



**CHAMPAIGN  
PARK DISTRICT**

**AGENDA  
REGULAR BOARD MEETING  
Brenan Meeting Center  
706 Kenwood Road  
Champaign, Illinois  
Wednesday, December 12, 2018  
7:00 p.m.**

**A. CALL TO ORDER**

**B. COMMENTS FROM THE PUBLIC**

**C. COMMUNICATIONS**

**D. TREASURER'S REPORT**

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

**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 Regular Board Meeting, November 14, 2018
2. Approval of Meeting Dates for 2019
3. Approval Inserting Craig Hays as Delegate, Timothy McMahon as 1<sup>st</sup> Alternate, Kevin Miller as 2<sup>nd</sup> Alternate and Joseph DeLuce as 3<sup>rd</sup> Alternate to the IAPD Credentials Certificate

**I. NEW BUSINESS**

1. Approval of Disbursements as of November 14, 2018  
Staff recommends approval of disbursements for the period beginning November 14, 2018 and ending December 11, 2018. **(ROLL CALL VOTE)**
2. Approval of Summer 2019 Part-Time and Seasonal Position Pay Rates  
Staff recommends approval of the 2019 seasonal and part-time wages as presented by staff.

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

3. Approval of Submitting an Annexation Petition  
Staff recommends signing and notarizing *Petition for Annexation* and submitting it for City of Champaign Council approval.

**J. DISCUSSION ITEMS**

1. Day Camp Report
2. Facility Report Card
3. Comprehensive Plan Update

**K. COMMENTS FROM COMMISSIONERS**

**L. ADJOURN**

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

**November 14, 2018**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 14, 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 J. Kuhl, Jane L. Solon, and Kevin Miller, and 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, Jameel Jones, Director of Recreation, and Andrew Weiss, Director of Planning.

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

**Open the Public Hearing**

President Hays opened the Public Hearing at 7:00 p.m. He stated that the purpose of the Public Hearing was to discuss and receive comments on the proposed Property Tax Levy for the year commencing May 1, 2019 and ending April 30, 2020. A notice of the proposed 2019-202 Tax Levy was published in *The News-Gazette* on November 6, 2018 in compliance with state law.

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

Commissioner Solon made a motion to adjourn 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, November 14, 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, and staff present at the Public Hearing were in attendance at the Regular Meeting.

**Call to Order**

President Hays called the meeting to order at 7:04 p.m.

**Comments from the Public**

None.

**Communications**

President Hays circulated the communications.

**Treasurer's Report**

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

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

Treasurer Lawson then departed the meeting.

## **Executive Director's Report**

### Project Updates

Mr. DeLuce distributed a list of project updates to the Board.

### General Announcements

Mr. DeLuce reported that the Parade of Lights will be held on November 24, 2019 and will begin at 6:00 p.m. He also reported that the Park District received the 2018 Employer of the Year Award from Developmental Services Center (DSC). Mr. DeLuce discussed a public meeting held with Spalding Park neighbors to receive comments on the proposed paths and lights. He stated that Commissioner Miller attended the meeting, which had ten (10) residents in attendance.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Commissioner Miller reported the Foundation continues to plan for the fundraiser scheduled for January 10, 2019 at the Virginia Theatre.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that he is working on the final version of an agreement with the Martens.

### President's Report

President Hays reported that Mr. DeLuce, Attorney Hall, Ms. Wallace and he attended the 2019 Legal Symposium. There was discussion relating to new legislation that will probably affect park districts as well as grants and other funds.

### *15-Year Service Anniversary Award to Commissioner Kuhl*

President Hays presented a 15-Year Service Anniversary award and pin to Commissioner Kuhl. She is the longest serving member on the Board.

## **Consent Agenda**

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

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

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

## **New Business**

### Approval of Disbursements as of November 13, 2018

Commissioner Miller made a motion to approve the list of disbursements for the period beginning October 10, 2018 and ending November 13, 2018. The motion was seconded by Vice President McMahon. 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. The motion passed 5-0.

### Approval to Pay off 2017 Bond Issue

Staff recommended that the Board approve payment of the 2017 bond issue in the amount of \$1,138,849.19 due by November 30, 2018.

Commissioner Kuhl made a motion to approve payment of the 2017 bond issue in the amount of \$1,138,849.19 by November 30, 2018. The motion was seconded by Commissioner Solon. The motion

passed 5-0.

Approval of a Bid for General Obligation Bonds

Staff recommended that the Board accept the low bid from Commerce Bank of 2.30% for the \$1,147,100.00 bond issue and to act as the bond register at no additional fee.

Commissioner Solon made a motion to accept the low bid from Commerce Bank for the annual \$1,147,100.00 General Obligation Bond issue. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Adoption of Ordinance No. 634: Bond Ordinance

Staff recommended 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.

Commissioner Solon made a motion to adopt 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. The motion was seconded by Commissioner Miller. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0. A copy of Ordinance No. 634 is attached to the minutes.

Approval of Adoption of Ordinance No. 635: Tax Levy Ordinance

Staff recommended adoption of Ordinance No. 635: An ordinance to levy property taxes in the amount of in the amount of \$13,268,925.00 for fiscal year beginning May 1, 2019 and ending April 30, 2020.

Commissioner Miller made a motion to adopt Ordinance No. 635: An ordinance to levy property taxes in the amount of in the amount of \$13,268,925.00 for fiscal year beginning May 1, 2019 and ending April 30, 2020 providing that the tax rate not exceed .7149. The motion was seconded by Commissioner Kuhl. 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. The motion passed 5-0.

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

Mr. DeLuce presented the report. Staff recommended 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. Discussion ensued regarding the purpose and term of the resolution. Staff plans to submit the resolution for approval annually.

Commissioner Solon made a motion to approve a resolution establishing authority for the Executive Director to execute change orders, provided that such authority will be effective only until April 30, 2019. The motion was seconded by Vice President McMahon. The motion passed 5-0.

Approval of a Resolution to Apply for a Safe Routes to School Grant

Mr. Weiss presented the report. He stated that the Park District is working on an Illinois Department of Transportation (IDOT) Safe Routes to School grant. The grant is for up to \$200,000 for infrastructure project without a local match. He stated that staff recommended approval of a resolution of financial commitment for pathway improvements at Spalding Park in order to apply for the Safe Routes to School Grant.

Commissioner Kuhl made a motion to approve a resolution of financial commitment for pathway improvements at Spalding Park in order to apply for the Safe Routes to School Grant. The motion was seconded by Commissioner Solon. The motion passed 5-0.

**Old Business**

None.

## **Discussion Items**

### Taste of Champaign-Urbana Report

Mr. Jones presented a report about the 2018 Taste of Champaign-Urbana. Zoe Southlynn-Savage, Special Events Manager, and Ashley Sims, Volunteer and Special Events Coordinator, were in attendance. He reported that approximately 31,000 people attended the event, with \$6,715 collected in donations at the entrances, and \$116,751 generated from ticket sales. Mr. Jones discussed the event logistics, budget for the event, weather conditions, tickets sales, beer sales, and the art and food vendors. He also discussed the volunteers, pie run, sponsorships and survey results. Discussion ensued regarding whether the event had run its course, the need for more sponsorships, whether to charge an entry fee and food vendors registration fees. Next year, the event will be held August 16-17, 2019.

The Board thanked Mr. Jones for his report.

### Aquatics Report

Mr. Jones and Mr. Topher Wendt presented the report. Mr. Jones reported that there were 84,883 visitors to the Sholem Aquatic Center. He discussed the special events and programs held at the aquatic center. Mr. Jones reported that there was a 13,000 increase in visitors to the aquatic center. Mr. Wendt reported that the lifeguard staff received an "Exceeds" on all three unannounced Ellis and Associated (E&A) audits. He stated that this placed the 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. Mr. Wendt reported that to date, the lifeguard staff has received twenty-six "Exceeds" over the past 10 seasons, with the past six being perfect scores. He reported that there were 71 rescues this season. Mr. Jones discussed the results of the survey which 84% of respondents ranked their experience either "excellent" or "very good". He discussed the budget highlights from 2011 through 2018. Program, event, and daily attendance was compared from 2010 to 2018. Pool pass sales increased by 3%. He highlighted the various programs, rentals, swim team, and concessions. Mr. Jones stated that challenges included lack of activities for youth/teens, lack of seating, and shade and staffing.

The Board thanked staff for the thorough report.

### **Comments from Commissioners**

Commissioner Solon reported that she heard that the Rosanne Cash and REO Speedwagon performances were outstanding at the Virginia Theatre were outstanding.

Commissioner Miller reported that he attended the public meeting for Spalding Park on November 13, 2018. Ten (10) people vested in the amenities for Spalding Park attended the meeting.

President Hays agreed with Commissioner Solon's comments. He also reported that he attended The Best of the Best Gala Award and that the Park District received two awards, which means the Park District is still on the uptrend. President Hays thanked staff for their efforts.

Commissioner Kuhl commented regarding staff efforts and positive impact on the Commissioners and the Park District. She thanked staff for their efforts.

### **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 Vice President McMahon. The motion passed 5-0 and the meeting was adjourned at 7:31 p.m.

Approved:

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Craig W. Hays, President

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Cindy Harvey, Secretary



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** December 3, 2018

**SUBJECT:** Setting Dates and Times of Meetings in 2019

### Background

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

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

### Prior Board Action

None.

### Budget Impact

None.

### Recommended Action

Staff recommends Board approval of the meeting dates attached for 2019. Note that January 30, 2019 is suggested for the study session due to the 2019 IAPD/IPRA Soaring to New Heights Conference being held this week. Also, note that no study sessions are being proposed for November 2019 nor December 2019 due to the holidays.

Prepared by:

Reviewed by:

Cindy Harvey  
Assistant to the Executive Director

Joe DeLuce  
Executive Director



**CHAMPAIGN PARK DISTRICT  
2019 Regular Board Meeting and Study Session Meeting Dates**

<b>REGULAR BOARD MEETINGS Wednesdays at 7 p.m.</b>	<b>STUDY SESSION MEETINGS Wednesdays at 5:30 p.m.</b>
January 9, 2019	January 30, 2019
February 13, 2019	February 27, 2019
March 13, 2019	March 27, 2019
April 10, 2019	April 24, 2019
*May 8, 2019	May 22, 2019
June 12, 2019	June 26, 2019
July 10, 2019	July 24, 2019
August 14, 2019	August 28, 2019
September 11, 2019	September 25, 2019
October 9, 2019	October 23, 2019
November 13, 2019	--
December 11, 2019	--

\*Annual Meeting immediately followed by the Regular Board Meeting



**CREDENTIALS CERTIFICATE**

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

\_\_\_\_\_ held at  
*(Name of Agency)*  
Bresnan Meeting Center on December 12, 2018 at 7:00 P.M.  
*(Location)* *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held at the Hyatt Regency Hotel, Chicago, Illinois on **Saturday, January 26, 2019 at 3:30 p.m. in the Grand Ballroom A/B:**

	<u>Name</u>	<u>Title</u>
Delegate:	<u>Craig Hays</u>	<u>Commissioner</u>
1st Alternate:	<u>Tim McMahon</u>	<u>Commissioner</u>
2nd Alternate:	<u>Kevin Miller</u>	<u>Commissioner</u>
3rd Alternate:	<u>Joe DeLuce</u>	<u>Executive Director</u>

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

Affix Seal: Signed: \_\_\_\_\_  
*(President of Board)*

Attest: \_\_\_\_\_  
*(Board Secretary)*

Return this form to: Illinois Association of Park Districts  
211 East Monroe Street  
Springfield, IL 62701-1186



## **REPORT TO PARK BOARD**

**FROM:** Joe DeLuce, Executive Director

**DATE:** December 4, 2018

**SUBJECT:** 2019 Seasonal and Part-Time Wages

### Background

Each year the Board of Commissioners reviews the seasonal and part-time staff wages and approves any needed increases or changes. In 2015 the Board approved a 15 cent increase for returning seasonal staff that received an excellent evaluation from the previous season after a six year pay rate freeze. Over the past two years the Board of Commissioners approved increases to the part-time and seasonal wages by approximately \$54,000.00

Outside influences on the seasonal and part-time staff wages include potential minimum wage increase. This week Governor-Elect Pritzker reaffirmed his support for a minimum wage increase within his first six months in office. The Park District should budget to prepare for the possibility of a minimum wage increase during the next fiscal year. Staff will continue to monitor Illinois State legislature decisions where they are considering a bill that will increase the minimum wage.

The Director of HR has reached out to other Department Heads as well as various staff to determine responsibility, availability of workforce, and experience necessary for the seasonal positions. Staff also studied all positions within the Park District and CUSR to ensure consistency among seasonal and part-time job titles. Hourly rate increases are recommend to remain competitive with other local agencies to assist staff in recruiting applicants. The attached document provides details of the current and proposed rates for each position. All proposed increases are .25 cents per hour, no staff will be increased more than .25 cents per hour. The proposed changes include the following:

### Seasonal Positions

- Youth Sports Instructor – The proposal is to increase this position by .25 cents per hour. The position has not been used in over five years as the Park District contracted with several micro-sport programs. Some of these programs will be coordinated in-house going forward and it will be necessary to hire staff in these positions. The increase is to accommodate the responsibility of this position in the instruction of children ages 3 to 6.
- All concession positions in aquatics, sports, and Virginia Theatre (seasonal and part-time) – The proposal is to increase this position by .25 cents per hour. These positions are currently paid \$8.25/minimum wage. These positions have not had an increase in over eight years. Expected to cost an additional \$1,985 in 2019.
- Special Event Inflatables Worker – The proposal is to increase this position by .25 cents per hour. This position is currently paid \$8.25/minimum wage. Expected to cost an additional \$44 in 2019

- Sports Site Supervisor/Recreation Leaders/Site Supervisors (seasonal and part-time) – These positions have a great deal of responsibility as most of the time they are the sole employee on site. Staff propose a .25 cent increase per hour. Expected to cost an additional \$988 in 2019.
- Flower Worker I & II and Natural Areas I & II – Increase all positions by .25 cents per hour. This will bring these positions to the same pay as other seasonal positions within Operations. Expected to cost an additional \$2,900 in 2019.
- Prairie Farm Director– Increase this position by .25 cents per hour. This position is currently paid \$10.75 per hour, which is less than other comparable positions within the Park District. Expected to cost an additional \$101 in 2019.

#### Part-Time Positions

- Added other titles under afterschool leader that include schools day out leader and supervised play time leader. These positions have been utilized temporarily for a few years, however staff are creating job descriptions as they are needed on a regular basis.
- Birthday Party Leader – This position currently pays \$9.00/hour. The proposed increase is .25 cents per hour. Expected to cost an additional \$47 in 2019
- Technology Specialist- This position has existed since 2014, the individual works on technology projects and issues during nights and weekends. Staff wanted to ensure all part-time positions are included in this document. The current staff member is paid within this range.

#### Prior Board Action

The Board annually reviews and approves seasonal wages. This will be the third year the Board will approve part-time wages.

#### Budget Impact

The recommended wage increases are estimated to grow seasonal and part-time wages by approximately \$4,080 in 2019. The estimated impact is based on the proposed positions to receive an increase and using the number of hours worked in 2019. This will vary depending on the number of hours staff work during the 2019 summer season as many of the seasonal position hours are also dependent on weather. Staff are instructed to work within their proposed operating budget to determine the number of part-time and seasonal staff within the allotted budget.

#### Recommended Action

Staff recommends approval of the 2019 seasonal and part-time wages as stated on the attached document with a .15 cents per hour increase for high performing returning staff.

Prepared by:

Reviewed by:

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

Joe DeLuce, CPRP  
Executive Director

Champaign Park District  
2019 **DRAFT** Seasonal and Part-Time Wages

**SEASONAL POSITIONS**

Department/ Division	Job Title	Approximate Dates of Employment	2018 Hourly Pay Rate	2018 Pay Rate Cap	Proposed 2018 Hourly Pay Rate	Proposed 2019 Pay Rate Cap
<b>Aquatics</b>						
	Lifeguard Assistant Supervisor	Mar – Sept*	\$11.00	\$13.00	\$11.00	\$13.00
	Lifeguard I	May – Sept	\$9.50	\$11.50	\$9.50	\$11.50
	Lifeguard II	May – Sept	\$9.50	\$11.50	\$9.50	\$11.50
	Swim Lesson Supervisor	May – Sept	\$11.00	\$13.00	\$11.00	\$13.00
	Assistant Swim Lesson Supervisor	May – Sept	\$10.00	\$12.00	\$10.00	\$12.00
	Swim Lesson Instructor	June – Aug	\$9.00	\$11.00	\$9.00	\$11.00
	Swim Team Coach	Apr – July	\$11.00	\$13.00	\$11.00	\$13.00
	Swim Team Assistant Coach	May – July	\$10.00	\$12.00	\$10.00	\$12.00
	Customer Service and Concessions Supervisor	Mar – Sept*	\$11.00	\$13.00	\$11.00	\$13.00
	Customer Service and Concessions Assistant Supervisor	April – Sept	\$10.00	\$12.00	\$10.00	\$12.00
	Customer Service and Concessions Worker	May – Sept	\$8.25	\$10.25	<b>\$8.50</b>	<b>\$10.50</b>
	Aquatics Building Service Worker	May – Sept	\$9.50	\$11.50	\$9.50	\$11.50
<b>Sports</b>						
	Youth Sports Instructor	Ongoing	\$8.25	\$10.25	<b>\$8.50</b>	<b>\$10.50</b>
	Sports Site Supervisor	Ongoing	\$9.50	\$11.50	<b>\$9.75</b>	<b>\$11.75</b>
	Sports Site Director	Ongoing	\$11.00	\$13.00	\$11.00	\$13.00
	Sports Concessions Supervisor	April-Sept*	\$11.00	\$13.00	\$11.00	\$13.00
	Sports Concessions Worker	May – Sept	\$8.25	\$10.25	<b>\$8.50</b>	<b>\$10.50</b>
<b>Day Camps</b>						
	Director	May – Aug	\$11.50	\$13.50	\$11.50	\$13.50
	Assistant Director	May – Aug	\$10.25	\$12.25	\$10.25	\$12.25
	Day Camp Leader	May – Aug	\$9.75	\$11.75	\$9.75	\$11.75
	Day Camp Leader II	May – Aug	\$10.00	\$12.00	\$10.00	\$12.00
	Bus Driver	May – Aug	\$20.00	\$22.00	\$20.00	\$22.00

Champaign Park District  
2019 **DRAFT** Seasonal and Part-Time Wages

SEASONAL POSITIONS						
Department/ Division	Job Title	Approximate Dates of Employment	2018 Hourly Pay Rate	2018 Pay Rate Cap	Proposed 2018 Hourly Pay Rate	Proposed 2019 Pay Rate Cap
<b>Youth Theatre</b>						
	Assistant Director	Ongoing	\$10.00	\$12.00	\$10.00	\$12.00
	Choreographer	Ongoing	\$10.00	\$12.00	\$10.00	\$12.00
	Music Director	Ongoing	\$10.00	\$12.00	\$10.00	\$12.00
<b>Operations</b>						
	Flower Worker I	April – Nov*	\$9.00	\$11.00	<b>\$9.25</b>	<b>\$11.25</b>
	Flower Worker II	April – Nov	\$10.00	\$12.00	<b>\$10.25</b>	<b>\$12.25</b>
	Natural Areas I	April – Nov	\$9.00	\$11.00	<b>\$9.25</b>	<b>\$11.25</b>
	Natural Areas II	April – Nov	\$10.00	\$12.00	<b>\$10.25</b>	<b>\$12.25</b>
	Operations Laborer I	April – Nov	\$9.25	\$11.25	\$9.25	\$11.25
	Operations Laborer II	April – Nov	\$10.25	\$12.25	\$10.25	\$12.25
	Sports Field Worker I	April – Nov	\$9.25	\$11.25	\$9.25	\$11.25
	Sports Field Worker II	April – Nov	\$10.25	\$12.25	\$10.25	\$12.25
<b>Prairie Farm</b>						
	Director	April – Sept	\$10.75	\$12.75	<b>\$11.00</b>	<b>\$13.00</b>
	Assistant Director – animal care	April – Sept	\$9.75	\$11.75	\$9.75	\$11.75
	Assistant Director – children’s programming	April – Sept	\$9.50	\$11.50	\$9.50	\$11.50
	Leader	May – Sept	\$9.25	\$11.25	\$9.25	\$11.25
<b>Special Events</b>						
	Special Events Assistant	Mar – Aug	\$10.00	\$12.00	\$10.00	\$12.00
	Driver (Showmobile/Bus)	Mar – Nov	\$20.00	\$22.00	\$20.00	\$22.00
	Inflatables Worker	Mar – Nov	\$8.25	\$10.25	<b>\$8.50</b>	<b>\$10.50</b>
<b>CUSR</b>						
	Program Director	May – Aug	\$12.00	\$14.00	\$12.00	\$14.00
	Inclusion Supervisor	May – Aug	\$14.00	\$16.00	\$14.00	\$16.00
	Camp Leader	May – Aug	\$10.00 or \$11.00 w/Teaching Certificate	\$13.00	\$10.00 or \$11.00 w/Teaching Certificate	\$13.00
	Inclusion Assistant	May – Aug	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50
	Sports and Community Support Staff	May – Aug	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50	\$10.00 or \$10.50 w/Teaching Certificate	\$12.50
	Program Leader	May – Aug	\$12.00	\$14.00	\$12.00	\$14.00

Champaign Park District  
2019 **DRAFT** Seasonal and Part-Time Wages

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

**SEASONAL POSITIONS**

Title	Season	2018 UNLICENSED+ Per Game Wage	2018 LICENSED Per Game Wage	Proposed 2018 Hourly Pay Rate	Proposed 2019 Pay Rate Cap
<b>Sports</b>					
Youth Soccer Official	April – May and Sept – Oct	\$20/game	\$30/game	\$20/game	\$30/game
Youth Softball Official	May - July	\$40/game	\$50/game	\$40/game	\$50/game
Youth Hoops Official	Jan – Mar	Cross Court: \$30/game Full Court: \$20/game \$20 1 umpire per game	Cross Court: \$35/game Full Court: \$30/game \$25 1 umpire per game	Cross Court: \$30/game Full Court: \$20/game \$20 1 umpire per game	Cross Court: \$35/game Full Court: \$30/game \$25 1 umpire per game
Adult Softball Official	Apr – Oct	\$15 2 umpires per game	\$20 2 umpires per game	\$15 2 umpires per game	\$20 2 umpires per game
Adult Basketball Official	Nov – Mar	\$22/game	\$32/game	\$22/game	\$32/game
Adult Volleyball Official	Sept – April	\$17/game	\$17/game	\$17/game	\$17/game
Adult Soccer –Head Official	Sept – April	\$45/game	\$55/game	\$45/game	\$55/game
Adult Soccer – Assistant Official	Sept – April	\$30/game	\$40/game	\$30/game	\$40/game

Champaign Park District  
2019 **DRAFT** Seasonal and Part-Time Wages

PART-TIME POSITIONS						
Department/ Division	Job Title	2018 Hourly Pay Rate	2018 Pay Rate Cap	Pay Range Depending on Qualifications	Proposed 2018 Hourly Pay Rate	Proposed 2019 Pay Rate Cap
<b>Afterschool</b>						
	Afterschool Program Director	\$11.25	\$13.25		\$11.25	\$13.25
	Afterschool Assistant Director	\$10.25	\$12.25		\$10.25	\$12.25
	Afterschool Leader/ <b>Schools Out Leader/Supervised Play Time Leader</b>	\$9.75	\$11.75		\$9.75	\$11.75
<b>Cultural Arts</b>						
	Dance Instructor			\$12.00 to \$25.00 (DOQ)		\$12.00 to \$25.00 (DOQ)
	Special Interest Instructor	Paid on a per class basis, a percentage of class fees		Paid on a per class basis, a percentage of class fees		
	Pottery Instructor			\$12.00 to \$20.00 (DOQ)		\$12.00 to \$20.00 (DOQ)
	Pottery Supervisor	\$15.00	\$18.00		\$15.00	\$18.00
<b>Facilities</b>						
	Building Openers	\$10.00	\$13.00		\$10.00	\$13.00
	Receptionist	\$10.00	\$13.00		\$10.00	\$13.00
	Building Service Workers	\$10.00	\$13.00		\$10.00	\$13.00
	Recreation Leaders/Site Supervisors	\$9.25	\$12.25		<b>\$9.50</b>	<b>\$12.50</b>
<b>Marketing</b>						
	Graphic Artist (formerly Marketing Assistant)			\$12.00 to \$20.00 (DOQ)		\$12.00 to \$20.00 (DOQ)
<b>Operations</b>						
	Horticulture Worker I	\$11.00	\$13.00		\$11.00	\$13.00
	Horticulture Worker II	\$12.00	\$14.00		\$12.00	\$14.00
	Natural Areas Worker I	\$11.00	\$13.00		\$11.00	\$13.00
	Natural Areas Worker II	\$12.00	\$14.00		\$12.00	\$14.00
	Operations Worker I	\$11.00	\$13.00		\$11.00	\$13.00
	Operations Worker II	\$12.00	\$14.00		\$12.00	\$14.00
	Sports Field Worker I	\$11.00	\$13.00		\$11.00	\$13.00
	Sports Field Worker II	\$12.00	\$14.00		\$12.00	\$14.00
<b>Preschool</b>						
	Preschool Instructor	\$10.00	\$13.00		\$10.00	\$13.00

Champaign Park District  
2019 **DRAFT** Seasonal and Part-Time Wages

Virginia Theatre						
Department/ Division	Job Title	2018 Hourly Pay Rate	2018 Pay Rate Cap	Pay Range Depending on Qualifications	Proposed 2018 Hourly Pay Rate	Proposed 2019 Pay Rate Cap
	Concessions Worker	\$8.25	\$10.25		<b>\$8.50</b>	<b>\$10.50</b>
	Box Office Receptionist	\$10.25	\$13.25		\$10.25	\$13.25
PART TIME POSITIONS						
50 Plus! Seniors Programs						
	Senior Recreation Leader	\$9.75	\$11.75		\$9.75	\$11.75
Sports						
	Sports Assignor	Paid on a per game rate: \$4/game for youth and adult soccer \$3/game for youth and adult basketball \$2.50/game for youth and adult softball \$2.25/game for youth and adult volleyball		Paid on a per game rate: \$4/game for youth and adult soccer \$3/game for youth and adult basketball \$2.50/game for youth and adult softball \$2.25/game for youth and adult volleyball		
	Group Fitness Instructor			\$15.00 to \$25.00 (DOQ)		\$15.00 to \$25.00 (DOQ)
	Birthday Party Leader	\$9.00	\$11.00		<b>\$9.25</b>	<b>\$11.25</b>
	Tennis Instructor			\$10.00 to \$25.00 (DOQ)		\$10.00 to \$25.00 (DOQ)
Technology						
	<b>Technology Specialist</b>			<b>\$15.00 to \$25.00 (DOQ)</b>		<b>\$15.00 to \$25.00 (DOQ)</b>

Seasonal positions do not exceed six months (1000 hours) duration for any single employee.  
The minimum wage changes for 2019 are being discussed in Illinois legislature, it may increase during the year.  
Current minimum wage is \$8.25/hour





# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** December 4, 2018

**SUBJECT:** Approval of Submitting an Annexation Petition

### Background:

The City of Champaign recently identified an omission, possibly dating back as far as the 1980s, that a property owned by the Champaign Park District was never formally annexed by the City. The property in question is a portion of the Roby Trail between Robeson Park and Scottsdale Drive as shown on Attachment 1. In order to correct the omission, the City approached the Park District requesting that it petition to have the property in question annexed. City planners explained there are two possible methods the City may use to annex territory: 1) property owner petitions the City to have their unannexed property annexed or 2) if all the surrounding properties are annexed, the City can forcibly annex. In this case all the surrounding properties are annexed, so Park District questioned why then couldn't it simply be done forcibly. The City explained forcible annexation is only done in very special cases as a last resort and the preferred method is to have owners of unannexed property petition for annexation. To that end the City prepared a *Petition for Annexation* (Attachment 2) for Park District to sign and for City Council to approve. Staff expects a forthcoming annexation ordinance for this property on an upcoming Park District Board Meeting agenda. Please note the differing PINs on the petition and the Annexation Plat; the petition indicates the current PIN, whereas the Annexation Plat shows the future PIN once the property is formally annexed.

### Prior Board Action:

No prior Board action.

### Budget Impact:

None.

### Recommendation:

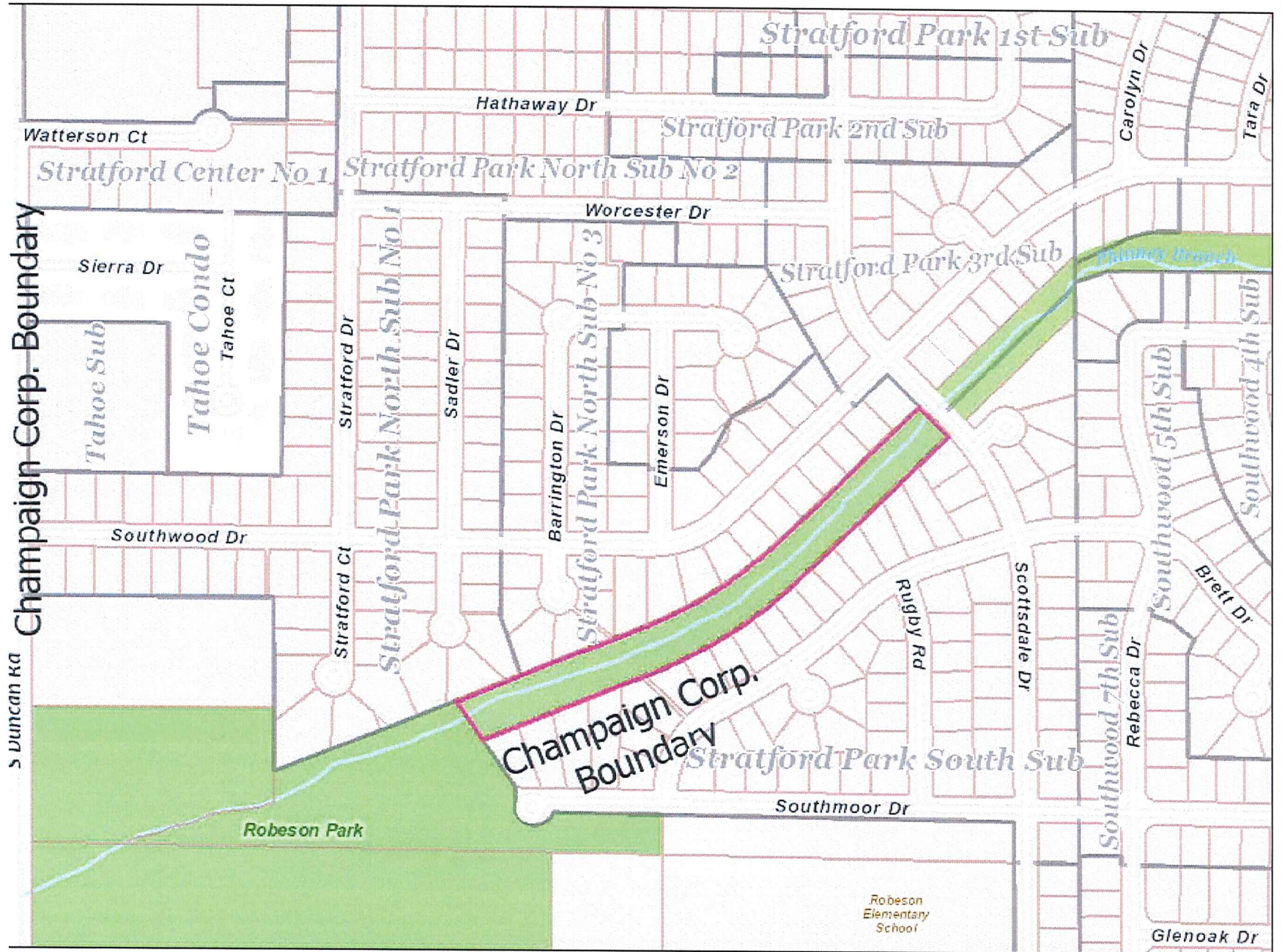
Staff recommends signing and notarizing *Petition for Annexation* and submitting it for City of Champaign Council approval.

Prepared by:

Andrew Weiss  
Director of Planning

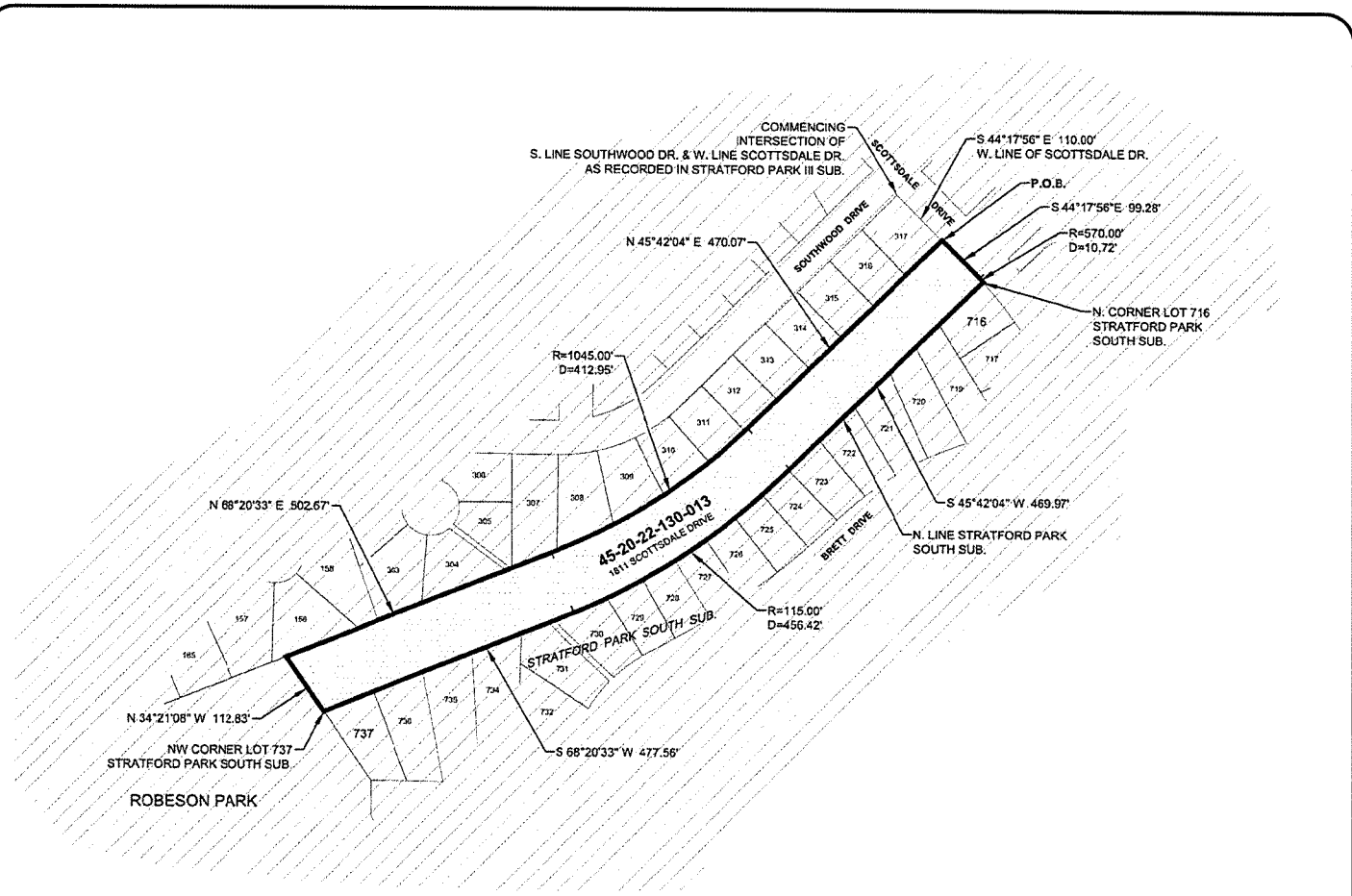
Reviewed by:

Joe DeLuce  
Executive Director



This map was prepared with geographic information system (GIS) data created by the Champaign County GIS Consortium (CCGIS), or other CCGIS member agency. These entities do not warrant or guarantee the accuracy or suitability of GIS data for any purpose. The GIS data within this map is intended to be used as a general index to spatial information and not intended for detailed, site-specific analysis or resolution of legal matters. Users assume all risk arising from the use or misuse of this map and information contained herein. The use of this map constitutes acknowledgement of this disclaimer.





**LEGAL DESCRIPTION**

THAT PART OF THE NW ¼ OF SECTION 22, T. 19 N., R. 8 E. OF THE 3rd P.M., CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTHERLY LINE OF SOUTHWOOD DRIVE AND THE WESTERLY LINE OF SCOTTSDALE DRIVE AS RECORDED IN STRATFORD PARK III SUBDIVISION, CHAMPAIGN, ILLINOIS, MEASURE S. 44°17'56" E., 110.00 FEET ALONG THE WESTERLY LINE OF SCOTTSDALE DRIVE TO THE POINT OF BEGINNING; THENCE S. 44°17'56" E., 99.28 FEET TO A POINT OF CURVATURE; THENCE CONTINUING SOUTH ALONG THE WESTERLY RIGHT OF WAY LINE OF SCOTTSDALE DRIVE, ALONG A CURVE WHICH IS CONVEX TO THE EAST HAVING A RADIUS OF 570.00 FEET, A DISTANCE OF 10.72 FEET TO THE NORTHERLY CORNER OF LOT 716 IN STRATFORD PARK SOUTH SUBDIVISION, CHAMPAIGN, ILLINOIS; THENCE S. 45°42'04" W., ALONG THE NORTHERLY LINE OF STRATFORD PARK SOUTH SUBDIVISION, 469.97 FEET TO A POINT OF CURVATURE; THENCE ALONG A CURVE WHICH IS CONVEX TO THE SOUTH HAVING A RADIUS OF 1155.00 FEET, A DISTANCE OF 456.42 FEET TO A POINT OF TANGENCY; THENCE S. 68°20'33" W., 477.56 FEET TO THE NORTHWEST CORNER OF LOT 737 IN SAID STRATFORD PARK SOUTH SUBDIVISION; THENCE N. 34°21'08" W., 112.83 FEET; THENCE N. 68°20'33" E., 502.67 FEET TO A POINT OF CURVATURE; THENCE ALONG A CURVE WHICH IS CONVEX TO THE SOUTH HAVING A RADIUS OF 1045.00 FEET FOR A DISTANCE OF 412.95 FEET TO A POINT OF TANGENCY; THENCE N. 45°42'04" E., 470.07 FEET TO THE POINT OF BEGINNING, CONTAINING 3.522 ACRES, MORE OR LESS.

PIN: 45-20-22-130-013  
 STREET ADDRESS: 1811 SCOTTSDALE DRIVE, CHAMPAIGN, ILLINOIS 61821

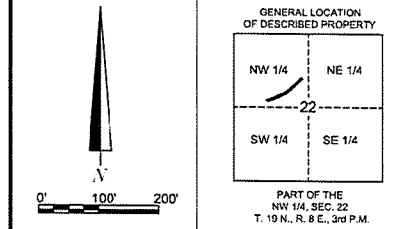
**ANNEXATION PLAT OF**

City of Champaign  
 Champaign County, Illinois  
 Council Bill No.: 2017-  
 Date Passed: , 2017

**LEGEND:**

	ANNEXATION AREA
	AREA INSIDE CITY LIMITS
	EXISTING CITY LIMITS LINE
	LOT LINE

ANNEXED AREA.....	3.522
RIGHT-OF-WAY.....	0.000
(not included in description)	
TOTAL ACREAGE.....	3.522



STATE OF ILLINOIS )  
 COUNTY OF CHAMPAIGN ) S.S

I, DENNIS A. VANDEVENTER, a duly registered Engineer in the State of Illinois do hereby certify that this plat was prepared under my supervision on 6- -2017.



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

**Petition for Annexation  
TO THE CITY COUNCIL OF THE CITY OF CHAMPAIGN  
CHAMPAIGN COUNTY, ILLINOIS**



The Undersigned Petitioner(s) respectfully state under oath:

1. That the following described Tract is not within the corporate limits of any municipality and is, or will be, at the time of annexation, contiguous to the City of Champaign, Illinois:

**Legal Description:**

THAT PART OF THE NW ¼ OF SECTION 22, T. 19 N., R 8 E. OF THE 3rd P.M., CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTHERLY LINE OF SOUTHWOOD DRIVE AND THE WESTERLY LINE OF SCOTTSDALE DRIVE AS RECORDED IN STRATFORD PARK III SUBDIVISION, CHAMPAIGN, ILLINOIS, MEASURE S. 44°17'56" E., 110.00 FEET ALONG THE WESTERLY LINE OF SCOTTSDALE DRIVE TO THE POINT OF BEGINNING; THENCE S. 44°17'56" E., 99.28 FEET TO A POINT OF CURVATURE; THENCE CONTINUING SOUTH ALONG THE WESTERLY RIGHT OF WAY LINE OF SCOTTSDALE DRIVE, ALONG A CURVE WHICH IS CONVEX TO THE EAST HAVING A RADIUS OF 570.00 FEET, A DISTANCE OF 10.72 FEET TO THE NORTHERLY CORNER OF LOT 716 IN STRATFORD PARK SOUTH SUBDIVISION, CHAMPAIGN, ILLINOIS; THENCE S. 45°42'04" W., ALONG THE NORTHERLY LINE OF STRATFORD PARK SOUTH SUBDIVISION, 469.97 FEET TO A POINT OF CURVATURE; THENCE ALONG A CURVE WHICH IS CONVEX TO THE SOUTH HAVING A RADIUS OF 1155.00 FEET, A DISTANCE OF 456.42 FEET TO A POINT OF TANGENCY; THENCE S. 68°20'33" W., 477.56 FEET TO THE NORTHWEST CORNER OF LOT 737 IN SAID STRATFORD PARK SOUTH SUBDIVISION; THENCE N. 34°21'08" W., 112.83 FEET; THENCE N. 68°20'33" E., 502.67 FEET TO A POINT OF CURVATURE; THENCE ALONG A CURVE WHICH IS CONVEX TO THE SOUTH HAVING A RADIUS OF 1045.00 FEET FOR A DISTANCE OF 412.95 FEET TO A POINT OF TANGENCY; THENCE N. 45°42'04" E., 470.07 FEET TO THE POINT OF BEGINNING, CONTAINING 3.522 ACRES, MORE OR LESS.

ENCOMPASSING 3.522 ACRES, MORE OR LESS.

PIN: 03-20-22-130-016

STREET ADDRESS: 1811 Scottsdale Drive  
Champaign, IL 61821

2. That 51% of the voters (shown below) who are registered to vote at this Tract have signed this petition.
3. That all of the owners of the Tract have signed this petition.

The Undersigned Petitioners respectfully request that the Tract described above herein be annexed to the City of Champaign, Illinois pursuant to Section 5/7-1-8 of the Municipal Code of the State of Illinois, as amended (65 ILCS 5/7-1-8).

\_\_\_\_\_  
Craig Hays  
Champaign Park District; Board President

**REGISTERED VOTERS**

All of the people below are registered to vote at this address. Please sign; **OR** strike out and initial next to the names of registered voters who no longer live at this address. Spaces are provided for newly registered voters to sign and print their names.

There are no registered voters at this site.

Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_, 2018\_\_\_\_

\_\_\_\_\_  
Notary Public

For City Use Only  
Record #: **XXX**

# Recreation Department

## DAY CAMP REPORT

SUMMER  
2018



CHAMPAIGN  
PARK DISTRICT

**Champaign Park District  
Recreation Department  
2018 Summer Day Camp Program**

**Introduction**

Each year, the Champaign Park District offers numerous day camp programs throughout the summer. While some camps have their own unique offerings and opportunities, many of the camps operate very similarly allowing participation in general recreation activities, the arts, health and wellness and field trips.

**Background**

Summer day camp planning is done on a year-round basis with regular committee meetings happening at least once per month. During planning meetings, the committee discusses parent, participant, and staff input as well as suggestions to aid in the development of the next season's programs. Throughout the camp program, director level staff meet with the director of recreation for Director's Round Tables where they are able to discuss their experiences at their facilities and in their roles. These roundtable discussions help camp staff make adjustments throughout the summer.

Prior to the start of the season, camp staff attend a variety of trainings at various District facilities. Camp staff also attended a day long training session at the Hilton Garden Inn with professional speaker, educator and author, Michael Brandwein out of Chicago. Brandwein covered topics on behavior management, problem solving and teaching campers life skills in the camp setting.

Most camps ran for ten (10) weeks beginning the last week of May through the first week of August. Leonhard day camp ran eleven (11) weeks and ended the second week of August.

In addition to providing a necessary service to the community, camp programs also provide a multitude of first time opportunities and introductory services for participants and staff. Mini class sessions allow camp staff to cross sell other District programs for continued patronage throughout the year.

**Summer 2018 Overview**

**Leonhard Day Camp:**

Throughout the summer, Leonhard Recreation Center served 267 individual children and 213 individual families. The weekly average was 120. The District had a large number of new staff this year. Staff focused heavily on training and procedures at the beginning of the summer because staff wanted District day camp leaders to be confident and ready to hit the ground running on the first day. Leonhard day campers visited many of the Champaign and Urbana Parks this summer including: Hessel, Meadowbrook, Westside, Colbert, Robeson, Crystal Lake and Douglass. Staff also kept the children engaged by weekly field trips; a few favorites were Prairie Fruits Farm and Creamery; Clark Lindsey; Mary Poppins Jr at the VT; Leaders for Life - Taekwondo; Scovill Zoo and Auntie Anne's. Staff had the opportunity to partner with Champaign County Farm Bureau again this year and provide agriculture programming at Parkland, this is always a huge hit! Leonhard campers enjoyed fishing with the Learn to Fish program and sports activities implemented by our Youth Sports Coordinator Cody Evans and his sports program leaders.

**Summer Youth Sports Camp Clinics:**

This summer staff incorporated sport clinics within our day camps at Leonhard, Douglass, and Springer. Each camp participated a total of three (3) different times throughout the summer learning and participating in basketball, flag football, kick ball, and soccer. The kids were able to learn new skills and some kids already had some experience with these sports, so they were able to hone their skills. The clinics were instructional as staff held several different drills, stretching, and agility portions

for most of the sessions, but we always ended the sessions by playing games that incorporated what they had learned. Another activity that staff incorporated this summer with the day camps was disc golf. District staff partnered with the Champaign County Disc Golf Club (Club). The Club held six (6) different sessions for the camps to attend. The kids seemed to really enjoy this as staff incorporated the Dodd's Park Disc Golf course for these sessions and it worked out great! Staff plan to do this in the future as well.

### **Douglass Day Camp:**

Encouraged to explore new ideas, the campers were exposed to a multitude of activities such as disc golf, tennis and swimming lessons, and exploring introductory yoga. Douglass camps work cooperatively with the City of Champaign to provide free camp to youth in specific neighborhoods in Champaign through the Community Matters grant program.

### **Campers Explore Camp:**

Over the summer, Douglass hosted ten (10) weeks of Campers Explore camp which focuses on Science, Technology, Engineering, Arts and Math (STEAM) for campers in grades 4-7. Sessions offered this year included: Biology, Art, Culinary Creations, Animals, Elements, Engineering, Gymnastics, Physics, and Inventions. Due to the popularity of this camp and surveys from the previous year, the District changed the camp from an all-girls camp to all children camp.

### **Creative Kids – Springer Cultural Center:**

This camp provides experiences in culturally based activities as well as traditional camp activities. Creative Kids offers morning and afternoon options as well as full days. The campers experience art focused projects including dance, pottery, painting, and cultural themes. The campers learn about the history of many artists and their work. The campers also engage in traditional camp activities such as tennis lessons, disk golf, swimming, sports clinics, field trips, and fishing. Creative Kids included 1ten (10) Garden Hills campers this past summer in the morning portion of the camp funded by Champaign Unit #4 School District (Unit 4) and through the Community Matters grant program.

### **Garden Hills Camp**

Garden Hills day camp was a joint effort with the District and Unit #4. The children were bused from Garden Hills to Creative Kids for the morning portion of the camp at Springer. The campers were bused back to Garden Hills at lunch time. District staff from sports and the arts supervised and provided the campers with sports and art opportunities which otherwise may not have been possible. Unit #4 teachers worked one on one with the children's reading and math skills. Champaign-Urbana Public Health District (CUPD) provided snacks for the children. The camp was funded by Unit #4 and the Community Matters grant program.

### **CUSR – For Kids Only (FKO) and Camp Spirit:**

Both camps, FKO and Camp Spirit were held at Bottenfield Elementary School this summer. This summer was structured a bit differently from previous years in that we had one (1) camp director to oversee both camps on-site, as well as four (4) assistant directors who were split between the two (2) camps. Camp leaders are assigned to work either A.M or P.M shifts to ensure safety and security of all campers and staff. Both camps offer full-day and half-day options for participants. This option for campers really helps with behaviors and discipline. This camp functions much like other CPD and UPD day camps and remains just as inclusive as our other camps. Camp days look much like other camps in that campers participate in activities such as crafts, games and field trips. FKO & Camp Spirit campers visited many places over the summer such as: Champaign Gymnastics Academy, Crystal Lake Pool, Sholem Aquatic Center, Champaign Public Library, Savoy Movie 10, Fairview Aquatic Center, Bloomington Children's Museum, Knights Action Park, American Harvest Eatery, Douglass Splash Pad, Dunkin Donuts, and the Parkland Planetarium. Both camps also held two (2) fundraisers this summer, Camp Spirit held a mini-carnival and FKO held a bake-sale.

## **Attendance**

The District strives to attract and retain participants by offering a variety of program options at an affordable rate. However, there are many other agencies who also provide similar opportunities at comparable or lower rates that could affect program numbers. District programs provide opportunities for those ages 5-22 (16-22 offered at CUSR camps).

<b>Season</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>Location</b>					
Community Matters	300	211	169	130	205
Creative Kids	288	537	627	637	752
CUSR-FKO	252*	112	149	143	137
CUSR-Spirit	252*	111	175	203	202
Douglass Day Camp	294	387	445	398	409
Douglass Teen Camp	55	58	72	53	N/A
Girls Explore 2015-17 Campers Explore 18	N/A	101	108	88	86
Leonhard Day Camp	1,609	1,434	1,268	1,235	1,197
Leonhard Teen Camp	N/A	N/A	134	116	127
Youth Sports Camp	N/A	N/A	N/A	0	N/A

*\*Camp numbers were combined for FKO & Spirit camps in 2014 reporting.*

## **Community Partners**

Community partners allow program coordinators the opportunity to provide more variety in their camp programs. Partners contribute in a variety of ways including adding specialized curriculum, volunteering and doing guest presentations for campers. Some of the partners this season were:

- Common Ground
- U of I Biology Department
- Champaign Gymnastics Academy
- Champaign-Urbana Public Health District
- Champaign Unit 4 School District
- University of Illinois Extension Office
- Champaign Public Library
- Champaign County Farm Bureau
- Disc Golf Association
- Illinois Department of Natural Resources Learn to Fish Program
- Central Illinois Aerospace Rocket Club

## **Food Programs**

The District works closely with CUPD and Unit 4 to provide food to youth during the summer. CUPD provides snacks to Leonhard, Garden Hills, and Creative Kids Camps. Unit 4 provides breakfast and lunch to Douglass campers and community youth as a part of a federal grant program that specializes in providing out of school time meals to youth (18 and under) in low-income areas. This summer, there were a total of 6,476 (breakfast/lunch) snacks provided at Creative Kids Camp, 11,022 snacks (breakfast/lunch) provided at Leonhard Day Camp, 1,398 breakfasts and 2,713 lunches served at Douglass Day Camp and 159 of those meals were served to community youth at Douglass Community Center.



### **Budget Impact**

Camp prices are reviewed and compared against other entities that provide a similar service to ensure prices are competitive yet affordable. Below is a quick snapshot on how camps did this summer with expenses (reflecting staff costs, program supplies/equipment, space rental and transportation, food supplies, cell phones, field trips, contractual personnel, books/manuscripts, staff uniforms and participant uniforms).

**Actuals as of period ending 10/31/2018 (a small amount of money still to come in from Child Care Resources (CCRS)):**

<b>Camps</b>		<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Creative Kids</b>	<b>Fees</b>	<b>\$88,756.50</b>	<b>\$74,898.00</b>	<b>\$70,987.50</b>
	<b>Expenses</b>	<b>\$66,295.11</b>	<b>\$60,180.00</b>	<b>\$56,046.70</b>
	<b>Net</b>	<b>\$20,461.39</b>	<b>\$14,718.00</b>	<b>\$14,940.80</b>
<b>Douglass</b>	<b>Fees</b>	<b>\$52,692.50</b>	<b>\$38,946.00</b>	<b>\$41,972.50</b>
	<b>Expenses</b>	<b>\$54,435.82</b>	<b>\$54,884.00</b>	<b>\$62,049.80</b>
	<b>Net</b>	<b>(\$1,751.96)</b>	<b>(\$15,943.00)</b>	<b>(\$20,077.30)</b>
<b>LRC/Teen Camp</b>	<b>Fees</b>	<b>\$171,467.65</b>	<b>\$165,104.00</b>	<b>\$166,797.70</b>
	<b>Expenses</b>	<b>\$157,629.82</b>	<b>\$152,313.00</b>	<b>\$145,921.36</b>
	<b>Net</b>	<b>\$13,993.43</b>	<b>\$11,791.00</b>	<b>\$14,876.34</b>
		<b>2018</b>	<b>2017</b>	<b>2016</b>
<b>Campers Explore</b>	<b>Fees</b>	<b>\$19,070.59</b>	<b>\$14,378.00</b>	<b>\$17,942.00</b>
	<b>Expenses</b>	<b>\$17,912.14</b>	<b>\$13,712.00</b>	<b>\$10,173.76</b>
	<b>Net</b>	<b>\$1,158.45</b>	<b>\$666.00</b>	<b>\$7,763.24</b>
<b>CUSR Camp Spirit</b>	<b>Fees</b>	<b>\$23,063.50</b>	<b>\$21,178.00</b>	<b>\$14,427.00</b>
	<b>Expenses</b>	<b>\$55,289.44</b>	<b>\$67,428.00</b>	<b>\$43,217.86</b>
	<b>Net</b>	<b>(\$33,225.94)</b>	<b>(\$46,250.00)</b>	<b>(\$28,790.86)</b>
<b>CURS For Kids Only</b>	<b>Fees</b>	<b>\$15,932.05</b>	<b>\$14,308.00</b>	<b>\$9,183.00</b>
	<b>Expenses</b>	<b>\$53,289.50</b>	<b>\$59,929.00</b>	<b>\$41,466.70</b>
	<b>Net</b>	<b>(\$37,357.45)</b>	<b>(45,611.00)</b>	<b>(\$32,283.70)</b>

### **Scholarship**

District scholarships were awarded in the following amounts:

- Creative Kids: Springer Cultural Center - \$5,176.00
- Douglass Camp - \$6,178.00
- Campers Explore - \$200.00
- LRC Camp - \$10,218.00
- Camp Spirit - \$833.00
- FKO - \$827.50

### **Monetary and In-Kind contributors**

Park District residents can apply for assistance from our scholarship program. The District also work with local entities in town to provide financial assistance Those entities are:

- Champaign-Urbana Public Health District
- City of Champaign Neighborhood Services
- Child Care Resource Service



**CHAMPAIGN  
PARK DISTRICT**



CHAMPAIGN PARK DISTRICT

# **FACILITY REPORT CARD** 2018



# CHAMPAIGN PARK DISTRICT

## Board of Commissioners

Craig Hays, *President*  
Timothy P. McMahon, *Vice President*  
Jane L. Solon  
Barbara J. Kuhl  
Kevin Miller

## Officers of the Board

Cindy Harvey, *Board Secretary*  
Donna Lawson, *Treasurer*  
Guy C. Hall, *Attorney*

## Leadership Team

Joe DeLuce, *Executive Director*  
Cindy Harvey, *Asst. to the Exec. Director*  
Andrea Wallace, *Finance*  
Andrew Weiss, *Planning*  
Chelsea Norton, *Marketing and  
Communications*  
Daniel Olson, *Operations*  
Jameel Jones, *Recreation*  
Steven Bentz, *Virginia Theatre*  
Tammy Hoggatt, *HR, IT, and Risk  
Management*

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# INTRODUCTION

The Champaign Park District (CPD) has a wide range of facilities that provide a variety of educational, recreational and cultural opportunities.

The physical structure of CPD facilities are as diverse as the programming within them. For example, the District owns two buildings that have historic registry designations, a branch library, very active recreation centers, a farm and an aquatic center, just to highlight a few. Ages of the facilities span over 110 years. Only four of the facilities in our survey were originally built by the District to our standards of use. Seven of the facilities were acquired from other entities and modified or retrofit to accomplish CPD's needs. Therefore, a broad spectrum of care is required to assure the built environment will perform the functions for which the facility was intended and to ensure a positive visitor experience.

Proper parks and recreation facility management should balance the rapidly changing needs and demands of the various stakeholders that it serves with effective, safe and financially sound procedures and expectations. It is vital to incorporate preventative and sustainable operational measures in order to maintain infrastructure investments and to ensure the safety of employees and patrons.

Facility surveys are an effective way to evaluate the needs and perceptions of people working and recreating in facilities. Facility surveys offer a level of detail that is not captured with district-wide community surveys, and can be a tool to evaluate financial considerations across facilities. After a successful Parks Report Card was completed in 2017, the CPD chose to assess its facilities in a similar fashion. Specific goals for the CPD Report Card included:

Design a repeatable, multi-year survey system with an intent to repeat the survey every three to five years.

Evaluate the physical state of CPD facilities in user areas to establish baseline facility data.

Develop a data set that can be used to compare similar features across facilities in order to set operational priorities.

Develop a Facility Report Card booklet for sharing information with the public.

Develop a compiled data dashboard that can be used by staff to prioritize capital projects and responsible expenditure of operating budgets.

The 2018 Facility Report Card is the first evaluation of its kind for CPD facilities.

# METHODOLOGY

## DEVELOPMENT OF REPORT CARD

In November 2017, CPD submitted a proposal for student work to the University of Illinois Community Learning Lab. The Lab creates and supports relationships between the community and the students at the University of Illinois to complete projects within the community. The Learning Lab connected CPD with a group from the Students Consulting for Nonprofit Organizations (SCNO) that led the development of the survey used for this Report Card.

The survey was developed to assess the physical structure of the facility as the visitor would experience it. The survey did not assess private offices, storage areas, mechanical rooms, or similar areas not frequented by the public. Questions centered on the physical aspects of the building. The evaluation process began outside the facility, at the point of arrival, and carried through the facility. It is important to note that the survey was not designed to be a customer service survey evaluating Park District staff.

## SURVEYS

A total of eleven facilities were evaluated. The facilities differ greatly in their purpose and offerings. The survey was designed to capture two elements at the facilities. First, the survey contained a subset of standardized questions about amenities found across all facilities, such as restrooms, parking and directional signs. Second, it contained a subset of questions specific to the facility such as the theatre box office, gymnasiums, and pools.

The survey used a standard Likert Scale of 5 = Excellent, 4 = Good, 3 = Acceptable, 2 = Poor, and 1 = Very Poor. An additional rating of “DNE” was included for items that the surveyor “Did Not Evaluate.” The median score of each category was used to assign the grades in the following manner:

- 5 = A
- 4 = B
- 3 = C
- 2 = D
- 1 = F

Four facilities were not surveyed for the report card. The Cage, an indoor baseball sporting complex, was not included as it is maintained by a third party with different standards than CPD. The Operations Building was excluded due to its upcoming \$2.5 million renovation this year. The Spalding Recreation Center was not included as it was slated to be demolished for Champaign School District Unit 4 sports field construction, and the Kaufman Lake Boathouse was excluded since it has limited public access; during rentals only.

One facility, Dodds Tennis Center, was closed for the season during the survey process, but was still scored.

# RESULTS

A total of 204 surveys were completed for eleven facilities during the months of July and August 2018. Each facility received a minimum of 15 independent surveys.

## OVERALL SCORES BY FACILITY

In the first year of this report, the Champaign Park District facilities were graded very well with the overall grade of “A.”

OVERALL SCORES BY FACILITY	NUMBER OF COMPLETED SURVEYS	GRADE
Bresnan Meeting Center	19	A
Dodds Tennis Center	15	A
Douglass Annex	19	A
Douglass Branch Library	18	A
Douglass Community Center	19	B
Hays Recreation Center	30	A
Leonhard Recreation Center	19	A
Prairie Farm	18	A
Sholem Aquatic Center	15	A
Springer Cultural Center	17	A
Virginia Theatre	15	A
<b>AVERAGE SCORE ALL PARKS</b>		<b>A</b>

## COMBINED FACILITY CATEGORIES

Eight categories were assessed throughout all facilities and were combined to determine the score.

Combined Facilities Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A

### Parking and Exterior

Overall, parking scores were very high across all facilities. Two facility areas were ranked slightly lower than the others. The Douglass Park complex that includes the Annex, Branch Library, and Community Center share parking areas. Douglass facilities parking scores may have been lower because several evaluators were not aware that a parking lot on the corner of Grove St. and N. Fifth St., is for Douglass Park and its facilities. The Springer Cultural Center also received slightly lower scores for parking. Dedicated parking spaces there may have been difficult for evaluators to locate. Additionally, downtown public parking areas are used as supplemental parking spots. Parking concerns were also brought up for the Virginia Theatre, which has no specific dedicated parking lot and heavily relies on city parking. However, the final score for the Virginia Theatre was an “A.”

### Entrance

Across all facilities, entrances were graded excellent. The biggest area of comment or concern were related to the American’s with Disabilities Act (ADA) accessibility. Although the front doors of the Douglass Community Center are accessible, ADA access into the classroom is non-existent and access into the gymnasium is cumbersome from the outside. Changes to meet these needs will take long-term planning and capital. The Douglass Annex also ranked slightly lower than other areas and was driven by the need to have outdoor directional signage to the entrance.

### Reception, Lobby, and Commons Area

Recent renovations and improvements in these areas led to very high scores across all facilities. Attention to routine maintenance, keeping areas in good shape, will be needed. Some suggestions for improving the Bresnan Meeting Center will be considered in capital improvements over the next year. The Douglass Community Center ranked slightly lower than others, but there were few comments describing the lower scores.

### Interior Signage

Overall, interior signage was given a grade of "A." This category included descriptive, interpretive, and directional signage within the facilities. Suggestions were made to improve Prairie Farm's directional and interpretive signs as well as directional signs within the Virginia Theatre, which will need to match historical aspects of the theatre.

### Restrooms and Locker Rooms

Our restrooms and locker rooms scored very high with one exception, Prairie Farm. This concern has been recognized by staff and is one of the drivers behind a master planning effort for the facility that will begin in the fall of 2018.

### Wall and Window Condition

Again, the Park District scored very well in this category. Not surprisingly, three areas where walls were graded slightly lower all have very high levels of activity. While the survey was underway, sections of the Douglass Community Center were being painted which will likely lead to improved scores upon reassessment. Also, some Springer Cultural Center surveys were completed when art exhibits were removed from the first floor hallway, which highlighted the need to make repairs to the wall.

### Floor Condition

Of all the combined facilities results, floor condition, was the category that could be most improved upon. Four facilities received grades of "B." Three of those facilities have flooring improvements slated for the fiscal years of 2018 and 2019. Recognizing a need for flooring improvements, the District implemented an annual capital flooring replacement budget in 2018 that will guide a flooring replacement schedule.

### Safety and Comfort

Park District staff take pride in providing safe and comfortable places for our patrons and that is reflected in the outcome of this category. *Safety and Comfort* is the only combined category to receive straight "A's" across all facilities.

# Bresnan Meeting Center

706 Kenwood Road

# A

- Built in 1960
- Open year-round
- Hours: Monday through Friday  
8am to 5pm
- 10,409 square feet

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A
Meeting Room	A
<b>Overall Grade</b>	<b>A</b>

Serving primarily as the headquarters for the Champaign Park District, the Bresnan Meeting Center contains staff offices and a rentable public meeting space. The lobby, restrooms and meeting room areas were evaluated during the survey. Overall the facility scored very well. Many comments from the evaluators centered on the need to update the interior, as well as needed improvements to ADA accessibility outside of the building.





# Dodds Tennis Center

2802 Farber Drive

# A

- Built 1991 and Acquired by CPD 1994
- Seasonal Facility Open September through May
- Hours: Monday – Friday 7am to 10pm  
Saturday - Sunday 8:30am to 10pm
- 36,800 Square Feet

The Dodds Tennis Center features six indoor courts, locker rooms with showers, a spacious lobby and a Wilson Pro Shop. Well trained staff offer a vast array of programs including lessons, drills and plays, and workouts.

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A
Tennis Courts	A
<b>Overall Grade</b>	<b>A</b>

This unique facility scored very well overall. It was the only facility closed for the season during the survey period. A few of the comments on wall condition and cleanliness were improved upon during the annual closure of the facility.



# Douglass Annex

804 N 5th Street

# A

- Built in 1967 Acquired by CPD 1978
- Open year-round
- Hours: Monday through Friday  
9am to 3pm
- 3,800 Square Feet

Category	Grade
Parking and Exterior	B
Entrance	B
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Meeting/Rental Area/Kitchen	A
Computer Lab	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>

The Douglass Annex is a multipurpose facility adjacent to the Douglass Community Center and the Douglass Branch Library. The Annex is primarily a senior center that hosts 50 Plus! programming as well as other formal and informal

programs and gatherings. It is equipped with a large activity room with kitchen, computer lab, and a combined lounge/craft room. The facility can be rented for private gatherings.

Overall the Annex scored “Excellent” or an “A” grade. However, all three Douglass facilities had consistent survey scores that were slightly lower than the rest in two areas. First, the category of *Parking and Exterior*, scores were lower mostly because of parking difficulties. It seems, many evaluators were unaware that the large lot on the corner of Grove St. and N. Fifth St. is parking for Douglass Park and its facilities. Second, scores were slightly lower in the *Entrance* category. We received comments that exterior directional and facility signs were needed and facility operating hours should be on the entrance of all three facilities, especially on the park side of the facilities. An overall wayfinding and facility sign plan will need to be designed and implemented.



# Douglass Branch Library

504 E Grove Street

# A

- Built 1996
- Open year-round
- Hours: Monday and Tuesday 10am to 8pm  
Wednesday - Friday 10am to 6pm  
Saturday 10am to 4pm
- 6,315 Square Feet

Category	Grade
Parking and Exterior	B
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A
Meeting Room/Kitchen	A
Library	A
<b>Overall Grade</b>	<b>A</b>

The Douglass Branch Library of the Champaign Public Library operates through an intergovernmental agreement between the Champaign Park District and the Champaign

Public Library. The Douglass Branch Library provides community members free access to materials throughout the Lincoln Trail Libraries system, including books, CDs, DVDs, videos, magazines, and audiobooks.

This relatively new facility scored very high across all categories. Park District and Public Library staff work together to keep this facility operating well. As mentioned in the Douglass Annex results, parking was a concern that came up for the Library.



# Douglass Community Center

512 E Grove Street

# B

- Built in 1976
- Open year-round
- Hours: Monday – Friday 8am to 6pm  
Saturday and Sunday Programs only
- 17,058 Square Feet

The Douglass Community Center is a multi-use facility equipped with one full-size gymnasium (including 6 basketball hoops), locker rooms, a stage, office, lobby and a classroom.

Category	Grade
Parking and Exterior	B
Entrance	B
Reception, Lobby, Commons Area	B
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	B
Floor Condition	B
Safety and Comfort	A
Education Room	B
Gymnasium	B
<b>Overall Grade</b>	<b>B</b>

The Douglass Community Center was the only facility to be graded “B” overall. Scores and comments reflect evaluators noting the age of the building, accessibility concerns, and possible parking issues. Two categories, *Wall and Window Condition* and *Floor Condition* will be improved with two budgeted improvements in those areas over the next year. As mentioned above, *Entrance* scores for all Douglass facilities were driven by the need to have directional signage on the park side of the facilities.

Of all the facilities, the Community Center had the most concern for accessibility. Although the front doors are accessible, once inside, the classroom and the gymnasium are not accessible by a wheelchair. An outer ramp to access the gym is cumbersome and is somewhat restricted for use when the facility is open. Long-term visioning will be needed for this facility. Despite these concerns, the facility still scored well overall and several positive comments about cleanliness were recorded.



# Hays Recreation Center

1311 W Church Street

# A

- Built in 1950 Acquired by CPD 1967
- Open year-round
- Hours: Monday through Friday  
9am to 5pm
- 4,138 Square Feet

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Meeting Room/Rental/Kitchen Area	A
Wall and Window Condition	A
Floor Condition	B
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>

Hays Recreation Center, in the heart of Eisner Park, was originally a grocery store that was purchased by the City of Champaign in 1959. The building was enlarged and remodeled in 1975. Today, it is a heavily used, multipurpose facility that supports 50 Plus! programs as well as Champaign-Urbana Special Recreation (CUSR). It has meeting rooms and a kitchen and houses offices for CUSR, Special Events, and Volunteer coordination. It is a popular rental space for individuals and community groups.

The Hays Recreation Center was the facility that had the greatest number of completed surveys. We had the most surveys come in for this facility, many of which were from participants from the 50 Plus! program. Although *Parking and Exterior* received a grade of “A”, it was the category with the most guiding comments. Surveyors wondered if additional parking, closer to the Center. The category of *Floor Condition* received a “B.” Future carpet replacement in the hallways is warranted.



# Leonhard Recreation Center

2307 Sangamon Drive

# A

- Built 2013
- Open year-round
- Hours: Monday – Friday 6am to 10pm  
Saturday 7am to 10pm  
Sunday 9am to 9pm
- 40,000 Square Feet

The Leonhard Recreation Center is a heavily used facility that features an indoor walking track, weight room, indoor playground, large gym, fitness classes and rooms for rent. Afterschool and day camp programs provide much of the activity in the facility.

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Indoor Playspace	A
Room 101 (Party Room)	A
Gymnasium	A
Room 201 (Group Fitness)	A
Room 203 (Classroom)	A
Room 202 (Weight Room)	A
Track	A
Wall and Window Condition	B
Floor Condition	A
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>

Leonhard Recreation Center is CPD’s newest facility and the activities within it are diverse. Overall scores were very high. Most of the guiding comments suggested improvements to wall appearance in areas that have heavy activity, such as the classroom, gymnasium and track. Addressing several of these aesthetic concerns will need to be a priority.



# Prairie Farm

2202 W Kirby Avenue

# A

- Built 1966 and Farmhouse Acquired ????
- Seasonal Facility: Open Memorial Day to second week in August
- Hours: Daily 1 to 7pm
- 2.52 Acres

Prairie Farm is a replica turn-of-the century farm complete with live animals, barns, sheds, picnic and play areas, a farmhouse, pond, pasture, and a garden. Since opening in 1966, several of the structures have been added, replaced or improved upon in its 52 year history.

This one-of-a-kind facility scored well overall. Two areas ranked slightly lower than most. The Historic Farm House had several small issues noted, including accessibility items, aesthetic updates, and minor safety considerations. Several evaluators noted they were not sure if the Historic Farm House was open to the public, or if it is regularly used for programming. This led some evaluators to skip surveying the interior all together, thinking it was not a public space. Therefore, we had very few comments and scores for the interior of the Farm House. Restrooms were also ranked low. Currently, Prairie Farm's main restroom facility is a single chemical toilet. These two issues played a role in the recent push to have master planning completed for Prairie Farm in the near future. Other items of comment were to have better directional signage/mapping (including hours of operation in the parking lots) and more interpretive signs to enhance the visitor experience.

Category	Grade
Parking and Exterior	A
Entrance	A
Commons Area	A
Signage and Educational Materials	B
Tractor Play Area	A
Animal Display Areas	A
Historic Farm House Office	B
Restrooms	C
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>



# Sholem Aquatic Center

2205 Sangamon Dr.

# A

- Built 2006
- Seasonal Facility: Open Memorial Day to Labor Day
- Hours: Monday – Friday 12:30 to 7pm  
Saturday and Sunday 11:30am to 7pm
- 4.66 Acres

The Sholem Aquatic Center is an outdoor community favorite that features waterslides, a pool with spray features, a baby pool, a lazy river and concessions. Programming and lessons occur frequently during the season. These amenities make this a popular destination for all ages.

Sholem Aquatic Center also scored “A” across all categories.

Comments made by the evaluators did not show any particular area in need of improvement.

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Wall and Window Condition	A
Floor Condition	A
Safety and Comfort	A
Pass/Ticket Window(s)	A
Poolside Common Area	A
Concession Area	A
Large and Kiddie Pools	A
Water Slides and Lazy River	A
<b>Overall Grade</b>	<b>A</b>





# Springer Cultural Center

301 N. Randolph St.

# A

- Built 1906 Acquired by CPD 1991
- Open year-round
- Hours: Monday and Tuesday 8am to 9pm,  
Wednesday – Friday 8am to 5:30pm  
Saturday 9am to 3pm
- 24,000 Square Feet

The Springer Cultural Center offers cultural, recreation, and education programming for all ages including workshops, lectures, exhibits, and performances. Some rooms within the building are rentable spaces. Preschool and cultural arts programming are housed here and keep the facility at a high level of use. Originally the Champaign Post Office, the building was deeded to the Park District in 1991 after it was declared surplus by the U.S. Government. It was listed on the National Register of Historic Places in 1975.

Category	Grade
Parking and Exterior	B
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	A
Restrooms/Locker Rooms	A
Meeting Room with Kitchen	B
Dance Studios (2)	A
School Classrooms	A
Hallways	A
Arts Studio (Ceramics)	B
Arts Studio (Painting)	A
Meeting and Conference Rooms (2)	A
Wall and Window Condition	B
Floor Condition	B
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>

Although Springer Cultural Center is the oldest building in the District, the overall score was high. Many of the scores and comments, especially those related to *Wall and Window Condition* and *Floor Condition* are direct reflections of an aging building with a high level of daily activity. Some of the activities offered at the Center are inherently messy (painting, ceramics, display of artwork), which leads to a greater need for routine maintenance and improvements. Late in the summer during the survey period, staff implemented a “closure” of Springer for deep cleaning and minor repairs. This was the first time a closure was implemented and may become an annual venture, potentially leading to higher future scores.



# Virginia Theatre

203 W. Park Ave.

# A

- Built 1921 and Acquired by CPD 2000
- Open year-round
- Box Office Hours: Monday – Friday  
10am to 5:30pm
- 30,625 Square Feet

The Virginia Theatre is a historic performing arts center and movie palace that hosts concerts, stage plays, dance, spoken word, children’s events, films, comedy, private parties, corporate events, meetings and is home to the Roger Ebert’s Film Festival. It is a rentable space.

Category	Grade
Parking and Exterior	A
Entrance	A
Reception, Lobby, Commons Area	A
Interior Signage	B
Box Office	A
Concession Area	A
Auditorium	A
Restrooms	A
East Lobby	A
Wall and Window Condition	A
Floor Condition	B
Safety and Comfort	A
<b>Overall Grade</b>	<b>A</b>

The second oldest building in District ownership also scored very well in all categories. High scores may have been correlated with the renovations to the facility that have been completed since 2000. Only two areas had slight concerns, both of which have projects underway. Flooring improvements are made annually. Interior signage, fitting to the era and décor of the theatre, are currently being examined and will be put in place soon. (Photo Credit Simone)



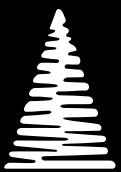
# SUMMARY

In 2017, the Champaign Park District released the results of a community survey that examined several aspects of facility user satisfaction. In this study, more than 87% of users were satisfied or very satisfied with the maintenance and care of the interior and exterior of District buildings and facilities. The results of this Facility Report Card indicates evaluators were still very satisfied with the facilities.

The Champaign Park District facilities are doing well with an overall score of “Excellent” and a grade of “A.” Very few major improvements were recognized as a need in the survey. Several smaller routine improvements were noted by evaluators in each facility and will need to be addressed.

# ACKNOWLEDGEMENTS

The Champaign Park District would like to thank the University of Illinois Community Learning Lab staff and students for their role in fitting a student group to our needs. Thank you also to the University of Illinois Students Consulting for Nonprofit Organizations (SCNO) team, including Divya Krishnan, Ruben Torres, Matthew Wong, Nick Zou and Trevor Bon. Their development of the survey tool was instrumental in completing the report card. And finally, thank you to all the individuals that took the time to complete surveys.



**CHAMPAIGN  
PARK DISTRICT**

**2019-2029 Comprehensive Plan**

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**City of Champaign Planning Department**

**Residents of the Champaign Park District**



January 9, 2019

Dear Champaign Park District Residents,

Our parks and recreation system is a reflection of the community's long held values and support for park land, green space, fitness and wellness. Today's system of urban parks, trails, recreation facilities and programs is a major contributor to Champaign's nationally acclaimed high quality of life and the result of the community support and investment. For over 100 years, the Champaign Park District has promoted the community's access to nature, health, and wellness in the areas of parks and recreation. It is in this tradition that we are proud to submit the Champaign Park District's Comprehensive Plan. This plan presents the framework and policy that will assist and guide the District in the stewardship of our parks, recreation facilities and programs. The Comprehensive Plan includes broad policies and initiatives that will help shape the services that the District will provide to the community over the next ten years.



We invite the reader to delve into the details of the plan to see first-hand how the outlined strategies blend the analysis of parks and facilities with the community's current and future needs, and the order in which the Champaign Park District intends to undertake them. This plan is a strategy moving forward. We are not committing to all ideas detailed in the Comprehensive Plan, but instead will explore all options and look to the community prior to committing to implement any project.

Many thanks to our existing customers for the opportunity to serve you. We encourage residents whom we have not yet served to explore what the Champaign Park District has to offer to you and your family. To all, this is your plan and our commitment to continuous improvement. Please contact us if you have any questions.

Warmest regards,

Craig Hays,  
Board President

Joseph DeLuce, CPRP  
Executive Director



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## Purpose of Comprehensive Plan

The 2019 Comprehensive Plan was developed by the Champaign Park District to help guide future policy decisions, inform Capital Outlays, and direct future planning efforts. According to the American Planning Association, a *comprehensive plan* is the “adopted official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines intended to direct the present and future physical, social, and economic development that occurs within its planning jurisdiction.”<sup>1</sup> The Comprehensive Plan builds upon the Mission, Vision, and Values developed and adopted in the *Champaign Park District Community Focused Strategic Plan*, published in 2016.<sup>2</sup> First enacted in 1999, the Champaign Park District Board of Commissioners *Comprehensive Assessment Policy* instructs that a new comprehensive plan should be issued every ten years to evaluate evolving “economic conditions, populations shifts, and changing social needs of the community.”<sup>3</sup> The 2019 plan will help identify strengths and weaknesses of the District and develop strategies to close gaps in service, ensure efficient planning, and evaluate future resource use.



## Document Structure

The 2019 Comprehensive Plan is separated into the following sections:

**01 Introduction:** Reviews Champaign Park District Mission, Vision, and Values. Provides a brief history of the District and Community, and reviews recent initiatives completed by the District.

**02 Inventory:** Provides a snapshot of the District’s existing land use and programming and identifies strengths and weaknesses of the District.

**03 Financial Assessment:** Details existing financial status of the Park District and community and how that may affect future planning, programs, and staffing.

**04 Demographics and Trends:** Considers makeup of our service area and how that may change over the period of our Comprehensive Plan.

**05 Community Engagement:** Identifies important themes from input collected from residents, staff, Park District leadership, and the Board of Commissioners.

**06 Strategic Initiatives:** Reviews internal planning priorities set by Park District documents and initiatives of sister agencies. Provides broad guidance for future capital outlays.

**07 References:** Lists documents cited by the Comprehensive Plan and provides an appendix of CPD documents which informed the Comprehensive Planning process.



# Champaign Park District History



Figure 1-Crowd gathered at West Side Park to hear presidential candidate Theodore Roosevelt speak (1912).

Champaign's parks have been a part of the city's fabric nearly as long as the city has been in existence, with land for Champaign's first park made available in 1854. This property was originally laid out as a public square and possibly as the site for the county courthouse. However, in 1859 the 12.7 acre property became the first park in Champaign County and was named White Park in honor of the man who made the land available. Known as the "Commons", the two square block space was put to work by settlers as a cow pasture in 1861 when the city council adopted a motion "to permit calves to be turned into the City Park at \$.35 per month."

The Champaign Park District first organized as a Township Park District in 1911. It had limited taxing power and depended on donations of land to establish the park system. The majority of Champaign's current parks were acquired through donations and in the mid 1920's parks that were owned by the City of Champaign were transferred to the Park District. Since then, all public parks have been held by the District. The first tax levy was made in 1912 and collected in 1913.

By the middle 1950's, it became evident that due to the exploding growth of the community and the limited taxing powers of the Township Park District, the current structure was inadequate to meet the needs of residents in the community. Therefore in 1957 The District was reorganized as a General Park District by a referendum of voters. The Champaign Park District has since been a local unit of government with its own legal and financial responsibilities and is governed by 5 local residents who are elected into office for 6-year terms.

The Champaign Park District also maintains pieces of history in some of the facilities it owns. The Springer Cultural Center, located in the heart of downtown Champaign, was originally constructed as a post office in 1904 and was later listed on the National Register of Historic Places in 1975. Springer is currently the main location for cultural arts programs within the District and houses cultural, recreational, and educational programs for all ages as well as workshops, lectures, exhibits, and performances.

Another historical facility located in downtown Champaign and owned by the Champaign Park District is the Virginia Theatre which has been part of this community's history and quality of life since 1921. Built in the tradition of great vaudeville-movie palaces of the 1920's and early 30's and now on the National Register of Historic Places, the Virginia is a beautiful theatre with a rich link to our past.

Now celebrating over 100 years of parks, the Champaign Park District currently maintains 62 parks and 11 programmed facilities which serve a direct population of 86,637. The District offers over 1200 programs and special events each year. With specialty facilities like the historic Virginia Theatre, the Sholem Aquatic Center, Prairie Farms and the Tennis Center, the Champaign Park District has something for everyone.

## Geographic Conditions

The Champaign Park District is located in East-Central Illinois. Champaign, Illinois, in many ways, can be considered a twin city with Urbana as both are home to the University of Illinois. Although Champaign is semi-urban, with older neighborhoods enjoying a relatively, mature urban forest, much of the new growth to the north and west is occurring on farmland with little tree cover.

The climate of Central Illinois is highly seasonal. There are four distinct seasons with variable conditions: cold winters, hot summers, and temperate spring and fall.<sup>4</sup> Central Illinois is prone to extreme weather conditions such as frequent thunderstorms, occasional tornadoes, and heat waves. These conditions heavily drive the programs and amenities offered by the District. Indoor recreation space is vital to promote physical activity and social interaction during winter months. The aquatics center, a seasonal facility offers a respite during summer heat waves. Program managers have to be adept in providing alternative activities for the somewhat unpredictable nature of Central Illinois weather.

This region of Illinois was once dominated by tallgrass prairie, specifically the “Grand Prairie.” The Grand Prairie is the most eastern stretch of tallgrass prairie and was dominated by hundreds of species of perennial grasses and wildflowers.<sup>5</sup> Central Illinois had been covered by tallgrass prairie following its last glaciation, roughly 8000 years ago. However, with the advent of the steel plow in the 1800’s, the fertile soils created by prairie have largely been converted to agricultural lands.<sup>6</sup> Efforts in District parks to recreate natural areas typically follow the structure of tallgrass prairie.

Central Illinois’ topography is a remnant of its glaciated past, very flat. Before the area was settled and mechanically drained for agriculture, Champaign was historically damp. Located at the headwaters for three watersheds, many now channelized streams begin in Champaign. The Champaign Park District works closely with the City of Champaign in its efforts to more sustainably manage high rainfall events.



Figure 2-Watershed map of Illinois, highlighting the three watersheds that occur within the District.



*Did you know?  
Our horticulture staff maintains over  
40 acres of natural gardens and  
restorations.*

# Parks, Facilities, and Trails

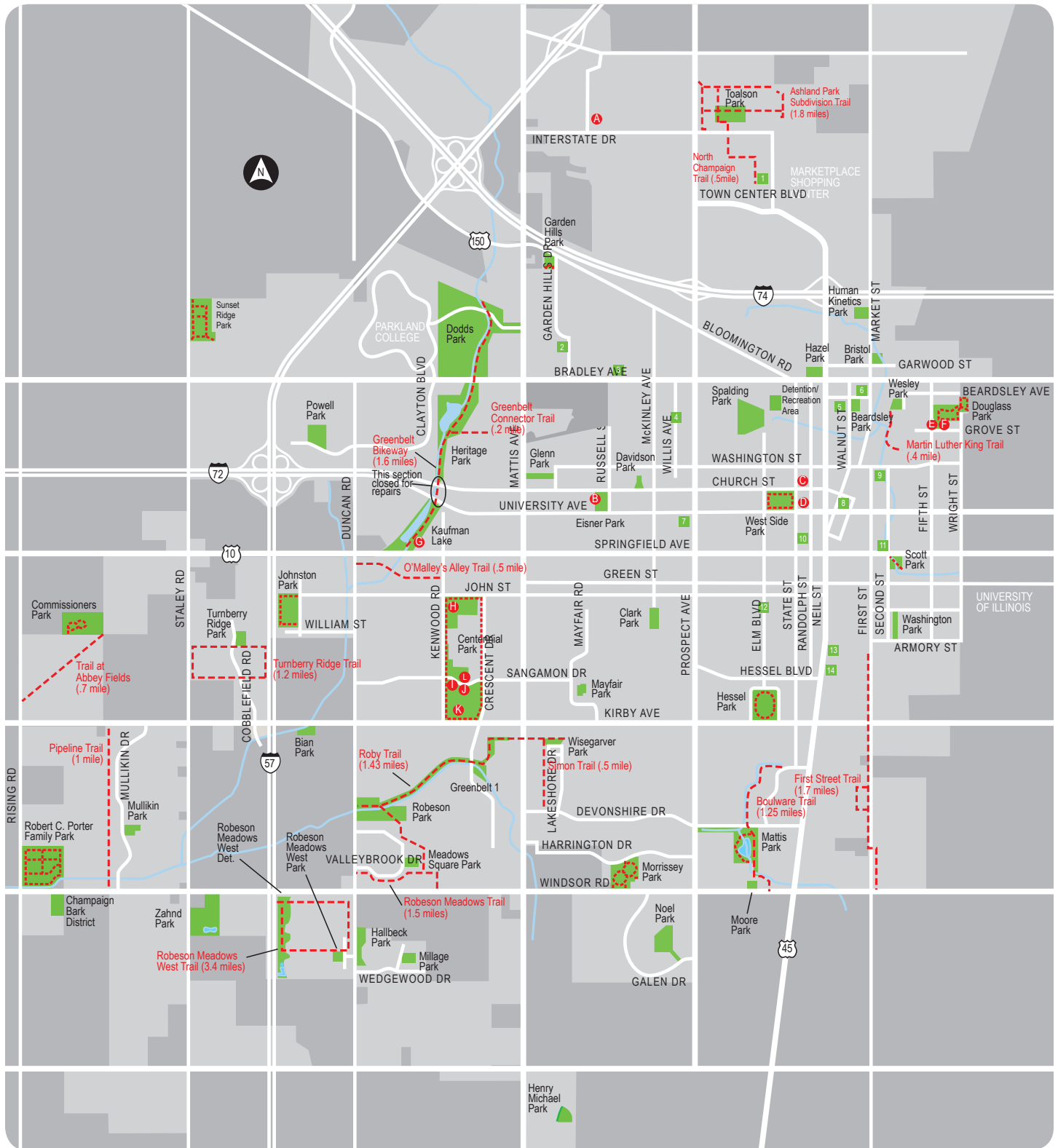
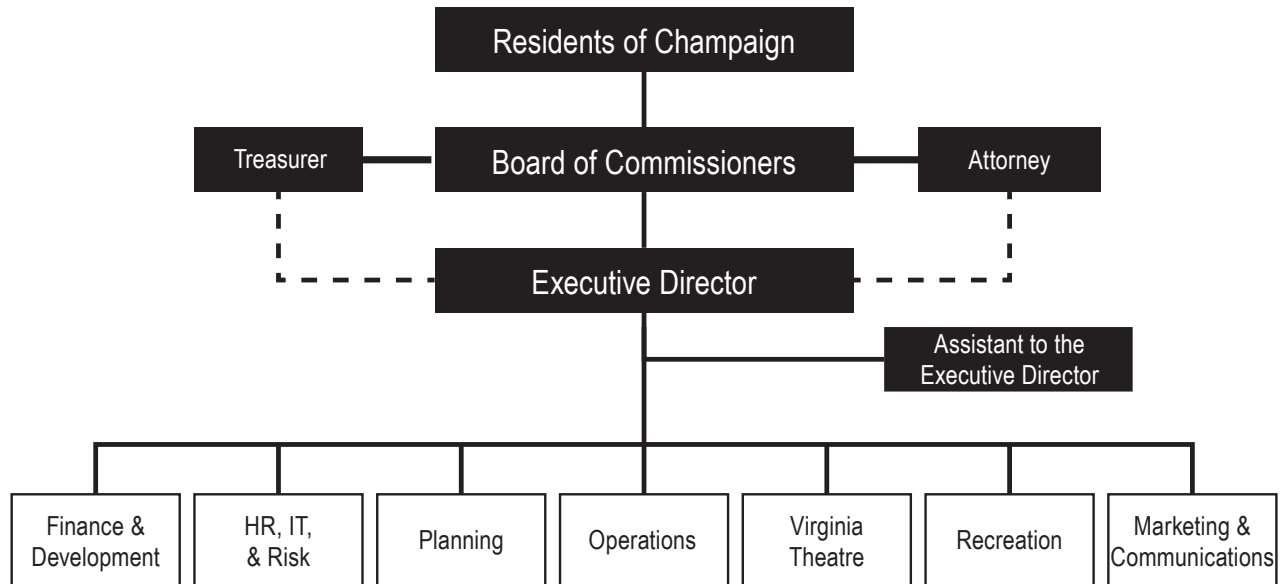


Figure 3-Diagrammatic wayfinding map of Park District. A version of this map can be found in the program guides made available to the residents of the City of Champaign.



# Organizational Structure

The Champaign Park District is governed by five elected residents of Champaign, who volunteer their services. The elected Commissioners elect a President and Vice President, and appoint a Treasurer, Board Secretary, and Assistant Secretary, which are considered paid services to the Board. The staff management team is comprised of seven Department Heads and the Executive Director. There are 71 full time staff, 9 full time II staff, and approximately 700 part time and seasonal workers.



## Allied Agencies

Especially because of its location in a twin city and campus town, the Champaign Park District is part of a diverse fabric of park and recreation agencies.

The **Urbana Park District**, founded in 1907, has 20 parks, with a total of 613 acres, of which 234 acres are natural areas.<sup>7</sup> Their public facilities include the Brookens Gym, the Crystal Lake Park Family Aquatic Center, the Phillips Recreation Center, and the Urbana Indoor Aquatic Center. Urbana has a population of 42,014.

The **Village of Savoy Park and Recreation Department** maintains 7 parks encompassing over 75 acres and is a subset of the Village of Savoy. The Savoy Recreation Center is a vital resource for the community with a fitness center and athletic courts as well as providing programming at the larger parks. The City of Savoy was incorporated in 1956 and has an estimated population of 8,177 residents.

The **Champaign County Forest Preserve District** is a government agency charged with the stewardship of six forest preserves covering almost 4,000 acres in Champaign County, Illinois. The Forest Preserve District, which covers all but seven sections of Champaign County, was established by referendum in 1935.



Figure 5-Champaign Park District Board of Commissioners, circa 1975.

## Neighbors and Partners

The Champaign Park District frequently partners with allied agencies, community groups, educational institutions, and businesses to better serve residents. As a special district, the Champaign Park District has the authority to enter into agreements such as easements, leases, and land management agreements.

The **City of Champaign**, which shares its boundaries with the Champaign Park District, has a population of roughly 86,000 and encompasses 23 square miles. The City and Park District work closely from a planning perspective and operational perspective. The City owns some property the Park District manages as public park, such as Bristol Park. Alternatively, the Park District cooperates with the City for drainage infrastructure projects, trail management, and event planning on District property.

The **Urbana Park District** and Champaign Park District work closely on several initiatives such as trail plans, programming, and the Champaign-Urbana Special Recreation Program (CUSR). In 1985 the Champaign Park District and Urbana Park District joined forces to create what is now known as the Champaign-Urbana Special Recreation Program. The program currently serves nearly 400 special needs residents every year, providing them with quality recreational opportunities with the assistance of specially trained staff. Both the Champaign and Urbana Park Districts also work together to offer “resident” pricing to patrons from each respective District so that residents of Urbana can enjoy Champaign Park District programs at the reduced rate, and vice versa.

The **University of Illinois at Urbana-Champaign** is a public research institute located in both Urbana and Champaign. The University was founded in 1867 and established as a land-grant institution. It has a student population of over 45,000 students. The University is situated on 6,730 acres and is the largest employer in the area with nearly 14,000 employees. The Park District owns and operates several parks in “Campus Town.” The District frequently reaches out to various academic departments for academic advice and regularly works with interns from the University.

**Parkland College** is a two year community college and a member of the Illinois Community College System. The college has an average annual enrollment of 18,000 students and a full time faculty. Parkland is the 10<sup>th</sup> largest employer, employing 707 people. Parkland College is directly adjacent to the District’s largest property, Dodds Park.

The **Champaign Unit 4 School District** serves over 10,000 students in Champaign, Savoy, and Bondville, Illinois.<sup>8</sup> The Park District and School District frequently partner to offer programming and to share open space and facilities. The Park District contributed to gymnasium enhancements to Barkstall and Stratton Elementary Schools in exchange for opportunities for Park District use. The Park District recently entered into an intergovernmental agreement allowing Unit 4 to utilize Spalding Park for high school baseball.

The **Public Art League (PAL)** is a non-profit organization that promotes public art throughout the community. Annually, PAL juries potential pieces from commissioned entries. From this selection, the Champaign Park District leases and purchases public art from the Public Art League with support from the Champaign Park District Foundation and community donors.

The **Champaign County Regional Planning Commission (RPC)** is an intergovernmental organization that provides planning, childhood education, and technical assistance in Central Illinois.<sup>9</sup> RPC has assisted the Park District with several planning documents.

The **Urbana & Champaign Sanitary District (USCD)** is a municipal body which treats wastewater for Champaign, Urbana, Bondville, and Savoy. The USCD leases property to the Park District for its dog park in southwest Champaign.

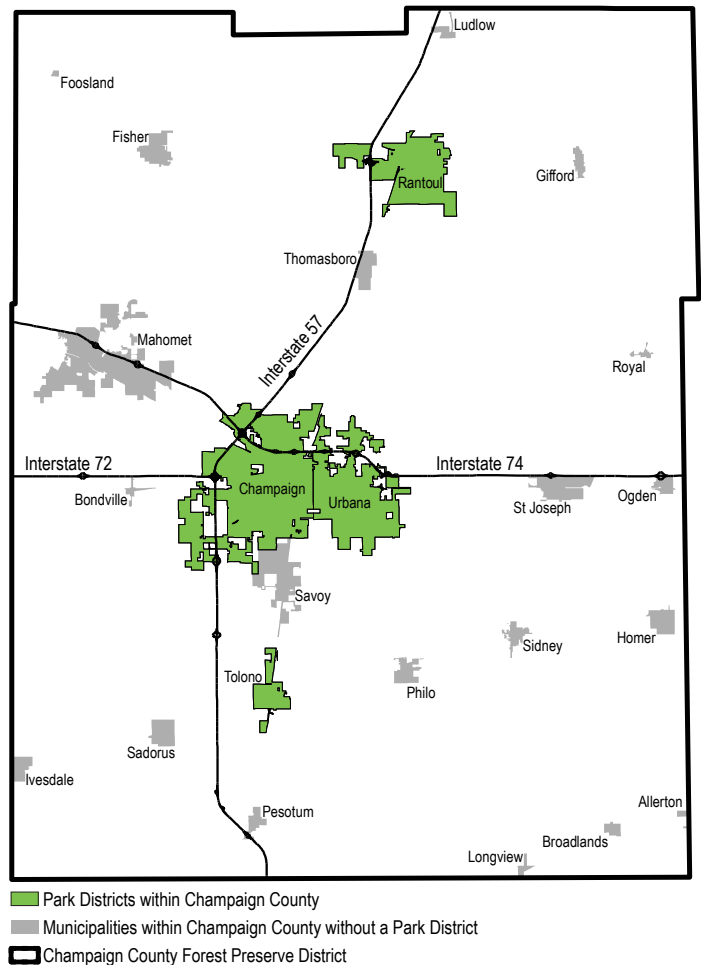


Figure 6-Map of Champaign County and adjacent park districts



## Mission

A mission statement should concisely summarize the goals and purpose of an organization in a matter that helps guide both large scale strategies and daily decision making. Mission statements may evolve as the goals of the Park District change, or as the needs and wants of the community change.

The current Park District mission, drafted in 2013, was approved by the Board of Commissioners as part of the *Champaign Park District Strategic Plan 2020 Vision: Effective and Efficient in the Pursuit of Excellence*. As part of the 2016 *Champaign Park District Community Focused Strategic Plan*, the District also issued a set of values which support our mission and help to guide our administration, operations, programming, and planning.

**To enhance our community's quality of life through positive experiences in parks, recreation, and the cultural arts.**



## Values

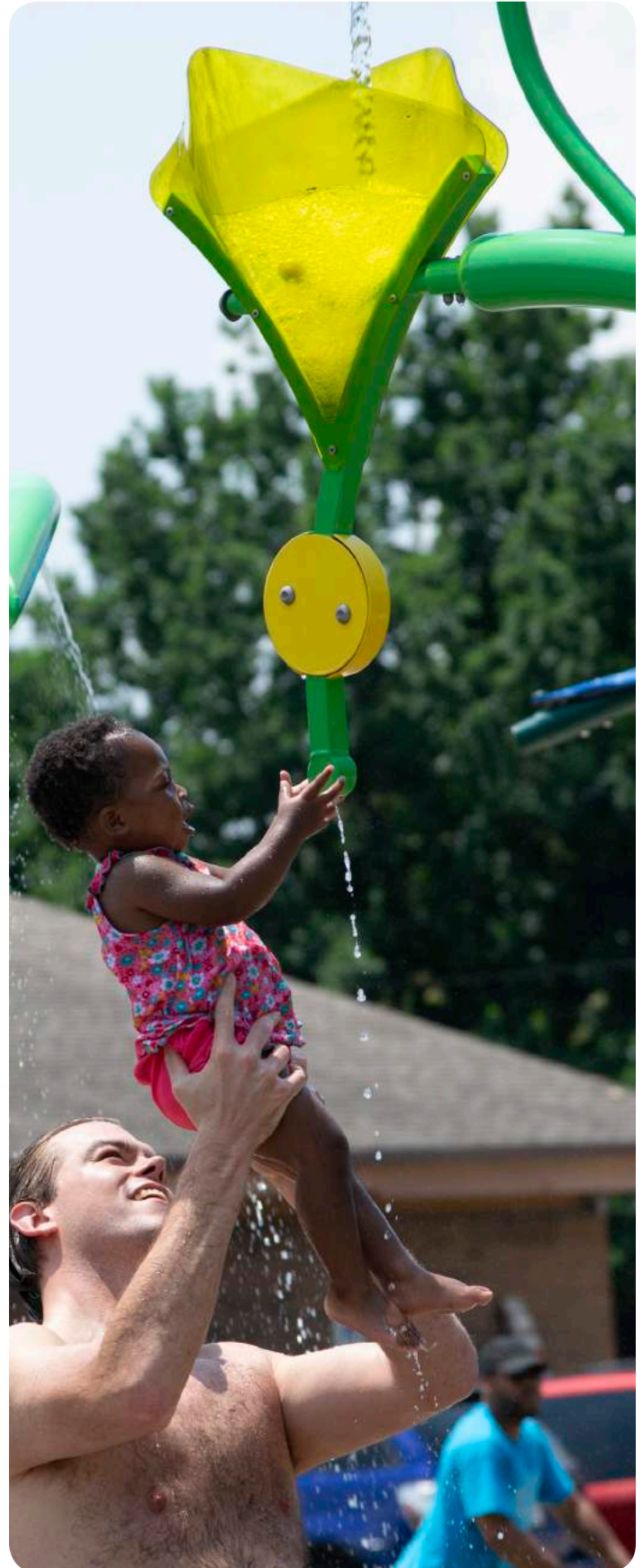
**Stewardship:** We conduct our business fairly, transparently and with integrity. We are fiscally responsible to our residents. We strive to offer affordable programs and services for all residents. We preserve natural resources and promote good conservation and stewardship practices. We provide opportunities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

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

**Innovation:** We value employees who present creative and proactive solutions to challenges. We encourage doing things differently, progressively, creatively, and with an entrepreneurial spirit. We value an innovative environment that enhances our community's parks and programs. We value our ability to anticipate, influence, and embrace change.

**Customer Service:** We offer consistent, customer-focused service across the organization. We strive to say YES! to our customers for the right things. We actively seek and value customer feedback. We care about our team members and customers.

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





# 02 Inventory

Residents have access to quality programs, trails, facilities, and parks through the Champaign Park District. Reviewing a snapshot of current offerings allows the District to set performance standards and continually work towards meeting those standards. Internal standards are developed by consulting several agency standards such as the Illinois Distinguished Accredited Agency and the National Recreation and Parks Agency.

The Champaign Park District owns and manages a total of 718 acres of property of which, 708 acres are developed. There are three distinct types of property: parks, trails, and facilities. There is some overlap in these distinctions. For example, the Leonhard Recreation Center, a facility, is located within Centennial Park while the Springer Cultural Center is specifically a facility property.

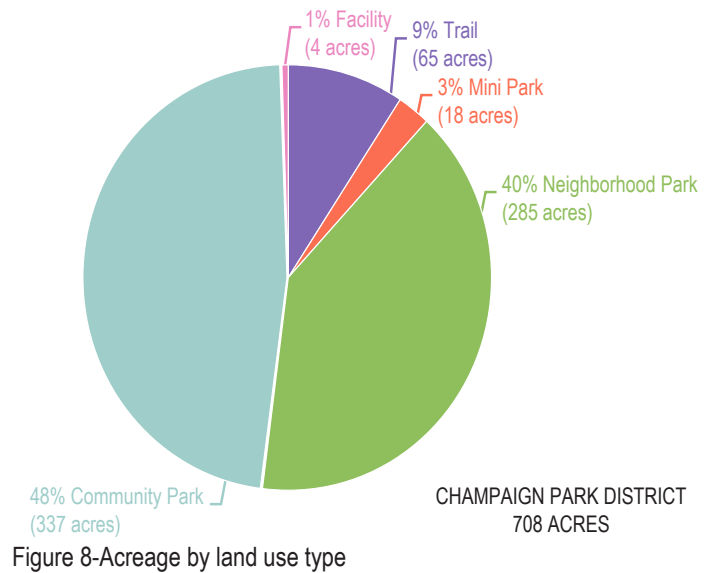


Figure 8-Acreage by land use type

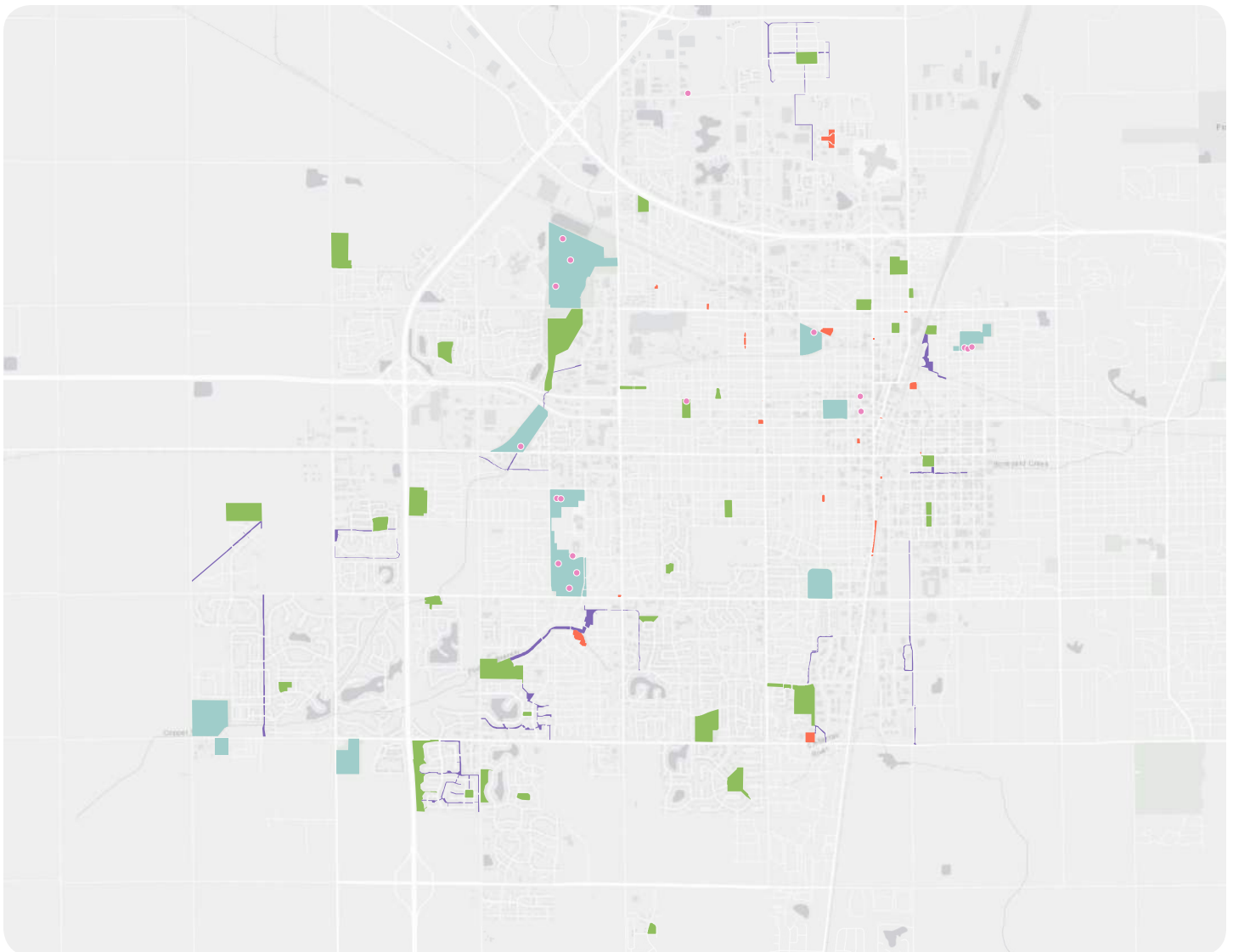


Figure 7-Distribution of parks, trails, and facility by type.

# Parks

There are a wide variety of parks across the District. Their sizes range from large, regional destinations with sports complexes and concession stands, such as Dodds Park, to the traffic calming flower island in downtown Champaign, Stampofski Park. There are 62 total parks in the district, 43 owned by the District, 2 partially owned, and 19 owned by others and managed and programmed by the District. The average park size is 25 acres. Per 1000 District residents, there are 8.2 acres of park space (including trails and facilities). According to the National Recreation and Parks Agency, the median acres of park per 1000 residents for communities ranging from 50,000-49,000 people is 9.4.<sup>10</sup> However, the District rate of 8.2 acres/1000 residents is well within the lower and upper quartile range of 5.1 to 15.0 acres/1000 residents for comparable communities.<sup>11</sup>

Overall, 88% of the District properties are owned by the Champaign Park District (633 acres). The remaining 12% of managed properties are owned by affiliated agencies and community partners such as the City of Champaign. A third of mini parks are not owned by the Park District. Mini Parks are often unique arrangements with other agencies and are typically a beautification effort.

*Signature parks* and facilities are defined by iconic features and amenities. This is a designation that is not mutually exclusive; a mini park, neighborhood park, or community park could be a signature park. Signature parks have a higher level of design and maintenance care. The program of these parks are unique as compared to other parks therefore it is important that they be equitably distributed throughout the district.



8.2 acres of park space per 1,000 residents



Figure 9-Diagram comparing relative sizes of the District's smallest and largest parks, Stampofski and Dodds respectively.

## Park Typologies

The Park District has three park typologies. These designations guide programming, funding, amenities and staffing. The standards below are based on the Illinois Association of Park Districts Distinguished Agency Accreditation program. However, there are a few typology exceptions to the IAPD Accreditation due to neighborhood context.

**Mini Parks** are specialized properties that the Park District primarily utilizes for signage, beautification projects, and program advertising. These parks serve as a gateway to the Park District and the community it serves. Mini Parks are often situated on busy corridors and serve as a respite for pedestrians. It is the preferable for these parks have bench seating and ornamental plant material.

Service area: ¼ mile<sup>12</sup>

Size threshold: (+/-)1 acre<sup>13</sup>

Acreage Standard: .25-.5 acres/1000 population<sup>14</sup>

Average CPD acreage: .9 acres

**Neighborhood Parks** are programmed with active and passive elements to suit the needs of the surrounding neighborhood. Examples of active programming in neighborhood parks includes tennis courts, basketball courts, and playgrounds. Passive programming might include perimeter paths, picnic areas, or flower beds.

Service area: ¼ mile – ½ mile<sup>15</sup>

Size threshold: (+/-) 15 acres<sup>16</sup>

Acreage standard: 1-2 acres/1000 population<sup>17</sup>

Average CPD acreage: 8.6 acres

**Community Parks** are typically considered a destination within the District. These parks host a variety of programs such as bodies of water, parking, concessions, specialized sports fields, or splash-pads. *Special Use Parks* are a subset of community parks that are a draw to the entire district because of a unique facility such as a swimming pool, facility, or dog park.

Service area: 1 -2 miles<sup>18</sup>

Size threshold: (+/-) 25 acres

Acreage Standard: 5 – 8 acres/1000 population<sup>19</sup>

Average CPD acreage: 33.7 acres

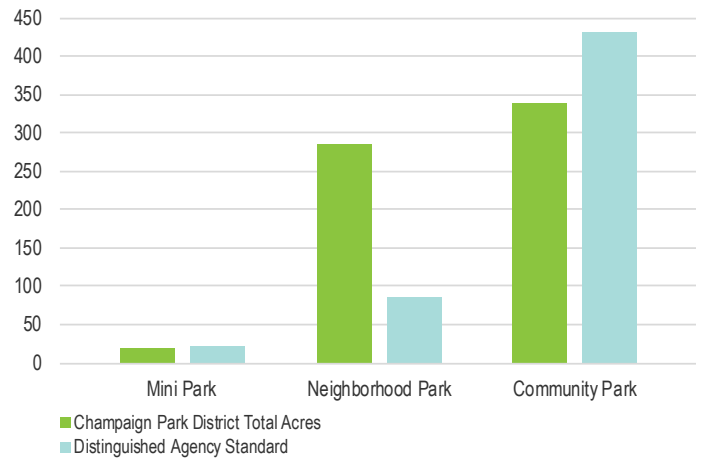


Figure 10-Relative size and service area of park typologies.

## Inventory of Amenities

Park amenities depend on park classification, neighborhood context, and adjacency to similar features in neighboring parks. Many parks have traditional features such as picnic shelters, playgrounds, and paths. There are also both typical and naturalized landscaping beds which range from small annual beds to prairie reconstructions. Recreational amenities typically include tennis courts, basketball courts, softball/baseball fields, and soccer fields but also include unique recreational opportunities such as ga-ga ball and skate parks. Of the 62 parks, there is a range of amenities and levels of development. An inventory matrix is provided to better identify the distinctions between various park types.

### Playgrounds

There are 31 playground structures in the Community and Neighborhood Parks. Playgrounds are often one of the top reasons for park visits. In addition to ensuring that these amenities are fun and enjoyable, equally important is that they are safe. All playgrounds meet the U.S. Consumer Product Safety Commission standards for safety. The District requires that at least three full time staff have Certified Playground Safety Certification. Accessibility is also an important tenet in playground standards. The District has one fully accessible playground, located at Eisner Park. This park is also the location of the Champaign-Urbana Special Recreation staff. Accessibility in playgrounds can take many forms such as specialized swings that offer more support, smooth rubber surfacing, ground-level activities, and ramps/platforms which can accommodate wheelchairs. Although the Eisner Park playground is the most accessible, all playgrounds meet or exceed the Americans with Disabilities Act requirements for public playgrounds. As playgrounds age and safety standards evolve, it is important to plan for scheduled replacement of playground equipment. Typically, playgrounds have a useful life of 20-30 years. The annual capital budget accounts for replacing one playground per year. This replacement schedule is developed based on the age of the playground and overall condition.

Need to draft text about other amenities (pavilions, skate parks, etc)

Park	Park Size (acres)
------	-------------------

MINI PARKS (18 ACRES)	Bannon Park	0.06
	Bridgewater Park	0.15
	Citizen's Park	0.30
	Firefighter's Park	0.40
	Green Street Entryway Park	0.13
	Greenbelt #1 Park	3.44
	Harris Park	0.50
	Helms Park	0.05
	Hosier Park	0.08
	McCullum Park	1.33
	Mini Park IV	0.20
	Mini Park V	0.01
	Mini Park VIII	2.08
	Moore Park	2.87
	Skelton Park	1.42
	Stampofski Park	0.04
Thompson Park	0.34	
Town Center Park	3.76	
Trevett-Finch Park	0.60	
Willis Park	0.66	



Park		Park Size (acres)	Restroom	Drinking Fountain	Shelter or Pavilion	Playground	Community Garden	Natural Area	Parking Lot	On-Street Parking	Basketball Court	Baseball or Softball	Skate park	Soccer Field	Tennis Court	Volleyball Court	Aquatic Center	Splash Pad	Fishing
COMMUNITY PARK (337 ACRES)	Centennial Park	69.6		x	x	x			x		x	x		x	x	x	x		
	Champaign Bark District	6.9		x					x										
	Dodds Park	104.0	x	x			x		x			x		x					
	Douglass Park	15.5		x	x	x	x		x	x	x	x						x	
	Hessel Park	22.2	x	x	x	x			x	x		x			x	x		x	
	Kaufman Park	29.1		x					x										x
	Porter Family Park	38.2			x	x		x	x										x
	Spalding Park	16.8		x	x	x			x	x	x	x	x		x				
	West Side Park	13.9		x	x	x				x									
	Zahnd Park	20.6	x	x	x	x			x			x							
NEIGHBORHOOD PARKS (285 ACRES)	Beardsley Park	2.4		x		x				x	x								
	Bian Park	4.2								x									
	Bristol Park	1.3				x				x									
	Clark Park	4.0		x		x				x	x				x	x			
	Commissioners Park	20.0			x	x				x	x			x					
	Davidson Park	1.3				x				x									
	Eisner Park	4.9		x		x			x	x	x	x			x				
	Garden Hills Park	4.5		x		x				x		x		x					
	Glenn Park	2.4			x	x				x	x								
	Hallbeck Park	6.0			x														
	Hazel Park	4.9		x		x					x	x		x					
	Henry Michael Park	2.3				x				x	x								
	Heritage Park	41.6						x	x										
	Human Kinetics Park	8.9							x		x			x		x			
	Johnston Park	15.1		x		x				x		x		x					
	Mattis Park	22.3			x					x									
	Mayfair Park	2.1		x		x				x									
	Meadows Square Park	1.0		x						x									
	Millage Park	2.5		x	x	x				x									
	Morrissey Park	19.0		x	x	x				x		x		x	x				
	Mullikin Park	3.3		x	x	x				x	x								
	Noel Park	10.8				x				x		x		x					
	Powell Park	8.0		x	x	x				x	x								
	Robeson Meadows West Detention Park	19.5																	
	Robeson Meadows West Park	2.0		x		x				x									
	Robeson Park	24.1		x		x				x				x					
	Scott Park	3.9			x	x		x		x	x								
	Sunset Ridge Park	19.4		x	x	x		x	x	x	x		x	x	x				
	Toalson Park	7.7		x	x	x				x	x						x		
	Turnberry Ridge Park	6.1		x	x	x				x	x								
Washington Park	3.8								x	x						x			
Wesley Park	2.8				x				x	x									
Wisegarver Park	2.8								x			x		x					



## Natural Areas

Natural areas can help foster an environmental aesthetic, create learning landscapes which recreate native habitats, and provide environmental benefits. These areas demonstrate a landscape resembling pre-European settlement. Prior to European settlement, “over half of Illinois, approximately 20 million acres was covered by flat to rolling tallgrass prairie.”<sup>20</sup>

Establishing natural areas on heavily degraded sites takes time and effort. Transforming or restoring an area that has been disconnected from any natural system requires specialized, ongoing care and maintenance. Since establishing the position of Natural Areas Coordinator in 2014 within the Horticulture Department this effort has been greatly enhanced.

Natural Areas have enjoyed a loyal following and continue to be a draw for volunteers, creating opportunities for conservation education which, according to the Illinois Outdoor Recreation Survey (2014) was listed as one of the top four outdoor recreation priorities. “Eight out of ten respondents expressed support for the expansion of conservation education as a mechanism to increase appreciation of natural resources.”<sup>21</sup>

There are four parks within the District including the Robert C. Porter Family Park, Heritage Park, Scott Park, and Sunset Ridge Park. Porter Family Park is the only park whose programmatic function is primarily dedicated to passive recreation and the ecological stewardship required in maintaining natural areas. This award winning park is exemplar of progressive land management techniques and procedures. Although extensive natural areas are not appropriate for all parks, Porter Family Park plays an important role in the District. Future improvements at Heritage Park are in development that can further secure its identity as an important area for passive recreation.

## Flower Islands

The Flower Island Program, started in 1988, provides aesthetic enhancements through the deployment of planted beds throughout the City. This beautification effort is partially subsidized by the owners of the beds, many of which are located on commercial or private property. The number of flower beds continues to hover around 300. Apart from their regular maintenance of park space, the horticulture group plants around 100,000 flowers per year. This investment requires a regular watering regiment to insure the success of the flowers.

The flower island program continues to be viewed favorably amongst residents. In addition to general ‘park landscaping’, the flower island program received the highest satisfaction ratings in the 2017 Needs Assessment Survey. The District has begun moving toward a mix of traditional annuals and adaptive perennials. Transitioning to more perennials has benefits in that they ultimately require less long term care and resources.

## Arbor

In the last four years, all trees within the functional boundaries of the District—over 8,000 trees—have been geo-located, inventoried and given a full condition report. The Operations Department plants on average 100 trees a year. This database continues to be used on a daily basis by the full time arbor crew. Roughly 10% of the trees across the District belong to the “program tree” project, which allow patrons to make a donation in return for a tree planted to mark a loved one or special occasion.

The Arbor crew continues to adapt to emerging threats to tree species such as emerald ash borer. This past year the trained Arborists have removed 86 ash trees and continue to monitor the health and viability of the entire tree stock. Preserving this very important resource for the community is a very high priority for the District. To that end, a Tree Preservation Ordinance is in development, this tool will ensure that all the trees within the District are properly cared for future generations of Champaign residents.

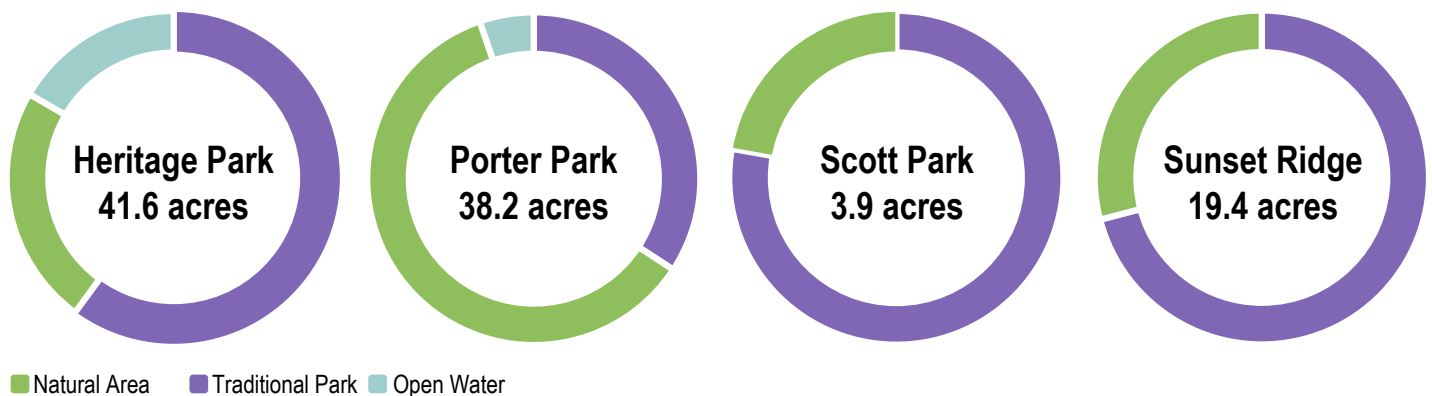


Figure 11-Ratio of natural area to traditional park development in parks which feature reconstructed prairie.

# Facilities

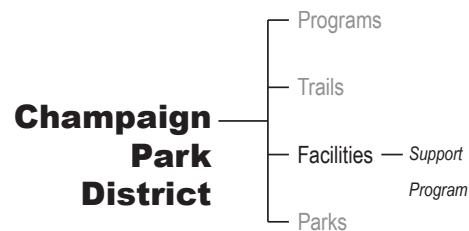
The majority of facilities are situated within parkland, however three facilities are standalone buildings: Dodds Tennis Center, the Virginia Theater, and the Springer Cultural Center. Leonard Recreational Facility is the only new facility the park district has built in the last decade (VT renovation, notwithstanding).

A facilities matrix was created to better understand how facilities meet the needs of both staff and the public. Additionally, understanding the overlapping uses and functions of the facilities is important for space management. All the facilities are owned by the District, with the exception of the Material Handling, which is leased from the City of Champaign, the Barkstall Elementary gym, and the Stratton Elementary gym, both owned by the Unit 4 School District.

In 2010, a comprehensive Indoor Recreation and Comprehensive Study was conducted. This feasibility study looked at each facility from an operations/programming standpoint. Many of the problems outlined in this study with regard to Hays, Douglass Community and Douglass Annex still persist. These three buildings have reached the recommended the maximum lifespan of 40 year

replacement/depreciation threshold. Douglass Community Center has undergone a number of Capital Improvements over the past 10 years, yet much of it is still difficult to access for mobility impaired visitors.

As noted, the Material Handling Facility, which is used for bulk landscape storage, was constructed in 2012 at the cost of \$292,923. The land where this storage facility is located is owned by the City of Champaign. Although in many ways, its central location is ideal when considering the distribution of bulk materials throughout the District, a permanent arrangement should be considered in the next couple of years.



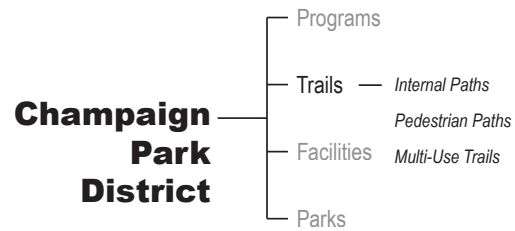
	Facility	App. Area (SF)	Full Time Staff	Parking Spots	Shared Use	Seasonal Facility	Year Built
Community	Douglass Annex	3,811	0	78			1967
	Douglass Community Center	17,058	4	78			1976
	Douglass Library	6,315	0	78	x		1996
	Hays Recreation Center	4,138	6	27			1967
Cultural	Prairie Farm	480	0	61		x	1966
	Springer Cultural Center	24,000	7	24			1904
	Virginia Theatre	30,625	5	0			1920
Recreation	<b>Barkstall Elementary Gym</b>		0		x		
	Dodds Park Soccer Complex	3,473	0	278		x	2001
	Dodds Softball Four Plex	3,685		200		x	2003
	Dodds Softball Three Plex	628	0	106		x	1998
	Dodds Tennis Center	912	2	63		x	1972
	Kaufman Lake Boathouse	609	0	33		x	1978
	Leonhard Recreation Center	40,000	7	133			2013
	Sholem Aquatic Center	6,742	1	142		x	2003
	<b>Stratton Elementary Gym</b>		0		x		
	Bicentennial Center	12,750	0	53	x		1976
Support	Bresnan Meeting Center	10,409	19	35			1970
	<b>Material Handling</b>		0	0	x	x	2012
	Operations Shop and Yard	5,106	28	38			1967

# Trails

The Champaign Park District provides three main types of trails: internal park paths, pedestrian trails, and multi-use trails. Roughly half of the trails connect to either another trail or multiple parks. The majority of the trails serve the neighborhoods in which they are sited; however, there are a few trails that provide connections to other parks and uses. There are nearly 17 miles of trails, encompassing 65 acres.

The trails system outside of parks is composed of pedestrian and multi-use trails. These are categorized primarily by width. The Champaign Park District Board Policy 01-08 states that no trail should be considered for either management or ownership if it does not meet an 8' minimum width (with a 20' easement). All 'regional trails' or multi-modal trails must be at least 10' wide (with a 22' easement). For the purposes of this plan, 8' was used for a baseline for multi-use trails.

According to the Statewide Comprehensive Outdoor Recreation Plan 2015-2019, "agencies with trail development plans indicated constructing more trails than agencies without such plans."<sup>22</sup> In 2008, a joint City of Champaign and Champaign Park District trails plan set forth standards for trail widths and outlined areas of trail development opportunity. In 2011, an updated *Champaign Trails Plan* was completed. A District specific *Trails Master Plan* was created in 2017. Like the 2011 plan, the 2017 plan was completed with the help of the Champaign County Regional Planning Commission. All trail plans address trail width standards. The 2008 plan



stated 'internal' paths should be between 6'-8' wide and 'multi-use' paths a minimum of 8'. The 2011 *Champaign Trails Plan* set a standard for Greenways, Multi Use, and Railtrails, and Connector Trails at 10'. The minimum width for a multi-use (pedestrian and bicycle) trail is 10'.<sup>23, 24</sup>

Although generally outside the purview of the Park District, some progress has been made in the City of Champaign with regard to Rails to Trails conservancy efforts. The District has been in the process of securing access toward a connection between Kaufman Lake and Heritage Park which would formalize what is now an ad-hoc arrangement. This Greenbelt Trail connection would result in a trail between three parks: Kaufman, Heritage, and Dodds.

Five District trails have been re-categorized from their classification status outlined in the 2008 Comprehensive Park and Open Space Plan. These trails do not meet the requirement set forth in the 2011 Champaign Trails Plan as a green belt, a "corridor that runs along a naturally sensitive area."

- **Garden Hills RR Row**-never developed, scheduled to be part of City's improvements plan
- **O'Malley's Alley Trail**- connector trail
- **Robert Simon Trail**- connector trail
- **Robeson Meadows Trail**- multi-use trail
- **Robeson Park**- multi-use trail
- **Turnberry Ridge Trail**- multi-use trail

Other trail classifications are Railtrails, Multi-Use Trails, and Connector Trails.

Trail	Type	Trail Size (acres)	Length (miles)	Connectivity
Ashland Park Subdivision Trail	Connecting	4.9	1.8	Low
Boulware Trail	Greenway	2.3	1.2	High
First Street Trail	Connecting	5.5	1.7	Low
Greenbelt Bikeway Trail	Greenway	0.9	1.8	High
Greenbelt Connector Trail	Greenway	0.6	0.2	High
Martin Luther King Trail	Connecting	5.6	0.4	Low
North Champaign Trail	Connecting	1.7	0.6	Low
O'Malley's Alley Trail	Connecting	1.3	0.5	High
Pipeline Trail	Multi-Use	5.8	1.0	Low
Robeson Meadows Trail	Connecting	6.5	1.5	High
Robeson Meadows West Trail	Connecting	7.9	3.4	Med
Roby Trail	Greenway	12.0	1.5	High
Simon Trail	Connecting	1.0	0.5	High
Trails at Abbey Fields	Connecting	3.8	0.7	Low
Turnberry Ridge Trail	Connecting	3.3	1.2	Low

**TOTAL LENGTH: 17.9**



Figure 12-Before and after aerial images of Morrissey Park illustrating the 1.7 miles of internal paths added to the park.

### Internal Paths

Internal paths are pedestrian paths within the boundary edges of a park. The Park District has made a concerted effort in building internal paths within established Neighborhood and Community Park property. Within the last 10 years, new paths have been added to older parks. Starting with Hessel Park in 2006, paths have been added to Morrissey, Johnston, and Garden Hills. This has been a highly successful endeavor by the District and the work is ongoing.

In 2014, the District conducted a comprehensive Internal Park Paths Study which sought opportunities for increasing the circulation within all parks. Although this type of large scale infrastructure is not always appropriate to every park, we continue to explore opportunities for increasing access to this highly valued amenity. Paths are expected to be installed at Spalding and Zahnd parks within the next couple of years.

Internal Path	Length (miles)
Beardsley Park	0.1
Bridgewater Park	0.0
Centennial Park	0.1
Dodds Park	0.2
Douglass Park	0.7
Firefighter's Park	0.1
Garden Hills Park	0.3
Glenn Park	0.2
Hessel Park	0.6
Johnston Park	0.4
Kaufman Park	0.7
Mattis Park	0.5
Mayfair Park	0.2
Morrissey Park	0.7
Noel Park	0.1
Porter Family Park	1.7
Powell Park	0.2
Scott Park	0.3
Sunset Ridge Park	0.7
Thompson Park	0.0
Toalson Park	0.5
Town Center Park	0.1
Trevett-Finch Park	0.0
Turnberry Ridge Park	0.1
West Side Park	1.1
<b>TOTAL LENGTH:</b>	<b>9.70</b>

# Programming

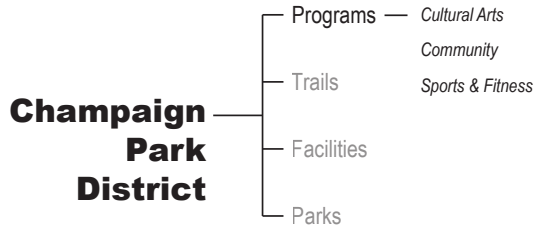
One of the strengths of the Champaign Park District is the quality, quantity, and variety of programs it offers to District residents and beyond. There are three dominant types of Park District programs: Cultural Arts, Community, and Sports & Fitness. Within these categories, there are programs offered across the District and for people of all ages and abilities. There are programs which are targeted to more specific user groups, such as *Champaign-Urbana Special Recreation* and *50 Plus!* programs. However, there is also a variety of programs open to larger groups, such as *Enrichment for All*, *Special Events*, and *Group Fitness*. Programming is organized and facilitated by the Recreation Department, with support from other staff as needed.

In FY 2017-18 the District offered 389 unique programs. Of the 389 program offerings, 1177 sections were available to the community. The majority of programs (384) have a modest fee for participation. The Champaign Urbana Special Recreation (CUSR) offers 160 unique programs throughout the same year.

## Program Locations

Park District facilities are home to the majority of the programs offered by the District. Occasionally, programming is located outside of a Park District facility, such as School's Out Days trips to local and regional destinations. All Park District facilities offer diverse programming, but there are some facilities that are more specialized than others. For instance, the Virginia Theater and Springer Cultural Center primarily host Cultural programming, whereas the Douglass Community Center offers both Sports & Fitness and Community programming on a regular basis. Douglass Community Center, the Douglass Annex, and the Leonhard Recreation Center are considered more multifunctional because of the types of space and size of space in the facilities. Leonhard Recreation Center has considerable dedicated fitness space, but it also has multipurpose rooms and the gymnasium can be turned over for community programming.

Although modest fees are charged for most programs, the facilities which host these programs are subsidized by the District, with the exception of the Dodds Tennis center.



	FY15	FY16	FY17	Tax Support vs Revenue Average	Average Visitors/Year (2015-17)	\$ per visitor
Dodds Tennis	\$27,947	\$11,511	\$12,318	\$17,259	49,522	\$ 0.35
Douglass Annex	\$23,320	\$15,499	\$15,670	\$18,163	9,861	\$ 1.84
Douglass Community	\$149,723	\$165,700	\$174,815	\$163,413	24,594	\$ 6.64
Hays Rec Center	\$11,390	\$23,961	\$5,318	\$13,556	7,641	\$ 1.77
Leonard Recreation Center	\$38,877	\$135,118	\$166,343	\$113,446	85,291	\$ 1.33
Prarie farm	\$77,357	\$72,592	\$70,653	\$73,534	17,366	\$ 4.23
Sholem	\$140,846	\$251,083	\$146,386	\$179,438	69,708	\$ 2.57
Springer Cultural Center	\$186,085	\$166,993	\$195,571	\$182,883	34,532	\$ 5.30
Virginia Theatre	\$199,970	\$160,454	\$207,038	\$189,154	N/A	N/A

## CULTURAL ARTS

Programming in the cultural arts at the Champaign Park District is dominated by performance and visual arts. Performance arts include theatre, dance, and music lessons. Youth Theatre continues to be a very strong program for youth participation along with our various youth dance classes. Both youth and adult theatre have successfully expanded to include CUSR. Visual arts programming includes drawing, painting, and pottery. These programs range from one time workshops to season long studio courses. There is a mix of adult, child, and family programming within the performance arts which makes it an attractive sector for many groups. There are also several Special Events that are cultural arts focused such as local art shows, lunch hour concerts, and acts at the Virginia Theatre.



## COMMUNITY

Community programs offers residents needed services, personal enrichment, and opportunity to gather as a group. Community related programming is often targeted towards specific user groups such as school aged children or seniors. Children based programming includes early childhood care, School's Out Days, and afterschool care. There are many community programs for the 50 Plus! seniors including potlucks, fashion events, and regular card games. Although there is a lot of age-specific community programming, there are many community special events that are fun for all groups such as the Taste of Champaign in West Side Park. Enrichment for All programs also offers a variety of options for groups of all ages and abilities such as rocketry and sky-watching events.



## SPORTS & FITNESS

An area in which the Park District excels is its Sports & Fitness program offerings. There are a range of both youth and adult sports, 50 Plus! group fitness, and opportunities for CUSR participants. Popular special events are Sports & Fitness oriented such as the CUSR Cupcake 5K and the Pie Run during the Taste of Champaign. There are opportunities for team sports for both youth and adults such as weekly adult softball leagues and seasonal youth soccer. Both Douglass and Leonard Recreation Centers also offer drop-in open gym times for those who may not have the time for regular scheduled events. Tennis programming is one of the most successful offerings at the District; there are a range of tennis offerings for youth, individuals, and teams at a variety of abilities.





# 03 Financial Assessment

In the State of Illinois alone, it is estimated that over ten billion dollars in economic activity was generated by parks and recreation agencies in 2015.<sup>25</sup> Illinois is second only to California in contributing to local economies through parks and recreation.<sup>26</sup> The Champaign Park District contributes heavily to its local economy through a variety of means including salaries for full and part time staff, sponsoring local events, purchasing services from local companies, and funding construction, to name a few.

Each spring, the Board of Commissioners approves the annual budget, which is compiled by staff. The fiscal year of the Champaign Park District begins May 1st and ends April 30th. The budget is guided by the mission, values, and goals of the Park District. The approved budget is made public through the Champaign Park District website and residents have the opportunity to comment on the budget process during Board meetings.

## Revenue and Expenses

There are two main components of the annual budgets: revenue and expenses. There are several sources of revenue for the Park District, with real estate taxes accounting for largest source of revenue. Nearly three quarters of the District's revenue is generated from local real estate taxes, with the remainder of the revenue primarily generated from charges from services provided by the District, special receipts, and grants. Relying on property tax for revenue has its benefits and risks. Although a generally reliable source of revenue, property taxes are heavily dependent on the assessed value of the property. When the housing market is healthy and assessment values are high, generated revenue reflects that;

however, if there is a housing market crash similar to that of 2007, property taxes also follow that trend, resulting in diminished revenues. As a result, the District sets goals to diversify its income sources. In the short term, the source of non-tax revenue should be at least 25%;<sup>27</sup> however, the long term goal is to increase non-tax revenue to 35%. This increased diversification will help buffer the District from potential future housing crises. Current housing trends in Champaign have largely recovered from the 2007 housing crash.<sup>28</sup> Although the housing market is still somewhat soft in the Champaign area, payrolls have improved slightly since 2013 and overall home vacancy rates have declined.<sup>29</sup> Although a demand in new housing is forecasted until 2020, construction of new homes has not come close to the boom in the mid 2000's.<sup>30</sup>

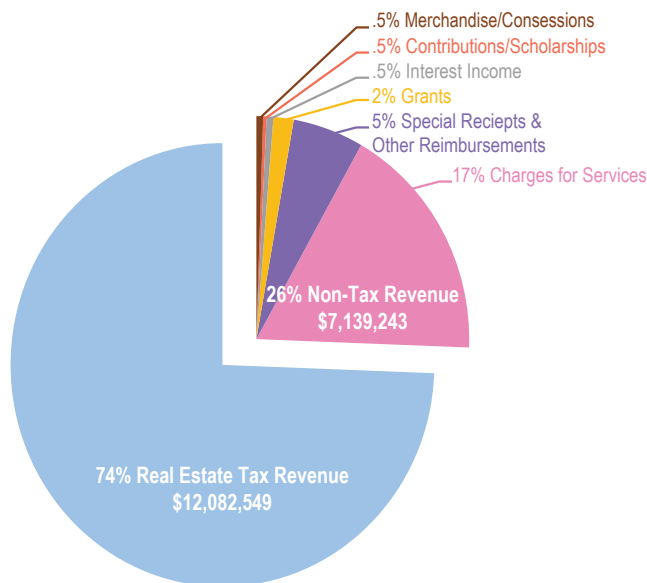


Figure 14- FYE2018 Estimated Revenues. Figures from FYE2018 CPD Budget Book.

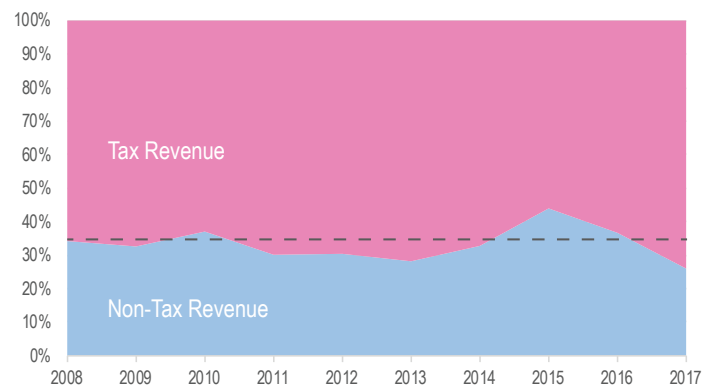


Figure 15-Ratio of non-tax revenue and tax revenue with 35% non-tax revenue target rate highlighted. Figures from CPD annual budgets.



# Expenditures per Capita

Analyzing the expenditures per capita can help contextualize the yearly budget and helps identify spending trends. The expenditure per capita is calculated by dividing the total expenses of the District (including operating and capital) by the population of the District. The average expenditure per capita from FYE2012 to FYE2016 was \$179.81. This figure fluctuates primarily due to changes in the Capital Budget. For example, the rise in fiscal year 2014 was a result of the construction of the Leonhard Recreation Center and improvements at the Virginia Theatre.

The National Recreation and Park Association (NRPA) provides the median expenditure per capita in its annual *Performance Report*. The data within the *Performance Report* is an aggregate of collected data from member agencies.<sup>31</sup> The median expenditures per capita of all agencies who report to NRPA is \$77.32, considerably lower than that of the Champaign Park District. However, when compared to the expenditure per capita of agencies with a similar population density to Champaign, IL, the Champaign Park District is within the range of \$66.91 to \$202.42.<sup>32</sup> The wide range

of expenditures per capita is due to the levels of service and types of amenities provided by park and recreation agencies. For example, a park district that offers extensive recreation programming for its residents will have a significantly higher expenditure per capita compared to one that offers limited programming.

The expenditure per capita is a helpful figure because it accounts for changes in the population and the breadth of services/amenities offered by the Champaign Park District.

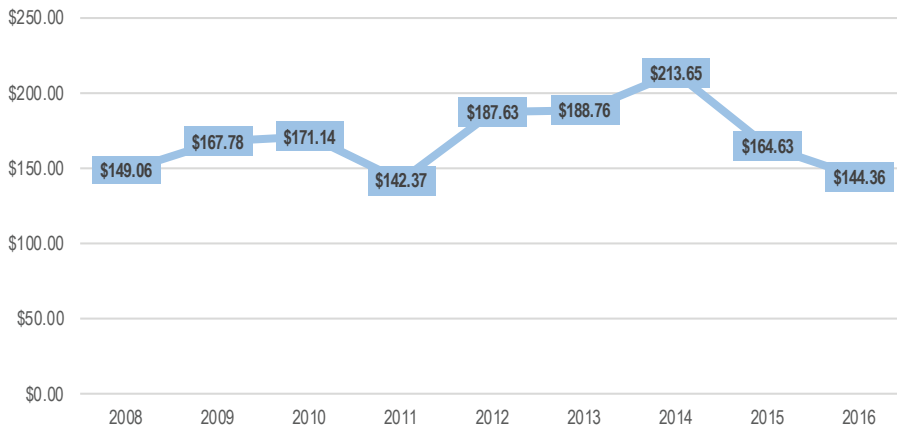


Figure 16-Expenditures per capita by year.

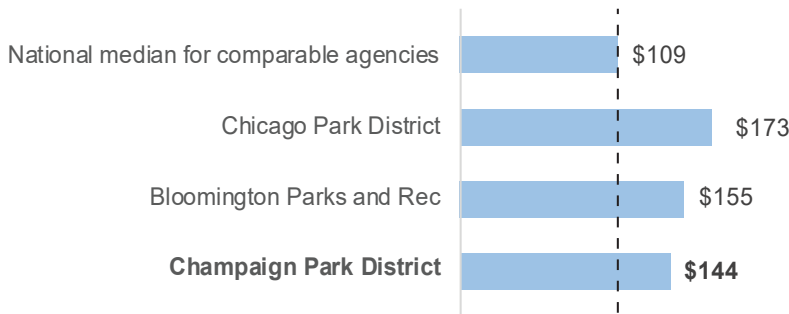


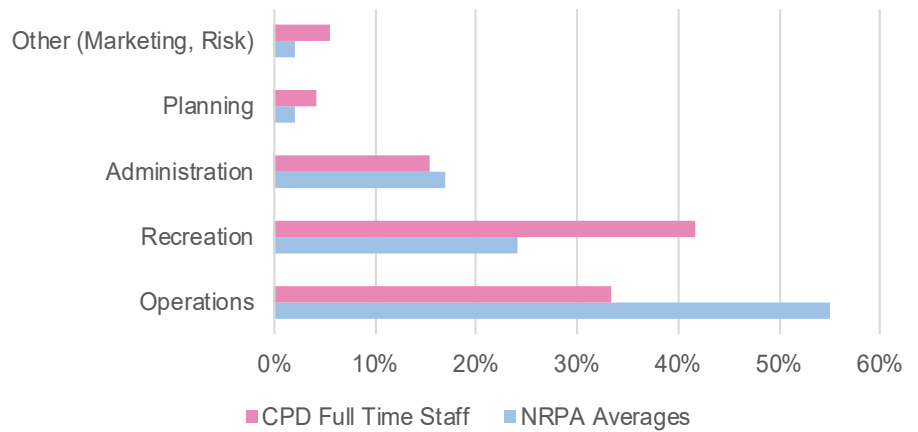
Figure 17-Expenditures per capita in 2016 of comparable agencies.

## Staffing Resources

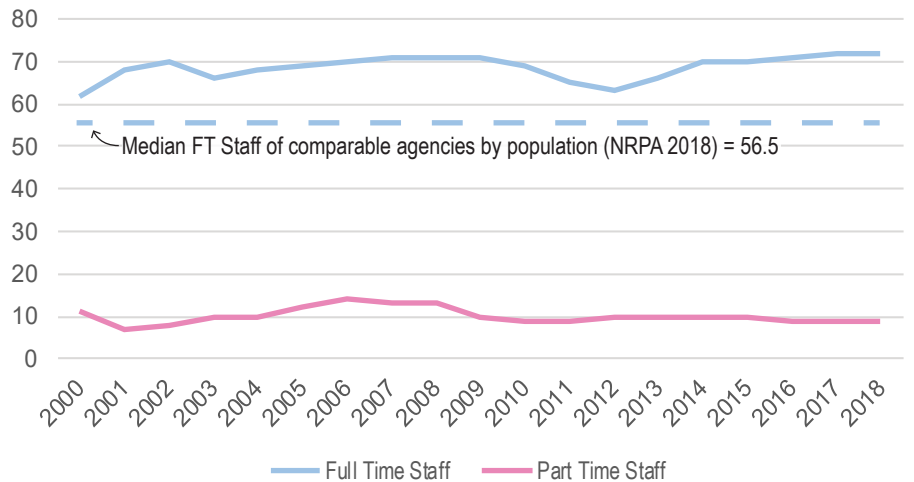
Since 2000, full time staffing levels have been relatively constant, ranging from 63 to 72 full time staff. The largest department by staffing is Recreation, with 30 full time staff; the second largest department is Operations, with 24 full time staff. The National Recreation and Park Association (NRPA) publishes an annual review of performance benchmark which tracks facilities, programs, budgets, and staffing. Compared to national averages, the ratio of administrative and planning staff compared to the entire organization is consistent. However, the percentages of Recreation and Operations staff are inconsistent with national trends. On average, the highest proportion of full time staff is Operations or Maintenance.<sup>33</sup> The highest proportion of full time staff for the Champaign Park District is Recreation. Over 40% of Champaign Park District full time staff are in the Recreation Department, compared to 33% in the Operations Department. This discrepancy is likely the result of the breadth of programming that the Recreation Department offers and the variety of facilities managed by the Recreation Department.

How Champaign Park District full time staffing levels compare to national averages depends greatly on the metric used to equate Champaign Park District to other agencies. When focusing on the population of Champaign as a way to compare the Park District to agencies nationwide, staffing levels are similar to the median. For agencies located within a city with a population of 50,000 to 99,999, the median number of full time staff is 56.5.<sup>34</sup> The median number of full time staff since 2000 at the Park District is 70. When comparing the Champaign Park District to national averages when using other metrics than population there is a large difference between the number of Park District staff and national averages. The Park District has fewer staff than agencies with similar operating expenditures, number of parks, and total acres maintained. National averages of the number of full time staff for agencies with similar expenditures and number of parks are over double the number of full time staff at the Champaign Park District.

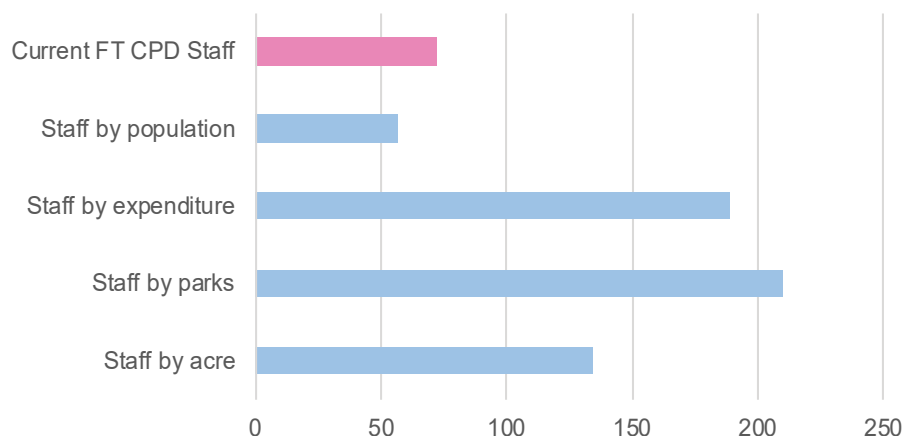
### Champaign Park District FT Staff Compared to NRPA Averages



### Full and Part Time Staff by Year

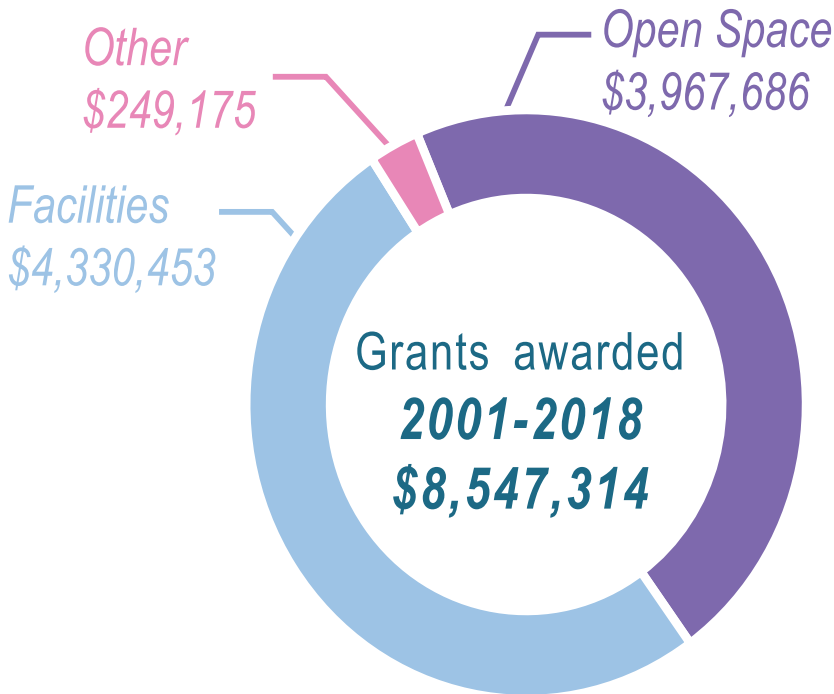


### Number of Full Time Staff of Comparable Agencies by Metric



# Grants

The Park District uses grant funding to support a variety of projects and programs, ranging from open space and facility development to recreational programming and special events. The majority of grant dollars awarded since 2001 have been dedicated to developing and improving Park District facilities and open spaces, together accounting for \$8,298,139 of the \$8,547,314 in total awarded in the last 17 years. Though the grant amounts change from year to year, many of the grants are awarded by the same organizations and programs like the City of Champaign, Champaign Rotary, Community Foundation, Department of Commerce and Economic Opportunity (DCEO), Illinois Arts Council, Illinois Association of Park Districts (IAPD), Illinois Clean Energy, and the Illinois Department of Natural Resources (IDNR).



**Capital Developments Over \$200,000**

<b>2008</b>	Porter Park Development
	Sholem Aquatic Center Amenities
	Pipeline Trail Development
	Virginia Theatre Lobby
<b>2009</b>	Dodds Park Softball Parking
	Porter Park Development
	Scott Park Development
	Sholem Aquatic Center Additions
	Virginia Theatre Marquee
	Pipeline Trail Development
	Johnston and Powell Park Development
	Dodds Park Complex Development
	Kaufmann Pier
	Kaufmann Renovation
<b>2011</b>	Virginia Theatre Projects
	Park Improvements
	Develop Trail Systems
	Virginia Theatre Restoration
<b>2012</b>	Heritage Park Trail
	Porter Park Development
	Boulder Ridge Park (Sunset Ridge Park)
	Virginia Theatre Projects
<b>2013</b>	Sholem Installation of Additional Slide
	Virginia Theatre Remodeling
	Centennial Recreation Center
	Sunset Ridge Park
<b>2014</b>	ADA Compliance
	Leohard Recreation Center
	Kaufman Lake Road Work
	Redevelopment of Spalding Park and Douglass Park
<b>2015</b>	Virginia Theatre Remodeling
	Leohard Recreation Center
	Redevelopment of Douglass Park
	Redevelopment of Spalding Park
<b>2016</b>	ADA Compliance
	Hessel Park Playground
<b>2017</b>	Hessel Park Splashpad/Restroom

**Capital Improvements**

The Capital Improvement Plan describes the proposed improvements for the upcoming fiscal year as well as a proposal budget for the following four fiscal years. In order for a project to be considered a “capital” improvement, the budget must exceed \$10,000 and have a useful life of over ten years. Examples of capital improvements include new facility construction, building renovations, park improvements, or investments in operational machinery.

In the last ten years, the Park District has completed a number of exciting Capital developments. The Park District replaced the aging former Leonhard Center in Centennial Park with a new facility, the “new” Leonhard Center. This new facility allows the Park District to provide quality community and sports and fitness programming at an affordable cost to the community. The District has also enhanced its cultural programming by renovating the historic Virginia Theatre, which hosts numerous Park District programs, movie screenings, and concerts. The playground at Douglass Park was overhauled and a splash pad was added to the park as an additional amenity. The aging splash pad and playground at Hessel Park were also renovated. Several parks have been added to the Park District, including Human Kinetics Park, Commissioners Park, and Henry Michael Park. These updates in facilities and parks help ensure that the Park District is continuing to provide quality amenities that support programming and patron experience in the parks.





# 04 Demographics and Trends

Champaign, Illinois, home of the Champaign Park District, is a growing “campus town” with historic, established neighborhoods, new growth, a bustling downtown, and passionate residents. The Champaign Park District functionally shares its boundaries with the City of Champaign. Champaign, IL has an estimated population of 86,637, as of July 1, 2016.<sup>35</sup> The District encompasses roughly 23 square miles. Champaign is considered an “urbanized area” by the United States Census Bureau because the population is over 50,000 people.<sup>36</sup> Major employers include the University of Illinois, Kraft Foods, and the regional hospital system, Carle. Champaign has its own public school district, Unit 4, as well as a successful community college, Parkland College. Many students and young professionals get their start in Champaign and then emigrate. However, there are many stable, established neighborhoods with lifelong residents as well.

## Demographics

The population characteristics, or demographics, of the District affect land acquisition, programming, and location of various amenities. Compared to the demographics of the State of Illinois, there is a higher percentage of the population aged 18-64. This is most likely due to the location of the University of Illinois; many students reside within the City of Champaign.<sup>37</sup> There are 33,432 households in the City of Champaign, with 2.3 persons per household. This figure is slightly lower than the number of persons per household for the State of Illinois at 2.64.<sup>38</sup> The City of Champaign is a growing community. There was a 6.6% increase in population in Champaign since the 2010 census, compared to a 0.2% decline in population for the State of Illinois.<sup>39</sup> Also likely due the transient nature of college towns, there is a relatively high rate of turnover in housing in Champaign compared to the State of Illinois. Only 69.8% of individuals live in the same house they did a year ago compared to 86.7% for the State of Illinois.<sup>40</sup>

Age range	Percent of Population in Champaign	Percent of Population in Illinois
0-4 years old	5.4%	6.5%
0-17 years old	17.3%	24.4%
<b>18-64 years old</b>	<b>75.1%</b>	63.1%
65 years and older	7.6%	12.5%

Figure 18-City of Champaign Population by Age as compared to the population by age in the State of Illinois. Data provided by the US Census Bureau for the year 2010.



Age range	Percent of Population Growth in Champaign	Percent of Population Growth in Illinois
Growth since 2010	+6.6% 	-0.2% 

Figure 19-Population changes in Champaign, IL compared to the State of Illinois since the 2010 census. Data provided by the US Census Bureau.

## Changing Population

Local factors affect the makeup of Champaign, Illinois; however, there are also larger demographic shifts anticipated in the larger United States according to the United States Census Bureau 2014 National Projections. Due to declines in fertility rates and net immigration, it is expected that the rate of population growth will slow down over the next few decades.<sup>41</sup> As Baby Boomers age, the overall demographics of the nation will shift. Currently 15% of the population is over 65, by 2030 that number will grow to 21%.<sup>42</sup> Although the major effects of this demographic shift may not start in full force until after the 2019 Comprehensive Plan expires, anticipating a shift will help ensure that the appropriate amenities and programs are offered for an evolving population.

Not only are the demographics of the population expected to shift, but also racial makeup. By 2020 it is forecasted that the United States will evolve into a “majority-minority” nation, meaning that no one race will make up more than 50% of the nation.<sup>43</sup> The fastest growing races are “two or more races,” Asian, and Hispanic.<sup>44</sup> Increasing diversity may have effects on trends in recreation and desired park amenities. It will be important for the District to stay abreast on these changes by soliciting feedback from the community and following industry trends.



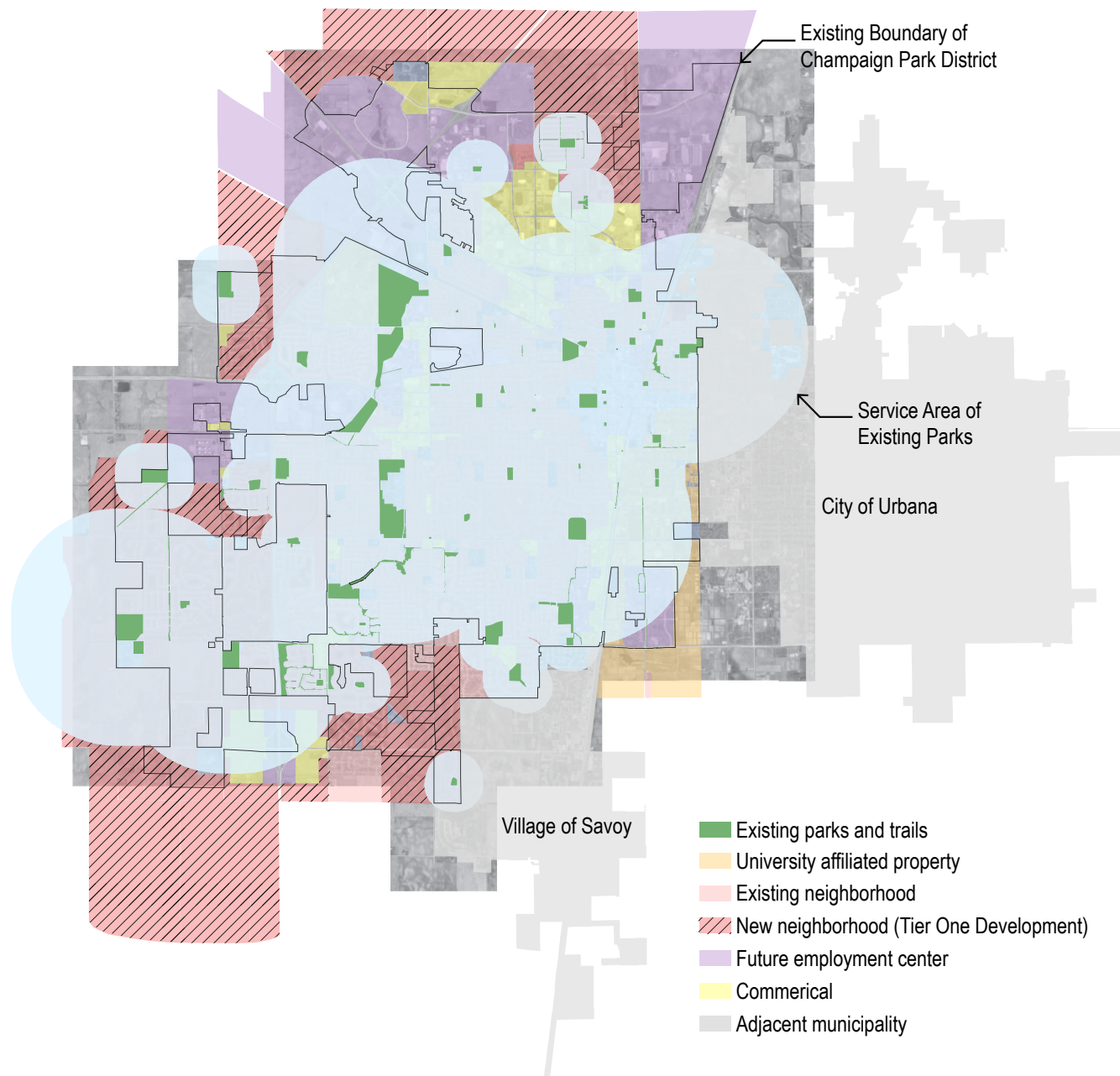


Figure 20-Highlight of residential growth areas delineated in the *Champaign Tomorrow* “Future Land Use Map” that lie outside of existing service areas of mini, neighborhood, and community parks.

## Anticipating District Expansion

As the City of Champaign grows both in population and in area, it is important to ensure that land acquisition is aligned with future land use maps. It is important to consider access to existing parks and trails when evaluating park expansion. “New neighborhoods” north of Interstate 74 would not have direct access to existing parks south of the Interstate, despite their proximity. In comparison, “new neighborhoods” in southwest Champaign have

access to existing parks such as Zahnd Park and Porter Family Park. As a precedent for anticipatory growth, Hessel Park was founded in 1918; however, much of the surrounding neighborhood was not developed until the early 1950’s. Although Hessel Park at one time was a park in the middle of nowhere, by the time the homes were developed, there was a mature park for the community to enjoy.

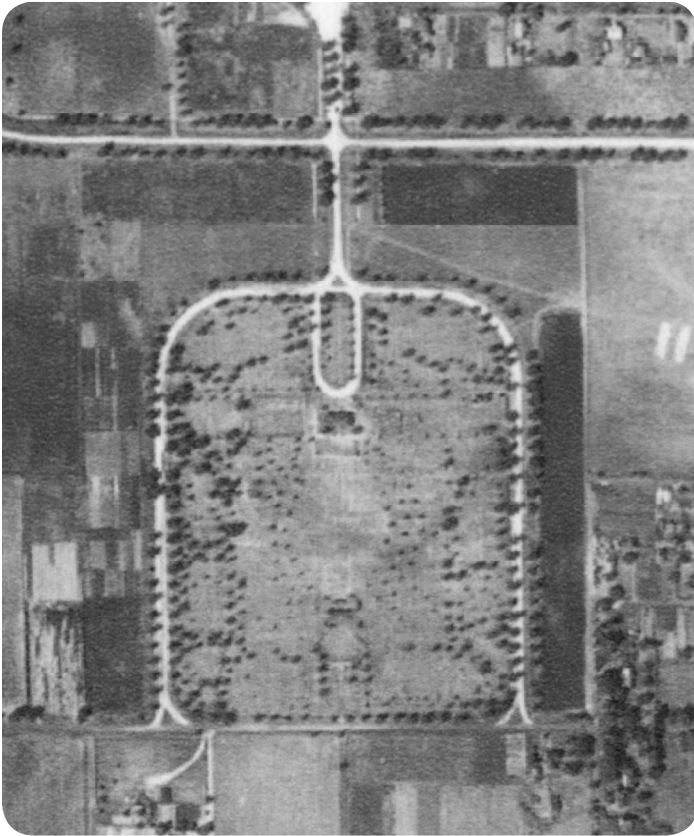


Figure 22-Aerial view of Hessel Park from 1936.



Figure 23-Aerial view of Hessel Park from 1958.

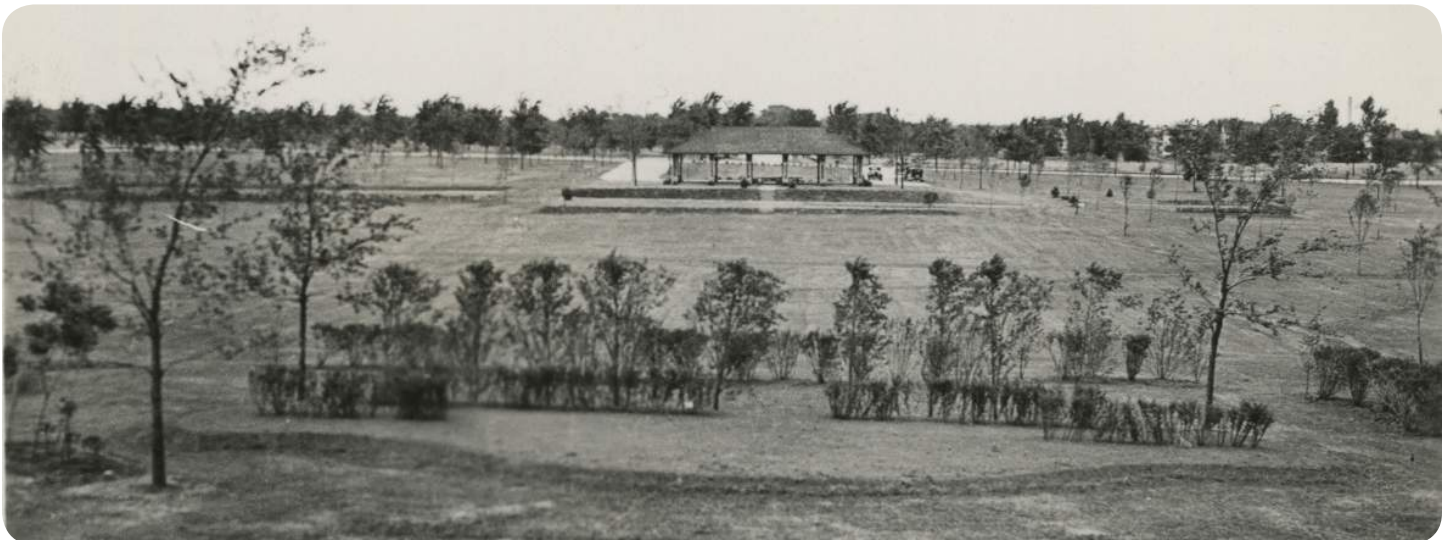


Figure 21-Early view of Hessel Park prior to development of adjacent neighborhood. Photograph by Harold Holmes.



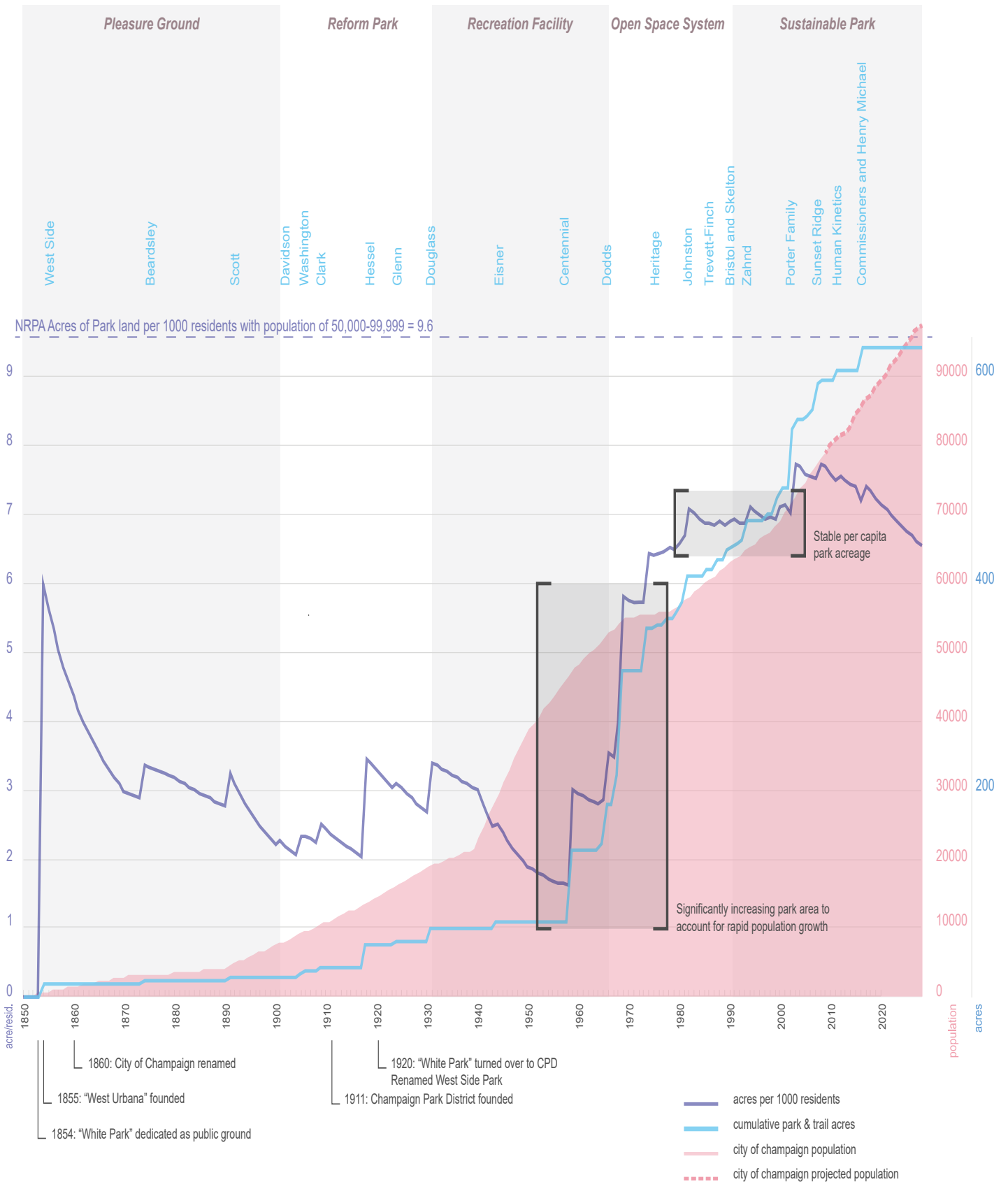


Figure 24-Timeline of Champaign Park District land acquisition compared to the increase in population of the City of Champaign.

## Meeting Demands

The acres per 1000 residents, a common metric used to evaluate open space, was somewhat steady from the time “West Urbana” (now Champaign) was founded in 1855 to the 1930’s. However, in the 1940’s and 1950’s there was a significant decline in acres per resident during a population boom in Champaign. Shortly thereafter, from 1959 to 1969 the District added several large parks, including Centennial Park, Mattis Park, Spalding Park, Kaufman Park, and Dodds Park, significantly increasing the park acres per 1000 residents in a relatively short time span. Since then, the acres per 1000 resident has been slowly increasing along with the population of Champaign.

The Champaign Park District has added two new parks, Henry Michael Park and Commissioners Park, since 2010, increasing the park acreage by over twenty acres. However, due to a steady increase in the population of Champaign, the acres of park land per 1000 residents has decreased. At its peak, the park acreage per 1000 residents for the District was approximately 7.7 in 2003, after the addition of both Porter Family Park and Robeson Meadows West Park. A growing population is beneficial to the District in terms of property tax revenue; however, in order to maintain the park acres per 1000 residents, increasing acreage will be necessary. Assuming that the growth rate of Champaign remains constant until 2028, the acres per 1000 residents will decline to 6.5, the lowest rate since 1980. Forecasting population growth can be extremely difficult because of the many factors that affect migration such as economic conditions and housing availability. Despite the uncertainty in the *rate* of growth of Champaign, it is worth noting that there has not been a period recorded by the United States Census Bureau where the City of Champaign has ever had a decline in population.

## Shifting Ideologies

The motivations for providing public green space have evolved over the centuries. There are five typical models of park which reflect the social issues of the time: Pleasure Ground, Reform Park, Recreation Facility, Open Space System, and Sustainable Park.<sup>45</sup> Each of these models had a goal in social reform from public health to recreation services to preventing public riots.<sup>46</sup> Modern pressures such as climate change, habitat degradation, and pollution have triggered the most recent park type, the Sustainable Park. This ideal assumes that open space is not only for a specific type of resident but for all residents (human and non-human). When considering the demands for additional open space in the District, it is important to consider general societal pressures in addition to immediate program needs.



*Pleasure Ground: West Side Park*



*Reform Park: Glenn Park*



*Recreation Facility: Centennial Park*



*Open Space System: Spalding Park*



*Sustainable Park: Porter Family Park*



# 05 Community Engagement

The Champaign Park District solicits input from patrons and residents through surveys, community meetings, and during monthly Board meetings. For the purposes of the Comprehensive Plan, input was incorporated from two broad, public surveys, an internal staff survey, staff interviews, and from a SWOT (Strengths, Weaknesses, Opportunities, and Threat) activities with the Board of Commissioners and select staff. From these solicitations, several themes emerged: the importance of customer service, a focus on natural areas, increasing walking and multi-use paths, and maintaining high standards of care for existing facilities and parks.

## Community Surveys

The Champaign Park District periodically reaches out to the community to get feedback on facilities, parks, and services. Since the last comprehensive plan was issued in May 2008, the Park District has conducted two Needs Assessment Surveys. The first was conducted in 2011 on behalf of the Champaign Park District by the ETC Institute and the second was conducted in 2017 by the Office of Recreation and Park Resources at the University of Illinois at Urbana-Champaign.

The 2011 Community Survey was solicited to gauge public perception on priorities for future improvements of parks, facilities, and programming.<sup>47</sup> Of the 4000 surveys mailed to residents, 807 were returned, leaving a response rate of approximately 20%.<sup>48</sup> Respondents also had the option of completing the survey via phone.

The 2017 Community Needs Assessment Survey inquired about patronage, participation in programming, facilities and amenities, enrollment fees, and interactions with staff.<sup>49</sup> The Park District serves roughly 86,000 residents and there was a response rate of 11%.<sup>50</sup> Based on the design method of the survey, the responses are considered generalizable to the Park District service area.<sup>51</sup> Where possible, themes are drawn primarily from the 2017 survey

as it is more recent and several large capital improvements have taken place since the 2011 survey (including the construction of the Leonhard Recreation Center). It is worth noting that a disproportionate number of the respondents to the 2017 were over 60 years of age compared to the population of the service area over 60.<sup>52</sup> In addition, a disproportionate number of the respondents were white compared to the population of the service area.<sup>53</sup>

### Survey Trends

Although the focus of the questionnaires was not identical for the 2011 and 2017 surveys, several common themes emerged, including *general opinions, facility priorities, land use and amenities, and programs*. For the purposes of the Comprehensive Plan, two main points regarding each theme were highlighted per plan, as well as two points which were shared between the surveys. The full results of each survey can be found on the Champaign Park District website.

### General Opinions

Generally speaking, respondents to the 2011 survey and the 2017 survey were satisfied with programs, staff, facilities, and parks. Many respondents to the 2017 survey made it a point to include qualitative comments commending the Park District for its programs and amenities.<sup>54</sup> Respondents “enjoy the many programs the Champaign Park District has to offer” and find the parks to be “beautiful.”<sup>55</sup>

The marketing department uses several methods of communication to notify residents of program and facility offerings. One of the main tools used by the Park District is the “program guide,” which is a semi-annual publication that provides detailed information on programs, special events, park amenities, and facilities. This publication is available online, mailed to residents, and is available in all public facilities. Despite increased traffic to the District website and a presence on social media, residents still like to refer to a

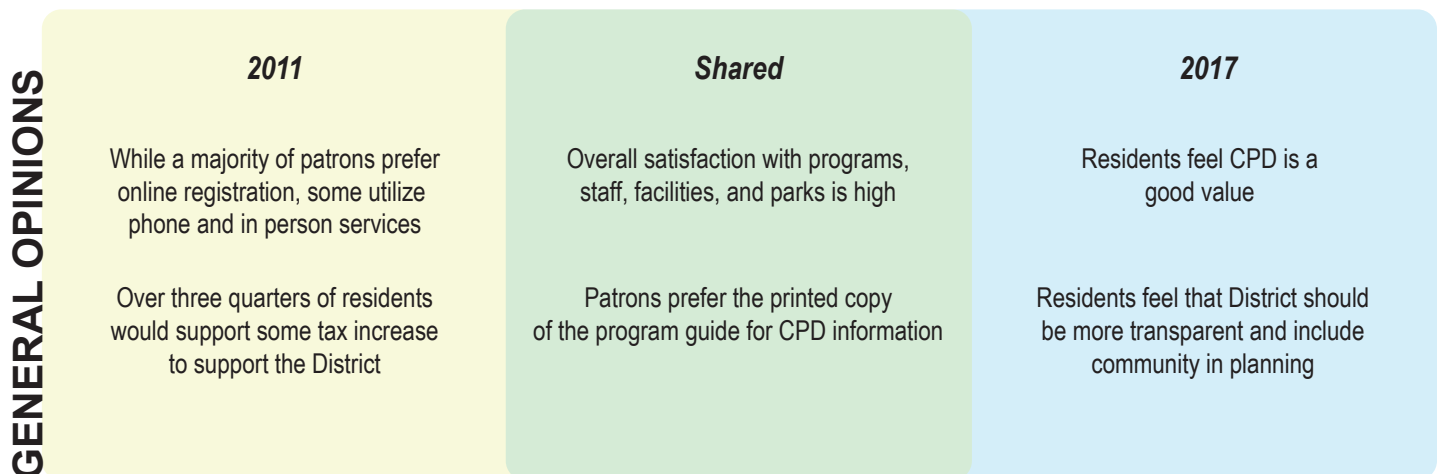


Figure 25-Diagram illustrating similarities between the 2011 Community Needs Assessment Survey and the 2017 Community Survey.



physical program guide.<sup>56</sup> Similar to the desire to have access to analog and digital information regarding Park District programs and amenities is the desire to have flexibility in registration of programs. Patrons generally prefer online registration; however there are those who use phone and walk-in registration.<sup>57</sup> Retaining options for registration allows ease of registration for those who may not have regular access to the internet or who are not computer savvy.

The Champaign Park District strives to provide services and amenities without being burdensome to property owners, as the District is largely funded by property taxes. While there was not necessarily a consensus on *what* the District should fund if taxes were increased, over three quarters of respondents in 2011 would be in favor of some tax increase to support the District.<sup>58</sup> Respondents in 2017 also largely felt that they receive a good value for the services offered by the Park District.<sup>59</sup>

A critique of the District which stemmed from the 2017 survey is the role of the public in the planning process. Only 50% of respondents found that the District involves the public in the planning process and only 52% thought the District provides enough transparency as a public body.<sup>60</sup>

## Facilities

When considering a new facility, the two desired amenities shared between the 2011 and 2017 were an indoor aquatic center and an indoor walking track.<sup>61</sup> The District has one existing indoor walking track at the Leonhard Recreation Center, which has been a popular feature, but does not currently offer any indoor aquatics. In 2011, there was strong support from respondents for indoor fitness class space and weight room space, both of which are also offered at the Leonhard Recreation Center.<sup>62</sup> The support for indoor playing fields, such as indoor soccer with artificial turf, was low among respondents in 2017.<sup>63</sup> In addition, support for com-

munity gathering space was low among respondents in 2017.<sup>64</sup>

Generally speaking, respondents are not in support of naming rights of facilities and amenities.<sup>65</sup> Respondents also felt strongly against charging an entrance fee for the Prairie Farm facility, which has traditionally been free for all patrons.<sup>66</sup> Because respondents felt strongly against naming rights or entry fees but also highly value existing facilities, they may also be open to tax increases or fundraising campaigns.

## Programs

Satisfaction of and participation in Champaign Park District programs is high. Over a third of households participate in either programs or special events at least

once per year.<sup>67</sup> Not only is there a high participation rate but there is also a high satisfaction rate for programs and events.<sup>68</sup> Most respondents in 2017 felt satisfied with fees associated with programs, and a small minority felt dissatisfied with program fees.<sup>69</sup> Overall satisfaction with facility and program staff is high.<sup>70</sup> The 2017 survey consultants noted that it is unusual for respondents to go out of their way to leave so many positive comments regarding staff and programs and that the Champaign Park District should take note of this progress.

## Land Use/Amenities

Because there has not been extensive changes in land use or outdoor amenities overall in the parks since the 2011 survey was collected, drawing comparisons between the responses is reasonable. Three themes arose several times in both multiple choice questions and in the free response questions regarding land use and amenities in both surveys. Patrons desire new natural areas and would like to see improvements made to existing natural areas. There is high household participation in natural areas and respondents to the 2017 survey rated wildlife areas/natural areas as the top program or facility to expand. Patrons are interested in both new and upgraded passive recreation spaces as opposed to active recreation (such as playing fields). Patrons also would like to see new and expanded trails and paths within parks. According to the *Illinois Statewide Comprehensive Outdoor Recreation Plan (SCORP)*, trails are among the most popular and requested amenity in any community.<sup>71</sup> "Eight out of ten (80.7%) respondents to the SCORP survey reported pleasure walking as the most popular outdoor activity in the state."<sup>72</sup>

**FACILITY PRIORITIES**

**2011**

Strong support for indoor fitness class space

Strong support for indoor weight room

**Shared**

Strong support for an indoor aquatic center

Strong support for an indoor walking track

**2017**

Less support for indoor sports, indoor turf

Less support for community gathering space

**LAND USE/AMENITIES**

**2011**

Value large Community Parks but don't want expanded

Upgrade small Neighborhood Parks

**Shared**

New/upgraded Natural Areas

New/upgraded Open Space with Passive Recreation

**2017**

New/expanded small Neighborhood Parks

Athletic Fields are visited frequently by active users, but have a low user rate

**PROGRAMS**

**2011**

Some dissatisfaction with program offering times

Location of some facilities sometimes prevents usage

**Shared**

Over a third of households participate in CPD programming and events

High overall satisfaction with programs and events

**2017**

Program fees and memberships are reasonable

Overall satisfaction with CPD staff

Figure 26-Diagram illustrating similarities between the 2011 Community Needs Assessment Survey and the 2017 Community Survey.

# Staff Input

The District has many dedicated staff who strive to serve patrons and residents. Staff feedback was solicited with three methods: a survey to all full time staff, interviews with Department Heads, and a SWOT analysis exercise with “focus team” staff.

## Strengths, Weaknesses, Opportunities, and Threats

Strength, weakness, opportunities, and threats, or “SWOT”, helps draw critical conclusions about internal successes and issues as well as external forces that could either help or hurt the organization. The staff “focus team,” a group of full time administrators and managers, worked on a SWOT exercise on August 2<sup>nd</sup>, 2018. The staff perspective helps to shed a light on more operational issues that may not be at the forefront of end users’ minds, but does affect the services and amenities offered to patrons. Staff feel that the Districts strengths include offering high quality parks and trails, a variety of quality programs, high customer service, and providing a safe environment. Staff also feel that one of the strengths of the District is its supportive residents. Highly engaged residents and patrons advocate for the programs and amenities that they utilize and often times dedicate their time as volunteers.

Operational weaknesses included aging facilities, staff retention, budget cuts, and agency focus. Aging facilities was discussed in two modes: maintenance and user experience. Staff emphasized the importance of regular maintenance and upgrades for efficiencies sake. However they also noted the importance of keeping facilities current to fit the needs of patrons and offer programming. Budget cuts and the lack of a clear agency focus were discussed in tandem. Staff have an understanding the District operates with a definitive budget maximum. However, staff emphasized the importance of the effect of an agency’s mission and focus its ability to operate efficiently with a balanced budget.

Staff were excited to discuss external opportunities for the District. Partnering with outside organizations and agencies was a common point. Future partnerships included those anticipated at the future Martens Center. The Martens Center is also seen as an opportunity to increase first time opportunities for the District, serve a historically underserved neighborhood, and provide flexibility in programming. Staff also recognized the growing City population and shifts in demographics as opportunities. Staff are also keen to anticipated demographic shifts as an opportunity to expand senior programming for aging baby boomers and to be more progressive

<b>STAFF SWOT ANALYSIS</b>	<b>Strengths</b>	<i>Where the Park District excels</i>	<ul style="list-style-type: none"> <li>Quality parks, trails, &amp; amenities</li> <li><b>Breadth &amp; quality of programming</b></li> <li>Customer service</li> <li>Supportive residents &amp; patrons</li> <li>Risk management &amp; safety</li> </ul>
	<b>Weaknesses</b>	<i>Where the Park District struggles</i>	<ul style="list-style-type: none"> <li>Aging, outdated facilities</li> <li>Staff retention</li> <li>Natural areas &amp; related programming</li> <li>Budget cuts</li> <li>Lack of clear agency focus</li> </ul>
	<b>Opportunities</b>	<i>How can the Park District improve</i>	<ul style="list-style-type: none"> <li><b>Partnerships with organizations</b></li> <li>Demographic shifts</li> <li>City population growth</li> <li><b>Future Martens Center facility</b></li> <li><b>Sponsorships</b></li> </ul>
	<b>Threats</b>	<i>External challenges to the Park District</i>	<ul style="list-style-type: none"> <li>Aging facilities &amp; infrastructure</li> <li>Service expansion with limited funds</li> <li>Competition from other agencies/facilities</li> <li><b>Recruiting qualified staff</b></li> <li>Adapting to evolving patron needs</li> </ul>

Figure 27-Champaign Park District staff SWOT exercise summary.

in offering multicultural programming and amenities as Champaign becomes more cosmopolitan.

While discussing threats to the District, aging facilities and infrastructure were a high priority. Service expansion was a unique threat because it is also viewed as an opportunity. While it is exciting to serve new residents, it is a challenge for staff to offer the same level of service to a larger number of people without more resources. Adapting to patron needs was also viewed as both an opportunity and a threat. Not only are staff cognizant of demographic changes, they acknowledge that trends in recreation evolve.

## Board of Commissioners Input

The Champaign Park District Board of Commissioners also completed the “SWOT” exercise. A questionnaire was distributed to Board members in fall 2018 and the results of the exercise were presented during the September 26, 2018 Study Session.

<b>BOARD SWOT ANALYSIS</b>	<b>Strengths</b>	<i>Where the Park District excels</i>	Knowledgeable, passionate staff <b>Breadth &amp; quality of programming</b> Virginia Theatre Quality special events
	<b>Weaknesses</b>	<i>Where the Park District struggles</i>	Financial/operational efficiency Overburdened staff Lack of transparency
	<b>Opportunities</b>	<i>How can the Park District improve</i>	<b>Public &amp; private partnerships</b> Grants (especially OSLAD) Innovation in programming/planning <b>Future Martens Center facility</b> <b>Sponsorships</b>
	<b>Threats</b>	<i>External challenges to the Park District</i>	Unfunded mandates (especially wages) Lack of Board/staff innovation High taxes limiting growth <b>Recruiting qualified staff</b>

Figure 28-Champaign Park District staff SWOT exercise summary.





## 06 Agency Initiatives

- ▶ **Ensure that parks and amenities meet the District’s performance standards and support programming.**
- ▶ **Increase acreage of natural areas and expand natural areas related programming.**
- ▶ **Promote financial sustainability.**
- ▶ **Expand existing trail system to improve connectivity.**
- ▶ **Leverage existing partnerships and develop new partnerships to improve/expand programming.**
- ▶ **Promote active recreation and healthy living.**
- ▶ **Ensure equitable access to parks, facilities, and programming across the District.**
- ▶ **Maintain high standards for customer service.**
- ▶ **Improve environmental sustainability and resource conservation efforts.**
- ▶ **Promote and encourage public input.**

Comprehensive Plans are meant to help guide policy and decision-making without being too prescriptive or inflexible. An agency *initiative* is a plan that identifies desired future outcomes. Initiatives should be broad, but specific enough that the outcomes are measurable. The ten initiatives set forth in the Comprehensive Plan should help guide future strategic plans and annual budgets. Each of these initiatives was developed based on the analysis found in the earlier chapters of this plan, Needs Assessment Surveys, earlier District Strategic Plans, and community, staff, and Board input.



**Ensure that parks and amenities meet the District's performance standards and support programming.**

The Champaign Park District is recognized as an industry leader, including past recipient of Gold Medal awards. Recent investments in the Leonhard Recreation Center, Douglass Park, the Douglass Community Center, Dodds Park, Virginia Theatre, and Hessel Park demonstrate the level of quality desired and expected by the District's residents. Encouraging an ethic of *taking care of what we have* is important for ensuring that existing facilities, trails, and parks are well maintained and are scheduled for regular updates in the budget. It is also vital that the support facilities support maintenance activities and provide a safe working environment for staff. The District is beginning a renovation and expansion of its Shop and Maintenance Yard, including new storage structures, addition vehicle bays, improved venting for air quality, and parking areas for work vehicles. This major improvement will increase staff efficiency and productivity.

While the Park District has many quality trails, facilities, and parks, it is important to regularly evaluate whether or not amenities and open space meet minimum standards. Periodically checking that existing amenities are meeting the needs of the community and that newer or expanding neighborhoods also have their needs met is important to ensure that the entire District is being served. In order to meet this goal, clearly outlining and updating standards is essential. As an example, deficiencies were identified in Douglass Park, which is classified as a community park, in both existing infrastructure and the amenities offered. In 2014, grant and capital funds were used to renovate and replace existing structures such as the playground and additional amenities such as the splash-pad were added. Since these improvements were completed, the new and improved amenities have been popular among the community and Douglass Park has become more of a destination.

Maintaining high standards is one of the few themes that the public, the Board of Commissioners and staff all rate as a high priority item. Both the 2011 and 2017 Needs Assessment surveys found high satisfaction of parks and facilities and maintaining existing parks and facilities was among the top five spending priorities in the 2017 Needs Assessment Survey.<sup>73</sup> The Park District strives to provide quality parks and amenities and now may be the time to slow new capital improvements to reallocate resources and manpower to deferred maintenance while maintaining excellence.



**Increase acreage of natural areas and expand natural areas related programming.**

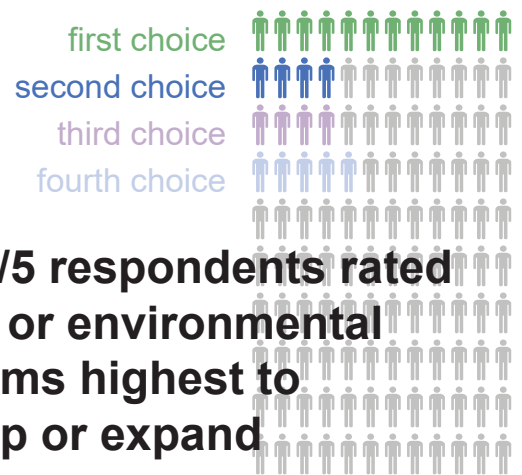
Although the Park District manages over 40 acres of natural areas and native plantings, this type of land use represents only approximately 5% of Park District property. With attitudes on sustainable land use evolving to respond to issues such as climate change, biodiversity, and water conservation, it is important for the District to seek out sustainable solutions. The interest in natural landscapes in our community mirrors national trends as well. According to the National Recreation and Park Association (NRPA), 26% of agencies have a dedicated nature center.<sup>74</sup> Because allied agencies in the area operate established nature centers, a dedicated facility as part of the Champaign Park District may be redundant. However, this reporting from NRPA that 1 in 4 agencies operate a nature center does show that there is a nationwide interest in nature programming. Over 53% of agencies nationwide offer natural and cultural history programs.<sup>75</sup> Although there is ad hoc programming offered by the Champaign Park District, there seems to be support for a more regular natural areas programming effort. NRPA promotes three “pillars” of parks and recreation. In their 2018 survey of Americans’ attitudes on parks and recreation, 77% of respondents indicated that conservation efforts were an important priority.<sup>76</sup> Recent community needs assessment surveys illustrate the importance of natural areas and sustainable initiatives to the community. Over one in five respondents to the 2017 Champaign Park District Community Survey rated nature or environmental programs as the highest to expand.<sup>77</sup>

There are opportunities to leverage existing partnerships to establish this programming, such as the Master Naturalists volunteer groups, the Urbana Park District, and the Champaign County Forest Preserve District. Additionally, there are opportunities to increase Park District natural areas and access by adding natural landscape features to existing parks and properties.

The District has made efforts to include natural areas in new park developments, such as Porter Family Park and Sunset Ridge Park, but should also consider introducing natural areas in existing open spaces. Many new parks are located on the fringe of Champaign as it slowly expands; however, it can be difficult for patrons to access parks far



from the City center to enjoy this type of amenity. The District included a natural stream edge in its renovation of Scott Park, located near downtown and the University of Illinois campus and this improvement has been a popular feature among residents. The District is also in the process of making updates to Heritage Park. There is an existing tallgrass prairie reconstruction that is well loved by the local Master Naturalists group but the remainder of the park has been historically maintained as traditional open space. In order to improve the quality of the existing lake, increase native habitat, and stabilize the shore of the lake, the District is implementing a more natural edge with a gradual slope and native plantings.



**Over 1/5 respondents rated nature or environmental programs highest to develop or expand**

Figure 32-Data from the 2017 Champaign Park District Community Survey, p36.

## Promote financial sustainability.

Proposed improvements, when combined with previous investments, present a funding challenge. This calls for positioning the District with very proactive and systematic practices to ensure long term financial sustainability. This includes disciplined focus on renewal and replacement to maintain parks and facilities within a reasonable life-cycle, preventative maintenance programs to head off problems, systems and standards to budget for and monitor results, and long-term financial planning to ensure financial sustainability.


In order to properly account for required maintenance in upcoming budgets, an exhaustive replacement/maintenance schedule should be developed and updated at regular intervals. This program should capitalize on existing reports such as the *Park Report Card* and *Facility Report Card*. A renewal-replacement program should also leverage in-progress inventories, such as the GIS tree inventory. Creating and maintaining spatial databases can help day-to-day operations, but they can also be used to inform long term planning. The existing tree, plumbing, and electrical inventories have been a successful tool for staff. Expanding this database to additional amenities will help create a better understanding of the condition of parks, trails, and facilities for future planning. A renewal-replacement program should ensure that existing facilities and parks not only are well maintained, but are meeting the District's minimum standards of service.

Local support for the Park District is high and national trends suggest that parks and recreation is a valued service. The National Recreation and Parks Association reported in a national 2018 survey that 91% of respondents value parks and recreation as an important local government service.<sup>78</sup> The challenge is managing revenues and expenditures in a manner that provide adequate, equitable services without becoming a burdensome taxing body. The NRPA also reported in their national survey that a third of respondents would support an increase in taxing to support parks and recreation.<sup>79</sup> Over three quarters of 2011 Community

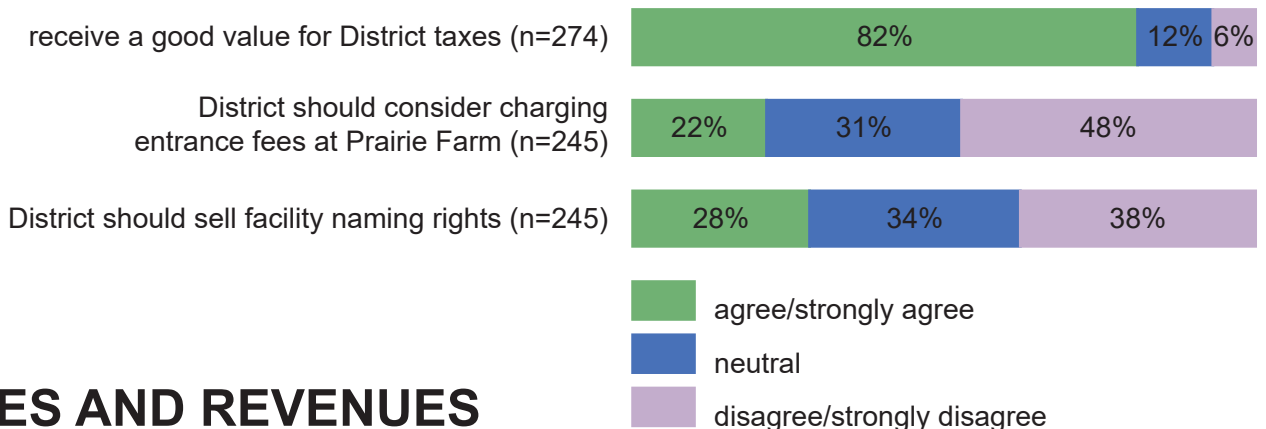
Needs Assessment survey respondents would support some tax increase to support the District.<sup>80</sup> The 2017 Champaign Park District Community Survey found that 82% of respondents find they receive a good value for their taxes.<sup>81</sup> However, the State of Illinois has one of the highest property tax rates in the country, so relying on increases in property tax revenue may seem palatable in theory, in practice it will likely be met with resistance. Identifying new or increased sources of non-tax revenue is a high priority, but finding successful opportunities to do so will require innovation. 2017 Champaign Park District Community Survey respondents felt strongly against selling facility naming rights and charging entrance fees at the Prairie Farm facility, which is currently free for all patrons.<sup>82</sup>

 **Renewal/Replacement for parks and facilities**

 **Preventative maintenance programs**

 **Systems and standards to budget for and monitor results**

 **Long-term financial planning**



## TAXES AND REVENUES

Figure 33-Excerpt from the 2017 Champaign Park District Community Survey, p33.

## Leverage existing partnerships and develop new partnerships to improve/expand programming.

In order to maximize services to the community, the District frequently partners with sister agencies and community groups to offer programs and amenities. The District cannot provide every service to every household; however, partnering with other agencies, companies, and organizations to provide recreation programs and events throughout the community helps achieve District goals. This is a trend that will continue as more and more demand is placed on the District to provide recreation opportunities. District staff and the Board of Commissioners identified improving public and private partnerships as opportunities during “Strength, Weakness, Opportunity, and Threat” analysis. Over half of respondents of the 2017 Champaign Park District Community Survey found the District is effective in working with other units of government, the private sector, and non-profit organizations, but there is room for improvement on this effort.<sup>83</sup>

While the District has many service partners, it has recently engaged with the Don Moyers Boys and Girls Club to provide after school space in the new Martens Center facility. The Martens family encouraged this partnership when donating funds for the new facility and this outside programming will the District expand after school care for kids.

This District is also expanding its partnership with the City of Champaign regarding the Boneyard Creek Improvements initiative. The City recently completed a project adjacent to Glen Park in west Champaign to remove dilapidated homes and construct a wet retention pond. While this project was primarily completed to better manage stormwater in the area, park amenities including paths, benches, lighting, and a shelter enhance the patron experience at Glen Park. The City is also working with the Park District on a similar project in Human Kinetics Park, which the District is in the process of acquiring, and Bristol Park, which the City leases to the District. Cooperation between the City and the Park District improve neighborhood infrastructure while simultaneously adding or improving amenities to parks. These initiatives maximize tax dollars and reduce redundancy in services.

## Promote active recreation and healthy living.

Champaign Park District should strategically invest in the park and recreation system to achieve better balance among outdoor and indoor recreation with emphasis on fitness and health issues. Communities rely on local park districts for programs, services, and facilities. Youth development, physical health facilities and services, and mental health facilities and services were found to be among the top priorities for park and recreation agencies in a 2016 National Recreation and Park Association report.<sup>84</sup> Access to public parks, trails, facilities, and programs is integral to encouraging active recreation in the community through both organized activities and park amenities which support unassigned activities.

Organized sports programs such as softball leagues are a source of active recreation for many patrons. Use of the Dodds Park as a competitive sports complex has served the residents and District very well over the past twenty plus years, but in order to maintain our standards for sports fields, the District needs to continue to invest in our sports fields and amenities to maintain their quality.

The National Recreation and Park Association reported that in 2018 54% of survey respondents who visit parks do so to exercise or be physically active.<sup>85</sup> While organized sports are a popular source of physical activity, some patrons may not have the interest in an organized activity or have other limitations to enroll. However, there are many park and facility amenities that support physical activity that is not driven by a program. As trends in recreation evolve, it is also important to test new and evolving active recreation amenities such as pickleball, while encouraging more free and unassigned play, sports, and games throughout the parks. Outdoor fitness areas such as the workout stations recently installed at Douglass Park provide free opportunities to those who may not have ready access to an indoor facility. Overall trends in recreation evolve and so do demographics. As baby boomers age, it will be important to ensure there is sufficient active recreation opportunities in the senior programming.

## Expand existing trail system to improve connectivity.

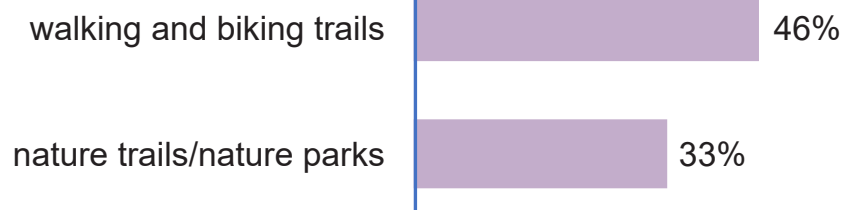
Trails are a valued recreational amenity of the community. While the District has 17.9 miles of trails, many trails lack connectivity and others are too narrow to be functional as multi-use trails. Improving trail connectivity will encourage healthy activities such as jogging, bicycling and walking, will promote safe pedestrian commuting, and encourage residents to walk or bike to parks. Continuing to work with the City of Champaign Planning Department and the Champaign County Regional Planning Commission will improve the pedestrian and bike circulation throughout the City of Champaign.

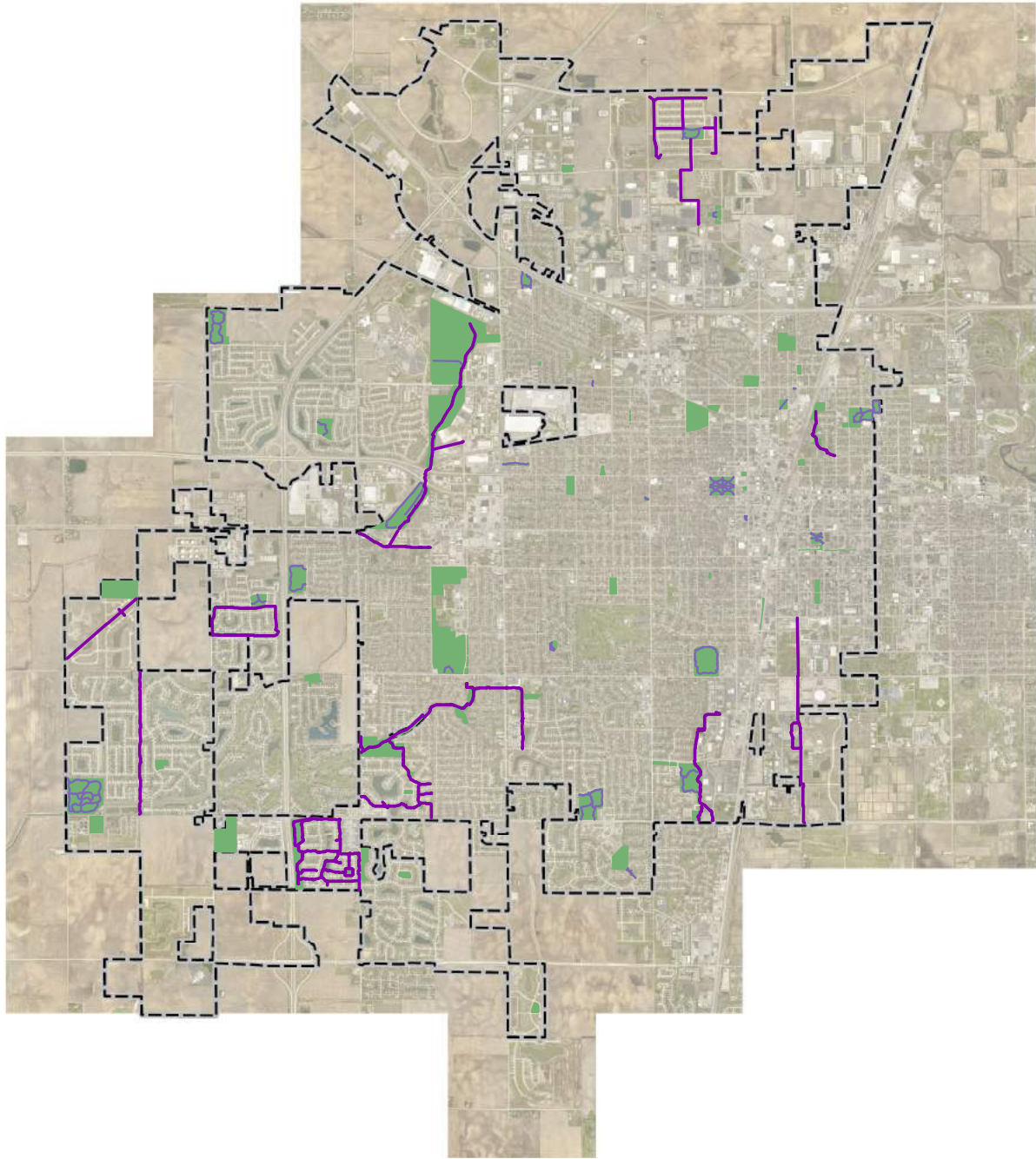
Moving forward, it will be important to identify gaps in the existing trail network and identify opportunities for improvements and to ensure that future developments align with the trail policy of the District. This District is working with the Carle Foundation Hospital and the City of Champaign on a 10' wide loop trail system located at the "Carle at the Field Development" in southwest Champaign. The trail will provide extensive recreational opportunities, connect with the proposed Zahnd Park pathway system, and connect to a future pedestrian bridge to cross Interstate 57. The trail will also provide first time opportunities for visitors to the development, which includes clinics, administrative offices, and a hotel. The

District is also working to improve the link along the Greenbelt Bikeway between Kaufmann Park and Heritage Park. The existing path follows a rail line in an underpass below Interstate 72. The District is making renovations to improve safety, accessibility, and user experience.



## Parks and recreation facilities that are most important to households





- Existing parks
- CPD trail routes
- CPD internal park paths



## Ensure equitable access to parks, facilities, and programming across the District.

Access and equity are important values of the District. As the community grows and evolves, it is important to ensure that existing communities and new neighborhoods have access to green space and facilities. When analyzing the service area of the parks, the District uses a standard set by Distinguished Accreditation Agency (see chapter 2). Although the population density of these service gaps appears low, which may justify a low priority for expanding park space, the United States Census Bureau tracts at the periphery of town are rather large. Therefore, specific areas within the boundaries of the District have been identified as underserved by the following criteria: existing residential development beyond one half mile from a neighborhood park or two miles from a community park. Due to the lack of programmed amenities in mini parks, they were not considered in this analysis. Portions of neighborhoods were identified in North Champaign, South Champaign, and West Champaign as underserved.

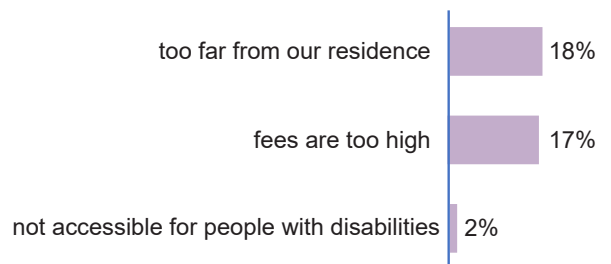
In order to better serve the recreation and community needs of North Champaign, the District has developed schematic plans to construct a community center in Human Kinetics Park, the Martens Center. The District will conduct fundraising efforts in 2018 with plans to start construction shortly thereafter. This recreation center will meet the high priorities for adult and youth programming including fitness, swimming, and other recreation programs while reducing the need to spend significant capital on existing recreation spaces. Although the District recently constructed the Leonhard Recreation Center in Centennial Park, there is still a need in North Champaign for recreation and community space. A membership study of the Leonhard Recreation Center illustrated that over 50% of the household passes for the Leonhard Recreation Center occur within a one and a half mile radius of the center; however, only 8% of pass holders reside within the one and a half mile radius of the proposed Martens Center. Human Kinetics Park is a strategic location for the new center because it is in a historically underserved neighborhood, its service area does not compete with the existing recreation center, and the population density near the park is relatively high.

Over the next 10 years, the District needs neighborhood parks and community parks. While additional open space within the developed areas of the Dis-

trict will be very difficult to find and develop, new growth areas in the Northern, Northwest and Southern/Southwestern areas of the District are prime for identification and acquisition of open space. According to the City of Champaign Comprehensive plan, “neighborhood parks are an essential part of a complete neighborhood. However, the amount of new park acreage being provided is less than desirable according to national standards. Without a mechanism to ensure developers donate land for parks in new development, more new neighborhoods are being established without adequate access to parks.” p31<sup>86</sup>

The need for financial assistance for resident participation in Park District programs continues to grow, as many families cannot pay for necessary programming like day camp or afterschool without a full program scholarship. The need to provide financial assistance and provide free or low cost programs will continue to grow.

## Reasons that prevent respondent household members from using parks, recreation and sport facilities or programs more often



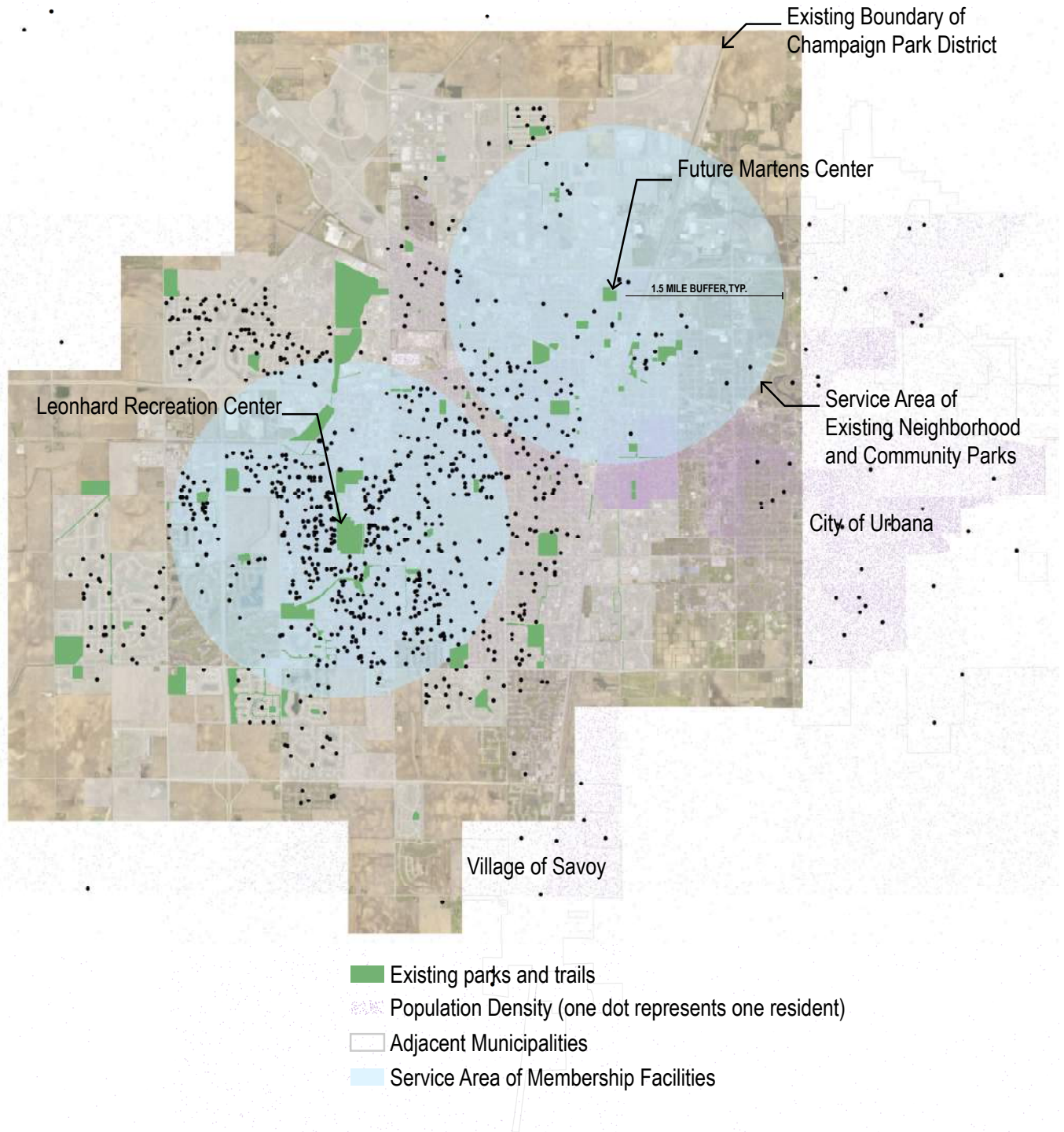


Figure 34- Service area of membership facilities. Service area is defined by a one and a half mile buffer surrounding facility. Population density based on 2007 U.S. Census Bureau tract figures. Membership information for Leonhard Recreation Center from 2017.

**Maintain high standards for customer service.**

The District should continue to strive for excellent customer service. Regular participants and first time users of parks, facilities, and programs should feel welcome during each encounter with staff. The 2017 Community Survey found that 89% of active users believe the Park District provides a family-friendly atmosphere and 80% believe the District provides first-time opportunities to engage in recreation and arts programs. These first-time recreation and cultural program opportunities were a main tenant of the 2016 Community Focused Strategic Plan and are essential to the District's aim to remain competitive with the community.<sup>87</sup> Staff should continue to foster a culture of great customer service to help provide the Park District with a competitive advantage when it comes to program enrollment, facility patronage, and community involvement.



Customer service trainings could help the District meet its customer service objectives. There are currently ad hoc customer service trainings available for staff; though, more regularly scheduled trainings could prove beneficial.

**EFFECTIVENESS**

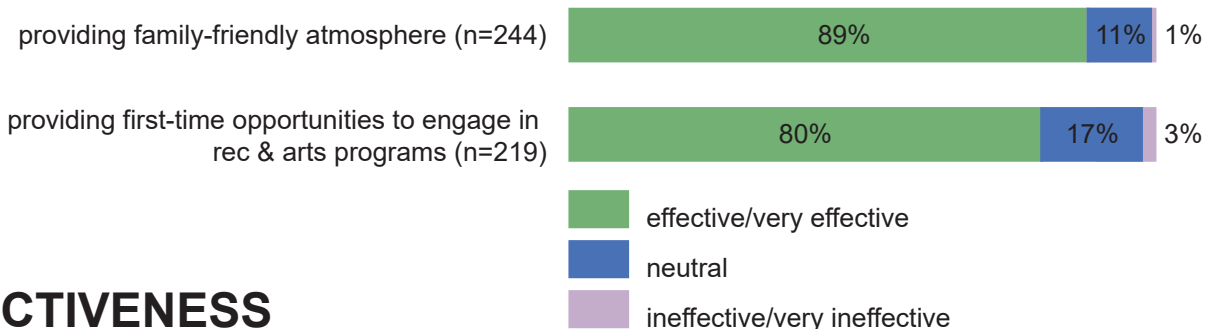


Figure 35-Excerpt from the 2017 Champaign Park District Community Survey, p32.

**Improve environmental sustainability and resource conservation efforts.**

Environmental sustainability not only improves the ecological function of the parks, but it also improves resource use. Climate change is expected to increase extreme weather events in Central Illinois, resulting in an increase of heat waves, thunderstorms, and blizzards. Models project that Illinois summers will more closely resemble the current climate of the Dallas, Texas area by the end of the century unless emissions are drastically reduced.<sup>88</sup> Future extremes may increase difficulty in park maintenance and create insecurity in program offerings. Being proactive in sustainability efforts will help offset future uncertainty and conserve resources. Although environmental sustainability has global consequences, local attitudes also favor sustainability leadership. When asked how effective the Champaign Park District is in providing leadership on environmental issues, only 59% of respondents felt the District was effective in this regard; 15% felt strongly that the District was ineffective or very ineffective.<sup>89</sup>

The District has begun some conservation efforts such as transi-

tioning to LED lighting. The long range cost savings of this technology make its initial cost easy to justify. Within the last couple of years, full time staff have been transitioning traditional park lighting (metal halide) to LED fixtures and bulbs which can reduce wattage use by ¼. Additionally, staff time is reduced due to the fact that LED lights have a longer lifespan once installed. District staff have transitioned Mayfair, Hazel, Clark, and Hessel Parks to LED components and bulbs. West Side Park is gradually being converted as bulbs and fixtures need replacing. New LED lighting at the Dodds Park 3-plex and the soccer complex have been funded through Capital Budget initiatives.

Alternative fuel sources have also been explored. The Leonhard Recreation Center was constructed with geothermal heating and cooling. However, because this system was not originally planned for, use of this technology has resulted in conflicts for storage space within the facility. The District should continue to weigh the cost and environmental benefits of non-traditional fuel sources for future facilities, such as the Martens Center.

**Analyze Potable Water Consumption  
Mitigate Stormwater Runoff**

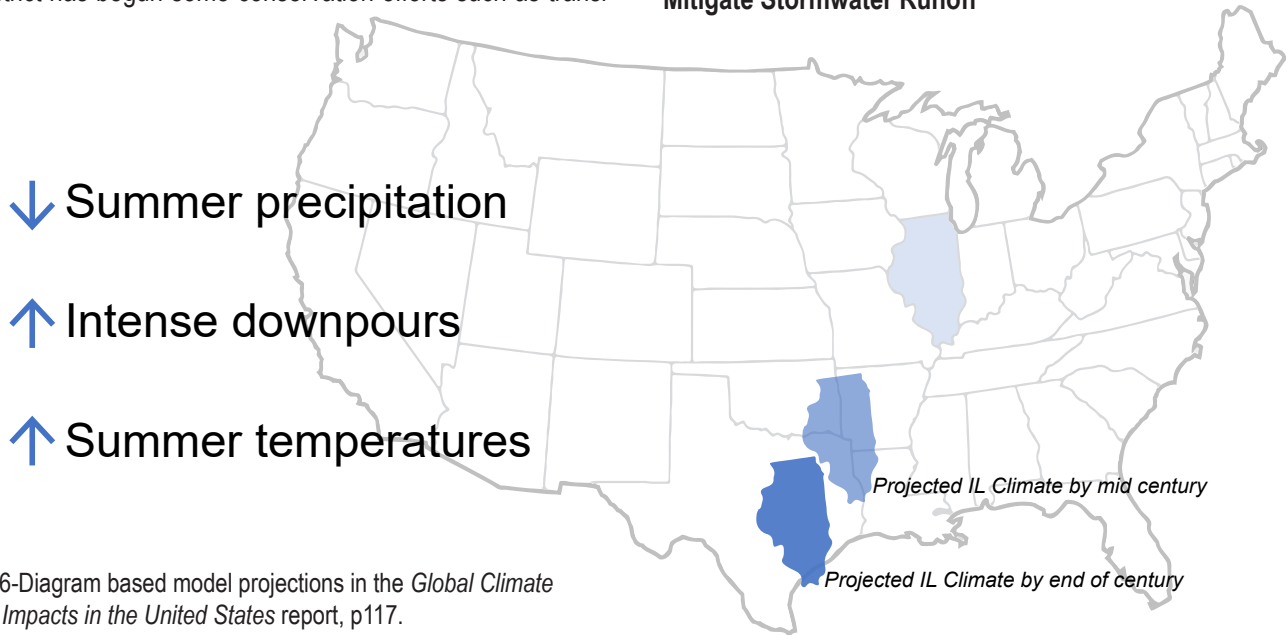
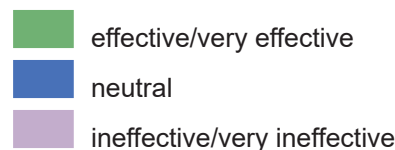


Figure 36-Diagram based model projections in the *Global Climate Change Impacts in the United States* report, p117.

providing community leadership on environmental issues (n=167)



**EFFECTIVENESS**

Figure 37-Excerpt from the 2017 Champaign Park District Community Survey, p32.

## Promote and encourage public input.

As a public agency, input from the community is an important component of the decision making process. Improving the process for collecting public input was an important value for residents. Public input is also a consideration of several ratings agencies such as the Illinois Distinguished Accreditation Agency, Government Finance Officers Association, and the National Recreation and Park Association Gold Medal. Proper public input is also typically required of granting agencies.

Targeted public meetings are important ways in which the District can directly engage the public. Within the last couple years meetings have occurred for improvements at Heritage Lake, Commissioners, Human Kinetics, and Henry Michael Parks. These face-to-face interactions are great for getting immediate feedback on projects. Regularly scheduled public Board Meetings are other opportunities for residents to get involved in the planning process.

Roughly half of respondents of the 2017 Champaign Park District Community Survey thought that the District in involving the community in planning efforts and providing transparency.<sup>90</sup> While the District does make efforts to solicit feedback, there is room for improvement.

Planning a needs assessment survey on a regular schedule will help ensure that the District is meeting the needs of the community. These surveys are an integral tool in preparing long term plans and capital budgets. In recent years the District has both hired consultants

and worked with University of Illinois partners to complete these surveys. Future surveys should continue to inquire about the general satisfaction of programs, staff, facilities, and parks and more specific questions regarding potential new amenities.

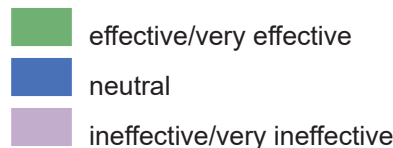
The Champaign Park District Board of Commissioners also play a vital role in promoting and receiving public input as the Commissioners are elected by the residents of Champaign, they are the primary contact with the community. Commissioners attend bi-monthly meetings which reserve a time for public input/comments. They also attend specific community meetings, District events, and fundraisers to develop an understanding of the needs of the community.



involving community in planning future projects (n=173)



providing transparency as a public entity (n=155)



## EFFECTIVENESS

Figure 38-Excerpt from the 2017 Champaign Park District Community Survey, p32.

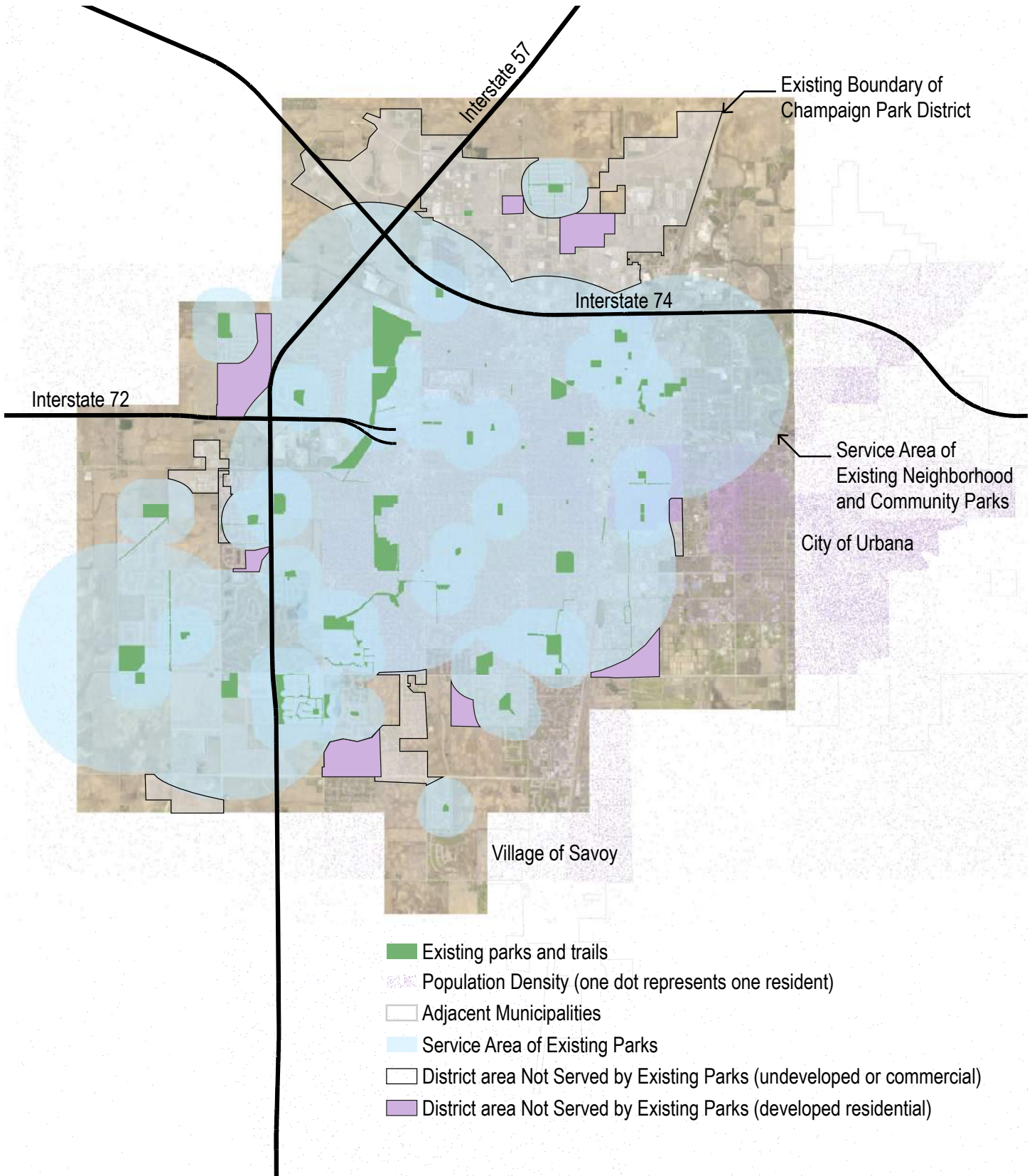


Figure 39- Service area of existing parks. Service area is defined by a one half mile buffer surrounding neighborhood parks and a two mile buffer surrounding community parks. Population density based on 2007 U.S. Census Bureau tract figures.

## Comprehensive Plan Impact

The Comprehensive Plan will help guide planning, programming, staffing, operations, and capital outlays. However, comprehensive plans are broad in their direction. Therefore, more detailed plans should follow the issue of a comprehensive plan to help inform specific projects. Strategic plans, issued every few years, use the guidelines set forth in the comprehensive plan to develop more specific goals related to each department at the Park District, which are directly related to the yearly budget.

Because of the scale of the comprehensive plan, there are no direct suggestions for each facility or park. The comprehensive plan should set forth general guidelines and benchmarks, but not provide exact plans.

*“Master plans are tangible and often visible statements of where the park is now, what it should be in the future and what is required to get there.”<sup>91</sup>*

The Park District has existing master plans for many of its parks and facilities, some of which have been implemented. These plans are sometimes completed by Champaign Park District staff and other times outside consultants are hired to develop plans, depending on the complexity and scale of proposed improvements. The immediacy of plan implementation is dependent on many factors. The existence of a plan does not necessarily mean that the suggested improvements are immediate. However, having a reference plan does help prioritize developments, organizes space, and ensures that future parks or facility improvements support the goals and benchmarks for that space. Community involvement is important at many stages of master planning, particularly at the schematic design phase.

There are several benefits to developing master plans. They can be tools to help communicate the vision of the Park District to the public, provide direction for staff, and also help support fundraising efforts.<sup>92</sup> There are currently 44 parks within the District that do not have a master plan. Having a master plan for each individual park is not always necessary, but there are target parks for which developing a master plan is a high priority. Bristol Park and Wesley Park, both located in northeast Champaign would benefit from an updated master plan because the City of Champaign is working with the Park District to utilize park space to construct stormwater improvements. Other neighborhood parks, Clark Park and Eisner Park, would also benefit from master plans. These parks both have several amenities, including playgrounds and sports fields. However, the physical planning of future improvements is vital to preserve open space in these parks. Lastly, Washington Park, located on the University of Illinois campus, is a highly utilized park that has suffered from a lack of amenities.

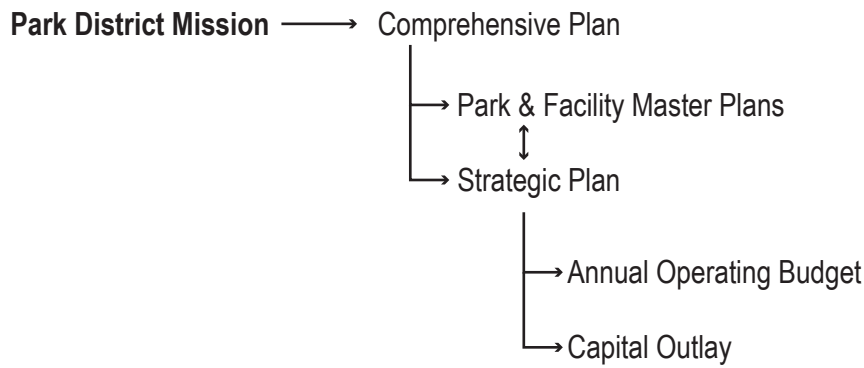
Status of Park Master Plans	Number of Parks
No master plan exists	44
Plan generated, but not implemented	10
Plan implemented	9

Comprehensive plan: 10 years

Average Human Lifespan: 79 years

Lifespan of an Oak Tree: 250 years

Figure 40-Comparative timeline of lifespans in relation to the Comprehensive Plan.



Issue Comprehensive Plan (every 10 years)										
Issue Strategic Plan (every 5 years)					Issue Strategic Plan (every 5 years)					
Community Needs Assessment (every 7-10 years)								CNA		
PMR			Performance Measurement Report (every 4 yrs)					PMR		
Comprehensive Facilities Assessment (every 10 years)										
Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget	Annual Budget



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