



**CHAMPAIGN  
PARK DISTRICT**

**AGENDA  
PUBLIC HEARING FOLLOWED BY REGULAR BOARD MEETING  
BRESNAN MEETING CENTER  
706 Kenwood Road, Champaign, Illinois  
Wednesday, November 14, 2018  
7:00 p.m.**

**PUBLIC HEARING**

**A. OPEN PUBLIC HEARING**

The Public Hearing is to receive comments on the proposed Property Tax Levy for the year commencing May 1, 2019 and ending April 30, 2020. A notice of the proposed 2019-2020 Tax Levy was published in *The News-Gazette* on November 6, 2018 in compliance with State Statute.

**B. PUBLIC COMMENTS REGARDING TAX LEVY**

**C. CLOSE THE PUBLIC HEARING**

**REGULAR MEETING**

**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 October 2018

**E. EXECUTIVE DIRECTOR'S REPORT**

1. Project Updates
2. General Announcements

**F. COMMITTEE REPORTS**

1. Champaign Parks Foundation

**G. REPORT OF OFFICERS**

1. Attorney's Report
2. President's Report
  - a. 15-Year Service Anniversary Award to Commissioner Kuhl

**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 Public Hearing and the Regular Board Meeting, October 10, 2018
2. Approval of Minutes of the Study Session, October 24, 2018

**I. NEW BUSINESS**

1. Approval of Disbursements as of October 10, 2018  
Staff recommends approval of disbursements for the period beginning October 10, 2018 and ending November 13, 2018. **(ROLL CALL VOTE REQUIRED)**
2. Approval to Pay Off 2017 Bond Issue  
Staff recommends the Board approve payment of the 2017 bond issue in the amount of \$1,138,849.19 due by November 30, 2018.
3. Approval of a Bid for General Obligation Bonds  
Staff recommends the Board accept the low bid from Commerce Bank of 2.30% for the \$1,147,100 bond issue and to act as the bond registrar at no additional fee.
4. Approval of Adoption of Ordinance No. 634: Bond Ordinance  
Staff recommends adoption of Ordinance No. 634: An Ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2017, of the Champaign Park District, Champaign County, Illinois, and providing the details of such Bonds and for the levy of direct annual taxes to pay such bonds, and related matters. **(ROLL CALL VOTE REQUIRED)**
5. Approval of Adoption of Ordinance No. 635: Tax Levy Ordinance  
Staff recommends adoption of Ordinance No. 635: An Ordinance to Levy Property Taxes in the amount of \$13,268,925.00 for fiscal year beginning May 1, 2019 and ending April 30, 2020. **(ROLL CALL VOTE REQUIRED)**
6. Approval of a Resolution Establishing Authority for the Executive Director to Execute Changes Orders  
Staff recommends approval of a resolution establishing the Executive Director's authority to execute contracts including change orders, amendments, and/or time extensions as it relates to specific projects approved by the Board for FY18.
7. Approval of a Resolution to Apply for a Safe Routes to School Grant  
Staff recommends approval of a resolution of financial commitment for pathway improvements at Spalding Park in order to apply for the Safe Routes to School Grant.

**J. OLD BUSINESS**

**K. DISCUSSION ITEMS**

1. Taste of Champaign-Urbana Report
2. Aquatics Report

**L. COMMENTS FROM COMMISSIONERS**

**M. ADJOURN**

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

**October 10, 2018**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, October 10, 2018 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

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

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, and Bridgett Moen, Park Planner.

Katie Bermingham, CPA, Manager with CliftonLarsonAllen, Scott Burge, architect with Farnsworth Group, and Matt Schweighart, Attorney of Phinney Branch Mutual Drainage District.

**Open the Public Hearing**

President Hays opened the public hearing at 7:00 p.m. He stated the purpose of the public hearing was to discuss and receive comments on the intent to issue \$1,147,100 in General Obligation Bonds. He reported a notice of the public hearing was published in *The News-Gazette* on October 2, 2018.

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

Vice President McMahon made a motion to close the public hearing. The motion was seconded by Commissioner Miller. The motion passed 5-0.

**REGULAR BOARD MEETING**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, October 10, 2018 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

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

**Call to Order**

President Hays called the meeting to order at 7:03 p.m.

**Presentations**

Audit

Katie Bermingham, CPA, Manager with CliftonLarsonAllen, presented the audit. She thanked Ms. Wallace and her team for preparing for the audit, which takes considerable time and effort. She reviewed the audit process and highlighted areas of the Governance Letter, and Financial Statements and Graphs. Ms. Bermingham reported that the Park District received an unmodified (clean) opinion. She also reviewed other areas of the financial statement.

The Board then thanked Ms. Bermingham for the presentation.

## **Comments from the Public**

There were no comments from the public.

## **Communications**

President Hays circulated the communications.

## **Treasurer's Report**

Treasurer Lawson reviewed the Treasurer's Report for the month of September 2018 and found it to be in appropriate order.

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

## **Executive Director's Report**

### Project Updates

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

### General Announcements

Mr. DeLuce reported that recognition of volunteers will be quarterly instead of monthly.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Commissioner Miller reported that the new Board member Dijon Davis attend the meeting. She seemed excited and optimistic about helping with fundraising.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that the transaction for the drainage area of the football field at Centennial High School has been completed.

### 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. Approval of Minutes of the Special Board Meeting, August 22, 2018
2. Approval of Minutes of the Executive Session, August 22, 2018
3. Approval of Minutes of the Special Board Meeting, August 29, 2018
4. Approval of Minutes of the Regular Board Meeting, September 12, 2018
5. Approval of Minutes of the Special Board Meeting, September 26, 2018

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

## **New Business**

### Approval of Disbursements as of September 12, 2018

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning September 12, 2018 and ending October 9, 2018. The motion was seconded by Commissioner Solon. 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 Commissioner Kuhl – yes.

#### Acceptance of the FY17-18 Audit

Commissioner Kuhl made a motion to accept the FY18 audit as presented. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval to Solicit Bids for Issuance of General Obligation Bonds

Commissioner Solon made a motion to approve and confirm authorizing the Treasurer and Director of Finance to solicit bids for the issuance of \$1,147,100 in General Obligation Bonds for the purpose of paying debt service on certain outstanding obligations and for financing, as applicable, the maintenance, improvements and protection of lands, buildings and parks, including land acquisition, and related design, facilities, improvements and costs, as provided in a resolution adopted by the Board at its Regular Meeting held September 12, 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval of a Resolution Estimating Taxes to be Levied for FY19-20

Ms. Wallace presented the report. She reported that the Board is required to pass a resolution setting the tax levy for the following fiscal year (FY) 2020. Afterwards, the staff will publish the Truth in Taxation notice, if required. She also reported that the Park District needs to hold a public hearing on its intent to adopt such an increased tax levy at the November Regular Board meeting. Discussion ensued regarding the estimated increase in the EAV and the total estimated tax levy. There was further discussion regarding the grant funds for the Virginia Theatre.

Commissioner Miller made a motion to approve a Resolution setting the tax levy for fiscal year beginning May 1, 2019 and ending April 30, 2020 at \$13,268,925 with a rate not to exceed .7149, and scheduling a public hearing on the Tax Levy Ordinance for Wednesday, November 14, 2018 at 7:00 p.m. at the Bresnan Meeting Center as required by the Truth in Taxation Act. The motion was seconded by Vice President McMahon. The motion passed 5-0.

#### Approval of a Dumpster Service Bid

Vice President McMahon made a motion to accept the lowest responsible base bid from Republic Services in the bid amount of \$695.08 per month, and additional service rates for dumpsters in the bid amounts as follows: a 2-yard rolling dumpster at \$45.00 per lift, 20-yard roll off dumpster at \$395 per haul plus \$45.00 per ton, and ½ yard tote at \$12.00 per lift, and authorizing the Executive Director enter into a contract for this service. The motion was seconded by Commissioner Solon. The motion passed 5-0.

#### Approving Change Order #1 to the West Side Park Playground Contract

Ms. Moen presented the report. She reported that the Champaign Rotary Club applied for a grant for outdoor musical instruments and approached staff about donating the instruments to the Park District. Staff recommended including the instruments as part of the West Side playground improvements. Ms. Moen stated that staff recommends adding the instruments to the scope of the playground replacement contract through a change order with the contractor. The amount of \$1,100 will be reimbursed through a Public Art League donation to the Champaign Parks Foundation.

Commissioner Solon made a motion to approve Change Order #1 to the West Side Park playground to add outdoor musical instruments for a net increase of \$1,100.00, which will increase the total contract with Mid Illinois Concrete and Excavation, Inc. to \$204,420, and authorize the Executive Director to execute the Change Order. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Address/Approval of the Construction of an Accessible Connector Path in Spalding Park

Ms. Moen presented the report. She reported that Champaign Unit 4 School District (Unit 4) was granted a land lease and permitted to construct improvements in Spalding Park. During the construction process, the City of Champaign has required an accessible path to be included to connect the public bleachers and the parking lot. Ms. Moen also discussed the pathway system the Park District plans to construct in Spalding Park. She reviewed three options for completing the portion of the path required by the City. Staff recommends that the Park District concur that Unit 4 accept the change order to construct the path as originally drawn and that the Park District reimburse Unit for half of the cost of the path. The reimbursement cost from the Park District to Unit 4 would be \$24,500. Discussion ensued about applying for a Safe Route to School grant. The Park District's projected date to begin that construction of the additional pathway is June 2019.

Commissioner Solon made a motion to request that Unit accept the change order from O'Shea Builders to construct an accessible connector path in Spalding Park and that the Park District reimburse Unit 4 for half the cost of the path in the amount of \$24,500.00. The motion was seconded by Vice Present McMahon. The motion passed 5-0.

#### Approval of Operations Facility Improvements Bid

President Hays reported that he asked for financial information and other pertinent information on the responding bidders. The information was distributed to the Board.

Mr. Olson acknowledged that Scott Burge, with Farnsworth Group, the principal on the project handled the majority of the bid process was in attendance at the meeting. He discussed the history of the project. Two (2) bids were received. Farnsworth Group checked references of both bidders. The lowest responsible bid is approximately \$113,000 over budget. Mr. Olson stated that staff recommends Board approval of the lowest responsible bid from CAD Construction in the amount of \$2,650,000 and assigning an additional \$200,000 from excess reserves to the project. Discussion ensued regarding unit prices and contingency fees.

Commissioner Kuhl made a motion to accept the base bid from CAD Construction in the amount of \$2,650,000 and authorize the Executive Director to enter into a contract for the work and assign \$200,000 from excess reserves to the project. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### **Old Business**

None.

#### **Discussion Items**

##### Joint Park/Drainage Project near Mattis Avenue

Mr. DeLuce inquired if the Board would like to continue discussions with the Phinney Branch Mutual Drainage District (Phinney Branch) regarding a joint park/drainage project.

Ms. Moen summarized the presentation made by the Phinney Branch representatives at the September 12, 2018 Regular Board meeting. Phinney Branch is interested in purchasing 30 acres from the Knights Templar; 7 acres for detention to be maintained by the City of Champaign and a 23 acre park to be developed by the Park District. Advantages of a park in this area is it would be on a frontage near a main road, and it would not be an accelerated development. Ms. Moen stated that it could be developed similar to Commissioners Park. She noted that there would be operations and maintenance costs, however, the city would maintain the drainage infrastructure. Discussion ensued about ownership and maintenance of the detention, type of park, and design of a park. President Hays stated with the understanding that the City owning and maintaining the detention pond, the Park District is amendable to continuing discussions.

#### **Comments from Commissioners**

Commissioner Solon commented on the staff eliminating flower beds and FlannelFest being rained out.

#### **Adjourn**

There being no further business to come before the Board, Commissioner Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0 and the meeting was adjourned at 8:07 p.m.

Approved

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Craig W. Hays, President

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Cindy Harvey, Secretary

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

**October 24, 2018**

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, October 24, 2018 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. Vice Hays presided over the meeting.

Present: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioner Kevin J. Miller, Treasurer Donna Lawson and Attorney Guy Hall.

Absent: Commissioner Barbara J. Kuhl and Jane L. Solon.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Daniel Olson, Director of Operations, Tammy Hoggatt, Director of HR, IT, & Risk, Andrew Weiss, Director of Planning, and Randy Hauser, Horticulture and Natural Areas Supervisor.

**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.

**Discussion Items**

Flower Programs Update

Mr. Hauser reported that there are two budgets in the horticulture division for flowers: parks and flower islands budgets. He stated that the Park District is responsible for the entire cost of the parks budget, while the flower island budget is financially supported in part by the clients. Mr. Hauser reported that horticulture staff is beginning to design and let bids for plants. Horticulture staff has worked on reducing the number of plants, which has been offset by the increase in the cost of materials. Staff have also been working to reduce the size of certain flower islands without compromising their integrity. Mr. Hauser showed photos of parks beds where the number of plants have been reduced. He reported that the flower island rate was increased \$12 per square foot last season. The Park District had 56 of 58 sponsors return in 2018.

In 2018 the horticulture division held its first flower island walk in downtown Champaign. The walk was planned, promoted and executed by seasonal staff, Julia Smith, who wanted to showcase the program started by her grandfather, Robert Toalson. He stated that the walk was successful and may lead to future clients.

Mr. Hauser discussed the Park District's flower island program in connection with annual flower beds at several Champaign Unit 4 School District public school sites. He reported that staff is in the process of changing the annual flower beds pollinator gardens as an educational tool. This year staff converted sites at Franklin and Barkstall Schools to pollinator beds. Mr. Hauser also reported that staff is working with Unit 4 to secure a grant to purchase perennials, mulch and other materials to give the school sites a facelift. He updated the Board on the program added four (4) years ago where plants are grown and given away.

Mr. Hauser reviewed the cost recovery numbers. Staff will continue its efforts to charge clients a rate that enables the Park District to achieve a reasonable cost recovery percentage. Mr. DeLuce stated that staff will bring forward a price recommendation as part of the facility and services recommendation in April 2019 for the 2020 flower season. Discussion ensued about bidding the plants.

### Commissioners Park Plat

Mr. Weiss suggested that the Board consider submitting a final plat for Commissioners Park and record it with the county recorder office. He revised the options available for discussion purposes, which include taking the road out of the final plat; leave the road in the final plat and build it if and when surrounding development occurs and City takes over maintenance of the road; or leave the road in the plat and construct it in the near future. Discussion ensued. Attorney Hall suggested that staff address direction from the Illinois Department of Natural Resources (IDNR) requirement related to park to ensure there is no effects upon title restrictions. This item will be presented to the Board for further discussion.

### Comprehensive Plan Update

Mr. DeLuce reported that the 2007-08 Comprehensive Plan was completed by Pros Consulting. He stated that the Park District planners are completing the current comprehensive plan in-house. Mr. DeLuce discussed the reason for completing the SWOT analysis and the draft comprehensive plan that was shared with the Board.

Mr. Weiss reported that staff's goal is to solicit feedback and comments from the Board regarding the draft comprehensive plan. Board feedback will be incorporated into the comprehensive plan. Mr. Weiss reported that the Board will receive an updated draft of the comprehensive plan at the December regular board meeting.

Mr. DeLuce stated that the comprehensive plan will include ten (10) goals, and it will be very helpful if the Board will share comments regarding the goals. Mr. Weiss noted that there will be two (2) to three (3) strategic plans during the span of the comprehensive plan. Discussion ensued.

### **Comments from Commissioners**

Vice President McMahon commented that President Hays, Mr. DeLuce and everyone else at the Martens Center fundraiser event did a fantastic job.

President Hays thanked everyone meeting tonight. There will only be one meeting each month in November and December. The Board will consider whether to hold a second meeting in March. Mr. DeLuce stated that there may be a need to move the January Study Session to the 29<sup>th</sup>. President Hays stated that the IMRF case has been dismissed. President Hays informed everyone that Commissioner Solon was home recovering from an illness. He reported that the Martens Center fundraiser event went very well and the speakers were great.

### **Adjourn**

There being no further business to come before the Board, Commissioner Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner Vice President McMahon. The motion passed 3-0 and the meeting was adjourned at 6:10 p.m.

Approved

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Craig W. Hays, President

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Cindy Harvey, Secretary





**CHAMPAIGN  
PARK DISTRICT**

**REPORT TO PARK BOARD**

**FROM: Joe DeLuce, Executive Director**

**DATE: November 6, 2018**

**SUBJECT: Approval to pay off 2017 General Obligation Bond**

Background

The general obligation (GO) limited bond is issued annually with the payment due in a lump sum with interest on November 30. Interest due for the 2017 GO bond is \$15,349.19 which is \$4,046 more than in the prior year.

Prior Board Action

Board approved the 2017 bond issue on November 8, 2017 in the amount of \$1,123,500 plus interest at 1.37%.

Budget Impact

The bond payment plus interest is included in the FY19 budget and will be paid out of property tax revenues.

Recommended Action

Staff recommends Board approve payment of \$1,138,849.19 to Commerce Bank to pay off the 2017 bond issue. The payment for the \$1,123,500 bond issue plus interest is due no later than November 30, 2018.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce, CPRP  
Executive Director



# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** November 6, 2018

**SUBJECT:** Approval to Accept Bid for Purchase of 2018 General Obligation Bond

### Background

As directed by the Board of Commissioners at the October 10, 2018 meeting, bids were solicited from seventeen local banks on October 11, 2018. Bids were due no later than 2:00 p.m. CST on November 1, 2018. The prior year GO Bond (2017) was awarded to Commerce Bank at an interest rate of 1.37%.

Bids were received from two (2) local banks for the purchase of \$1,147,100 General Obligation Bonds. The results were as follows:

Bank	Interest Rate	Serve as Bond Registrar	If Yes, Fee Charged
Commerce Bank	2.30%	Yes	\$ -
Illinois National Bank	2.37%	Yes	\$ -

It should be noted for disclosure purposes that while the bid letter signed by Illinois National Bank is by a member of the Champaign Parks Foundation board of directors, no conflict of interest exists as this member does not have any influence over the District Board of Commissioners on this matter.

### Prior Board Action

September 12, 2018 – Board set the date for the public hearing and approved a resolution noting the intent to issue.

October 10, 2018 – Board authorized the Treasurer to solicit bids.

### Budget Impact

The legal fees and interest related to the 2018 bond issue is included in the FY19 budgeted expenditures.

### Recommended Action

Staff recommends that the Board accept the low bid from Commerce Bank of 2.30% for the \$1,147,100 bond issue and to act as the bond registrar at no additional fee.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce, CPRP  
Executive Director



**CHAMPAIGN  
PARK DISTRICT**

**REPORT TO PARK BOARD**

**FROM:** Joe DeLuce, Executive Director

**DATE:** November 6, 2018

**SUBJECT: Adoption of Ordinance No. 634: An Ordinance Authorizing the Issuance of General Obligation Park Limited Bonds, Series 2018, of the Champaign Park District, Champaign County, Illinois and Providing the Details of Such Bonds and For the Levy of Direct Annual Taxes to Pay Such Bonds, and Related Matters**

Background

Each year the Champaign Park District issues General Obligation (GO) Bonds in order to fund necessary improvements and repairs to Park District property and to make the payment of debt service on outstanding alternate revenue bonds issued to build Sholem Aquatic Center. Last year the Board authorized the issuance of \$1,123,500 of GO Bonds. CPI increased 2.1% allowing the Park District the authority to add that percent to the prior year issuance thereby increasing the new bond issue to \$1,147,100. As a reminder, the interest rate for the current bond issue was 1.37%.

Prior Board Action

On September 12, 2018, the Board approved a resolution stating the Park District's need and intent to issue \$1,147,100 of GO Bonds for FY19 and approved a resolution setting the public hearing for October 10, 2018.

Budget Impact

The GO Bond issuance has been included in the FY19 budget for payment on the alternate revenue bonds as well as capital improvement purchases.

Recommended Action

Staff recommends adoption of Ordinance No. 634: An Ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2018, of the Champaign Park District, Champaign County, Illinois, and providing the details of such Bonds and for the levy of direct annual taxes to pay such bonds, and related matters.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce, CPRP  
Executive Director

ORDINANCE NO. 634

AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK LIMITED BONDS, SERIES 2018, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, AND PROVIDING THE DETAILS OF SUCH BONDS AND FOR THE LEVY OF DIRECT ANNUAL TAXES TO PAY SUCH BONDS, AND RELATED MATTERS

WHEREAS, the Board of Park Commissioners (sometimes herein, the “Corporate Authorities”) of the Champaign Park District, in Champaign County, Illinois (the “Issuer”), has determined that it is advisable, necessary and in the Issuer’s best interests to provide for the maintenance, improvements, and protection of lands, buildings and parks, including land acquisition and related design, facilities, improvements and costs (also including related costs and expenses and the payment of debt service (i.e., the “Refunding”) on certain outstanding obligations, the “Project”); and

WHEREAS, the Issuer is a park district and special district under the provisions of Section 8 of Article VII (Local Government) of the Constitution of the State of Illinois and has the applicable authority under The Park District Code (Section 1205/1-1 *et seq.* of Chapter 70 of the Illinois Compiled Statutes, as supplemented and amended, including by the Registered Bond Act, the Bond Replacement Act, the Bond Authorization Act, and the Local Government Debt Reform Act (including particularly, but without limitation, Section 15.01 concerning “Limited Bonds”), collectively, the “Act”); and

WHEREAS, pursuant to and in accordance with the Act and this ordinance, the Issuer is authorized to issue its General Obligation Park Limited Bonds, Series 2018, up to the aggregate principal amount of \$1,147,100 (the “Bonds”) for the purpose of providing funds to pay the costs of the Project and related costs and expenses; and

WHEREAS, the Bonds so authorized shall be issued as “limited bonds” under the provisions of Section 15.01 of the Local Government Debt Reform Act of the State of Illinois, 30 ILCS 350/15.01, as amended (the “Debt Reform Act”), and as such it is not necessary to submit the proposition of the issuance of the Bonds to the voters of the Issuer for approval; and

WHEREAS, pursuant to and in accordance with the Bond Issue Notification Act, with the required notice having been duly published on October 2, 2018 in *The News-Gazette*, the Issuer on October 10, 2018 held, conducted and concluded the required public hearing; and

**WHEREAS**, pursuant to arrangements made on behalf of the Issuer, Commerce Bank, Champaign, Illinois (including its assigns, the **“Purchaser”**) in response to the Issuer’s request for proposals has agreed by a letter term sheet (the **“Purchase Agreement”**) to purchase the Bonds; and

**WHEREAS**, for convenience of reference only this ordinance is divided into numbered sections with headings, which shall not define or limit the provisions hereof, as follows:

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

**Section 1. Authority and Purpose.** This ordinance is adopted pursuant to the Act for the purpose of financing the Project.

**Section 2. Authorization and Terms of Bonds.** For the purposes described above in Section 1, there is hereby allocated the sum of \$1,147,100, to be derived from the proceeds of the Bonds. For such purposes, Bonds of the Issuer shall be issued and sold in an aggregate principal amount of not to exceed \$1,147,100, shall each be designated **“General Obligation Park Limited Bonds, Series 2018”**, and shall be issuable in the denominations of \$100.00 each or any authorized integral multiple thereof. The Bonds shall be numbered consecutively from 1 upwards in order of their issuance and may bear such identifying numbers or letters as shall be useful to facilitate the registration, transfer and exchange of the Bonds.

Unless otherwise determined in an order to authenticate the Bonds, not inconsistent herewith, each Bond shall be dated as of the date of issuance thereof. The Bonds shall mature in the principal amount on November 30 in the year and bear interest at the rate percent per annum, as follows:

<u>Year</u>	<u>Principal Amount(\$)</u>	<u>Interest Rate (%)</u>
2019	1,147,100	2.30

Each Bond shall bear interest from its date, or from the most recent interest payment date to which interest has been paid, computed on the basis of a 360-day year consisting of twelve 30-day months, and payable in lawful money of the United States of America at maturity on November 30, 2019, at the rate percent per annum above set forth. The principal of and premium, if any, on the Bonds shall be payable in lawful money of the United States of America upon presentation and surrender thereof at the office of Commerce Bank, Champaign, Illinois, the Paying Agent for the Bonds (including its successors, the “**Paying Agent**”). Interest on the Bonds shall be payable on each interest payment date to the registered owners of record appearing on the registration books maintained by Commerce Bank, through its designated office in Champaign, Illinois, the Bond Registrar on behalf of the Issuer for such purpose (including its successors, the “**Bond Registrar**”), as of the close of business on the fifteenth (15th) day (whether or not a business day) of the calendar month of the interest payment date. Interest on the Bonds shall be paid by check or draft mailed to such registered owners at their addresses appearing on the registration books therefor. The Bond Registrar shall not be required to transfer or exchange any Bond during a period commencing the fifteenth (15th) day next preceding each interest payment date and ending on such interest payment date.

The Bonds shall not be subject to optional call for redemption prior to their stated maturities.

The Bonds shall have such terms and provisions supplemental to, in addition to or modified and revised with respect to, those as provided herein, as long as the aggregate principal amount of the Bonds does not exceed \$1,147,100 and the tax levies in Section 9 are not exceeded, as may be set forth in a Bond Order. For purposes of the foregoing and otherwise in this ordinance, the term “**Bond Order**” shall mean a certificate signed by the President and attested by the Secretary and under the seal of the Issuer, setting forth and specifying details of the Bonds, including but not limited to, as the case may be, identification of the Bond Registrar and Paying Agent and Bond purchaser or purchasers (each a “**Purchaser**”), final rates, optional and mandatory call provisions, insurance provisions and the final maturity schedule. The Bonds shall be conformed to any Bond Order.

**Section 3. Sale and Delivery.** All acts and things done by officers of the Issuer in connection with the sale of the Bonds shall be and they are hereby in all respects ratified, confirmed and approved. The sale of the Bonds to Commerce Bank, Champaign, Illinois, as the Purchaser shall be and is hereby authorized and approved.

such registered owner's attorney duly authorized in writing, may be exchanged for an equal aggregate principal amount of Bonds of the same maturity and interest rate and of the denominations of \$100.00 each or any authorized integral multiple thereof, less previous retirements.

For every such exchange or registration of transfer of Bonds, the Issuer or the Bond Registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer. No other charge shall be made for the privilege of making such transfer or exchange. The provisions of the Bond Replacement Act shall govern the replacement of lost, destroyed or defaced Bonds.

The Issuer, the Bond Registrar and the Paying Agent may deem and treat the person in whose name any Bond shall be registered upon the registration books as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of, premium, if any, or interest thereon and for all other purposes whatsoever, and all such payments so made to any such registered owner or upon such registered owner's order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the Issuer nor the Bond Registrar or the Paying Agent shall be affected by any notice to the contrary.

**Section 6. Bond Registrar and Paying Agent.** The Issuer covenants that it shall at all times retain a Bond Registrar and Paying Agent with respect to the Bonds and shall cause to be maintained at the corporate trust office of the Bond Registrar a place where Bonds may be presented for registration of transfer or exchange, that it will maintain at the designated corporate trust office of the Paying Agent a place where Bonds may be presented for payment, that it shall require that the Bond Registrar maintain proper registration books and that it shall require the Bond Registrar and Paying Agent to perform the other duties and obligations imposed upon them by this ordinance in a manner consistent with the standards, customs and practices concerning municipal securities. The Issuer may enter into appropriate agreements with the Registrar and Paying Agent in connection with the foregoing, including as follows (in any event (a) - (e) below shall apply to the Bond Registrar and Paying Agent):

(a) to act as Bond Registrar, authenticating agent, Paying Agent and transfer agent as provided herein;

(b) to maintain a list of registered owners of Bonds as set forth herein and to furnish such list to the Issuer upon request, but otherwise to keep such list confidential;

(c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;

(d) to furnish the Issuer at least annually upon request a certificate with respect to Bonds cancelled and/or destroyed; and

(e) to furnish the Issuer at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

The Bond Registrar and Paying Agent shall signify their acceptances of the duties and obligations imposed upon them by this ordinance. The Bond Registrar by executing the certificate of authentication on any Bond shall be deemed to have certified to the Issuer that it has all requisite power to accept, and has accepted, such duties and obligations not only with respect to the Bond so authenticated but with respect to all of the Bonds. The Bond Registrar and Paying Agent are the agents of the Issuer for such purposes and shall not be liable in connection with the performance of their respective duties, except for their own negligence or default. The Bond Registrar shall, however, be responsible for any representation in its certificate of authentication on the Bonds.

The Issuer may remove the Bond Registrar or Paying Agent at any time. In case at any time the Bond Registrar or Paying Agent shall resign or shall be removed or shall become incapable of acting, or shall be adjudged a bankrupt or insolvent, or if a receiver, liquidator or conservator of the Bond Registrar, or of its property, shall be appointed, or if any public officer shall take charge or control of the Bond Registrar or Paying Agent or of their respective properties or affairs, the Issuer covenants and agrees that it will thereupon appoint a successor Bond Registrar or Paying Agent, as the case may be. The Issuer shall mail or cause to be mailed notice of any such appointment made by it to each registered owner of Bonds within twenty (20) days after such appointment. Any Bond Registrar or Paying Agent appointed under the provisions of this Section 6 shall be a bank, trust company, national banking association or other qualified professional with respect to such matters, maintaining its office in the State of Illinois.

**Section 7. General Obligations/Limited Tax Bonds.** The Bonds shall be issued as “**limited bonds**” under the Act. The full faith and credit of the Issuer are hereby irrevocably pledged to the punctual payment of the principal of and interest on the Bonds. The Bonds shall be direct and general obligations of the Issuer, and the Issuer shall be obligated to levy ad valorem taxes upon all the taxable property in the Champaign Park District for the payment of the Bonds and the interest thereon, without limitation as to rate but limited as to amount. Although this Bond constitutes a general obligation of the Issuer and no limit exists on the rate of such direct annual tax, the amount of such tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the “**Law**”). The Law provides that the annual amount of the taxes to be extended to pay the issue of Bonds of which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) hereafter issued by the Issuer shall not exceed the debt service extension base (as defined in the Law) of the Issuer (the “**Base**”) less the amount extended to pay certain other referendum bonds heretofore and hereafter issued by the Issuer, as more fully described in the proceedings of the Issuer providing for the issue of this Bond. The Issuer is authorized to issue from time to time additional limited bonds payable from the Base and additional referendum bonds payable from property taxes unlimited as to rate or amount, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the Issuer’s limited bonds.



Notwithstanding any other provision of this ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and all other limited bonds (as defined in the Debt Reform Act) hereafter issued by the Issuer shall not exceed the Base of the Issuer, based upon the Issuer's 1996 levies for its General Obligation Park Bonds, Series 1993 (\$536,985), 1995 (\$97,600) and 1996 (\$364,000), with "cpi" adjustments. No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the Issuer.

**Section 8. Form of Bonds.** Subject to the Purchaser accepting typewritten Bonds, as hereby provided, the Bonds shall be issued as fully registered Bonds conforming to the industry customs and practices of printing, including part on the front and part on the reverse of the certificates, as appropriate, the blanks to be appropriately completed when the Bonds are delivered; and the Bonds shall be prepared in compliance with the National Standard Specifications for Fully Registered Municipal Securities prepared by the American National Standards Institute and, with appropriate insertions and modifications, including in respect of the Policy and the Insurer, shall be in substantially the form, as follows (CUSIPs optional):

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**UNITED STATES OF AMERICA  
STATE OF ILLINOIS  
COUNTY OF CHAMPAIGN  
CHAMPAIGN PARK DISTRICT  
GENERAL OBLIGATION PARK LIMITED BOND  
SERIES 2018**

**REGISTERED NO.** \_\_\_\_\_ **REGISTERED \$** \_\_\_\_\_

**INTEREST RATE:** \_\_\_\_\_ **MATURITY DATE:** \_\_\_\_\_ **DATED DATE:** \_\_\_\_\_ **CUSIP:** \_\_\_\_\_

**Registered Owner:**

**Principal Amount:**

**KNOW ALL BY THESE PRESENTS** that the Champaign Park District, a general park district situated in The County of Champaign, in the State of Illinois (the **“Issuer”**), acknowledges itself indebted and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, and to pay interest on such Principal Amount from the later of the Dated Date hereof or the most recent interest payment date to which interest has been paid, as the case may be, at the Interest Rate per annum set forth above, computed on the basis of a 360-day year consisting of twelve 30-day months and payable in lawful money of the United States of America on November 30, 2019, by check or draft mailed to the Registered Owner of record hereof as of the fifteenth (15th) day (whether or not a business day) of the calendar month of such interest payment date, at the address of such Registered Owner appearing on the registration books maintained for such purpose at the designated office of Commerce Bank, in Champaign, Illinois, as Bond Registrar (including its successors, the **“Bond Registrar”**). This Bond, as to principal and premium, if any, when due, will be payable in lawful money of the United States of America upon presentation and surrender of this Bond at the payment office of Commerce Bank, through its designated office in Champaign, Illinois, as Paying Agent (including its successors, the **“Paying Agent”**). The full faith and credit of the Issuer, including the power to levy taxes without limit as to rate but limited as to amount as **“limited bonds”** under Section 15.01 of the Local Government Debt Reform Act, are irrevocably pledged for the punctual payment of the principal of and interest on this Bond according to its terms.

This Bond is issued in the aggregate principal amount of \$1,147,100, which is authorized and issued under and pursuant to the Constitution and laws of the State of Illinois and pursuant to and in accordance with an authorizing ordinance adopted by the Board of Park Commissioners of the Issuer on November 14, 2018, and entitled: “An Ordinance Authorizing the Issuance of General Obligation Park Limited Bonds, Series 2018, of the Champaign Park District, Champaign County, Illinois, and Providing the Details of Such Bonds and for the Levy of Direct Annual Taxes To Pay Such Bonds, and Related Matters”. The Bonds are issued to finance the building, maintaining, improving and protecting the Issuer’s parks and boulevards and to pay debt service on certain outstanding obligations, and related costs and expenses.

The Bonds are not subject to optional redemption prior to their stated maturities.

This Bond is transferable only upon the registration books therefor by the Registered Owner hereof in person, or by such Registered Owner's attorney duly authorized in writing, upon surrender hereof at the office of the Bond Registrar in Champaign, Illinois, together with a written instrument of transfer satisfactory to the Registrar duly executed by the Registered Owner or by such Registered Owner's duly authorized attorney, and thereupon a new registered Bond or Bonds, in the authorized denominations of \$100.00 or any authorized integral multiple thereof and of the same aggregate principal amount as this Bond, shall be issued to the transferee in exchange therefor. In like manner, this Bond may be exchanged for an equal aggregate principal amount of Bonds of any authorized denomination.

The Bond Registrar shall not be required to exchange or transfer any Bond during the period from the fifteenth (15th) day preceding the interest payment date and ending on such interest payment date. The Issuer or the Bond Registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange of this Bond. No other charge shall be made for the privilege of making such transfer or exchange.

The Issuer, the Bond Registrar and the Paying Agent may treat and consider the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal, premium, if any, and interest due hereon and for all other purposes whatsoever, and all such payments so made to such Registered Owner or upon such Registered Owner's order shall be valid and effectual to satisfy and discharge the liability upon this Bond to the extent of the sum or sums so paid, and neither the Issuer nor the Bond Registrar or the Paying Agent shall be affected by any notice to the contrary.

No recourse shall be had for the payment of any Bonds against the President, any member of the Board of Park Commissioners or any other officer or employee of the Issuer (past, present or future) who executes any Bonds, or on any other basis. The Issuer may remove the Bond Registrar or Paying Agent at any time and for any reason and appoint a successor.

This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been duly executed by the Bond Registrar.

The Issuer has designated the Bonds as **“qualified tax-exempt obligations”** under Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

It is hereby certified, recited and declared that all acts, conditions and things required to be done, exist and be performed precedent to and in the issuance of this Bond in order to make it a legal, valid and binding general obligation of the Issuer have been done, exist and have been performed in regular and due time, form and manner as required by law, and that the series of Bonds of which this Bond is one, together with all other indebtedness of the Issuer, is within every debt or other limit prescribed by law.

**IN WITNESS WHEREOF**, the Champaign Park District, in Champaign County, Illinois, by its Board of Park Commissioners has caused this Bond to be executed in its name and on its behalf by the manual or facsimile signature of its President, and its corporate seal, or a facsimile thereof, to be hereunto affixed or otherwise reproduced hereon and attested by the manual or facsimile signature of its Secretary and countersigned by the manual or facsimile signature of its Treasurer, all as of the Dated Date set forth above.

**CHAMPAIGN PARK DISTRICT**

(SEAL)

Attest:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

Countersigned:

\_\_\_\_\_  
Treasurer

**CERTIFICATE OF AUTHENTICATION**

Dated: \_\_\_\_\_

This Bond is one of the General Obligation Park Limited Bonds, Series 2018, described in the within mentioned ordinance.

**COMMERCE BANK,**  
Champaign, Illinois, as Bond Registrar

By \_\_\_\_\_  
Authorized Signer

**Bond Registrar**      Commerce Bank  
**and Paying Agent:**    Champaign, Illinois

**ASSIGNMENT**

For value received the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
[Name, Address and Tax Identification Number of Assignee]  
the within Bond and hereby irrevocably constitutes and appoints \_\_\_\_\_  
\_\_\_\_\_ attorney to transfer the within Bond on the books kept for  
registration thereof, with full power of substitution in the premises.

Dated \_\_\_\_\_

\_\_\_\_\_  
Signature

Signature Guarantee:  
\_\_\_\_\_

Notice: The signature on this assignment must correspond with the name of the Registered Owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

**Section 9. Levy and Extension of Taxes.** For the purpose of providing the money required to pay the interest on the Bonds when and as the same falls due and to pay and discharge the principal thereof as the same shall mature, there shall be levied upon all the taxable property within the Champaign Park District, Champaign County, Illinois, in each year while any of the Bonds shall be outstanding, a direct annual tax for the year 2018 sufficient for that purpose, in addition to all other taxes, and in the amount for such year, as follows:

<b><u>For the Year</u></b>	<b><u>A Tax Sufficient to Produce the Sum of (\$):</u></b>
2018	1,173,264 for interest and principal

Interest or principal coming due at any time when there shall be insufficient funds on hand to pay the same shall be paid promptly when due from current funds on hand in advance of the collection of the taxes herein levied; and when such taxes shall have been collected, reimbursement shall be made to such fund or funds from which such advance was made in the amounts thus advanced.

After this ordinance becomes effective and before the issuance under this ordinance of any Bonds, a copy hereof certified by the Secretary, which certificate shall recite that this ordinance has been duly adopted, shall be filed with the County Clerk of Champaign County, Illinois, who is hereby directed to ascertain the rate per cent required to produce the aggregate tax hereinabove provided to be levied for the year 2018 and to extend the same for collection on the tax books in connection with other taxes levied in such year in and by the Issuer for general corporate purposes of the Issuer, and in such year such annual tax shall be levied and collected in like manner as taxes for general corporate purposes for such year are levied and collected and, when collected, such taxes shall be used solely for the purpose of paying the principal of and interest on the Bonds herein authorized as the same become due and payable or reimbursing the Issuer for any funds advanced therefor.

The Issuer covenants and agrees with the registered owners of the Bonds that so long as any of the Bonds remain outstanding, unless and to the extent funds are irrevocably on deposit in the Debt Service Fund established in Section 10 below, the Issuer will take no action or fail to take any action which in any way would adversely affect the ability of the Issuer to levy and collect the foregoing taxes, and the Issuer and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the Debt Service Fund established in Section 10 below to pay the principal of and interest on the Bonds.

**Section 10. Debt Service Fund.** Moneys derived from taxes herein levied are hereby directed to be set aside for the sole purpose of paying principal of and interest on the Bonds when and as the same come due. All of such moneys, and all other moneys to be used for the payment of the principal of and interest on the Bonds, including sufficient cash on hand in an existing bond and interest fund, which cash is hereby pledged, shall be deposited in the “**Debt Service Fund**”, and further identified to the series of related Bonds, which is hereby established as a special fund of the Issuer and shall be administered as a bona fide debt service fund under the Internal Revenue Code of 1986, as amended. At the time of issuance of the Bonds accrued interest, if any, received upon the issuance of the Bonds shall be deposited in the Debt Service Fund, and applied to pay interest on the Bonds.

**Section 11. Bond Proceeds Fund.** All of the proceeds of the sale of the Bonds (exclusive of accrued interest as provided above in Section 10) shall be deposited in the “**Bond Proceeds Fund**”, and further identified to the series of related Bonds, which is hereby established as a special fund of the Issuer. Within such fund there shall be a “**Refunding Account**” related to holding Bond proceeds to currently pay debt-service on outstanding alternate bonds issued to finance park facilities, and a “**Project Account**” for any excess proceeds for the Project. Moneys in the Bond Proceeds Fund, upon appropriation by proceedings supplemental to this ordinance, shall be used for the purposes specified in Section 1 of this ordinance, including for the payment of costs of issuance of the Bonds, but may thereafter be reappropriated pursuant to applicable law and used for other lawful purposes of the Issuer. Before any such reappropriation shall be made, upon request there shall be filed with the Secretary an opinion of Evans, Froehlich, Beth & Chamley, Champaign, Illinois, or other nationally recognized bond counsel (“**Bond Counsel**”) to the effect that such reappropriation will not adversely affect the tax-exempt status of the Bonds under Section 103 of the Internal Revenue Code of 1986, as amended.

**Section 12. Arbitrage Rebate.** The Issuer does not reasonably expect to issue more than \$5,000,000 of tax-exempt obligations in the calendar year of the issuance of the Bonds within the meaning of the small issuer exception under Section 148(f)(4)(D) of the Internal Revenue Code of 1986, as amended. The Issuer shall comply with the provisions of Section 148(f) of the Internal Revenue Code of 1986, as amended, relating to the rebate of certain investment earnings at periodic intervals to the United States of America to the extent that there shall have been filed with the Secretary an opinion of Bond Counsel to the effect that such compliance is necessary to preserve the exclusion from gross income for federal income tax

purposes of interest on the Bonds under Section 103 of the Internal Revenue Code of 1986, as amended.

**Section 13. Investment Regulations.** No investment shall be made of any moneys in the Debt Service Fund of 2018 or the Bond Proceeds Fund of 2018 except in accordance with the tax covenants and other covenants set forth in Section 14 of this ordinance. All income derived from such investments in respect of moneys or securities in any fund or account shall be credited in each case to the fund or account in which such moneys or securities are held.

Any moneys in any fund or account that are subject to investment yield restrictions, including in respect of the Escrow Agreement, may be invested in United States Treasury Securities, State and Local Government Series, pursuant to the regulations of the United States Treasury Department, Bureau of Public Debt. The Issuer's President or Treasurer and agents designated by such officers are hereby authorized to submit, on behalf of the Issuer, subscriptions for such United States Treasury Securities and to request redemption of such United States Treasury Securities.

**Section 14. Non-Arbitrage and Tax-Exemption.** One purpose of this Section 14 is to set forth various facts regarding the Bonds and to establish the expectations of the Corporate Authorities and the Issuer as to future events regarding the Bonds and the use of Bond proceeds. The certifications and representations made herein and at the time of the issuance of the Bonds are intended, and may be relied upon, as certifications and expectations described in the Income Tax Regulations dealing with arbitrage and rebate (the "**Regulations**"). The covenants and agreements contained herein, and at the time of the issuance of the Bonds, are made for the benefit of the registered owners from time to time of the Bonds. The Board of Park Commissioners and the Issuer agree, certify, covenant and represent as follows:

(1) The Bonds are being issued to pay the costs described in Section 1 above, and all of the amounts received upon the sale of the Bonds, plus all investment earnings thereon (the "**Proceeds**") are needed for the purpose for which the Bonds are being issued.

(2) The Issuer will apply proceeds of the Bonds to the costs in (1) above concurrently with the issuance of the Bonds, with respect to which not less than 5% will be incurred and paid within 6 months of issuance of the Bonds.

(3) The Issuer has on hand no funds which could legally and practically be used for the purposes hereof which are not pledged, budgeted, earmarked or otherwise necessary to be used for other purposes. Accordingly, no portion of the Proceeds will be used **(i)** directly or indirectly to replace funds of the Issuer or any agency, department or division thereof that could be used for such purposes, or **(ii)** to replace any proceeds of any prior issuance of obligations by the Issuer. No portion of the Bonds is being issued solely for the purpose of investing the Proceeds at a Yield higher than the Yield on the Bonds. For purposes of this Section 14, "**Yield**" means that yield (that is, the discount rate) which when used in computing the present worth of all payments of principal and

interest to be paid on an obligation (using semi-annual compounding on the basis of a 360-day year) produces an amount equal to its issue price, including accrued interest, and the purchase price of the Bonds is equal to the first offering price at which more than 10% of the principal amount of each maturity of the Bonds is sold to the public (excluding bond houses, brokers or similar persons or organizations acting in the capacity of underwriters or wholesalers).

(4) All principal proceeds of the Bonds, upon due appropriation, will be deposited in the Bond Proceeds Fund for the purposes described in Section 1 above, and accrued interest, if any, and premium, if any, received on the delivery of the Bonds will be deposited in the Debt Service Fund and used to pay the first interest due on the Bonds. Earnings on investment of moneys in any fund or account will be credited to that fund or account. Costs for the purposes described in Section 1 above, including issuance costs of the Bonds, are to be paid from the Bond Proceeds Fund, and no other moneys are expected to be deposited therein. Interest on and principal of the Bonds are to be paid from the Debt Service Fund. No Proceeds will be used more than 30 days after the date of issue of the Bonds for the purpose of paying any principal or interest on any issue of bonds, notes, certificates or warrants or on any installment contract or other obligation of the Issuer or for the purpose of replacing any funds of the Issuer used for such purpose.

(5) The Debt Service Fund is established to achieve a proper matching of revenues and earnings with debt service in each Bond year. Other than any amounts held to pay principal of matured Bonds that have not been presented for payment, it is expected that any moneys deposited in the Debt Service Fund will be spent within the 12-month period beginning on the date of deposit therein. Any earnings from the investment of amounts in the Debt Service Fund will be spent within a one-year period beginning on the date of receipt of such investment earnings. Other than any amounts held to pay principal of matured Bonds that have not been presented for payment, it is expected that the Debt Service Fund will be depleted at least once a year, except for a reasonable carryover amount not to exceed the greater of (i) one-year's earnings on the investment of moneys in the Debt Service Fund, or (ii) in the aggregate, one-twelfth (1/12th) of the annual debt service on the Bonds.

(6) Other than the Debt Service Fund, no funds or accounts have been or are expected to be established, and no moneys or property have been or are expected to be pledged (no matter where held or the source thereof) which will be available to pay, directly or indirectly, the Bonds or restricted so as to give reasonable assurance of their availability for such purposes. No property of any kind is pledged to secure, or is available to pay, obligations of the Issuer to any credit enhancer or liquidity provider.

(7) (a) All amounts on deposit in the Bond Proceeds Fund or the Debt Service Fund and all Proceeds, no matter in what funds or accounts deposited ("**Gross Proceeds**"), to the extent not exempted in (b) below, and all amounts in any fund or account pledged directly or indirectly to the payment of the Bonds which will be available to pay, directly or indirectly, the Bonds or restricted so as to give reasonable assurance of their availability for such purpose contrary to the expectations set forth in



(6) above, shall be invested at market prices and at a Yield not in excess of the Yield on the Bonds.

(b) The following may be invested without Yield restriction:

(i) amounts invested in obligations described in Section 103(a) of the Internal Revenue Code of 1986, as amended (but not specified private activity bonds as defined in Section 57(a)(5)(C) of the Code), the interest on which is not includable in the gross income of any registered owner thereof for federal income tax purposes (“**Tax-Exempt Obligations**”);

(ii) amounts deposited in the Debt Service Fund of 2018 that are reasonably expected to be expended within 13 months from the deposit date and have not been on deposit therein for more than 13 months; and

(iii) all amounts for the first 30 days after they become Gross Proceeds (in general the date of deposit in any fund or account securing the Bonds);

(iv) all amounts in the Project Account of the Bond Proceeds Fund for the applicable 3-year temporary period from the date of issue of the Bonds, subject to applicable expenditure requirements; and

(8) Subject to (17) below, once moneys are subject to the Yield limits of (7)(a) above, such moneys remain Yield restricted until they cease to be Gross Proceeds.

(9) As set forth in Section 148(f)(4)(D) of the Internal Revenue Code of 1986, as amended, the Issuer is excepted from the required rebate of arbitrage profits on the Bonds because the Issuer is a governmental unit with general taxing powers, none of the Bonds is a “**private activity bond**” as defined in Section 141(a) of the Internal Revenue Code of 1986, as amended, all the net proceeds of the Bonds are to be used for the local government activities of the Issuer, and the aggregate face amount of all Tax-Exempt Obligations (other than “**private activity bonds**” as defined in Internal Revenue Code of 1986, as amended) issued by the Issuer and all subordinate entities thereof during the calendar year of issuance of the Bonds, is not reasonably expected to exceed \$5,000,000.

(10) None of the Proceeds will be used, directly or indirectly, to replace funds which were used in any business carried on by any person other than a state or local governmental unit.

(11) The payment of the principal of or the interest on the Bonds will not be, directly or indirectly (A) secured by any interest in (i) property used or to be used for a private business activity by any person other than a state or local governmental unit, or (ii) payments in respect of such property, or (B) derived from payments (whether or not

by or to the Issuer), in respect of property, or borrowed money, used or to be used for a private business activity by any person other than a state or local governmental unit.

(12) None of the Proceeds will be used, directly or indirectly, to make or finance loans to persons other than a state or local governmental unit.

(13) No user of facilities in respect of the Bonds other than a state or local government unit will use the Project on any basis other than the same basis as the general public, and no person other than a state or local governmental unit will be a user of the Project as a result of (i) ownership, or (ii) actual or beneficial use pursuant to a lease or a management or incentive payment contract, or (iii) any other similar arrangement.

(14) Beginning on the 15th day prior to the Bond sale date, the Issuer will not have sold or delivered, and will not sell or deliver, (nor will it deliver within 15 days after the date of issue of the Bonds) any other obligations pursuant to a common plan of financing, which will be paid out of substantially the same source of funds (or which will have substantially the same claim to be paid out of substantially the same source of funds) as the Bonds or will be paid directly or indirectly from Proceeds.

(15) No portion of facilities in respect of the Bonds is expected to be sold or otherwise disposed of prior to the last maturity of the Bonds.

(16) The Issuer has not been notified of any disqualification or proposed disqualification of it by the Internal Revenue Service as a bond issuer which may certify bond issues under the Regulations.

(17) The Yield restrictions contained in (7) above or any other restriction or covenant contained herein may be violated or changed if the Issuer receives an opinion of Bond Counsel to the effect that such violation or change will not adversely affect the tax-exempt status of interest on the Bonds to which it is otherwise entitled.

(18) The Issuer acknowledges that any changes in facts or expectations from those set forth herein may result in different Yield restrictions or rebate requirements from those set forth herein and that Bond Counsel should be contacted if such changes do occur.

(19) The Corporate Authorities have no reason to believe the facts, estimates, circumstances and expectations set forth herein are untrue or incomplete in any material respect. On the basis of such facts, estimates, circumstances and expectations, it is not expected that the Proceeds or any other moneys or property will be used in a manner that will cause the Bonds to be arbitrage bonds within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, and of the Regulations. To the best of the knowledge and belief of the Corporate Authorities, such expectations are reasonable, and there are no other facts, estimates and circumstances that would materially change such expectations.

The Issuer also agrees and covenants with the registered owners of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Corporate Authorities hereby authorize the officials of the Issuer responsible for issuing the Bonds, the same being the President, Secretary and Treasurer of the Issuer, to make such further covenants and certifications as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest in the Bonds will be excluded from gross income for federal income tax purposes. In connection therewith, the Issuer and the Corporate Authorities further agree: (a) through the officers of the Issuer, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with Bond Counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the Issuer in such compliance.

**Section 15. Bank Qualified Bonds.** Pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, the Issuer hereby designates the Bonds as “**qualified tax-exempt obligations**” as defined in such Section 265(b)(3). The Issuer represents that the reasonably anticipated amount of tax-exempt obligations that will be issued by the Issuer and all subordinate entities of the Issuer during the calendar year in which the Bonds are issued will not exceed \$10,000,000 within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. The Issuer covenants that it will not so designate and issue more than \$10,000,000 aggregate principal amount of such tax-exempt obligations in such calendar year. For purposes of this Section 15, the term “**tax-exempt obligations**” includes “**qualified 501(c)(3) Bonds**” (as defined in the Section 145 of the Internal Revenue Code of 1986, as amended) but does not include other “**private activity bonds**” (as defined in Section 141 of the Internal Revenue Code of 1986, as amended).

**Section 16. Ordinance to Constitute a Contract and Severability.** The provisions of this ordinance shall constitute a contract between the Issuer and the registered owners of the Bonds. Any pledge made in this ordinance and the provisions, covenants and agreements herein set forth to be performed by or on behalf of the Issuer shall be for the equal benefit, protection and security of the registered owners of any and all of the Bonds. All of the Bonds, regardless of the time or times of their issuance, shall be of equal rank without preference, priority or distinction of any of the Bonds over any other thereof except as expressly provided in or pursuant to this ordinance. This ordinance and the Act shall constitute full authority for the issuance of the Bonds, and to the extent that the provisions of this ordinance conflict with the provisions of any other ordinance or resolution of the Issuer, the provisions of this ordinance shall control. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

**Section 17. Conflict and Repeal.** All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict, and this ordinance shall be in full force and effect forthwith upon its adoption.

**Section 18. Effective Date.** This ordinance shall become effective immediately upon its passage, approval and publication in pamphlet form, and prior to the issuance of the Bonds this ordinance shall be filed with the County Clerk of Champaign County, Illinois.

Upon motion by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, adopted this 14<sup>th</sup> day of November, 2018, by roll call vote as follows:

Ayes (names): \_\_\_\_\_

\_\_\_\_\_

Nays (names): \_\_\_\_\_

Absent (names): \_\_\_\_\_

(SEAL)

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President



**CHAMPAIGN  
PARK DISTRICT**

**REPORT TO PARK BOARD**

**FROM: Joe DeLuce, Executive Director**

**DATE: November 5, 2018**

**SUBJECT: Ordinance No. 635: An Ordinance to Levy Property Taxes in the amount of \$13,268,925 for Fiscal Year Beginning May 1, 2019 and Ending April 30, 2020**

Background

Each year, the Board is required to pass a resolution setting the tax levy for the following fiscal year (FY) 2020. Following the approval of the resolution, staff published the Truth in Taxation notice which ran in *The News-Gazette* on November 6, 2018. Additionally, the Park District needs to hold a public hearing on its intent to adopt such an increased tax levy at the November Board meeting and then adopt an ordinance on the tax levy to file with the Champaign County Clerk. The ordinance must be filed no later than the third Tuesday in December.

Prior Board Action

On October 10, 2018, the Board adopted a resolution setting the estimated tax levy for FY2019-20 at \$13,268,925.00 and set the public hearing for November 14, 2018.

Budget Impact

The estimated levy approved will be incorporated into the fiscal year ended April 30, 2020 budget.

Recommended Action

Staff recommends adoption of Ordinance No. 635: An Ordinance to Levy Property Taxes in the amount of \$13,268,925.00 for fiscal year beginning May 1, 2019 and ending April 30, 2020.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce, CPRP  
Executive Director

**TAX LEVY ORDINANCE**

**No. 635**

**AN ORDINANCE TO LEVY THE ANNUAL TAX FOR THE FISCAL  
YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020**

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

Pursuant to authority vested in them by the Park District Code, Article Five, the Commissioners of the Champaign Park District in meeting assembled do hereby find and declare that there will be required to be raised by general taxation in the amounts hereinafter set forth to be levied upon all of the taxable property in said Champaign Park District, in order to meet and defray all the necessary expenses and liabilities of the Champaign Park District as required by statute or voted by the people for uses and purposes as follows, to wit:

FUND	CLASSIFICATION	2019-20 LEVY
<hr style="border-top: 1px dashed black;"/>		
Fund 01 - GENERAL CORPORATE		
	SALARIES AND WAGES	\$ 2,620,000
	FRINGE BENEFITS	430,000
	CONTRACTUAL	1,030,000
	COMMODITIES/SUPPLIES	434,000
	UTILITIES	175,000
	ROUTINE/PERIODIC MAINTENANCE	280,000
	TRANSFERS TO OTHER FUNDS FOR CAPITAL OUTLAY	1,264,718
	<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 01 GENERAL CORPORATE</b>	<b>6,233,718</b>
Fund 02 - RECREATION		
	SALARIES AND WAGES	1,483,598
	FRINGE BENEFITS	78,100
	CONTRACTUAL	206,000
	COMMODITIES/SUPPLIES	240,200
	UTILITIES	196,000
	ROUTINE/PERIODIC MAINTENANCE	60,000
	<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 02 RECREATION</b>	<b>2,263,898</b>
Fund 03 - MUSEUM		
	SALARIES AND WAGES	741,600
	FRINGE BENEFITS	86,400
	CONTRACTUAL	442,319
	COMMODITIES/SUPPLIES	141,610
	UTILITIES	66,100
	ROUTINE/PERIODIC MAINTENANCE	30,000
	TRANSFERS TO OTHER FUNDS FOR CAPITAL	200,000
	<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 03 MUSEUM</b>	<b>1,708,029</b>

Fund 04 - LIABILITY INSURANCE	
SALARIES AND WAGES	49,822
FRINGE BENEFITS	9,327
CONTRACTUAL	16,000
COMMODITIES/SUPPLIES	18,000
INSURANCE	230,000
CAPITAL OUTLAY	30,000
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 04 LIABILITY INSURANCE</b>	<b>353,149</b>
Fund 06 - IMRF FUND	
FRINGE BENEFITS	320,011
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 06 IMRF</b>	<b>320,011</b>
Fund 08 - AUDIT FUND	
CONTRACTUAL	22,341
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 08 AUDIT</b>	<b>22,341</b>
Fund 09 - PAVING AND LIGHTING FUND	
ROUTINE/PERIODIC MAINTENANCE	92,056
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 09 PAVING AND LIGHTING</b>	<b>92,056</b>
Fund 14 - SOCIAL SECURITY FUND	
FRINGE BENEFITS	352,352
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 14 SOCIAL SECURITY</b>	<b>352,352</b>
Fund 15 - SPECIAL RECREATION FUND	
SALARIES AND WAGES	285,000
FRINGE BENEFITS	24,500
CONTRACTUAL	60,800
COMMODITIES/SUPPLIES	22,100
UTILITIES	9,430
INSURANCE	12,180
CAPITAL OUTLAY	322,008
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 15 SPECIAL RECREATION</b>	<b>736,018</b>
Fund 19 - POLICE PROTECTION	
CONTRACTUAL	24,203
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 19 POLICE PROTECTION</b>	<b>24,203</b>
Fund 21 - BOND AMORTIZATION FUND	
TRANSFERS TO OTHER FUNDS	1,163,150
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - FUND 21 BOND AMORTIZATION</b>	<b>1,163,150</b>

**TAX LEVY SUMMARY**

The following are the total taxes to be levied for:

Fund 01 - GENERAL	\$	6,233,718
Fund 02 - RECREATION		2,263,898
Fund 03 - MUSEUM		1,708,029
Fund 04 - LIABILITY INSURANCE		353,149
Fund 06 - IMRF FUND		320,011
Fund 08 - AUDIT FUND		22,341
Fund 09 - PAVING AND LIGHTING FUND		92,056
Fund 14 - SOCIAL SECURITY FUND		352,352
Fund 15 - SPECIAL RECREATION FUND		736,018
Fund 19 - POLICE PROTECTION		24,203
Fund 21 - BOND AMORTIZATION FUND		1,163,150
<b>TOTAL AMOUNT IS HEREBY LEVIED AS - ALL FUNDS</b>	<b>\$</b>	<b>13,268,925</b>

Making the aggregate sum of Thirteen Million, Two Hundred Sixty-Eight Thousand, Nine Hundred Twenty Five Dollars (\$13,268,925) to be raised by taxation and levied on all of the taxable property in said Park District for the fiscal year beginning May 1, 2019 and ending April 30, 2020, in order to meet and defray all necessary expenses and liabilities of the Park District as required by statute or voted by the people in accordance with law, provided that the levy of such amounts does not cause the property tax rate to exceed 0.7149. If the levy amount of \$13,268,925 produces a tax rate higher than 0.7149, then the amount to be levied and collected for all funds shall be reduced to an amount which produces the 0.7149 tax rate for all funds.

The Secretary of the Champaign Park District shall file with the County Clerk of the County of Champaign, State of Illinois, a certified copy of this Ordinance, no later than the third Tuesday of December 2018.

This Ordinance shall be in full force and effect immediately on and after its passage and approval.

Adopted this 14th day of November 2018, pursuant to a roll call vote as follows:

Ayes:

Absent:

Nays:

Abstain:

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Craig W. Hays, President  
Champaign Park District  
Board of Commissioners

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Cindy Harvey, Secretary  
Champaign Park District  
Board of Commissioners





## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** November 9, 2018

**SUBJECT:** Approval of a Resolution Establishing Authority for the Executive Director to Execute Change Orders

### Background

The Champaign Park District has on a regular basis ongoing projects which oftentimes require revisions and changes due to unforeseen circumstances at the time the contract was signed or germane to the original contract as signed or is in the best interests of the Park District and authorized by law. It would cause considerable delay to a project if every change in a contract required Board approval before action could be taken. Staff believes that it would be in the Park District's best interests and administrative convenience for the Board to delegate authority to the Executive Director to modify ongoing contracts through change orders, amendments, and/or time extensions as it relates to specific projects. Such contractual obligation shall not exceed \$20,000. The Board shall confirm, approve and ratify at its next regular board meeting any and all change orders or series of change orders which increase or decrease any such contract amount by a total of \$10,000 or more or the time of completion by a total of 30 days or more.

### Prior Board Action

None.

### Budget Impact

The increase/decrease cost to a contract in accordance with the authority granted by the Board.

### Recommended Action

Staff recommends Board approval of a resolution establishing authority for the Executive Director to execute contracts including change orders, amendments, and/or time extensions as it relates to specific projects.

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, the Board of Commissioners of the Champaign Park District has approved various capital projects;

WHEREAS, the Board of Commissioners of the Champaign Park District award contracts for specific projects to the lowest responsible bidder;

WHEREAS, from time to time the appropriate officers of the Champaign Park District may be unavailable to execute the necessary contracts or other related documents including change orders due to circumstances that call for prompt action in order to meet completion deadlines;

WHEREAS, the Board of Commissioners of the Champaign Park District has determined that the Executive Director may, from time to time, execute contracts and all related documents including change orders, amendments and/or time extensions; and

WHEREAS, the Board of Commissioners of the Champaign Park District has decided to clarify and grant authority to the Executive Director to execute contracts including change orders on behalf of the Champaign Park District related to specific projects approved by the Board;

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Champaign Park District hereby authorizes the Executive Director to execute all contracts including change orders, amendments, and/or time extensions as they relate to specific projects. The Executive Director shall obtain a written determination that one or more of the following exists at the time: (1) the circumstances necessitating the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change is in the best interests of the Champaign Park District and authorized by law. Such contractual obligation shall not exceed \$20,000; and provided further that, the Board of Commissioners shall be informed of the nature and extent of all such contracts in the manner and form that it deems necessary and appropriate within its sole discretion, and shall confirm, approve and ratify at its next regular board meeting any and all change orders or series of change orders which increase or decrease any such contract amount by a total \$10,000 or more or the time of completion by a total of 30 days or more.

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14<sup>th</sup> day of November, 2018.

(SEAL)

ATTEST:

APPROVED:

By: \_\_\_\_\_  
Cindy Harvey, Secretary

By: \_\_\_\_\_  
Craig W. Hays, President



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** November 14, 2018

**SUBJECT:** Approval of a Resolution of Financial Commitment for pathway improvements at Spalding Park

### Background

Champaign Unit 4 School District (Unit 4) has contracted O'Shea Builders to administer the bid for improvements at Spalding Park, excluding the new playground. O'Shea Builders and Unit 4 bid path lighting and concrete walks as an alternate. This alternate scope of work was rejected and the Park District deferred its plan to construct the path, lighting, and playground until June 2019. A portion of this project, the concrete paths, qualifies for an Illinois Department of Transportation grant, the "Safe Routes to School Program." There is a maximum reimbursement of \$200,000 with no state or local match required. It is possible that the grant award may cover the construction cost of the paths if bids are competitive.

### Prior Board Action

*February 8, 2017*—Board approved 2018 Capital Budget

*November 8, 2017*—Board approved a Memorandum of Understanding regarding Spalding Park

*December 13, 2017*—Board approved demolition of Spalding Recreation Center

*March 14, 2018*—Board approved 2019 Capital Budget

*May 23, 2018*—Board approved Ground Lease and Intergovernmental Agreement with Unit 4 School District

### Budget Impact

Capital project 190012 budget is \$440,000. The amount reflects an original FY19 \$320,000 for the paths and lighting. \$120,000 has been added to this project to replace the playground but will be bid separately by Park District staff. \$24,500 will be reimbursed to the Unit 4 School District to fund half of the walk connecting the parking lot to the ball field, leaving \$415,500 in the project budget. The average bid for the pathways from the Unit 4 bid dating June 21<sup>st</sup>, 2018, was \$214,550.

### Recommended Action

Staff recommends approval of a resolution of financial commitment for pathway improvements at Spalding Park in order to apply for the Safe Routes to School Grant.

Prepared by:

Reviewed by:

Andrew Weiss  
Director of Planning

Joe DeLuce  
Executive Director

**RESOLUTION**

**CHAMPAIGN PARK DISTRICT  
BOARD OF COMMISSIONERS**

**Financial Commitment for  
Illinois Safe Routes to School Program 2019**

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, the Champaign Park District annually considers and approves a capital budget for each fiscal year commencing May 1 and ending April 30 for various projects; and

WHEREAS, one of the current priorities of the Champaign Park District Board of Commissioners is future development of trails and pathways in and through the Champaign Park District; and

NOW, THEREFORE, BE IT REOLVED that the Board of Commissioners of the Champaign Park District hereby certifies and acknowledges that it has sufficient funds necessary to complete the proposed and pending Safe Routes to School project at Spalding Park within the timeframe of the Illinois Safe Routes to School Program 2019 funding application period; and

BE IT FURTHER RESOLVED that the Champaign Park District shall be responsible for the project development, administration, and completion, including timely bid letting and oversight of the design and construction thereof; and

BE IT FURTHER RESOLVED that the Champaign Park District seeks to obtain an Illinois Safe Routes to School grant in the amount of Two Hundred Thousand Dollars (\$200,000.00) to assist with the costs and expenses associated with construction of the project; and

BE IT FURTHER RESOLVED that the Champaign Park District shall apply for such grant and certifies to the best of its knowledge that the information being provided with such application is true and correct.

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14<sup>th</sup> day of November, 2018.

(SEAL)

ATTEST

APPROVED

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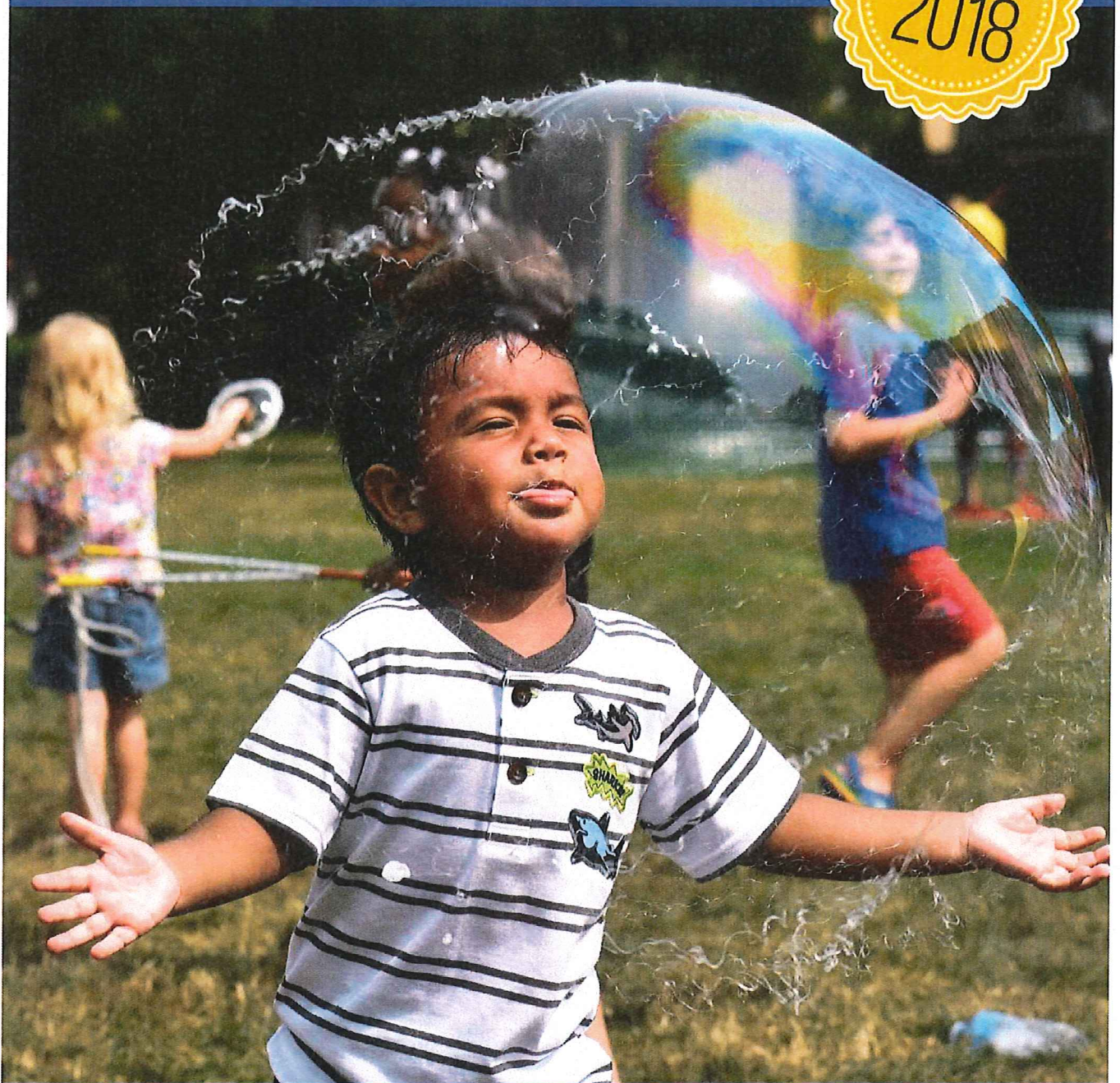
Cindy Harvey, Secretary

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Craig W. Hays, President

# Recreation Department

## TASTE REPORT



CHAMPAIGN  
PARK DISTRICT



### **Event Details**

Location: West Side Park

Date: Friday, August 17-18, 2018

Time: Friday 5:00-11:00p and Saturday 11:00a-11:00p

Attendees entered the park through six main entrance points this year. At each entrance, non-profit organizations and volunteers were responsible for utilizing clickers and counting all attendees that entered the park and soliciting donations for admittance. Based on those two factors, it is estimated that 31,000 people attended the event over the span of two days. Donations collected at the entrances totaled \$6,715. Ticket sales on Friday reached \$37,000 and \$79,751 on Saturday. This year weather was perfect and we believe this helped contribute to the increased sales and attendance.

### **Event Logistics**

The event featured 30 food vendors, 27 artists, 3 corporate sponsors, 27 non-profit sponsors and various other media sponsors. With the increase in food vendors we had to expand the layout, food vendors lined the sidewalks running North-South and East-West through the park with food mixed in with other vendors. Art vendors were moved to the corner of State and University filling and Community Corridor were stationed on the sidewalk from the corner of Church and Elm. Corporate Corridor sponsors were placed in the middle of the park near the CPD tent.

Minor changes were added to the event this year including moving the beer tent near the gazebo so we could make room for the additional food vendors. We also added additional activities to the kid's zone including touch a truck, graffiti wall, and sidewalk chalk and turned all the activities in towards the center. To help decrease expenses local music was featured instead on hiring larger national acts for the second year.

### **Budget**

Friday evening generated \$37,000 in ticket sales, Saturday generated \$79,751 in tickets. The total ticket sales value was \$116,751, with projected revenues of \$72,057. The projected expenses for this year's event are \$69,950, resulting in a projected net value of \$2,107 decreased from \$6,918.76 from last year.

Of the projected expenses, \$3,165 will be used for the Special Event Coordinator's salary.

### **Weather**

This year's weather was excellent with rain only in earlier hours on Friday ending right before the event opened at 5pm. The sun was shining and the temperatures were great for both Friday and Saturday.

### ***Ticketing***

Patrons purchased a sheet of 5 tickets for \$5. Each ticket was \$1. Suggested donation of \$5 was asked at each entry point into the festival. In 2016 30% of the proceeds raised at the entrances went the non-profit groups that staffed the entrances for their help was decreased to 10% in 2017. The rest went to the Park District to help offset event costs. This year we raised \$6,715 in donations.

### ***Beer Sales***

2018 marked the sixth year in which the Taste of Champaign-Urbana featured the sale of beer. In past years, attendees have continually requested both local craft beer and domestic beers be sold. This year Orange and Blue Distributing served with the addition of five local craft beer distributors to accommodate the past requests. This year 100% of sales went directly to the Park District. CPD made \$26,547 in beer sales, down from last year at \$31,916.

Anyone who wished to purchase alcohol was required to show a valid ID and wear a wristband in order to purchase alcohol. All servers of alcohol were TIPS trained by Park District staff Zoe Southlynn-Savage and Wendy Zindars who are certified TIPS trainers. This resulted in the Park District having numerous CPD staff and volunteers with proper training that is valid for up to 3 years. Logistically, beer sales was a success. The Park District did not receive any infractions, nor did the hired security and the Champaign Police Officers who were on site were not needed for any alcohol-related concerns.

### ***Art Vendors***

We had some new additions to the art area showcasing Dan Denton chainsaw carving and CPD's Cultural Arts department who was able to bring out a pottery wheel and provide dance performances. The Cultural Arts booth was a huge hit!

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

### ***Food Vendors***

This year we had a larger turn out of food vendors including some new local restaurants such as Latin it Up, Stango Cuisine, and Hunger Force food truck. Also included were a few vendors from outside of the Champaign-Urbana areas; S.I Promotions ice cream truck, Simply Crispy, and Sacks food truck. Staff have started accepting outside food vendors to help fill up the event as staff were seeing a decline in vendors.

Top vendors this year included Support Our Senior Veterans Inc with earnings of \$7,943.10 after the Park District percentage was deducted, The Snack Shack at \$6,101.60, and Wood n' Hog at \$4,685.60

### ***Volunteers***

Recruitment of volunteers is always difficult, largely because it Taste falls on move-in weekend for U of I students. Staff utilized extra efforts through the volunteer listserv, social media, and community outreach to meet the festival's needs. With the use of social media and Facebook ads, along with reaching out to school groups prior to the summer academic break, the Park District should see an increase in the number of volunteers for future events.

### ***Pie Run***

Pie run took place on Saturday, August 18<sup>th</sup> starting at 10:30am on Elm and Church and finishing inside West Side Park. This event was moved to earlier in the day to make it feel more a part of the Taste as a whole. New additions to this event also included ending in the park with DJ Fireproof playing music and cheering on participants as they crossed the finish line. He was able to get participants dancing after the event and get a group photo creating a whole new experience for runners this year. There was a total of 120 participants. Expenses totaled up to \$806.78 with a revenue of \$2,405.

### ***Sponsorships***

Sponsorships were fairly consistent with previous years. Illinois American Water returned as a \$6,000 Main Stage sponsor, \$5,000 sponsorship from Central Illinois Bank and additional Corporate Sponsor including i3Broadband for \$1,000.

### ***Family Activities***

Joyful Bubbles was the number one pick of patrons for the second year in a row with House of Bouncers as the runner up. Additional Kid Zone Activities included, a Touch a Truck, graffiti wall, sidewalk chalk, stilt walker, and novelty toys.

### ***Survey Results***

- Vendor Results: *"This was our first year participating and despite having a successful weekend and great weather. Our team was very impressed with Champaign Park District team/staff/volunteers and intern." "I enjoyed this layout the most out of any in the past."*
- Event Rating/Location: 80% of responses in the *Good to Excellent* category.
- Concerns and Comment: Mostly positive with additions to family area/kids zone, layout, and variety of food vendors.
- Areas of Improvement: Better location for community corridor, additional activities for older patrons to participate in. (Bags tournament and other adult games and activities.)





CHAMPAIGN  
PARK DISTRICT

# Recreation Department AQUATICS REPORT



## Introduction

Sholem Aquatic Center had a busy and successful 2018 aquatic season. Staff welcomed 84,883 visitors and hosted several successful events this summer such as: the opening weekend Memorial Day celebration, Father's Day celebration, a revamped Splish Splash Water Safety Bash (free for parents and their children), 4<sup>th</sup> of July celebration, a Sensory Friendly Pool Day, a Senior Swim Day, two movie nights, an adult swim night, and the eighth annual Cardboard Cup event. Sholem also hosted the 50<sup>th</sup> anniversary Duck Slide celebration for the Boy's and Girl's Club. The international award winning lifeguard staff once again received a large number of compliments about their diligence and training program that was highlighted by receiving three perfect score "Exceeds" from Ellis and Associates aquatic auditors. While the 2018 pool season saw a huge increase in the amount of rainfall (from 7.23in. in 2017 to 17.14in. in 2018), warmer temperatures consistently throughout the summer resulted in considerably higher attendance numbers than in 2017. The following report outlines this season's successes and challenges.

## Aquatic Safety

### Unannounced Audits

The Champaign Park District's lifeguard staff has demonstrated a long history of excellence. They are proud of their ability to not just meet but surpass all safety standards. This summer was no different. This year's staff received an "Exceeds" on all three unannounced Ellis and Associates (E&A) audits, not missing a single available point on any of the three audits. This places the Sholem lifeguard team in the running to be selected for the rank of Platinum Staff for the 2018 season, placing them in the top 10% of all E&A facilities. To date, the lifeguard staff has received twenty six "Exceeds" over the past 10 seasons, the past 6 being perfect scores. When asked what we can do better, all three auditors could not come up with anything to recommend for us. These are no small accomplishments as Ellis has client facilities in 40+ states as well as Mexico, Brazil, China, Spain, Bahamas, Korea, Egypt, Bahrain and Dubai just to name a few.

### Rescues and First Aid

Sholem lifeguard staff put their skills to use in plenty of real scenarios this year. Staff performed 71 rescues this summer. Rescue data shows that lifeguards spent most of their time keeping our grade school to middle school aged patrons safe. Specifically, 51% of this season's rescues were for children ages 6-12, and 45% were for children ages 0-5. The remaining 4% (3 rescues) were spanning anywhere from 13-50 years old. 43 of these rescues were for male patrons and 28 were for female patrons. Rescues by day were: Sunday's (13), Monday's (11), Tuesday's (8), Wednesday's (4), Thursday's (8), Friday's (9), and Saturday's (18). The time period with the most rescues was between the hours of 4pm and 8pm. In this four hour time frame there were 39 rescues. This goes contrary to the trend we've seen in previous years where the majority of the rescues fell between 12pm and 4pm when day camps were attending the pool. The majority of the rescues this summer were not day campers which speaks volumes to the quality of the day camp staff that were hired and the effectiveness of the aquatics training with them. Each of these rescues ended quickly and safely without injury to patron or lifeguard, a meaningful statistic when contrasted to the 10 drowning-related



deaths reported each day by the Centers for Disease Control ([www.cdc.gov](http://www.cdc.gov)). This year all day camp staff members went through a 2 hour training session about how to keep their campers safe at any aquatic facility including a classroom presentation and a Sholem tour. This is one reason why rescues throughout the week are lower than on the weekends. We were not surprised to have more rescues on Saturday and Sunday since larger patron loads do correlate with more rescues.

The lifeguard staff handled two types of first aid situations this summer. The first was for very minor injuries which were recorded in the minor treatment log. There were 365 of these minor treatment entries, many of which were for very minor bloody noses or for needing a Band-Aid. This is an increase from last year, no doubt due to significantly higher attendance. The second type of first aid was for more serious injuries that may possibly require further treatment. Most of these cases were for more serious bloody noses and suspected head or neck injuries. One of these cases was a seizure that went unconscious. EMS was offered to be called in these cases while appropriate care was given by staff. The amount of serious injury reports have decreased drastically from a few years ago. This can be explained by better rule enforcement to keep visitors safe and a more effective use of the minor treatment log. From 2016-2017 we saw a jump in minor treatment log entries that continued into this summer. Overall, the main cause of injury this year was tripping and falling. This caused many situations that only required minor bandaging and care.

Due to excellent care by our pool staff, EMS assistance was only required once in the case of the seizure that went unconscious (due to a serious medical history). In all other more serious cases, calling EMS was offered but always refused.

### **Survey Results**

This season's survey received 164 responses. Of those, the largest percentage of respondents reported visiting Sholem one-two times per week (34%) followed by three-four times per week (27%). Few respondents reported visiting more than 5 times a week or less than once a month. Still, 9 respondents said that they came more than 5 times a week. 78% of respondents said they come once a week or more often which is an increase from last year.

This season's survey asked respondents about the quality of their overall experiences. In 2018, 84% of respondents ranked their experiences either "Excellent" or "Good." These percentages are a slight decrease from last year but only by a few percentage points. 93% still rated their experiences as positive.

The survey also asked if respondents would recommend Sholem to a friend. Of the 164 respondents to this question, 82% of respondents said "Definitely" and another 15% said "Maybe." This is consistent with what we have seen in the survey over the past few years. Respondents who ranked this question lower often felt that the pool was too crowded or were unhappy that parts of the facility were closed due to low staff towards the end of the year.

The survey also asked, in an open-ended format, “What do you enjoy most about Sholem Aquatic Center?” The most common responses were: the lazy river, the well trained lifeguard staff, the cleanliness, and the comfortable family friendly atmosphere. Several respondents also mentioned the Walk the River program as a great way to exercise and relax. A few noted the early entry for pool pass holders as a positive.

Respondents were also asked “If you could make one improvement at Sholem Aquatic Center, what would it be?” The most common responses were: add more shade and seating, patrol the lap lanes better, add more features (slides, etc.), add a deeper section, keep the restrooms cleaner, reduce camp crowd levels, and extend open hours (open earlier in the spring, close later into the fall and have longer open hours during the day). Patrons frequently bring these same concerns to staff’s attention during the pool season. Of all the patron complaints about the facility, the most common is in regards to the addition of seating and shade.

### **Finances**

*Discounted Rentals and Parties.* This summer staff booked 26 parties for a total of \$12,097 in revenue generated. This is an increase from last year.

*Holiday Programs and Pricing.* Sholem’s holiday event results are generally higher than they were last year with the exception of the Cardboard Boat Race. The success of each holidays is very dependent on weather. Memorial Day we had a beautiful 96 degree day so we would expect high attendance and high revenue. The day of the Cardboard Boat Race was rainy and so we had much lower attendance that day than we would have liked. Labor Day has lower revenue numbers generally because we run half price sales, but we did see an increase from last year’s revenue on that day.



**Table 1: Holiday and Event Revenue 2011 - 2018**

	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>
<b>Memorial Day</b>	\$11,235.00	\$6,137.38	\$6,802	\$2,973	\$5,752	\$498	\$10,434	\$8,976
<b>Father's Day</b>	\$5,767.00	\$2,396	\$4,181	\$2,413	\$1,070	\$1,053	\$2,651	\$485
<b>4<sup>th</sup> of July</b>	\$7,075.00	\$5,320	\$626 (rain)	\$4,412	\$1,723	\$3,712	\$8,234	\$4,749
<b>Cardboard Boat</b>	\$1,047.00	\$3,499	\$1,175	\$1,267	\$2,743	\$1,487	\$5,193	\$5,418
<b>Labor Day</b>	\$1,981.50	\$1,764	\$2,615	\$2,709	\$729	\$1,881	\$770	\$152

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

Across the board, revenue increased this year. Season pass sales grew this year (by \$5,261). Daily admission revenue rose this year to the highest it has been since 2012 (a \$54,862 increase from last year). Rental and pool revenue saw an increase this summer as well, bringing programming revenue to the highest it has been in recent years. Pool pass holders were given the perk of entering the pool 30 minutes before the public could enter. That may be why we saw an increase in sales there. Overall, a hot summer and an excellent staff would be reasons for the increases.

The table below reflects income and expenses through the first four months of this fiscal year.

**Table 3: Sholem Aquatic Center Budget Highlights 2011-2018 *\*only major revenue/expenses shown***

	2018	2017	2016	2015	2014	2013	2012	2011
Season Ticket Sales	\$123,553	\$118,292	\$111,236	\$108,180	\$114,323	\$129,335	\$173,471	\$210,965
Daily Admissions	\$267,587	\$212,725	\$254,689	\$225,750	\$161,145	\$166,626	\$269,469	\$282,670
Rental Sales	\$12,097	\$9,107	\$12,072	\$10,866	\$10,564	\$12,234	\$10,112	\$8,238
Program Fees	\$67,788	\$60,394	\$59,738	\$43,106	\$38,057	\$49,828	\$46,369	\$41,644
Staff Uniform Cost	\$9,773	\$7,445	\$12,931	\$4,664	\$4,359	\$1,674	\$2,435	\$5,228
Staff Training/Audits	\$11,303	\$10,533	\$10,110	\$10,568	\$11,952	N/A	N/A	N/A
Building Maint. Supplies	\$13,414	\$7,232	\$6,702	\$9,111	\$12,917	\$11,053	\$14,634	\$15,518
Building Repair	\$10,161	\$12,555	\$20,755	\$18,349	\$6,609	N/A	N/A	N/A
Cleaning Supply Cost	\$1,522	\$1,239	\$756	\$3,039	\$4,059	\$3,739	\$3,094	\$3,374
Chemical Cost	\$29,556	\$32,565	\$33,623	\$30,522	\$18,654	\$19,184	\$25,898	\$24,965
Program Supply Cost	\$3,062	\$2,412	\$5,869	\$575	\$961	\$896	\$4,362	\$4,979
Landfill Fees	\$711	\$720	\$978	\$1,519	\$1,266	\$3,042	\$1,566	\$1,925
Sanitary Fees	\$443	\$576	\$545	\$829	\$1,192	\$5,588	\$1,833	\$1,106
Gas & Electricity	\$33,575	\$37,325	\$31,224	\$28,612	\$44,937	\$31,768	\$50,497	\$73,316
Water	\$16,374	\$18,624	\$14,434	\$11,330	\$14,424	\$26,562	\$37,827	\$33,095
Total Staffing Payroll	\$344,419	\$297,644	\$321,969	\$277,159	\$258,603	\$285,731	\$248,110	\$247,332
<b>Net</b>	<b>(3,288)</b>	<b>(27,381)</b>	<b>(\$60,052)</b>	<b>(\$8,465)</b>	<b>(\$55,844)</b>	<b>(\$74,326)</b>	<b>\$94,212</b>	<b>\$117,933</b>

### The Impact of Other Local Aquatic Centers and Pools

Sholem saw increases in all forms of revenue this year. We had good weather this summer, but not considerably warmer than last year and we had significantly more rainfall. Due to that, the jump in attendance was a pleasant surprise. While we need to invest in creating another “splash” amenity or adding a deep well to Sholem to remain competitive with newer pools in the community (Crystal Lake and the YMCA specifically), when we have good weather (like this summer) we see that Sholem is still a summer destination. As part of the end-of-season Sholem survey, staff asked respondents, “Are there other local pools you attended this summer instead of Sholem?” Out of 157 respondents, 39% visited Crystal Lake at least once this summer instead of going to Sholem, 10% of the respondents visited the Urbana Indoor Aquatic Center at least once this summer instead of going to Sholem, and 18% of respondents visited the Stephens Family YMCA pool at least once this summer instead of going to Sholem. Other local pools that multiple respondents reported visiting were Rantoul, Tuscola, Lincolnshire, Indian Acres, apartment pools, and Campus Recreation facilities. While it is a little ways away, with Decatur opening a new aquatic facility it is all the more important to continue updating Sholem to keep it relevant in the public eye.

The survey also asked respondents what Sholem does better than other pools and what other pools do better than Sholem. For what we do better, people mentioned the cleanliness of Sholem, the lazy river, the sprawling layout (making it feel less crowded), and the friendly staff. By a vast majority, respondents said that the exceptional lifeguard staff is what Sholem does better than any other pools. Comments about our lifeguards this year included:

*“You have the best lifeguard staff!”*

*“I can’t speak highly enough about the lifeguards at sholem! Other pools lifeguards I don’t feel we’re adequately monitoring the pools, but we always felt our kids were well watched at Sholem!”*

*“We love that we can take our 21 month old swimming at Sholem and she loves it! The life guards are very observant and keep things safe.”*

The main recommendations from patrons were to add onto or expand the facility. They also requested more seating and shade.



## Program, Event, and Daily Attendance

### Daily Attendance

Daily attendance was significantly up from the 2017 season. The consistent warm weather encouraged people to come to the pool all summer long. Weekends are traditionally the best attended and highest revenue generating day of the week for the pool and the concessions stand.

As expected with a higher total attendance we saw an increase in attendance in almost all areas. Lap Swim, Tiny Tots, CPD Groups, Passholder Visits, \$4 Friday, and Program Visits were areas where we saw notable growth. The most striking area is CPD Groups. This year, rates for CPD campers was dropped from \$4 to \$1, encouraging all CPD camps to come to Sholem. This helped the camp budgets and exposed that many more young members of our community to the Sholem Aquatic Center. Also, while it is not on the table below, River Walk/Run was enjoyed by 2,194 patrons this summer.

**Table 4: Sholem Daily Attendance Data 2010 - 2018**

<b>Entry Type</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Lap Swim	256	115	178	52	89	128	285	196	196
Daily Admit R	13,385	15,148	17,748	17,932	14,333	14,191	23,109	25,814	25,363
Daily Admit NR	8,442	6,111	5,552	5,425	3,826	3,958	7,514	9,235	10,601
Tiny Tots	1,366	952	2,188	791	660	1,385	1,391	720	631
Under 3 Free	4,572	4,224	5,790	571	198	7,146	2,659	3,166	2,657
Free Admit	1,575	1,257	1,400	856	17	644	1,213	753	1,049
CPD Groups	4,398	2,547	2,776	2,993	3,045	2,158	1,203	951	1,187
Community Groups	294	1,109	972	1113	570	491	1,633	3,071	2,230
Twilight	4,579	4,760	8,720	3734	3,975	5,272	7,329	6,864	5,320
Passholder Visits	20,118	17,596	21,836	20,595	19,826	20,397	28,505	31,358	36,128
\$4 Friday	9,337	8,172	6,838	5,012	3,648	5,913	6,144	N/A	N/A
Urbana Passholders	105	115	34	46	63	167	N/A	N/A	N/A
Program Visits	10,877	7,474	14,826	5,689	871	12,190	N/A	N/A	N/A
<b>Total Visits</b>	<b>84,883</b>	<b>71,846</b>	<b>88,858</b>	<b>64,796</b>	<b>51,121</b>	<b>74,040</b>	<b>80,985</b>	<b>82,128</b>	<b>85,362</b>



Revenue and Attendance Trends

Sunday was Sholem’s highest attended day of the week (13,508 visits). Monday was second (13,236 visits) most likely due to the increase in campers coming to Sholem this year. These numbers include attendance to all programs as well and general admittance.

**Table 5: Sholem 2018 Daily Attendance by Day of the Week**

Day of the Week	Daily Attendance	Daily Revenue	Pass Holder Visits	Total Attendance
Monday	9,696	\$40,114.00	3,540	13,236
Tuesday	7,664	\$25,188.00	2,566	10,230
Wednesday	8,872	\$32,627.50	2,929	11,801
Thursday	8,942	\$30,896.00	2,788	11,730
Friday	9,337	\$33,239.50	2,758	12,095
Saturday	10,008	\$52,339.00	2,275	12,283
Sunday	10,300	\$49,183.00	3,208	13,508

Season Passes

The system used to keep track of pass sales changed in 2017. We can no longer track new pass sales as opposed to renewal pass sales. The number in the “New Pass Sales” will be the total of all passes sold.

Sholem saw an increase in pool pass sales of 3% for the 2018 swimming season which is better than the 9% drop that occurred for the 2015 season. There has been a steady but small increase over the past three years after a very large drop from 2010 to 2014. Through our surveys, we are aware that the other newer pools are attractive with their offerings and do compete with our offerings. Those facilities such as the YMCA and the Crystal Lake Pool have drawn local customers away from Sholem. To see large future increases in pass sales we would need to add new, attractive features to Sholem to draw people back. The recent small increases are indicators that the public is still interested in Sholem and are choosing it over the other newer facilities.

**Table 6: Sholem Pass Holder Data 2010 – 2018**

	2018	2017	2016	2015	2014	2013	2012	2011	2010
New Pass Sales	2,348	2,279	1,012	1,042	1,346	834	1,242	1,779	1,739
Renewal Pass Sales	N/A	N/A	1,137	1,145	977	1,772	2,119	2,316	2,525
<b>Total Passes Sold</b>	<b>2,348</b>	<b>2,279</b>	<b>2,149</b>	<b>2,187</b>	<b>2,323</b>	<b>2,606</b>	<b>3,361</b>	<b>4,095</b>	<b>4,264</b>



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

While we saw a large amount of rainfall this summer, consistent temperatures helped keep the pool an attractive destination. The majority of days this summer had higher high temperatures and higher mean temperatures than their comparable days last year. 24 days this summer had high temperatures in the 90s. Not only did we see high temperatures we also had even higher heat indexes. This caused an extremely busy summer. Strangely we had an incredibly large amount of rainfall (17.14in) which did not seem to deter patrons.

**Table 7: Weather Statistics from 2011 – 2018 (Memorial Day – Labor Day)**

Year	Average High Temperature	Maximum Temperature	Total rainfall
2018	85	96	17.14"
2017	84	97	6.07"
2016	83	92	12.48"
2015	83	94	14.70"
2014	82	93	15.44"
2013	84	97	10.95"
2012	88	101	9.46"
2011	86	99	5.79"

## Program Registration Data

Sholem's programming did well this year. With the addition of more sessions of some programs last summer we saw registration numbers jump. We also made sure to do thorough staff training in the spring to make sure we were offering the best programs in the community.

**Table 8: Program Enrollment Data 2012-2018**

<b>Program</b>	<b>2018 Enrollees</b>	<b>2017 Enrollees</b>	<b>2016 Enrollees</b>	<b>2015 Enrollees</b>	<b>2014 Enrollees</b>	<b>2013 Enrollees</b>	<b>2012 Enrollees</b>
Weekday Swim Lessons	610	653	478	465	570	588	719
Saturday Swim Lessons	Not offered	Not offered	109	Not offered	88	77	54
Sunday Swim Lessons	176	157	141	219	68	42	Not offered
Private Swim Lessons	271	169	49	31	96	234	154
Junior Lifeguard	15	5	8	10	7	15	15
Sholem Sharks Swim Team	133	158	164	156	163	180	170
Sholem Sharks Pre-Team	30	29	30	31	27	27	25
Weekday Water Aerobics	164	218	180	170	161	199	230
Saturday/Sunday Water Aerobics	30	27	65	27	31	30	18
<b>Enrollment Totals</b>	<b>1,402</b>	<b>1,435</b>	<b>1,252</b>	<b>1,116</b>	<b>1,217</b>	<b>1,399</b>	<b>1,399</b>

### Swim Lessons

Group swim lesson registration was slightly down this year compared to last year. Even still, we were fairly close to where we were last year when you combine weekend and weekday group lessons. Registration numbers increased throughout the summer indicating that word of mouth recommendations of our program played a big role in the bigger registration numbers in later sessions. The end of season survey showed that while parents felt their children enjoyed the lessons, they would have liked to see a more structured lesson plan for each class. This is something that had been discussed with the swim lesson supervisors and is currently being looked at. Due to every class having a different skill and comfort level a strict lesson plan has never been put in place. Staff is working on creating a flexible, but informative plan for each lesson beyond what already exists. Private lessons are where we have seen the most growth over the past few years and 2018 was no exception. There was an increase of 101 private lessons from 2017 to 2018. Parents enjoy the direct instruction time and the flexibility of the scheduling. It is anticipated that more families will go from group lessons to private lessons.

Parents were very happy with our swim lesson program overall. Survey results show that 91% of respondents ranked the program "Excellent" or "Good." Most of the complaints stem from repetitive lesson plans, inconsistent instructors from week to week, and a lack of enthusiasm from instructors. Very few lessons days were cancelled due to weather related issues.

### Water Aerobics

Attendance in water aerobics saw a dip this year. Jo Rodriguez, longtime water aerobics instructor, has developed a very loyal following and has done a great job with this program. Jo feels that as her older participants are no longer able to participate there aren't new, younger ones wanting to join the program. Weekday evening classes held consistent with previous years while the morning classes decreased in size. Jo believes an advertising push could get the program growing again. 100% of participants rated this program as "Excellent" or "Good".

### Swim Team

The Sholem Sharks had another tough year this year compared to past years. Under the direction of the second year head coach, Jessica Leverenz, the Sholem Sharks traded wins and losses at swim meets all summer long. This program continues to be one of the most popular summer programs with parents involved who want to see the program succeed. Jessica was much more comfortable in her position this year, working well with parents, but her assistant coaches were mostly new and inexperienced. This resulted in parents wanting to get more involved in leading practices (which in some cases was greatly appreciated). Enrollment numbers are slightly down again this year. The Sharks go through waves of being strong and weaker. Families become so involved in the team that when they eventually move on it leaves a big hole in the team. We saw that take place this year in the loss of some of our older, more experienced swimmers and their knowledgeable parents.

Due to pool crowding concerns voiced by parents in 2011, staff decreased the size of the team for the 2012 season. However, at the start of 2013 parents were upset about the waitlist and many parents said that we should increase the size of the team again to accommodate all interested children. Staff increased the team to accommodate all swimmers and staff scheduled swim lessons in the river to allow the swim team full use of the lanes. This program requires more space. A common complaint is the need for more coaches. This year practices were reorganized to the delight of participants and parents alike. Older children swam earlier in the morning and the Pre-Team practices were last in the morning. In past years it was the opposite and was hard on the younger swimmers.



## Concessions

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

Overall net revenue was up in 2018 due to higher sales (along with higher pool attendance). Sholem’s top sellers by volume (excluding beverages) have remained constant over the past six seasons including the 2018 summer. Top sellers this year were pretzels with cheese, quarter candy, shaved ice, nachos with cheese, popcorn, hotdogs, and ice cream. In past years the end of season evaluation always stated that the service from the concession stand was slow. This year we added more staff and assigned stations within the stand to speed up the process (Also to accommodate the increased patron load). This year we saw fewer negative comments about the service from the concession stand and noticed that the majority of patrons were happy with how it was operating.

**Table 9: Concessions Financial History 2012 – 2018**

	2018	2017	2016	2015	2014	2013	2012
<b>Sales</b>	\$87,703.53	\$75,338.55	\$90,782.14	\$82,263.08	\$58,635.48	\$63,060.92	\$93,554.55
<b>Staffing Costs</b>	\$27,661.79	\$21,419.13	\$13,395.21	\$19,395.64	\$20,640.33	\$18,852.16	\$22,559.67
<b>Merchandise for Resale</b>	\$40,004.60	\$37,262.44	\$40,248.72	\$29,907.57	\$24,545.97	N/A	N/A
<b>Revenue</b>	<b>\$20,037.14</b>	<b>\$9,566.33</b>	<b>\$27,513.79</b>	<b>\$26,430.51</b>	<b>\$6,025.31</b>	<b>\$11,597.47</b>	<b>\$23,787.86</b>

Based on this year’s survey, 83% of patrons felt the food selection was “Excellent” to “Average”. Additional survey results show that 70% of patrons thought their speed of service was ‘Excellent” to “Average”. Even with this improvement on last year this is still an area that is being looked at for improvement. Overall, the menu and prices stayed consistent with what they were last year with the addition of Dippin’ Dots and Rosati’s Pizza.

**Table 10: Concessions Survey Results: 2018**

	Excellent	Good	Average	Fair	Poor
<b>Food Selection</b>	13.19%	<b>39.56%</b>	29.67%	14.29%	3.30%
<b>Prices</b>	16.48%	30.77%	<b>40.66%</b>	6.59%	5.49%
<b>Speed of Service</b>	10.99%	25.27%	<b>34.07%</b>	15.38%	14.29%
<b>Customer Service</b>	12.09%	<b>35.16%</b>	30.77%	14.29%	7.69%

## **Communication and Customer Service**

### Social Media

Social media continues to be a strong point and is well maintained by the Park District Marketing team. Patrons frequently mentioned how much they appreciated the Facebook updates and Twitter closure alerts, and several told staff that it was great to be able to check social media from their phones before heading to the pool. Some did comment that they wish these would be updated more quickly if the pool closed, but all

appreciated the accessibility to closure information through these avenues. Social media proved to be especially helpful toward the end of the season when our student staff began leaving for school and features of the pool could not be staffed appropriately. We were able to post before the pool opened what would be open and what wouldn't. The marketing team then helped answer specific questions on the posts.

### Staff Mentoring

Sholem's Leadership and Mentoring Program had a successful season. Seven (7) lifeguards were chosen to participate in this summer-long leadership and training program, taking on the role of "Head Guards". Participants shadowed current lifeguard supervisors and completed sets of tasks commonly required of the aquatics supervisor team. They also met weekly to discuss the qualities of a leader and were invited to sit in on parts of supervisor meetings. In these meetings they were asked to teach the current supervisors lifeguarding skills and then role play difficult customer service situations. They will now have previous experience with the lifeguard supervisor position if they are chosen to take on that role next year.

A similar program was designed for the customer service staff to promote the retention of that staff. It will also hopefully increase the caliber of supervisor in future years as well as help to offer the patrons an exceptional customer service experience.

### Media Presence

Over the course of the summer, several news outlets produced stories related to Sholem Aquatic Center that included: 1) a review of our programs during a WCIA special opening of the pool on May 25th, 2) water safety and the importance of attending a public pool with highly trained lifeguards (including a description of our lifeguard training), 3) our partnering with the Champaign Fire Department to offer a 3 day aquatic training for all of the staff in the department, and 4) the closing of the pool and what we wanted the public to know about our closing weekend.

Due to a few unfortunate situations this summer the pool received some publicity for negative events. First, with the strong recommendation by and support of the Champaign Police Department, Sholem closed early one day due to gang activity moving into the pool. This decision was made with the safety of all patrons in mind, and all guests were offered free day passes to come back or were given refunds. Second, there was fear of a cryptosporidium outbreak that was brought to our attention by the Illinois Department of Public Health. While only 3 cases were confirmed and none could be traced back to Sholem as the cause, the aquatic center had still potentially been exposed to the water-borne parasite. With the health and safety of all patrons in mind, Sholem closed for 1 day (4pm-7pm) to treat the pool. This resulted in conflicting and exaggerated news stories coming out portraying us in a negative light. Attendance numbers show that this did not have a serious impact on the public as attendance in the days following the closure were still as high as ever.

Again, these emergency closures were done out of concern for the health and safety of our patrons.



### Community and Customer Service

While staff can't control weather, patronage, and lack of aquatic offerings for older teens, they could control the customer service that they provide to our patrons. The Sholem staff continued their tradition of community service again in 2018. Our lifeguards were praised for being kinder and easier to deal with than other lifeguard staffs in Central Illinois. Lifeguard and swim lessons staff provided water safety demonstrations, hosted a free water safety clinic for children and their parents, gave thorough water safety talks to CPD camps and visiting camps, participated in the Play It Safe event at the Leonhard Recreation Center, and the aquatics division also continued partnership with the Champaign Police Department, Champaign Fire Department, and Carle Foundation Hospital to provide water safety information and demonstrations to Unit 4 students through the *Risk Watch* program. Every 2<sup>nd</sup> and 4<sup>th</sup> grade class in Unit 4 schools was talked to about how to be safe around all water, not just at Sholem. It was great to have these students come to the pool and get the staff's attention to show off their safe practices.

There were several customer service highlights that included inviting the Champaign Fire Department to Sholem to do a 3 day training session on various in-water rescue techniques (such as spinal, back boarding, in water care, etc.). WCIA sent a news crew out to record the training and share it with the public on the evening news.

### **Challenges**

With attendance increasing by roughly 13,000 people from last summer, there was plenty of opportunity for challenges to arise.

- 1) Lack of activities for youth/teens
- 2) Lack of seating and shade
- 3) Staffing

The facility still lacks activities for youth/teens, but behavioral issues were not nearly as big of an issue as they were last year. Still, space or amenities for young adults proves to be an area where we are lacking. Patrons continually note this short-coming.

This lack of behavioral issues can be attributed to the new ID procedure that was put in place at Sholem last year. For teens (13-17 year olds) coming to the pool without a guardian, an ID is required. This serves two purposes. It gives us an accurate and constantly updating record of unattended minors who are in the facility. It also has proven to keep teens accountable for their actions. Some of the patrons that we had had issues with in past years have become very well behaved. There were zero reported thefts and minimal police calls. While there is some push back to this procedure, the vast majority of people comply with it and/or are thrilled it is in place. The 2018 survey showed that more people are happy with the safe and family friendly atmosphere than in past years.

With so many patrons visiting Sholem this year seating and shade were things that people almost fought over. Shade structures should be at the top of the priority list for improvements to Sholem. Parents especially are becoming more and more concerned their children developing skin damage from extended sun exposure. More shaded areas is a way we can help ease the concerns of these parents. Additional seating would be a welcome addition. The roughly 350 lounge chairs we have are not nearly enough when we have days that bring in 1000+ patrons.

One of the biggest challenges this summer was staffing. With such a young staff (most of whom are students), there is always a high turnover rate from year to year. Then they return to school before the pool season ends and we find ourselves short staffed (which is warned about in the program guide). Also, we received fewer lifeguard applicants this year than we have in past years, resulting in a smaller staff. Staff this year have been brainstorming recruiting techniques to be able to bring in more lifeguards in future years. Supervisors volunteered to go to highschools if possible and talk to classes or hand out flyers after school.

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