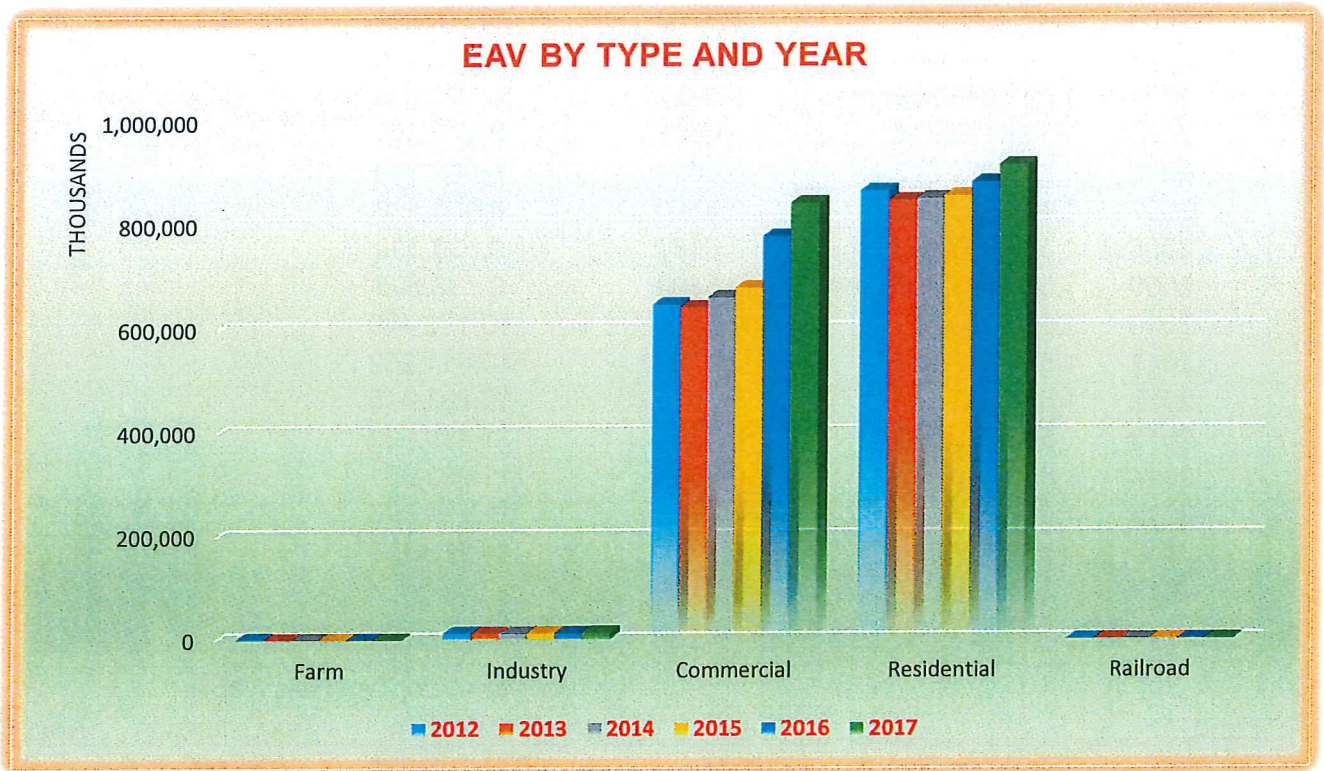


YouTube

<https://www.youtube.com/user/ChampaignParkDist>

Assessed Valuation Comparisons

	RY 2012	RY 2013	RY 2014	RY 2015	RY 2016	RY 2017
Farm	1,576,320	592,580	695,500	740,150	763,690	837,790
Industrial	12,924,540	12,557,450	12,646,840	12,791,620	13,103,690	13,952,270
Commercial	647,959,504	641,997,792	661,533,102	680,053,846	778,470,399	842,786,406
Residential	865,874,392	847,650,152	851,408,122	856,759,228	882,988,622	915,894,920
Railroad	928,108	920,989	905,966	992,773	942,423	1,024,136
TOTAL	1,529,262,864	1,503,718,963	1,527,189,530	1,551,337,617	1,676,268,824	1,774,495,522



TAX RATES, LEVIES, AND COLLECTIONS

Historical Tax EAV, Rates, and Collections

Year	Assessed Valuation	Tax Rate	Taxes Collected
1996	637,893,624	0.6540	4,215,018
1997	675,224,045	0.6419	4,316,625
1998	704,527,520	0.6349	4,458,594
1999	738,490,572	0.6263	4,672,833
2000	804,839,227	0.6395	5,203,752
2001	863,909,695	0.6627	5,766,874
2002	918,220,166	0.6754	6,244,301
2003	974,471,183	0.6843	6,707,950
2004	1,031,948,826	0.6782	6,981,975
2005	1,191,143,418	0.6597	8,039,809
2006	1,325,034,312	0.6414	8,662,150
2007	1,453,398,642	0.6190	8,996,538
2008	1,547,895,455	0.6157	9,530,392
2009	1,545,794,493	0.6300	9,738,505
2010	1,550,079,751	0.6529	10,120,470
2011	1,533,547,237	0.6789	10,411,252
2012	1,529,262,864	0.7088	10,839,415
2013	1,503,718,963	0.7645	11,495,931
2014	1,527,189,530	0.7264	11,063,851
2015	1,551,337,617	0.7443	11,531,605
2016	1,676,268,824	0.7149	11,960,653
2017	1,774,495,522	0.7149	

Current Year Tax Rate Detail

Fund	Rate	Assessed Valuation	Tax Extension	Rate Limit
General	0.3345	1,676,268,824	\$5,607,119	0.3500
Bond Amortization	0.0665	1,676,268,824	1,114,719	
IMRF	0.0194	1,676,268,824	325,196	
Police	0.0013	1,676,268,824	21,791	0.0250
Audit	0.0012	1,676,268,824	20,115	0.0050
Liability Insurance	0.0192	1,676,268,824	321,844	
Social Security	0.0209	1,676,268,824	350,340	
Museum	0.0851	1,676,268,824	1,426,504	0.1500
Recreation	0.1224	1,676,268,824	2,051,753	0.3700
Paving and Lighting	0.0050	1,676,268,824	83,813	0.0050
Special Recreation	0.0394	1,676,268,824	660,450	0.0400
Total	0.7149	1,676,268,824	11,983,644	
Total Estimated Taxes			<u>\$11,983,644</u>	

Current Year Calculated Tax Rate Detail

<u>Fund</u>	<u>Rate</u>	<u>Assessed Valuation</u>	<u>Tax Extension</u>
General	0.3338	1,774,495,522	\$5,923,266
Bond Amortization	0.0642	1,774,495,522	1,139,226
IMRF	0.0188	1,774,495,522	333,605
Police	0.0013	1,774,495,522	23,068
Audit	0.0012	1,774,495,522	21,294
Liability Insurance	0.0187	1,774,495,522	331,831
Social Security	0.0200	1,774,495,522	354,899
Museum	0.0904	1,774,495,522	1,604,144
Recreation	0.1216	1,774,495,522	2,157,787
Paving and Lighting	0.0049	1,774,495,522	86,950
Special Recreation	0.0400	1,774,495,522	709,798
Total Estimated Taxes	0.7149		<u>\$12,685,868</u>

Champaign Park District
2018 APPROVED Seasonal and Part-Time Wages

SEASONAL POSITIONS

Department/ Division	Job Title	Number of positions in 2018	Approximate Dates of Employment	2018 Hourly Pay Rate	2018 Pay Rate Cap
Aquatics					
	Lifeguard Assistant Supervisor	7	Mar – Sept*	\$11.00	\$13.00
	Lifeguard I	105	May – Sept	\$9.50	\$11.50
	Lifeguard II	0	May – Sept	\$9.50	\$11.50
	Swim Lesson Supervisor	1	May – Sept	\$11.00	\$13.00
	Assistant Swim Lesson Supervisor	2	May – Sept	\$10.00	\$12.00
	Swim Lesson Instructor	25	June – Aug	\$9.00	\$11.00
	Swim Team Coach	1	Apr – July	\$11.00	\$13.00
	Swim Team Assistant Coach	5	May – July	\$10.00	\$12.00
	Customer Service and Concessions Supervisor	1	Mar – Sept*	\$11.00	\$13.00
	Customer Service and Concessions Assistant Supervisor	5	April – Sept	\$10.00	\$12.00
	Customer Service and Concessions Worker	35	May – Sept	\$8.25	\$10.25
	Aquatics Building Service Worker	4	May – Sept	\$9.50	\$11.50
Sports					
	Youth Sports Instructor	20	Ongoing	\$8.25	\$10.25
	Sports Site Supervisor	8	Ongoing	\$9.50	\$11.50
	Sports Site Director	2	Ongoing	\$11.00	\$13.00
	Sports Concessions Supervisor	5	April-Sept*	\$11.00	\$13.00
	Sports Concessions Worker	35	May – Sept	\$8.25	\$10.25
Day Camps					
	Director	6	May – Aug	\$11.50	\$13.50
	Assistant Director	9	May – Aug	\$10.25	\$12.25
	Day Camp Leader	70	May – Aug	\$9.75	\$11.75
	Day Camp Leader II	10	May – Aug	\$10.00	\$12.00
	Bus Driver	1	May – Aug	\$20.00	\$22.00

Champaign Park District
2018 APPROVED Seasonal and Part-Time Wages

SEASONAL POSITIONS					
Department/ Division	Job Title	Number of positions in 2018	Approximate Dates of Employment	2018 Hourly Pay Rate	2018 Pay Rate Cap
Youth Theatre					
	Assistant Director	1	Ongoing	\$10.00	\$12.00
	Choreographer	1	Ongoing	\$10.00	\$12.00
	Music Director	1	Ongoing	\$10.00	\$12.00
Operations					
	Flower Worker I	12	April – Nov*	\$9.00	\$11.00
	Flower Worker II	3	April – Nov	\$10.00	\$12.00
	Natural Areas I	2	April – Nov	\$9.00	\$11.00
	Natural Areas II	2	April – Nov	\$10.00	\$12.00
	Operations Laborer I	3	April – Nov	\$9.25	\$11.25
	Operations Laborer II	8	April – Nov	\$10.25	\$12.25
	Sports Field Worker I	3	April – Nov	\$9.25	\$11.25
	Sports Field Worker II	2	April – Nov	\$10.25	\$12.25
Prairie Farm					
	Director	1	April – Sept	\$10.75	\$12.75
	Assistant Director – animal care	2	April – Sept	\$9.75	\$11.75
	Assistant Director – children’s programming Leader	1	April – Sept	\$9.50	\$11.50
		10	May – Sept	\$9.25	\$11.25
Special Events					
	Special Events Assistant	1	Mar – Aug	\$10.00	\$12.00
	Driver (Showmobile/Bus)	2	Mar – Nov	\$20.00	\$22.00
	Inflatables Worker	4	Mar – Nov	\$8.25	\$10.25
CUSR					
	Program Director	4	May – Aug	\$12.00	\$14.00
	Inclusion Supervisor	1	May – Aug	\$14.00	\$16.00
	Camp Leader	30	May – Aug	\$10.00 or \$11.00 w/Teaching Certificate	\$13.00
	Inclusion Assistant	25	May – Aug	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50
	Sports and Community Support Staff	10	May – Aug	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50
	Program Leader	1	May – Aug	\$12.00	\$14.00

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

Champaign Park District
2018 APPROVED Seasonal and Part-Time Wages

SEASONAL POSITIONS

Title	Number of Positions	Season	2018 UNLICENSED+ Per Game Wage	2018 LICENSED Per Game Wage
Sports Officials				
Youth Soccer Official	30	April – May and Sept – Oct	\$20/game	\$30/game
Youth Softball Official	10	May - July	\$40/game	\$50/game
Youth Hoops Official	20	Jan – Mar	Cross Court: \$30/game Full Court: \$20/game	Cross Court: \$35/game Full Court: \$30/game
Adult Softball Official	25	Apr – Oct	\$20 (1 umpire)/game \$15 (2 umpire)/game	\$25 (1 umpire)/game \$20 (2 umpire)/game
Adult Basketball Official	6	Nov – Mar	\$22/game	\$32/game
Adult Volleyball Official	8	Sept – April	\$17/game	\$17/game
Adult Soccer –Head Official	25	Sept – April	\$45/game	\$55/game
Adult Soccer – Assistant Official	20	Sept – April	\$30/game	\$40/game

Champaign Park District
2018 APPROVED Seasonal and Part-Time Wages

PART-TIME POSITIONS					
Department/ Division	Job Title	Number of positions in 2018	2018 Hourly Pay Rate	2018 Pay Rate Cap	Pay Range Depending on Qualifications
Afterschool					
	Afterschool Program Director	2	\$11.25	\$13.25	
	Afterschool Assistant Director	0	\$10.25	\$12.25	
	Afterschool Leader	20	\$9.75	\$11.75	
Cultural Arts					
	Dance Instructor	17			\$12.00 to \$25.00 (DOQ)
	Special Interest Instructor	6	Paid on a per class basis, a percentage of class fees		
	Pottery Instructor	10			\$12.00 to \$20.00 (DOQ)
	Pottery Supervisor	1	\$15.00	\$18.00	
Facilities					
	Building Openers	6	\$10.00	\$13.00	
	Receptionist	20	\$10.00	\$13.00	
	Building Service Workers	2	\$10.00	\$13.00	
	Recreation Leaders/Site Supervisors	3	\$9.25	\$12.25	
Marketing					
	Graphic Artist (formerly Marketing Assistant)	1			\$12.00 to \$20.00 (DOQ)
Operations					
	Horticulture Worker I	3	\$11.00	\$13.00	
	Horticulture Worker II	2	\$12.00	\$14.00	
	Natural Areas Worker I	2	\$11.00	\$13.00	
	Natural Areas Worker II	0	\$12.00	\$14.00	
	Operations Worker I	2	\$11.00	\$13.00	
	Operations Worker II	4	\$12.00	\$14.00	
	Sports Field Worker I	2	\$11.00	\$13.00	
	Sports Field Worker II	2	\$12.00	\$14.00	
Preschool					
	Preschool Instructor	9	\$10.00	\$13.00	
Virginia Theatre					
	Concessions Worker	8	\$8.25	\$10.25	
	Box Office Receptionist		\$10.25	\$13.25	

Champaign Park District
2018 APPROVED Seasonal and Part-Time Wages

PART TIME POSITIONS					
Department/ Division	Job Title	Number of positions in 2018	2018 Hourly Pay Rate	2018 Pay Rate Cap	Pay Range Depending on Qualifications
50 Plus! Seniors Programs					
	Senior Recreation Leader	2	\$9.75	\$11.75	
Sports					
	Sports Assignor	4	Paid on a per game rate: \$4/game for youth and adult soccer \$3/game for youth and adult basketball \$2.50/game for youth and adult softball \$2.25/game for youth and adult volleyball		
	Group Fitness Instructor	14			\$15.00 to \$25.00 (DOQ)
	Birthday Party Leader	5	\$9.00	\$11.00	
	Tennis Instructor	15			\$10.00 to \$25.00 (DOQ)

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

The minimum wage changes for 2018 are being discussed in Illinois legislature, it may increase during the year.

Current minimum wage is \$8.25/hour

**Champaign Park District
Salary Classification FY18 - 19**

POSITION CLASSIFICATION	FY17-18 STARTING WAGE RANGE	FY17-18 WAGE MAXIMUM	FY18-19 STARTING WAGE RANGE	FY18-19 WAGE MAXIMUM
CLASSIFICATION I				
Building Service Worker	\$12.24/hour (\$25,459)	\$19.86/hour (\$41,318)	\$12.24/hour (\$25,459)	\$20.28/hour (\$42,182.)
Dance Arts Director *FT2	TO		TO	
Grounds Worker I	\$14.69/hour (\$30,555)		\$14.69/hour (\$30,555)	
Horticulture Worker I				
Maintenance Worker I				
Receptionist I *FT1 and FT2				
Special Projects Worker I				
Sports Field Worker I				
Trash/Recycling Worker - *FT2				
Youth Theatre Program Director				
CLASSIFICATION II				
Accounting Clerk *FT1 and FT2	\$13.04/hour (\$27,123)	\$20.65/hour (\$42,953)	\$13.04/hour (\$27,123)	\$21.08/hour (\$43,846)
Administrative Assistant	TO		TO	
Box Office Manager - *FT2	\$15.39/hour (\$32,011)		\$15.39/hour (\$32,011)	
CUSR Receptionist				
Douglass Adult & Senior Coordinator				
Grounds Worker II				
Horticulture Worker II				
Maintenance Worker II				
Receptionist II				
Special Events/Volunteer Cord				
Special Projects Worker II				
Sports Field Worker II				
VT Front Of House Coordinator				
CLASSIFICATION III				
Accounts Payable Coordinator	\$15.80/hour (\$32,864)	\$25.02/hour (\$52,044)	\$15.80/hour (\$32,864)	\$25.55/hour (\$53,144)
Adult Sports Coordinator	TO		TO	
Aquatics Coordinator	\$18.96/hour (\$39,436)		\$18.96/hour (\$39,436)	
Aquatics/Tennis Coordinator				
Building Service Worker Supervisor				
Cultural Arts Coordinator				
CUSR Adult Program Coordinator				
CUSR Athletics & Volunteer Coordinator				
CUSR Recreation Inclusion Coordinator				
Douglass Park Program Coordinator				
Fabricator *FT2				
Facility Coordinator				

**Champaign Park District
Salary Classification FY18 - 19**

Graphic Designer				
Grounds Specialist				
Horticulture Specialist				
Human Resources Coordinator				
Maintenance Specialist				
Marketing Administrative Coordinator				
Natural Areas Specialist				
Park Planner I				
Preschool Programs Supervisor				
Special Project Specialist				
Sports Field Foreman				
Trade Specialist/Carpentry				
Trade Specialist/Electrical				
Trade Specialist/HVAC				
Trade Specialist/Mechanic				
Trade Specialist/Pool Plumbing				
VT Front-of-House Coordinator				
Youth Sports Coordinator				
CLASSIFICATION IV				
Cultural Arts Manager	\$17.77/hour (\$36,961)	\$28.15/hour (\$58,545)	\$17.77/hour (\$36,961)	\$28.74/hour (\$59,779)
CUSR Program Manager	TO		TO	
Douglass Park Manager	\$21.32/hour (\$44,346)		\$21.32/hour (\$44,346)	
Horticulture Specialist II				
LRC Facility Manager				
Park Planner II				
Risk Manager				
Special Events/Volunteer Manager				
VT Sales and Public Relations Manager				
VT Technical Manager				
CLASSIFICATION V				
Assistant to the Executive Director	\$20.30/hour (\$42,224)	\$32.15/hour (\$66,867)	\$20.30/hour (\$42,224)	\$32.83/hour (\$68,286)
Development Director	TO		TO	
Head Tennis Professional	\$24.36/hour (\$50,669)		\$24.36/hour (\$50,669)	
Horticulture & Natural Areas Supervisor				
Maintenance/Grounds Supervisor				
Special Projects Supervisor				
DEPARTMENT DIRECTORS AND ASSISTANT DIRECTORS				
	Market	Market	Market	Market

All Proposed Increases are calculated on the CPI of 2.1%

Statistical Information¹

TOTAL POPULATION (7-1-16, v2016) 86,637

POPULATION BREAKDOWN

RACE AND HISPANIC ORIGIN

White, not Hispanic	62.3%
Black or African American	16.1%
Asian	12.8%
American Indian & Alaska Native	0.1%
Native Hawaiian & Other Pacific Islander	0.0%
Two or more races	3.1%
Hispanic or Latino	6.1%

AGE AND SEX

Male	51.2%
Female	48.8%
Persons under 18	16.5%
Persons 65 and over	8.5%
Persons under 5	5.3%

INCOME AND POVERTY (2012 – 2016)

Persons below Poverty Level	25.8% (2.4% increase from prior year)
Median Household Income	\$45,198 (increase of \$3,104 from prior year)

EDUCATION

High School graduate or higher, % of persons age 25+	95.5% (increased from prior year)
Bachelor's degree or higher, % of persons age 25+	52.2%

HOUSING (2012 – 2016)

Owner-Occupied Housing Unit Rate	46.8%
Median Value of owner occupied housing units	\$152,000
Median Gross Rent	\$877

PRINCIPAL TAXPAYERS²

<u>TAXPAYER</u>	<u>TYPE OF BUSINESS</u>	<u>% OF EAV</u>
TOTAL ASSESSED VALUATION		
Champaign Market Place LLC	Retail (Shopping Center)	1.39%
Campus Property Management	Housing	1.10%
Bankier Family	Developer	0.77%
Shapland Realty LLC	Developer	0.61%
Regency Consolidated	Developer	0.55%
Dan Hamelburg	Developer	0.43%
Baytowne Apartments, LLC	Housing	0.48%
Edward Rose Development Co.	Developer	0.43%
Pickus Companies	Developer	0.41%
Christie Management Co.	Healthcare	0.39%

¹ Source: U.S. Census Bureau Quick Facts report for City of Champaign, Illinois located www.census.gov

² Source: Champaign County Treasurer, Champaign, Illinois

Employer and Employment Information³

MAJOR PARK DISTRICT AND AREA EMPLOYERS	BUSINESS OR PRODUCT	# OF EMPLOYEES
University of Illinois	Post-Secondary Education	14,133
Carle Clinic Association & Carle Foundation Hospital	Healthcare	5,757
Community Unit School District No. 4	Education	1,629
Kraft Foods	Food Product Manufacturing	1,150
Parkland Community College District No. 505	Post-Secondary Education	725
Christie Clinic Association	Health Care	834
Hobbico	Toys	495
Busey Bank	Banking	464
City of Champaign	Government	461

EMPLOYMENT BY INDUSTRY	PERCENT
Education, Health and Social Services	41.00%
Entertainment, Recreation, Accommodation and Food Services	11.70%
Retail and Wholesale Trade	10.20%
Professional, Management and Administrative	9.20%
Manufacturing	6.10%
Finance, Insurance, Real Estate, Public Administration	5.70%
Communications and Information	2.70%
Construction	1.70%
Other	11.70%

EMPLOYMENT BY OCCUPATION	PERCENT
Management and Professional	46.40%
Sales and Office Occupations	21.60%
Service Occupations	19.60%
Product, Transportation and Material Moving	8.90%
Natural Resources Construction Maintenance	3.50%

³ Source: Economic Development Corporation and Bureau of Labor Statistics

PARKS AND FACILITY LOCATOR

CHAMPAIGN PARK DISTRICT CHAMPAIGN, ILLINOIS
Parks, Trails & Recreation Facilities

2307 Sangamon Drive, Champaign, Illinois 61821
217-398-2550 • Fax: 217-398-2563 • Relay: 711
champaignparks.com

Facilities

- A Dodds Tennis Center** • 2802 Farber Drive • 217-352-6044
Six indoor courts, lessons, drill and plays, workouts
- B Hays Recreation Center** • 1311 W Church Street • 217-239-1152
Multi-purpose recreation center for preschool, CUSR, mature adults
- C Spalding Recreation Center** • 910 N Harris Street • 217-398-2577
- D Spalding Park Skatepark** • 805 N Elm Street • Open 7 days per week
18,000 square feet of concrete for skateboarders and inline skaters
- E Springer Cultural Center** • 301 N Randolph Street • 217-398-2376
A community resource for the visual and performing arts
- F Virginia Theatre** • 203 W Park Avenue • 217-356-9063
Historic performing arts and entertainment center accessible to all
- G Douglass Annex** • 804 N Fifth Street • 217-398-2572
Large activity room, computer lab, kitchen, lounge, pool table
- H Douglass Community Center** • 512 E Grove Street • 217-398-2573
Multi-purpose facility equipped with a full-size gymnasium and a stage
- I Kaufman Lake Boathouse** • 2612 W Springfield Avenue • 217-352-6044
Cozy lakeside room with fireplace
- J Bresnan Meeting Center** • 706 Kenwood Road
Park District administrative offices
- K Leonhard Recreation Center** • 2307 Sangamon Drive • 217-398-2550
Recreation center with gym, fitness, cardio/weight room, and indoor playground
- L Shalom Aquatic Center** • 2205 W Sangamon Drive • 217-398-2581
Family waterpark which has 2 pools with play features, a lazy river, and 3 slides
- M Prairie Farm** • 2202 W Kirby Avenue • 217-398-2583
Farm features traditional farm animals like sheep, cows, goats, horses, etc.
- N The Bicentennial Center** • 2212 W. Sangamon Drive • Home of The Cage

**Please direct all rental inquiries to 217-398-2591 or info@champaignparks.com.*

Pocket Parks

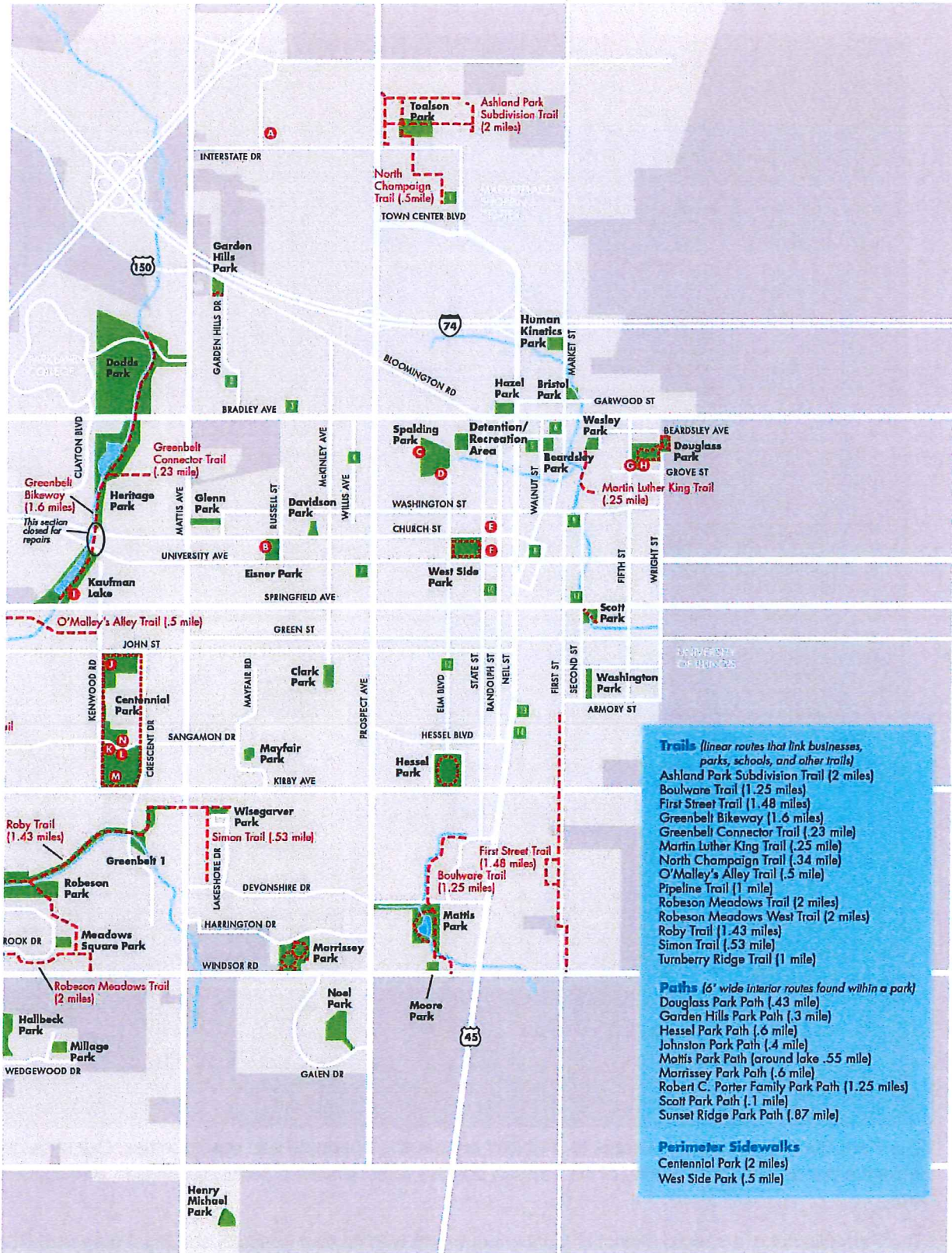
<ul style="list-style-type: none"> 1 Town Center Park 2 Clitzen's Park 3 Thompson Park 4 Willis Park 5 Bannon Park 6 Bridgewater Park 7 Trevel-Finch Park 	<ul style="list-style-type: none"> 8 Stampofski Park 9 Skelton Park 10 Firefighter's Park 11 Helms Park 12 Harris Park 13 McCollum Park 14 Hosier Park
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Champaign Park District Boundaries

The Park District connects residents to a vibrant community of people and opportunities. Our mission is to enhance our community's quality of life through positive experiences in parks, recreation, and cultural arts.

The Park District is a special district of local government with its own financial and legal responsibilities. It is governed by five elected residents of Champaign who give their services to the community. Residents are invited to attend and are welcome to make suggestions or comments to improve programs or facilities.

The Park District's 61 parks total over 700 acres. Thirteen facilities are available for a wide variety of recreational opportunities.



Trails (linear routes that link businesses, parks, schools, and other trails)

- Ashland Park Subdivision Trail (2 miles)
- Boulevard Trail (1.25 miles)
- First Street Trail (1.48 miles)
- Greenbelt Bikeway (1.6 miles)
- Greenbelt Connector Trail (.23 mile)
- Martin Luther King Trail (.25 mile)
- North Champaign Trail (.34 mile)
- O'Malley's Alley Trail (.5 mile)
- Pipeline Trail (1 mile)
- Robeson Meadows Trail (2 miles)
- Robeson Meadows West Trail (2 miles)
- Roby Trail (1.43 miles)
- Simon Trail (.53 mile)
- Turnberry Ridge Trail (1 mile)

Paths (6' wide interior routes found within a park)

- Douglass Park Path (.43 mile)
- Garden Hills Park Path (.3 mile)
- Hessel Park Path (.6 mile)
- Johnston Park Path (.4 mile)
- Mattis Park Path (around lake .55 mile)
- Morrissey Park Path (.6 mile)
- Robert C. Porter Family Park Path (1.25 miles)
- Scott Park Path (.1 mile)
- Sunset Ridge Park Path (.87 mile)

Perimeter Sidewalks

- Centennial Park (2 miles)
- West Side Park (.5 mile)

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ORDINANCE #630

**BUDGET AND APPROPRIATION ORDINANCE
For Fiscal Year 2019**

**AN ORDINANCE ADOPTING THE COMBINED
ANNUAL BUDGET AND APPROPRIATION OF
FUNDS FOR THE CHAMPAIGN PARK DISTRICT
CHAMPAIGN COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING ON THE
FIRST (1ST) DAY OF MAY 2018, AND ENDING ON
THE THIRTIETH DAY (30TH) OF APRIL 2019**

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

SECTION 1. It is hereby found and determined:

- (a) This Board has heretofore caused to be prepared a combined Annual Budget and Appropriation in tentative form, which Ordinance will be conveniently available for public inspection for at least 30 days prior to final action thereon; and
- (b) A public hearing will be held at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, on the 25th day of July 2018 on said Ordinance, notice of said hearing having been given by publication in the Champaign News Gazette, being a newspaper published within the District, at least one week prior to such hearing; and
- (c) That all other legal requirements for the adoption of the Annual Budget and Appropriation of this Park District for the fiscal year beginning May 1, 2018 and ending April 30, 2019 have heretofore been performed.

SECTION 2. The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first (1st) day of May 2018 and ending the thirtieth (30th) day of April 2019.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2018 and ending April 30, 2019 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2018 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

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

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

- (a) An estimate of the cash on hand at the beginning of the fiscal year is expected to be \$20,159,734.
- (b) An estimate of the cash expected to be received during the fiscal from all sources is \$24,817,544.
- (c) An estimate of the expenditures and transfers contemplated for the fiscal year is \$27,059,141.
- (d) An estimate of the cash expected to be on hand at the end of the fiscal year is \$17,918,137.

(e) An estimate of the amount of taxes to be received during the fiscal year is \$12,674,452.

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

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

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

PASSED this 25th day of July, 2018.

AYES:

NAYS:

ABSENT:

ABSTAIN:

[SEAL]

CHAMPAIGN PARK DISTRICT

By _____
Craig W. Hays, Board President

ATTEST:

Cindy Harvey, Board Secretary

Champaign Park District
Ordinance No. 630
Budget & Appropriations Totals by Fund
May 1, 2018 through April 30, 2019

FUND	DESCRIPTION	2018-19	
		FINAL BUDGET	APPROPRIATIONS
01	General	\$8,439,938	\$8,922,550
02	Recreation	4,307,515	4,551,157
03	Museum	2,670,497	2,842,640
04	Liability Insurance	393,256	419,520
06	IMRF Fund	314,787	343,120
08	Audit Fund	27,500	27,775
09	Paving And Lighting Fund	77,000	79,950
11	Activity And Affiliates Fund	8,860	9,370
12	Special Donations Fund	59,920	64,550
14	Social Security Fund	428,548	471,400
15	Special Recreation Fund	1,807,755	1,877,920
16	Capital Improvements Fund	4,713,706	4,945,660
19	Police Protection	18,000	20,000
21	Bond Amortization Fund	1,141,101	1,163,920
22	Bond Proceeds Fund	1,432,248	1,459,990
24	Land Acquisition Fund	0	650,000
25	Park Development Fund	440,000	448,800
26	Trails and Pathways Fund	53,500	54,300
27	Martens Center	725,010	812,511
APPROPRIATIONS - ALL FUNDS		\$27,059,141	\$29,165,133

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 01 - GENERAL			
SALARIES AND WAGES			
70001	Executive Director	133,900	136,600
70101	Department Head	455,317	464,400
70301	Office Staff/Support	336,725	343,500
70501	Managers/Supervisors	306,368	312,500
70601	Operations Staff	872,013	889,500
70901	Building Service Worker	31,116	31,700
71001	Program/Facility Dir.	46,308	47,200
80303	Pt Office Staff/Support	30,180	33,200
80903	Pt Building Service Worker	1,000	1,100
82703	Pt Seasonal Staff	310,583	341,640
	SALARIES AND WAGES	2,523,510	2,601,340
FRINGE BENEFITS			
53132	Dental Insurance	13,276	14,340
53133	Medical Health Insurance	298,150	322,000
53134	Life Insurance	7,043	7,610
53137	Employee Assistance Program	1,540	1,660
83003	Allowances/Reimbursements	57,829	62,460
	FRINGE BENEFITS	377,838	408,070
CONTRACTUAL			
54201	Postage And Mailing	4,330	4,700
54202	Printing And Duplicating	8,700	9,400
54204	Staff Meetings	1,400	1,500
54205	Legal Publications/Notices	7,300	7,900
54206	Advertising/Publicity	28,750	31,100
54207	Staff Training	16,670	18,000
54208	Memberships, Dues And Fees	19,005	20,500
54209	Conference And Travel	24,780	26,800
54210	Board Expense	10,450	11,300
54212	Attorney Fees	130,000	153,400
54214	Architect And Engineering Fees	38,965	42,100
54215	Professional Fees	148,375	160,200
54234	Landfill Fees	29,300	32,200
54236	Auto Allowance	500	540
54240	Vehicle Repair	7,700	8,300
54241	Equipment Repair	5,375	5,800
54242	Building Repair	12,400	13,400
54245	Equipment Rental	8,900	9,600
54250	Pest Control	910	1,000
54253	Service Contracts	48,060	51,900
54254	License And Fees	18,665	20,200
54255	Service Contracts - Facilities	7,072	7,600
54260	Service Contracts-Grounds	40,375	43,600
54261	Contractual Mowing	131,700	142,200

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
54263	Cell Phone Expense	7,220	7,800
54264	Subscriptions	840	900
54265	Personnel Costs	22,900	24,700
54270	Health And Wellness	4,500	4,900
54275	Other Contractual Services	23,840	25,700
54280	Park And Recreation Excellence	1,980	2,100
54281	Property/Sales Tax	550	600
54282	Credit Card Fees	800	900
CONTRACTUAL		812,312	890,840
COMMODITIES/SUPPLIES			
55301	Office Supplies	10,995	11,900
55302	Envelopes And Stationary	2,500	2,700
55303	Duplicating Supplies	2,275	2,500
55304	Checks And Bank Supplies	1,495	1,600
55305	Photographic Supplies	575	600
55307	Books And Manuscripts	290	300
55308	First Aid/Medical Supplies	4,500	4,900
55309	Safety Supplies	7,200	7,800
55315	Staff Uniforms	18,030	19,500
55316	Participant Uniforms	1,650	1,800
55320	Building Maintenance Supplies	19,650	21,200
55321	Landscape Supplies	24,000	25,900
55322	Cleaning /Janitorial Supplies	5,261	5,700
55323	Playground Maintenance Supplies	6,500	7,000
55324	Prescribed Burn Supplies	800	900
55325	Equipment And Tools	23,350	25,200
55326	Shop Equipment And Supplies	7,600	8,200
55327	Vehicle/Equipment Repair Parts	24,850	26,800
55328	Amenity Maintenance Supplies	8,000	8,600
55329	Office/ Equipment Value <\$10000	49,500	53,500
55330	Gas,Fuel,Grease And Oil	45,750	49,400
55331	Chemicals	16,750	18,100
55332	Paints	625	700
55333	Plant Materials	115,555	124,800
55348	Flowers And Cards	550	600
55349	Plaques, Awards And Prizes	5,704	6,200
55350	Recreation/Program Supplies	3,250	3,500
55352	Fish Restocking	2,000	2,200
55354	Food Supplies	1,650	1,800
COMMODITIES/SUPPLIES		410,855	443,900

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
UTILITIES			
56230	Sanitary Fees And Charges	13,186	14,800
56231	Gas And Electricity	45,300	52,100
56232	Water	74,780	86,000
56233	Telecomm Expense	28,192	30,400
UTILITIES		161,458	183,300
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	30,965	31,600
58002	Routine Maintenance	173,000	176,500
ROUTINE/PERIODIC MAINTENANCE		203,965	208,100
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	3,950,000	4,187,000
TRANSFERS TO OTHER FUNDS		3,950,000	4,187,000
APPROPRIATIONS - FUND 01		8,439,938	8,922,550

Fund 02 - RECREATION

SALARIES AND WAGES

70101	Department Head	43,286	44,200
70301	Office Staff/Support	122,321	124,800
70501	Managers/Supervisors	148,214	151,200
70601	Operations Staff	36,013	36,700
70901	Custodial	42,607	43,500
71001	Program/Facility Dir.	352,747	359,800
80303	Pt Office Staff/Support	113,930	116,200
80903	Pt Custodial	29,455	32,400
81003	Pt Program Director/Supervisor	78,953	86,800
81103	Pt Sports Officail	29,474	32,400
81303	Pt Assistant Director/Supervisor	98,706	108,600
81403	Pt Instructor	151,599	166,800
81503	Pt General Staff	91,951	101,100
81703	Pt Day Camp Staff/Life Guard	398,031	437,800
81803	Pt Site Supervisor	40,500	44,600
81903	Pt Building/Park Openers	3,951	4,300
82703	Pt Seasonal Staff	43,841	48,200
SALARIES AND WAGES		1,825,579	1,939,400

FRINGE BENEFITS

53132	Dental Insurance	5,304	5,730
53133	Medical Health Insurance	122,960	132,800
53134	Life Insurance	2,267	2,450
53137	Employee Assistance Program	620	670
83003	Allowances/Reimbursements	14,540	15,700
FRINGE BENEFITS		145,691	157,350

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
CONTRACTUAL			
54201	Postage And Mailing	18,660	20,200
54202	Printing And Duplicating	36,909	39,900
54204	Staff Meetings	805	900
54205	Legal Publications/Notices	350	400
54206	Advertising/Publicity	8,628	9,300
54207	Staff Training	16,045	17,300
54208	Memberships, Dues And Fees	11,847	12,800
54209	Conference And Travel	12,350	13,300
54215	Professional Fees	5,000	5,400
54234	Landfill Fees	1,540	1,700
54236	Auto Allowance	600	600
54241	Vehicle Repair	3,750	4,100
54242	Equipment Repair	12,200	13,200
54245	Building Repair	29,150	31,500
54250	Equipment Rental	4,145	4,500
54251	Rental Facilities	3,960	4,300
54253	Pest Control	3,440	3,700
54254	Service Contracts	9,188	9,900
54255	License And Fees	895	1,000
54260	Service Contracts-Facilities	60,737	65,600
54261	Service Contracts-Grounds	6,000	6,500
54264	Cell Phone Expense	2,368	2,600
54265	Subscriptions	1,280	1,400
54280	Other Contractual Services	13,275	14,300
54281	Contractual Personnel	51,513	55,600
54282	Contractual Entertainment	1,200	1,300
54285	Field/Special Trips	75,207	81,200
54299	Property/Sales Tax	11,665	12,600
59414	Credit Card Fees	43,320	46,800
CONTRACTUAL		446,027	481,900
COMMODITIES/SUPPLIES			
55301	Office Supplies	4,220	4,600
55302	Duplicating Supplies	1,650	1,800
55303	Books And Manuscripts	871	900
55305	First Aid/Medical Supplies-Pool Specific	3,000	3,200
55307	Staff Uniforms	12,095	13,100
55308	Participant Uniforms	16,084	17,400
55315	Building Maintenance Supplies	37,475	40,500
55316	Landscape Supplies	10,800	11,700
55320	Cleaning /Janitorial Supplies	14,187	15,300
55321	Equipment And Tools	3,800	4,100
55322	Vehicle/Equipment Repair Parts	5,200	5,600
55325	Office/ Equipment Value <\$10000	10,000	10,800
55327	Gas,Fuel,Grease And Oil	8,500	9,200
55329	Chemicals	43,000	46,400
55330	Paints	8,600	9,300

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55331	Plant Materials	2,060	2,200
55332	Flowers And Gifts	135	150
55333	Plaques, Awards And Prizes	13,764	14,900
55348	Recreation/Program Supplies	61,153	66,000
55349	Food Supplies	20,648	22,300
55350	Merchandise For Resale	63,595	68,700
COMMODITIES/SUPPLIES		340,837	368,150
UTILITIES			
56230	Sanitary Fees And Charges	8,870	10,200
56231	Gas And Electricity	237,559	273,200
56232	Water	91,711	105,500
56233	Telecomm Expense	22,656	26,100
UTILITIES		360,796	415,000
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	23,585	24,057
58002	Routine Maintenance	15,000	15,300
ROUTINE/PERIODIC MAINTENANCE		38,585	39,357
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	1,150,000	1,150,000
TRANSFERS TO OTHER FUNDS		1,150,000	1,150,000
APPROPRIATIONS - FUND 02		4,307,515	4,551,157

Fund 03 - MUSEUM

SALARIES AND WAGES			
70101	Department Head	106,994	109,100
70301	Office Staff/Support	87,937	89,700
70501	Managers/Supervisors	141,931	144,800
70901	Custodial	37,488	38,200
71001	Program/Facility Dir.	147,652	150,600
71401	Instructor	27,514	28,100
80303	Pt Office Staff/Support	73,117	80,430
80903	Pt Building Service Worker	15,000	16,500
81003	Pt Program Director/Supervisor	11,970	13,170
81303	Pt Assistant Director/Supervisor	25,832	28,420
81403	Pt Instructor	66,731	73,400
81503	Pt General Staff	53,533	58,890
81703	Pt Day Camp Staff/Life Guard	65,468	72,010
82503	Pt Vt House Staff	45,253	49,780
82504	Pt Vt House Staff Ot	2,500	2,750
82603	Pt Vt Rental Staff	70,000	77,000
82604	Pt Vt Rental Staff Ot	13,500	14,850
SALARIES AND WAGES		992,420	1,047,700

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
FRINGE BENEFITS			
53132	Dental Insurance	3,185	3,500
53133	Medical Health Insurance	85,853	94,440
53134	Life Insurance	1,636	1,800
53137	Employee Assistance Program	350	390
83003	Allowances/Reimbursements	13,760	15,140
	FRINGE BENEFITS	104,784	115,270
CONTRACTUAL			
54201	Postage And Mailing	18,950	20,470
54202	Printing And Duplicating	45,793	49,460
54204	Staff Meeting	695	750
54205	Legal Publications/Notices	250	270
54206	Advertising/Publicity	51,035	55,120
54207	Staff Training	1,650	1,780
54208	Memberships, Dues And Fees	1,115	1,200
54209	Conference And Travel	7,000	7,560
54215	Professional Fees	2,000	2,160
54220	Insurance Expense	1,000	1,080
54234	Landfill Fees	5,950	6,430
54240	Office Equipment Repairs	100	110
54241	Vehicle Repair	250	270
54242	Equipment Repair	7,650	8,260
54245	Building Repair	14,500	15,660
54250	Equipment Rental	107,885	116,520
54251	Rental Facilities	30,119	32,530
54253	Pest Control	1,435	1,550
54254	Service Contracts	3,935	4,250
54255	License And Fees	7,785	8,410
54260	Service Contracts-Facilities	52,427	56,620
54264	Cell Phone Expense	115	120
54265	Subscriptions	120	130
54280	Other Contractual Services	63,140	68,190
54281	Contractual Personnel	49,158	53,090
54285	Contractual Entertainment	342,920	370,350
54299	Field/Special Trips	5,770	6,230
59412	Property/Sales Tax	9,000	9,720
59414	Credit Card Fees	67,590	73,000
	CONTRACTUAL	899,337	971,290
COMMODITIES/SUPPLIES			
55301	Office Supplies	2,480	2,680
55302	Envelopes And Stationary	100	110
55303	Duplicating Supplies	1,025	1,110
55305	Photographic Supplies	50	50
55307	Books And Manuscripts	300	320
55308	First Aid/Medical Supplies	1,200	1,300
55315	Staff Uniforms	990	1,070

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55316	Participant Uniforms	3,190	3,450
55320	Building Maintenance Supplies	17,500	19,250
55321	Landscape Supplies	300	320
55322	Cleaning /Janitorial Supplies	8,300	8,960
55327	Vehicle/Equipment Repair Parts	3,000	3,240
55329	Office/ Equipment Value <\$10000	3,520	3,870
55330	Gas,Fuel,Grease And Oil	950	1,030
55348	Flowers And Cards	20	20
55349	Plaques,Awards,Prizes	3,525	3,810
55350	Program/Recreation Supplies	39,369	42,520
55351	Animal Supplies	2,100	2,270
55354	Food Supplies	21,760	23,500
55355	Animal Feed	7,500	8,100
55360	Merchandise For Resale	38,950	42,070
	COMMODITIES/SUPPLIES	156,129	169,050
UTILITIES			
56230	Sanitary Fees	2,750	3,160
56231	Gas And Electricity	102,325	117,670
56232	Water	20,898	24,030
56233	Telecomm Expense	13,704	15,760
	UTILITIES	139,677	160,620
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	28,150	28,710
	ROUTINE/PERIODIC MAINTENANCE	28,150	28,710
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	350,000	350,000
	TRANSFERS TO OTHER FUNDS	350,000	350,000
APPROPRIATIONS - FUND 03		2,670,497	2,842,640
Fund 04 - LIABILITY INSURANCE			
SALARIES AND WAGES			
70501	Managers/Supervisors	48,371	49,300
	SALARIES AND WAGES	48,371	49,300
FRINGE BENEFITS			
53132	Dental Insurance	343	370
53133	Medical Health Insurance	7,627	8,240
53134	Life Insurance	172	190
83003	Allowances/Reimbursements	840	910
	FRINGE BENEFITS	8,982	9,710
CONTRACTUAL			

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
54207	Staff Training	4,064	4,390
54209	Conference And Travel	2,460	2,660
54255	License And Fees	2,355	2,540
54281	Contractual Personnel	1,000	1,080
CONTRACTUAL		9,879	10,670
COMMODITIES/SUPPLIES			
55306	CPR Books And Supplies (Tort Fund)	6,384	6,890
55307	Books And Manuscripts	335	360
55309	Safety Supplies	3,315	3,580
55329	Office/ Equipment Value <\$10000	7,900	8,530
COMMODITIES/SUPPLIES		17,934	19,360
INSURANCE			
57131	Workers Compensation	87,910	95,820
57137	Unemployment Premium	11,500	12,540
57220	Liability Insurance	39,265	42,800
57222	Employment Practices	17,440	19,010
57224	Property Insurance	75,975	82,810
INSURANCE		232,090	252,980
CAPITAL OUTLAY			
61515	Repair Projects And Equipment	76,000	77,500
CAPITAL OUTLAY		76,000	77,500
APPROPRIATIONS - FUND 04		393,256	419,520
Fund 06 - IMRF FUND			
FRINGE BENEFITS			
53135	Imrf Payments	314,787	343,120
FRINGE BENEFITS		314,787	343,120
APPROPRIATIONS - FUND 06		314,787	343,120
Fund 08 - AUDIT FUND			
CONTRACTUAL			
54217	Audit Expenses	27,500	27,775
CONTRACTUAL		27,500	27,775
APPROPRIATIONS - FUND 08		27,500	27,775

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 09 - PAVING AND LIGHTING FUND			
ROUTINE/PERIODIC MAINTENANCE			
58001	Periodic Maintenance	10,000	10,500
58002	Routine Maintenance	37,000	38,850
ROUTINE/PERIODIC MAINTENANCE		47,000	49,350
CAPITAL OUTLAY			
61508	Park Construction/Improvements	30,000	30,600
CAPITAL OUTLAY		30,000	30,600
APPROPRIATIONS - FUND 09		77,000	79,950
 Fund 11 - ACTIVITY AND AFFILIATES FUND			
COMMODITIES/SUPPLIES			
55309	Safety Supplies	2,140	2,310
55348	Flowers And Cards	420	440
55349	Plaques, Awards And Prizes	1,350	1,420
55350	Recreation/Program Supplies	2,250	2,360
55354	Food Supplies	2,700	2,840
COMMODITIES/SUPPLIES		8,860	9,370
APPROPRIATIONS - FUND 11		8,860	9,370
 Fund 12 - SPECIAL DONATIONS FUND			
CONTRACTUAL			
54292	Scholarships	54,400	58,750
59415	Transfer To Parks Foundation-Restricted	5,520	5,800
CONTRACTUAL		59,920	64,550
APPROPRIATIONS - FUND 12		59,920	64,550
 Fund 14 - SOCIAL SECURITY FUND			
FRINGE BENEFITS			
53136	FICA Payments	428,548	471,400
FRINGE BENEFITS		428,548	471,400
APPROPRIATIONS - FUND 14		428,548	471,400

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 15 - SPECIAL RECREATION FUND			
SALARIES AND WAGES			
70301	Office Staff/Support	29,621	30,210
70501	Managers/Supervisors	47,110	48,050
71001	Program/Facility Director	101,889	103,930
80903	Pt Office Staff/Support	500	530
81003	Pt Program Director/Supervisor	32,544	34,500
81403	Instructors/Overnight Staff	7,024	7,450
81503	Pt General Staff	56,860	60,270
81703	Pt Day Camp Staff/Life Guard	181,360	192,240
81903	Pt Building/Park Opener	500	530
SALARIES AND WAGES		457,408	477,710
FRINGE BENEFITS			
53132	Dental Insurance	2,436	2,580
53133	Medical Health Insurance	30,510	32,340
53134	Life Insurance	603	640
53135	IMRF Payments	16,060	17,020
53136	FICA Payments	34,500	36,570
53137	Employee Assistance Program	200	210
83003	Allowances/Reimbursements	2,600	2,760
FRINGE BENEFITS		86,909	92,120
CONTRACTUAL			
54201	Postage And Mailing	1,820	1,930
54202	Printing And Duplicating	5,900	6,250
54204	Staff Meeting	500	530
54205	Legal Publications/Notices	500	530
54206	Advertising/Publicity	3,400	3,600
54207	Staff Training	3,000	3,180
54208	Memberships, Dues And Fees	2,050	2,170
54209	Conference And Travel	4,312	4,570
54212	Attorney Fees	5,000	5,300
54236	Auto Allowance	750	800
54241	Vehicle Repair	2,500	2,650
54250	Equipment Rental	75	80
54251	Rental Facilities	32,140	34,070
54254	Service Contracts	4,200	4,450
54255	Cell Phone Expense	320	340
54264	Subscriptions	350	370
54265	Other Contractual Services	3,305	3,500
54280	Contractual Personnel	5,000	5,300
54285	Contractual Entertainment	1,500	1,590
54299	Field/Special Trips	29,762	31,550
59414	Credit Card Fees	2,200	2,330
CONTRACTUAL		108,584	115,090
COMMODITIES/SUPPLIES			

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
55301	Office Supplies	550	580
55302	Envelopes And Stationary	500	530
55303	Duplicating Supplies	400	420
55315	Staff Uniforms	2,117	2,240
55316	Participant Uniforms	1,346	1,430
55322	Cleaning/Janitorial Supplies	250	270
55327	Vehicle/Equipment Repair Parts	300	320
55329	Office/ Equipment Value <\$10000	800	850
55330	Gas,Fuel,Grease And Oil	7,200	7,630
55349	Plaques, Awards And Prizes	2,850	3,020
55350	Recreation/Program Supplies	5,940	6,300
55354	Food Supplies	11,898	12,610
COMMODITIES/SUPPLIES		34,151	36,200
UTILITIES			
56231	Gas And Electrictiy	1,000	1,150
56232	Water	200	230
56233	Telecomm Expense	130	150
UTILITIES		1,330	1,530
INSURANCE			
57131	Workers Compensation	2,913	3,260
57220	Liability Insurance	2,843	3,180
57222	Employment Practices	920	1,030
57224	Property Insurance	5,499	6,160
INSURANCE		12,175	13,630
ROUTINE/PERIODIC MAINTENANCE			
58003	ADA Non-Capital Expenditures	18,000	18,180
ROUTINE/PERIODIC MAINTENANCE		18,000	18,180
CAPITAL OUTLAY			
61508	CPD - ADA	933,248	951,910
61509	UPD Capital ADA	155,950	171,550
CAPITAL OUTLAY		1,089,198	1,123,460
APPROPRIATIONS - FUND 15		1,807,755	1,877,920

Ordinance No. 630
Budget & Appropriations Detail by Fund
May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 16 - CAPITAL IMPROVEMENTS FUND			
CAPITAL OUTLAY			
61504	Vehicles / Equipment	124,390	126,880
61508	Park Construction/Improvements	4,589,316	4,818,780
	CAPITAL OUTLAY	4,713,706	4,945,660
APPROPRIATIONS - FUND 16		4,713,706	4,945,660
Fund 19 - POLICE PROTECTION			
CONTRACTUAL			
54281	Contractual Personnel	18,000	20,000
	CONTRACTUAL	18,000	20,000
APPROPRIATIONS - FUND 19		18,000	20,000
Fund 21 - BOND AMORTIZATION FUND			
TRANSFERS TO OTHER FUNDS			
59409	Transfers To Other Funds	1,141,101	1,163,920
	TRANSFERS TO OTHER FUNDS	1,141,101	1,163,920
APPROPRIATIONS - FUND 21		1,141,101	1,163,920
Fund 22 - BOND PROCEEDS FUND			
CONTRACTUAL			
54215	Professional Fees	3,578	3,650
	CONTRACTUAL	3,578	3,650
CAPITAL OUTLAY			
61504	Vehicles / Equipment	225,000	227,250
61508	Park Construction/Improvements	650,670	670,190
	CAPITAL OUTLAY	875,670	897,440
DEBT SERVICE PRINCIPAL			
59405	Bond Redemption	435,000	435,000
	DEBT SERVICE PRINCIPAL	435,000	435,000
DEBT SERVICE INTEREST/FEES			
59407	Interest Expense	118,000	123,900
	DEBT SERVICE INTEREST/FEES	118,000	123,900
APPROPRIATIONS - FUND 22		1,432,248	1,459,990

Ordinance No. 630
 Budget & Appropriations Detail by Fund
 May 1, 2018 through April 30, 2019

ACCOUNT	DESCRIPTION	2018-19 BUDGET	APPROPRIATIONS
Fund 24 - LAND ACQUISITION			
CAPITAL OUTLAY			
61504	Land Acquisition	0	650,000
	CAPITAL OUTLAY	0	650,000
APPROPRIATIONS - FUND 24		0	650,000
 Fund 25 - PARK DEVELOPMENT			
CAPITAL OUTLAY			
61508	Park Construction/Improvements	440,000	448,800
	CAPITAL OUTLAY	440,000	448,800
APPROPRIATIONS - FUND 25		440,000	448,800
 Fund 26 - TRAILS AND PATHWAYS			
CAPITAL OUTLAY			
61508	Park Construction/Improvements	53,500	54,300
	CAPITAL OUTLAY	53,500	54,300
APPROPRIATIONS - FUND 26		53,500	54,300
 Fund 27 - MARTENS CENTER			
CONTRACTUAL			
54202	Printing and Duplicating	1,000	1,100
54212	Attorney Fees	1,200	1,320
54214	Architect and Engineering Fees	3,810	4,191
54215	Professional Fees	9,000	9,900
	CONTRACTUAL	15,010	16,511
CAPITAL OUTLAY			
61504	Land Acquisition	350,000	400,000
61508	Park Construction/Improvements	360,000	396,000
		710,000	796,000
APPROPRIATIONS Fund 27 - Human Kinetics Park Dev.		725,010	812,511
APPROPRIATIONS - ALL FUNDS		27,059,141	29,165,133

**CERTIFICATION OF ESTIMATE
OF REVENUE
FISCAL YEAR 2019**

I, Donna Lawson, do hereby certify that I am the duly qualified Treasurer of the Champaign Park District and the Chief Fiscal Officer of said Park District. As such officer I do further certify that the revenues, by source, anticipated to be received by the Park District in the fiscal year beginning May 1, 2018 and ending on April 30, 2019 are estimated to be as follows:

ESTIMATE OF REVENUE

<u>SOURCE</u>	<u>AMOUNT</u>
Real Estate Taxes	\$12,674,452
Personal Property Replacement Tax	250,000
Interest Earned	273,290
Contributions/Sponsorships	1,103,433
Concessions/Merchandise	254,265
Grants	137,500
Program & Rental Fees	3,195,341
Bond Receipts (Reflected as Transfer)	1,141,101
Special Receipts/Other	338,162
Transfers To Other Funds	<u>5,450,000</u>
Total	<u>\$24,817,544</u>

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Champaign Park District this 25th day of July, 2018.

SEAL

Donna Lawson, Treasurer, Chief Financial Officer

GLOSSARY

ABATEMENT – A partial or complete cancellation of a tax levy imposed by the Park District.

ACCOUNTING PROCEDURES – All processes that discover, record, classify and summarize financial information to produce financial reports and to provide internal controls.

ACCRUAL BASIS – The basis of accounting under which transactions are recognized when they occur, regardless of the timing of the related cash flow.

ACTUAL – The actual figures in the budget document are year-end totals for fiscal years preceding the current year.

ADA – American's with Disabilities Act

ADOPTED BUDGET – This is the budget, which consolidates all beginning of the year appropriations, building upon prior budgets, Park District goals, staff objectives, citizen feedback and experience over the past year. The Board of Commissioners approves the budget no later than 90 days after the beginning of the fiscal year.

AMENITIES – Items in the parks such as picnic tables, bollards, trash cans, park grills, bike racks, etc.

APPROPRIATION – An authorization made by the Board of Commissioners, which legally permits the Park District to incur obligations and to make expenditures for purposes specified in the Budget and Appropriation Ordinance.

APPROPRIATION ORDINANCE – The ordinance adopted by the Board of Commissioners establishing the legal authority to obligate and expend resources.

ASSESSED VALUATION – Basis for determining property tax. Assessed valuation determines the value of real (land & buildings) property. Real property is appraised at 100% of the fair market value, and the assessed value may not exceed 1/3 of the appraised value.

BALANCED BUDGET – A balanced budget is a budget where revenues meet or exceed expenditures, and reserve balances are not considered a revenue source.

BOARD OF COMMISSIONERS – An independent board of five individuals elected at-large for six-year terms by the citizens of the Park District.

BOND – A written promise to pay a specified sum of money, called principal, at a specified maturity date along with periodic interest paid at a specified percentage of the outstanding principal. They are usually used for long-term debt.

BOND REFINANCING – The payoff and reissuance of bonds in order to obtain a better interest rate or bond conditions.

BUDGET – The financial plan for a specified period of time for the operation of a program or organization, or for the completion of a given project.

BUDGET ACTIVITY – A group of expenditures that provides for the accomplishment of a specific program or purpose.

BUDGET AMENDMENT – After adoption, the annual budget may be revised through a budget amendment. Any change in the budget that would decrease contingencies or increase total expenditures for any fund must be made through a budget amendment, which requires the affirmative vote of three of the five members of the Board of Commissioners.

BUDGET MESSAGE – Included in the opening section of the budget, the Director of Finance’s Letter of Transmittal provides the Executive Director and the Board of Commissioners with a general summary of important budget issues.

BUDGETARY CONTROL – The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

CAFR – Comprehensive Annual Financial Report awarded by the Government Finance Officers’ Association

CAPITAL BUDGET – A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget, which includes both periodic and routine maintenance/repairs and capital outlays.

CAPITAL IMPROVEMENTS – A nonrecurring project including, but not limited to, construction of, and major alterations, remodeling of repair of physical facilities, buildings, structures, landscaping and fixed equipment.

CAPITAL IMPROVEMENT FUNDS – Funds established in order to account for the financial resources and costs associated with the construction of major capital facilities and improvements.

CAPITAL IMPROVEMENT PLAN – The plan for the development of capital improvements with the Park District’s jurisdiction. The plan includes a capital improvement budget for the current fiscal year and proposal for a capital improvement budget for four fiscal years subsequent to the current fiscal year.

CENSUS – An official population count of all or part of a geographic area conducted by the federal government. This data is published online at www.census.gov

COMMODITIES – Items which, after use, are consumed or show a material change in, or an appreciable impairment, of their physical condition, and which are generally of limited value and characterized by rapid depreciation.

CONTRACTUAL SERVICES – Services provided by another individual, (not on Park District payroll) agency, or private firm.

COTERMINOUS – Having the same boundary or covering the same area.

CPI – Consumer Price Index

DEBT – A financial obligation from the borrowing of money.

DEBT SERVICE – Includes principal and interest payments and handling charges on general obligation bonds.

DEBT SERVICE FUND – A fund established to account for the accumulation of resources for, the payment of, general long-term debt principal and interest.

DEPARTMENT – a major organizational unit of the Park District which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

DEPRECIATION – The decrease in value of physical assets due to use and passage of time.

ENCUMBRANCES – These are obligations in the form of purchase orders or contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved. The use of encumbrances is designed to prevent overspending and permit officials to be certain of how much money is available for new commitments.

ENTERPRISE FUND – A fund to account for operation that financed and operated in a manner similar to private business enterprises – where the costs of providing services are financed or recovered primarily through user charges.

ESTIMATE – Revenue and expenditure estimates for the current fiscal year, which are developed as part of the budget preparation process.

EXPENDITURE – Payment by the Park District for goods or services that the Park District has received or will receive in the future. All payments to vendors, personnel and any other government agencies are considered expenditures.

EXPENSE CODE – Set of numbers which, in accordance with an overall system for classifying accounts, indicates the fund, department, program and category to which a good or service is expended

FINANCIAL POLICIES – General and specific guidelines adopted by the Park District on an annual basis that govern budget preparation and administration

FISCAL YEAR – The time period designated by the Park District identifying the beginning and ending period for recording financial transactions. The Park District's fiscal year is from May 1 to April 30.

FISCAL YEAR END – The year that the fiscal year ends for recording financial transactions. The Park District's fiscal year crosses over calendar years ending in April.

FUND – A fund is the basic accounting unit: it is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with Park District policies, and certain applicable State and Federal laws. For fund types, see the Budgetary Basis and Accounting information section of this document.

FUND BALANCE – The excess of current assets over current liabilities, it represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

GASB – The Governmental Accounting Standards Board is an independent organization which has ultimate authority over the establishment of Generally Accepted Accounting Principles (GAAP) for state and local governments.

GENERAL OBLIGATION BONDS – When a government pledges its full faith and credit to the repayment of the bond it issues, then those bonds are general obligation (GO) bonds. Sometimes the term is also used to bonds, which are repaid from taxes.

GFOA – Government Finance Officers Association is an organization representing public finance officers.

GOAL – A long-term or short-term desirable development.

GOVERNMENT FUND TYPES – Funds that account for a government's government type activities.

GRANTS – Funds received by the Park District that are designated for specific purposes. Many grants come from the State of Illinois to reimburse the Park District for construction costs.

IAPD – The Illinois Association of Park Districts is a statewide organization of park districts that strive to ensure the quality of life through parks and recreation activities

IMRF – Illinois Municipal Retirement Fund is the retirement system established for municipal and park district employees in Illinois.

IPRA – The Illinois Park and Recreation Association is a statewide organization of parks and recreation professionals that advocates the lifetime benefits of parks, recreation and conservation.

INITIATIVES – Any new programs or services to be undertaken by a department or fund for the fiscal year and any project or activity which may be unusual or otherwise significant.

INTER-FUND TRANSFER – Transfers made from one fund to another to reimburse or pay for specific services rendered or to more generally support the activities of another fund.

LEVY – (Verb) To impose taxes for the support of government services. (Noun) The total amount of taxes imposed by a unit of government.

LINE ITEM BUDGET – A budget that lists detailed expenditure categories separately along with the budgeted amounts for each expenditure category. The Park District maintains line-item detail for financial reporting and control purposes.

LONG-TERM DEBT – Debt with a maturity of more than one year from the date of issuance.

MISSION STATEMENT – A broad statement of the overall goal or purpose assigned to a particular department or fund.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – The accrual basis of accounting adopted to the governmental fund type. Under it, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are generally recognized when an event or transaction is expected to draw on current expendable resources.

NRPA – The National Recreation and Park Association is an organization of citizen boards and professionals interested in the parks and recreation throughout the United States.

OBJECTIVES – A desired accomplishment that can be measured within a specific time frame.

OPERATING BUDGET – The budget for funds that include recurring revenues sources used to finance on-going operating expenditures which permit basic government services, e.g. the General, Recreation, Museum and Special Recreation funds.

OPERATING EXPENDITURES – Day to day costs and expenses of running the Park District, i.e. personnel, benefits, contractual and supplies, maintenance, etc.

ORDINANCE – A formal legislative enactment by the governing board of the Park District.

OSLAD GRANT – Open Space Land Acquisition and Development grant awarded by the Illinois Department of Natural Resources.

PARC GRANT – Park and Recreation Facility Construction Act Grant Program managed by the Illinois Department of Natural Resources

PARK FEATURES – Amenities found within a park (flower beds, sport fields, restrooms, pavilions, etc.)

PERFORMANCE INDICATORS – Statistical measures that are collected to show the impact of dollars spent on Park District services.

PERSONNEL SERVICES – Salaries and wages paid for services performed by employees of the Park District, and fringe benefits costs associated with these services.

PROGRAM FEES AND CHARGES – The payment of fees for direct receipt of a service by the party benefiting from the service.

PROPERTY TAX LEVY – A tax based on the assessed value of a property. Tax liability falls on the owner of record as of the beginning of the levy year.

REVENUE – Funds that the Park District receives as income. It includes such items as tax payments, fees from services, grants, donations, sponsorships and interest income.

SERVICE PLANS – Documents drafted by each department that describe the services provided by that department as well as changes in service levels planned.

SPECIAL EVENT – A large program held in one location over a short period of time that typically does not require advance registration (Taste of C-U).

SPECIAL REVENUE FUNDS – Funds used to account for the proceeds from specific revenue sources that are legally restricted to expenditure for specific purposes, e.g., IMRF, Social Security and Liability Insurance Fund.

STRATEGY – Statement that identifies the specific actions or steps needed to accomplish an objective.

TAX LEVY – The total amount of money to be raised by property taxes for corporate operating, special service areas or debt service purposes. The Park District Board of Commissioners passes a property tax ordinance annually in November.

TAX RATE – The rate of tax levied for each \$100 of assessed valuation.

TRAIL – Linear route that links businesses, parks, schools and other trails.

VISION – Statement that communicates the desired image for the future.

ACRONYMS

ADA – Americans with Disabilities Act

CAFR – Comprehensive Annual Financial Report

CAPRA – Commission for Accreditation of Park and Recreation Agencies

CIP – Capital Improvement Plan

CPI – Consumer Price Index

CY – Calendar Year

DCC – Douglass Community Center

EAV – Equalized Assessed Value

FICA – Federal Insurance Contributions Act

FT – Full-time employee

FTE – Full Time Equivalent

FY – Fiscal Year

FYE – Fiscal Year Ended

GAAP – Generally Accepted Accounting Principles

GASB – Governmental Accounting Standards Board

GFOA – Government Finance Officers Association

IAPD – Illinois Association of Park Districts

IDNR – Illinois Department of Natural Resources

IMRF – Illinois Municipal Retirement Fund

IPRA – Illinois Parks and Recreation Association

LRC – Leonhard Recreation Center

NRPA – National Recreation and Park Association

OSLAD – Open Space Land Acquisition and Development

PARC – Parks and Recreation Commission

PDRMA – Park District Risk Management Agency

RPT – Regular Part-Time Employee

PT – Part-time employee

PTELL – Property Tax Extension Limitation Law

RY – Revenue Year

SCC – Springer Cultural Center

SEDAC – Smart Energy Design Assistance Center

TIF – Tax Increment Financing District

TY – Tax Year

