



**CHAMPAIGN
PARK DISTRICT**

AGENDA

**ANNUAL MEETING IMMEDIATELY FOLLOWED BY
REGULAR BOARD MEETING**

**Bresnan Meeting Center
706 Kenwood Road, Champaign, Illinois
Wednesday, May 8, 2019
7:00 p.m.**

A. CALL TO ORDER

B. SWEARING IN OF A NEW COMMISSIONER *(Oath Required)*

1. Tim McMahon

C. ELECTION OF OFFICERS

1. Election of President
2. Election of Vice President

D. APPOINTMENT OF OFFICERS *(Oath Required)*

1. Appointment of Secretary
2. Appointment of Assistant Secretary

E. APPOINTMENT OF BOARD MEMBER TO BOARDS AND COMMITTEES

1. Appointment to Champaign Parks Foundation Board

F. ADJOURN

REGULAR BOARD MEETING

A. CALL TO ORDER

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

C. COMMUNICATIONS

D. TREASURER'S REPORT

1. Consideration of Acceptance of the Treasurer's Report for the Month of April 2019

E. EXECUTIVE DIRECTOR'S REPORT

1. Project Updates
2. General Announcements

F. COMMITTEE AND LIAISON REPORTS

1. Champaign Parks Foundation

G. REPORT OF OFFICERS

1. Attorney's Report
2. President's Report

H. CONSENT AGENDA

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

1. Approval of Minutes of the Regular Board Meeting, April 10, 2019
2. Approval of Minutes of the Executive Session, April 10, 2019
3. Approval of a Professional Services Agreement for Legal Counsel between the Park District and Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd, acting primarily by and through Guy C. Hall beginning May 1, 2019 and ending April 30, 2022.
4. Approval of a contract with Mutual of Omaha for dental and life insurance beginning June 1, 2019 and ending May 31, 2020 and authorizing the Executive Director to execute the contract.

I. NEW BUSINESS

1. Approval of Disbursements as of April 10, 2019
Staff requests approval of the list of disbursements for the period beginning April 10, 2019 and ending May 7, 2019. **(Roll Call Vote)**
2. Approval of Request for Proposals (RFP) for Sale of Real Estate in the Trails at Abbey Fields Subdivisions
Staff will present options regarding the sale of real estate in The Trails at Abbey Fields subdivisions.
3. Approval of FY19-FY22 Strategic Plan
Staff recommends approval of the 2019 to 2022 Strategic Plan.
4. Approval of the Park District FY20 Facility Fee Schedule
Staff recommends approval of the Facility Fee Schedule for May 1, 2019 through April 30, 2020.
5. Approval of Bid for Noel Park Path and Playground
Staff recommends accepting the Base Bid of \$196,977 plus Addition 1 of \$4,125 and Addition 2 of \$3,198 from Duce Construction Company for a total bid amount of \$204,300 and authorizing the Executive Director to enter into a contract for the work.
6. Approval of a Resolution Appointing/Reappointing Directors to the Champaign Parks Foundation
Staff recommends that Kathy Aquino and Julie Sikorski be appointed to the Champaign Parks Foundation Board of Directors for three year terms expiring in May of 2022; Art Thoma, Emily Corum and Dijon Davis each be reappointed for a three year term expiring in 2022; and AJ Thoma, Patrick Harrington, Sally Carter and Shira Epstein be reappointed for a two year term, expiring in 2021.
7. Approval of Bid for Playground Surfacing
Staff recommends accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from Stillwater Enterprises at a bid price of \$17.90 per cubic yard, or \$33,115.00 using the bid multiplier.
8. Approval of an Addendum to an Agreement with the Central Illinois Football League (CIYFL)
Staff recommends approval of a revised agreement between Central Illinois Youth Football League and the Park District and authorizing the Executive Director to execute the agreement. The term of the agreement will remain the same and end June 14, 2020.

J. OLD BUSINESS

K. DISCUSSION ITEMS

1. Commissioners Park Master Plan

L. COMMENTS FROM COMMISSIONERS

M. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Park 120/2(c))(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired and (c)(6) the setting of a price for sale or lease of property owned by the public body.

N. RETURN TO REGULAR MEETING

O. ADJOURN

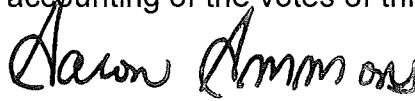
Abstract of Votes
Champaign Park District

I, Aaron Ammons, County Clerk of Champaign County, Illinois, do certify that I have canvassed the returns of the Consolidated Election held on April 2, 2019 for **Champaign Park District**, and that each candidate listed below received the total number of votes next to their name, and that those candidates who have been elected to office are denoted as such, and that the individual precinct results are attached.

Others

	Votes		
Park Commissioner		6 Year Term	Vote For 1
Tim McMahon (N)	3,686	Elected	
DeShawn Williams (N)	2,995		

I certify that the above is a true and accurate accounting of the votes of this election.



Aaron Ammons
Champaign County Clerk
April 23, 2019

Final Canvass

Champaign County, Illinois
Consolidated Election
April 2, 2019

Official Results

RUN DATE:04/22/19 01:54 PM

REPORT-EL111

PAGE 0020

Park Commissioner CHAMPAIGN PARK DISTRICT

WITH 43 OF 43 PRECINCTS REPORTING

Vote For Up To 1

	D	W					
T	M	e	i				
i	c	s	l				
m	M	h	l	O	V	U	V
o	a	a	i	V	O	N	O
t	h	w	a	E	T	D	T
h	o	n	m	R	E	E	E
y	n	s		S		R	S
(NON)	(NON)						

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0302 Champaign 2	174	73	0	38
0303 Champaign 3	0	0	0	0
0305 Champaign 5	33	17	0	11
0306 Champaign 6	1	0	0	0
0401 City of Champaign 1	14	96	0	9
0402 City of Champaign 2	4	21	0	2
0403 City of Champaign 3	9	16	0	7
0404 City of Champaign 4	6	11	0	10
0405 City of Champaign 5	5	22	0	5
0406 City of Champaign 6	48	86	0	10
0407 City of Champaign 7	3	12	0	6
0408 City of Champaign 8	4	13	0	1
0409 City of Champaign 9	29	55	0	9
0410 City of Champaign 10	27	46	0	2
0411 City of Champaign 11	85	162	0	37
0412 City of Champaign 12	90	114	0	21
0413 City of Champaign 13	115	151	0	45
0414 City of Champaign 14	30	43	1	7
0415 City of Champaign 15	85	62	0	20
0416 City of Champaign 16	84	72	0	21
0417 City of Champaign 17	117	100	0	16
0418 City of Champaign 18	107	83	0	21
0419 City of Champaign 19	100	92	0	36
0420 City of Champaign 20	165	140	0	30
0421 City of Champaign 21	118	84	0	22

0422 City of Champaign 22	77	50	0	16
0423 City of Champaign 23	85	46	0	19
0424 City of Champaign 24	288	138	0	53
0425 City of Champaign 25	90	68	0	17
0426 City of Champaign 26	118	77	0	29
0427 City of Champaign 27	79	52	0	23
0428 City of Champaign 28	43	43	0	12
0429 City of Champaign 29	83	34	0	15
0430 City of Champaign 30	32	38	0	6
0431 City of Champaign 31	50	63	0	15
0432 City of Champaign 32	188	79	0	34
0433 City of Champaign 33	192	96	0	55
0434 City of Champaign 34	174	178	0	42
0435 City of Champaign 35	99	108	0	15
0436 City of Champaign 36	138	83	0	11
0437 City of Champaign 37	164	125	0	29
0438 City of Champaign 38	257	82	0	54
0439 City of Champaign 39	76	64	0	24
CANDIDATE TOTALS	3686	2995	1	855
CANDIDATE PERCENT	55.17	44.82		

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

April 10, 2019

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, April 10, 2019 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

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

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of HR, IT and Risk, and Andrew Weiss, Director of Planning.

Eleanor Blackmon, Assistant City Engineer for the City of Champaign, manager of the Boneyard Creek project, and responsible for sanitary sewer and drainage, was in attendance.

Call to Order

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

Comments from the Public

There were no comments from the public.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Lawson presented the Treasurer's Report for the month of March 2019. 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 March 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Project Updates

Mr. DeLuce distributed a list of project updates to the Board, which includes projects for FY20. Mr. DeLuce also distributed a draft of the 2019-2022 Strategic Plan. He stated that the timeline for the Strategic Plan is to discuss it at the April 24, 2019 meeting and present it for approval at the May 8, 2019 Regular meeting. Mr. DeLuce reported that the plan includes the Board priorities. He asked the Board to review the document and let staff know if they have any suggested revisions or comments.

General Announcements

Mr. DeLuce announced that the Champaign-Urbana Special Recreation Awards Banquet will be held at 6 p.m. on April 22, 2019 at the Hilton Garden Inn and the Douglass Seniors Lifetime Awards program at 4:30 p.m. on April 25, 2019 at the Hilton Garden Inn. He also announced that the Champaign Rotary Club is hosting an Action Auction on May 31, 2019 at the I Hotel. Martens Center is a beneficiary. He reported that to date approximately \$10,000 dedicated to the Park District by WGRC, Inc. also \$25,200 from Busey will go through that process. Mr. DeLuce discussed the total amount that could possibly be raised. He reported that a part of the process requires recipients of funds to sponsor two tables, which the Champaign Parks Foundation agreed to do. However, since

that time Champaign Foundation Board Member, Patrick Harrington, agreed to sponsor the two tables. Mr. DeLuce invited Park Board members to attend the event.

Committee Reports

Champaign Parks Foundation

Commissioner Miller reported that Tom Whooley will resign after the May meeting. Commissioner Miller reported that two new members will be recommended to the Park Board for approval at the May 8, 2019 Regular meeting.

Report of Officers

Attorney's Report

Attorney Hall reported that he is working on a number of different Park District projects.

President's Report

President Hays thanked Commissioners Kuhl, Solon and Miller for attending the Champaign Parks Honors event.

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 Regular Board Meeting, March 13, 2019

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

New Business

Approval of Disbursements as of March 13, 2019

Staff recommended approval of disbursements for the period beginning March 13, 2019 and ending April 9, 2019.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning March 13, 2019 and ending April 9, 2019. The motion was seconded by Commissioner Miller. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; and President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Approval of a Contract for the Sale and Purchase of Real Estate

Attorney Hall reported that Tina Daniel, Vice President of Human Kinetics, will be notified for her signature after the contract is approved. He stated that the process also includes completion of IDNR documents which will be completed by Mr. Weiss. Attorney Hall reported that the title is being finalized and that the replat has been completed. He stated that the closing date has tentatively been scheduled for May 6, 2019 which will be within the 90 days' timeframe indicated by IDNR.

Commissioner Kuhl made a motion to approve a contract for sale and purchase of the Human Kinetics Park property. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of an Agreement with CliftonLarson for Auditing Services for FYE19

Ms. Wallace reported that staff recommends extending the audit engagement with CliftonLarsonAllen through the audit of the financial statements for the fiscal year ending April 30, 2019 for the Champaign Park District and the Champaign Parks Foundation. She stated that the audit fee for the Park District will be \$20,300 and the audit fee and tax return prep for the Foundation will be \$7,575. Attorney Hall suggested that the audit services for the Foundation be approved by the Foundation Board as well. Ms. Wallace noted that the Foundation Board adopted a policy to use the same auditors as the Park District.

Commissioner Solon made a motion to approve retaining CliftonLarsonAllen to conduct the audit of the financial statements for the fiscal year ending April 30, 2019 for the Champaign Park District and the Champaign Parks Foundation. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of an Agreement with Nyhart for Actuarial Valuation Services for FY19-FY20

Ms. Wallace reported that the need for an agreement for actuarial valuation services is a result of a new governmental accounting standard effective for the current fiscal year. She stated that when an employee retires from the Park District they have an option to continue on the health insurance and pay 100% of that cost until they are Medicare eligible. Once Medicare eligible, there is a supplemental plan under which the employee can be covered at 100%. Ms. Wallace reported and discussed the costs and reduced rates that the retiree pays. She stated that the retirees receive a benefit from being on a larger number of members plan. Ms. Wallace updated the Board on the current and former retirees along with spouses utilizing the plan. Ms. Wallace stated the full valuation will be effective for FY2019 and then every other year an updated conducted at a lesser rate. Discussion ensued about the impact of the benefit to the Park District. It was the consensus of the Board that staff research the matter further and also follow up with the City of Champaign on his matter as well.

Commissioner Miller made a motion to authorizing the Executive Director execute a Service Agreement with The Howard E. Nyhart Company for the two fiscal years ending April 30, 2019 and 2020. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Approval of an Agreement with Micro Systems International, Inc.

Ms. Hoggatt reported that staff was pleased with the services provided by Micro Systems International, Inc. She stated that staff recommends approval of an agreement for a one year period at the rate of \$2,562.50 per month.

Commissioner Solon made a motion to approve an agreement between the Park District and Micro Systems International, Inc. for a one year period at the rate of \$2,562.50 per month. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of an Agreement with Developmental Services Center (DSC)

Mr. Olson presented the report. He reported that this has been a good program. He noted that staff is recommending a not to exceed amount of \$20,000 for the 2019 and 2020 fiscal years. Discussion ensued. Commissioner Kuhl commented that this is a great program and that the participants serve a need. However, she expressed concern about a 7% increase the second year of the agreement. Mr. Olson discussion reasons for the proposed increase, including increases in wages and transportation of workers. After discussion, there were no objections from the Board with making a motion to approve the agreement with 3% increases for fiscal years 2019 and 2020. If this is unacceptable for the second year, the agreement will need to be presented to the Board for reconsideration.

Commissioner Kuhl made a motion to approve an agreement in an amount not to exceed \$20,000 at 3% for the 2019 and 2020 fiscal years recommends approving the revised agreement between DSC

and the Park District and authorizing the Executive Director. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of Bid for the Bresnan Meeting Center HVAC Replacement

Mr. Olson presented the report. He reported that the HVAC replacement is for the Bresnan Meeting Center. Discussion ensued relating to grants and the warranty on the HVAC system. Mr. Olson reported that there are no grants available at this time and that the warranty information will be forwarded to the Board.

Vice President McMahon made a motion to accept the lowest responsible bid that meets all specifications from A & R Mechanical, in the amount of \$124,940 and authorize the Executive Director to enter into a contract for this work. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Maintenance Agreement with Carle for the Carle at the Fields Trail

This items was tabled until the April 24, 2019 Special meeting.

Approval of Intergovernmental Agreement for Bristol Park with the City of Champaign

Mr. Weiss presented the report. Attorney Hall stated that the snow schedule issues have been resolved by the City and the Park District.

Commissioner Kuhl made a motion to approve an Intergovernmental Agreement between the Park District and the City of Champaign for the Construction, Maintenance and Use of Facilities at Bristol Park. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Champaign County Community Coalition Membership Dues

Mr. Jones presented the report. He reported that the Park District has been participating on the Executive Committee of the Champaign County Community Coalition for the past five years. This is the request for the annual renewal to the Committee. The Park District continue to offer joint programs, most notably the midnight basketball program. Mr. DeLuce stated that the Park District is in the process of requesting funds for additional programs.

Commissioner Solon made a motion to approve the disbursement of \$5,000 for 2019 Membership dues for staff to serve on the Executive Committee of the Champaign County Community Coalition. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Commissioner Kuhl expressed concern about the water problem over the sidewalk near the playground. Mr. Weiss discussed the issue and addressed the ways that staff is attempting to correct the problem. Ms. Blackmon updated the Board on the watershed area and the upgraded sewer on the east side of the park.

President Hays asked when the orange fencing will be removed in West Side Park. Mr. Weiss stated that it will take place in May.

Commissioner Solon asked about the timeframe for re-landscaping the "Tootsie" statute in West Side Park. Mr. Olson stated that he will follow up and let the Board know.

Commissioner McMahon asked about the Senior Softball concerns. Mr. DeLuce stated staff is working with the seniors on addressing the concerns.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Miller. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Barbara J. Kuhl – yes. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body.

Return to Regular Meeting

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

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 8:13 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director
DATE: April 29, 2019
SUBJECT: Agreement with Robbins Schwartz

Background

The Park Board of Commissioners appoints legal counsel for the Park District. The Board has approved Professional Service Agreements with Dobbins, Fraker, Tennant, Joy, and Perlstein and Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. (Robbins Schwartz), acting primarily by and through Guy C. Hall, for legal services for approximately twenty (20) years. The current Professional Service Agreement with Robbins Schwartz for a three (3) year term expires April 30, 2019.

Prior Board Action

At the April 27, 2016 Special Meeting, the Board approved a three (3) year Professional Service Agreement for Legal Counsel with Robbins Schwartz, acting primarily by and through Guy C. Hall.

At the April 10, 2019 Regular Meeting and the April 24, 2019 Special Meeting, the Board discussed a proposed Professional Service Agreement with Robbins Schwartz, acting primarily by and through Guy C. Hall, for legal services.

Budget Impact

\$150,000 will be requested in the FY20 budget for legal fees.

Discussion Only

The legal counsel for the Park District is appointed at the discretion of the Park Board. Staff favors approving a Professional Services Agreement for legal counsel between the Park District and Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., acting primarily by and through Guy C. Hall.

Prepared by:

Reviewed by:

Cindy Harvey
Assistant to the Executive Director

Joe DeLuce
Executive Director

PROFESSIONAL SERVICES AGREEMENT FOR LEGAL COUNSEL

This Agreement is made and effective the ____day of May, 2019, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as "District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, and Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., acting primarily by and through Guy C. Hall (hereinafter referred to as "Attorney"), with a principal office located at 301 N. Neil Street, Suite 400, Champaign, IL 61820.

WHEREAS, the purpose of this Agreement is for legal counsel services to the Park Board of Commissioners; and

WHEREAS, the Park Board of Commissioners is engaging the Attorney; and

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance of the scope of work contained herein, the District and the Attorney mutually agree as follows:

I. TERM

The term of this Agreement shall be from May 1, 2019 through April 30, 2022 at which time services shall be evaluated.

II. ATTORNEY SHALL: SCOPE OF WORK

- A. Provide legal advice, counsel, service, consultation, and opinions to the Park Board of Commissioners, Committee Members, Executive Director, and other District employees, on civil assignments, including but not limited to land use planning, applicable local, state and federal statutes, laws, condemnation, purchasing and procurement, leasing, purchasing and sale of property, employment legal matters, public disclosure issues, District business, tort law, and general ordinances, resolutions and contracts.
- B. Furnish legal representation at all regularly scheduled monthly Park Board meetings and at other meetings when requested.
- C. Appear before courts and administrative agencies to represent the District's legal interests.
- D. Prepare and review ordinances and resolutions, contracts, minutes and other documents for legal correctness and acceptability.
- E. Coordinate with other special counsel to undertake management, coordination and transition of legal matters to such counsel, as necessary.
- F. Assist District officials and employees to maintain awareness of legal and ethical standards and appearance of fairness standards, and to avoid potential conflicts of interest, prohibited transactions and the appearance of prohibited transactions.
- G. Assist officials and employees to understand the legal roles and duties of their respective offices and interrelations with others upon specific request.
- H. Provide the Park Board of Commissioners with guidance regarding Robert's Rules of Order and related procedural matters concerning District minutes.
- I. Prepare legal opinions at the request of the Park Board of Commissioners or the Executive Director.
- J. Provide the Park Board of Commissioners and administration with legal perspectives and advice on various governmental issues upon specific request.

- K. Perform other legal services and tasks, as assigned by the Park Board of Commissioners or Executive Director.
- L. Respond and be accessible to the District in a timely manner. Accessibility includes the ability to be generally available to attend meetings in person or on short notice and the ability to be reached promptly by telephone.
- M. Accept direction from the Executive Director as well as from the Park Board of Commissioners.
- N. Publish required legal notices upon specific request.
- O. Record all deeds, easements and related real estate transactions, from which attorney shall be reimbursed the expenses thereof.
- P. Prepare contracts for goods and services.
- Q. Assist with all legal aspects of real estate transactions.

III. REUSE OR ALTERATION OF DOCUMENTS

Documents prepared by Attorney are instruments of the Attorney's Work and Attorney retains all common law, statutory and other reserved rights, including copyright, if applicable. The documents are for the exclusive use of District on the matter identified. Attorney assumes no liability or responsibility if the documents are reused by District or others on any other matters or modified in any manner. In the event that the District or its employees or agents alter the documents without Attorney's authorization, any and all liability arising out of such alteration is waived as against Attorney, and District assumes full responsibility for such changes. Where Attorney has used due care in electronic or disk transmission of data, information or documents to District and its agents, District shall be responsible for and bear the risk of loss or damages resulting from (i) errors or defects introduced by such transmission, (ii) District's or its agent's automated conversion or reformatting of the data, information or documents; and (iii) deficiencies, defects or errors in District's or its agent's software or hardware utilized to receive, transmit, utilize, format or reproduce the data, information or documents.

IV. PAYMENT

The Attorney shall be paid a monthly retainer of \$1,750.00 for the initial nine (9) hours of service for this Agreement, May 1, 2019 through April 30, 2022. For the period May 1, 2019 through April 30, 2021, services beyond that nine (9) hours shall be charged as follows: principal attorney, \$215.00 per hour; associate attorney, \$190.00 per hour; paralegal, \$120.00 per hour; law clerk \$100.00 per hour. For the period May 1, 2021 through April 30, 2022, services beyond that nine (9) hours shall be charged as follows: principal attorney, \$230.00 per hour; associate attorney, \$200.00 per hour; paralegal, \$130.00 per hour; law clerk \$110.00 per hour.

Mileage will not be charged for travel related work that takes place in Champaign or Urbana, Illinois. Any travel by automobile outside of those cities shall be charged at the then prevailing Internal Revenue Service rate. Other travel expenses shall be reimbursed at cost. The attorney may advance the expenses of filings such as recording documents or court documents which shall be reimbursed by the District. The District shall not be charged for copies up to ten (10) in number for any project. Thereafter, copies will be charged at the rate of .10¢ per page.

Attendance by Attorney at conferences, workshops and state professional meetings will be compensated at the rate of \$215.00 per diem, plus expenses for meals and travel expense, with mileage to be at the then prevailing Internal Revenue Service rate. The District's travel policy will otherwise be in effect.

The Attorney shall submit a monthly invoice for the compensation and expenses payable under this Agreement performed during the preceding month. The invoice shall provide a detailed description of the services performed and expenses incurred during the month, the number of hours spent performing such services, and any reimbursable costs and expenses incurred in connection with such services.

Invoices shall be submitted to: Executive Director, Champaign Park District, 706 Kenwood Road, Champaign, Illinois 61821.

V. TERMINATION

- A. This Agreement may be terminated at any time without notice upon the express written consent of both Parties. Either Party may terminate this Contract by giving written notice to the other Party at least thirty (30) days prior to the proposed termination.
- B. In the event that any of the provisions of this Agreement are violated by the Attorney or the District, the aggrieved party may serve written notice upon the other of the intention to terminate this Agreement unless the violation is cured, such notice to contain the reasons for such intention. Unless within fifteen (15) calendar days after the serving of such notice upon such party, the violations cease and satisfactory arrangements for correction be made, the Agreement shall upon expiration of said fifteen (15) calendar days cease and terminate.
- C. In the event of termination, the Attorney shall be paid by the District for all services and expenses rendered up to the receipt of the notice of termination, and thereafter, until the date of termination. The Attorney will provide all work documents developed up to the date of termination prior to the District rendering final payment for service, which documents shall be the property of the District.

VI. SUCCESSORS AND ASSIGNS

The District and Attorney each bind the other and their respective successors and assigns, in all respects, to all of the terms, conditions, covenants and provisions of this Agreement, and any assignment or transfer by either party of their respective interests in this Agreement without the written consent of the other party shall be void.

VII. MUTUAL HOLD HARMLESS AND INDEMNIFICATION

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

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

VIII. COMPLIANCE WITH LAW

The Attorney and District shall comply with any and all applicable Federal, State and local laws as the same exist and may be amended from time to time. This Agreement shall be governed by the laws of the State of Illinois, and the venue for any claim, action or lawsuit regarding it

shall be in Champaign County, Illinois. In compliance, in part with this requirement, Attorney agrees to complete and maintain on file with the District a current Disclosure Affidavit and Dual Representation Affidavit attached hereto and incorporated by reference herein.

IX. INSURANCE

Attorney shall secure, maintain and keep in force, at Attorney's expense Professional Liability Insurance including Errors and Omissions with limits in no case less than \$1,000,000.

X. NATURE OF ATTORNEY'S RELATIONSHIP WITH DISTRICT

The Attorney is acting as an independent contractor and not as an employee of the District.

XI. SEVERABILITY

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

XII. AMENDMENTS

This Agreement may be amended only by written agreement signed by both the Attorney and the District.

XIII. NOTICE

All notices required under this Agreement shall be in writing and shall be deemed to have been given at the time they are mailed in any general or branch of the United States Postal Service enclosed in a registered or certified postage-paid envelope addressed to the address of the respective party as stated below, or to any changed address either party may have fixed by notice as follows:

Joseph DeLuce, Executive Director
Champaign Park District
706 Kenwood Road
Champaign, Illinois 61821

Guy C. Hall, Attorney
Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd
301 N. Neil, Suite 400
Champaign, Illinois 61820

Any notice of change of address shall be effective only upon receipt.

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

CHAMPAIGN PARK DISTRICT

Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.

By _____
Craig Hays, President

By _____
Guy C. Hall

ATTEST

Date _____

By _____
Cindy Harvey, Secretary

Federal Employee ID No. 36-2850001

Date _____

DISCLOSURE AFFIDAVIT

STATE OF ILLINOIS)
) **ss.**
 COUNTY OF CHAMPAIGN)

(Fill in State and County in which affidavit is being signed)

SECTION 1. BUSINESS STATUS STATEMENT

I, the undersigned, being duly sworn, do state as follows:

A. Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.

(Place mark in front of appropriate type of business)

- Corporation (if a Corporation, complete B)
- Partnership (if a Partnership, complete C)
- Limited Liability Corporation (if an LLC, complete C)
- Individual Proprietorship (if an Individual, complete D)

Federal Tax Identification Number, or in the case of an individual or sole proprietorship,
 Social Security Number: 36-2850001

B. CORPORATION

The State of incorporation is Illinois

Registered Agent of Corporation in Illinois: <u>Joseph J. Perkoski, Esq.</u> Name <u>55 W. Monroe St., Ste 800</u> Address <u>Chicago, IL 60603-5144</u> City State, Zip <u>(312) 332-7760</u> Telephone	Business Information: <i>(If Different from Registered Agent):</i> _____ Company Address, Principal Office _____ City, State, Zip _____ Telephone Facsimile _____ Website
--	--

The corporate officers are as follows:

President: Phillip H. Gerner, III

Secretary: Joseph J. Perkoski

Treasurer: Robert E. Riley

C. PARTNERSHIP OR L.L.C.

The partners or members are as follows: *(Attach additional sheets if necessary)*

Name Address City State Zip Telephone

Name Address City State Zip Telephone

Name Address City State Zip Telephone

The business address is _____

Telephone & Fax: _____ Website (if available) _____

D. INDIVIDUAL PROPRIETORSHIP

The business address is _____

Telephone: _____ Fax: _____

My home address is _____

Telephone: _____ Fax: _____

SECTION 2. NON-COLLUSION STATEMENT

A. This proposal, bid or contract is made without any connection or common interest in the profits with any other person other than the Attorney except as listed on a separate attached sheet to the affidavit.

Check One: _____ Others Interested in Contract None

B. No department director or any employee or any officer of the Champaign Park District has any financial interest, directly or indirectly, in the award of this contract except as listed on a separate sheet to this affidavit.

C. That the Attorney is not barred from bidding on any contract, if bidding process was used) as a result of violation of 720 ILCS 5/33E-3 and 5/33E-4 (Bid Rigging or Bid Rotating).

**ATTORNEY, Robbins, Schwartz, Nicholas,
Lifton & Taylor, Ltd.**

By: _____
Signature

Printed Name

SUBSCRIBED AND SWORN to before me this day ____ of _____
2019.

(SEAL)

Notary Public
My Commission Expires: _____

DUAL REPRESENTATION AFFIDAVIT

STATE OF ILLINOIS)
) ss.
COUNTY OF CHAMPAIGN)

The undersigned attorney, begin duly sworn, states and as certifies that it will read, review, agree to, and abide by the following Champaign Park District Dual Representation Policy:

I. DEFINITIONS

- A. An "attorney" includes individuals and individuals within the same business organization or firm. The actions of one member of a multi-member firm as attributable to the firm as the "attorney".
- B. A "project" may be a specific undertaking, defined as to scope and duration, or a course of general representation relative to a field of activity.
- C. "Dual Representation" is defined as a situation where:
 - 1. the attorney is engaged to provide or proposes to provide advice and recommendations to the District on either a specific project, a defined phase of a project or on a longer term continuous basis; and
 - 2. the attorney, simultaneously, with the representation of the District, provides or proposes to provide services to another person or entity that has a financial interest in the same project or a defined phase of the project.
- D. "Simultaneous representations" includes those work situations where the attorney is contractually bound to the District and other party to provide services over a defined period of time.

II. FACTORS

Relevant factors in determining dual representation exists or is proposed are the following:

- 1. Conflicting interests exist, i.e., where financial or other gain to one party in the transaction will affect financial or other gain to the other party; and,
- 2. The attorney is in a position to supply information or effectively influence recommendations to either or both parties where the probable result of such information or recommendation may affect a material aspect of the work engaged by the others with financial interests in the transaction. A "material" aspect of the work is some substantial portion of the work in which independent professional judgement is expected from the attorney as opposed to a purely information gathering or drafting.

III. DISCLOSURE

Where dual representation exists or its proposed, the attorney shall provide full information in writing to the District and the other party with respect to the representation of the other party at the earliest possible time that the issue is known to the attorney. Detailed disclosure of the nature and extent of the services to be rendered and areas where services overlap with that of the District should be provided by the attorney.

IV. CONSENT

- A. Where dual representation exists or is proposed, the attorney hereby agrees that the District shall have the option of:
 - 1. Providing Consent in writing; or
 - 2. Withdrawing from any contractual commitment with the attorney; or
 - 3. Requesting the attorney to not provide the services to the other party.

- B. At preliminary stages of project or in other appropriate situations, it may be appropriate to provide conditional consent. The conditional consent may specify factors, which, if met, provide consent subject to the condition or for a definite duration of time.

- C. The District may, through the Executive Director with the advice of the Park Board of Commissioners or person supervising the work, consent to dual representation if:
 - 1. the District and the other party will mutually benefit from the representation; and
 - 2. (a) either the District and the other party have agreed in advance to the financial responsibilities for the work of the attorney and the financial responsibilities for the project; or

(b) the work of the attorney on one phase of the work for the other party will not significantly effect the overall work of the attorney on behalf of the District; and
 - 3. the District and the other parties have been fully informed with respect to all aspects of such dual representation; and
 - 4. sufficient safeguards are in place such that the work of the attorney for the District is effectively reviewed either by the District's staff or by a third-party professional of the District's choice.

**Attorney, Robbins, Schwartz, Nicholas,
Lifton & Taylor, Ltd.**

By: _____
Signature

Printed Name

Title

I, the undersigned, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY, that Guy C. Hall, of Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., personally known to me, appeared before me this day in person and acknowledged that the foregoing instrument was signed, sealed and delivered as a free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this ____ day of _____ A.D.,
2019.

(SEAL)

Notary Public

My commission expires: _____



**CHAMPAIGN
PARK DISTRICT**

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: May 1, 2019

SUBJECT: Group Dental and Life Insurance Rates for Fiscal Year 2020

Background

The Champaign Park District currently provides dental and life insurance for only full-time 1 (FT1) employees. Currently, 70 FT1 (there are two FT1 vacancies) employees are eligible for the group dental and life insurance plans.

Principal Financial Group (Principal) is the Park District's current dental and life insurance carrier. USI Insurance Services have been assisting the Park District in brokering quotes from several carriers. The quotes are listed below.

Carrier	Principal Renewal	Lincoln	MetLife	Mutual of Omaha
Rates-Dental	\$28.61/pp/pm	\$27.18/pp/pm	\$26.91 pp/pm	\$24.46 pp/pm
Notes	Non-Network Reimbursements paid at 99 th percentile	Non-Network Reimbursements paid at 90 th percentile	Non-Network Reimbursements paid at 90 th percentile	Non-Network Reimbursements paid at 90 th percentile
	Annual Maximum is set to \$1,000 or buy-up option of \$1,500	Annual Maximum is set to \$1,000 or buy-up option of \$1,500	Annual Maximum is set to \$1,250 or buy-up option of \$1,750	Annual Maximum is set to \$1,000 or buy-up option of \$1,500
			Does not cover Orthodontia	
Rates-Life (annual)	\$11,620	\$11,645	\$11,035	\$7,309
Notes	Includes access to 75% of benefit with a terminal condition for 24 months	Includes access to 75% of benefit with a terminal condition for 12 months	Includes access to 75% of benefit with a terminal condition for 12 months	Includes access to 75% of benefit with a terminal condition for 12 months

MetLife does not cover orthodontia which could prove difficult for staff who are using those services now or may need them in the near future. Mutual of Omaha has lowest rates quoted, they revised and lowered their quote on April 23, 2019. Mutual of Omaha addressed staff concerns about their network size by providing a report of the geography of Park District employees showing, which showed that Principal only has six more providers than Mutual of Omaha. Of the total number, there are 242 providers that overlap.

Mutual of Omaha has offered to pay non-network reimbursement at the 90th percentile, while Principal pays those charges at the 99th percentile. Additionally, Principal noted they use a renewal strategy for groups under 100 lives without using utilization, to keep renewals level, whereas some carriers base the renewal on the group's utilization. Without this strategy, the dental increase would have been 12%. Additionally, from fiscal years 2014 to 2019 the increases totaled 8.4% for dental benefits and 9.4% for life insurance.

Going through this process staff endeavored to stay consistent with the same insurance company that has provided consistent service for nine years, however the competition between the companies placed the Park District in the position of numerous revised quotes and ultimately the quotes lowered enough the recommendation from staff changed to the company that can save the Park District a significant amount on these employee benefits.

Prior Board Action

At the April 11, 2018 Regular Board meeting, the Board approved entering into an agreement for the life and dental benefits with Principal Financial Group at a 3.1% decrease in dental and life rates.

Budget Impact

By entering into an agreement with Mutual of Omaha, the dental rates annually will be approximately \$21,133 when fully staffed and life insurance benefits will be approximately \$7,309 when fully staffed. The decrease in dental and life insurance combined is estimated to save the Park District approximately \$8,700 in FY20.

Recommended Action

Staff recommends approval of entering into a one year agreement with Mutual of Omaha for dental and life insurance benefits beginning June 1, 2019 through May 31, 2020 and authorizing the Executive Director to execute the agreement.

Prepared by:

Reviewed by:

Tammy Hoggatt, SPHR SHRM-SCP
Director of Human Resources

Joe DeLuce, CPRP
Executive Director



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: May 8, 2019

SUBJECT: Sale of Real Estate

Background

The Board directed staff to solicit proposals for the sale of three undeveloped lots in the Trails at Abbey Fields subdivision adjacent to Commissioners Park. Last year the Board proposed the sale of the three undeveloped lots in the Trails at Abbey Fields subdivision, but ultimately rejected all offers.

Prior Board Action

January 10, 2018 Regular Board Meeting – Board directed staff to issue initial RFP.
May 9, 2018 Regular Board Meeting – Board voted to reject all proposals.

For reference, last year's bid tab is shown here:

<i>2018 Bidders</i>	<i>Lot 173</i>	<i>Lot 181</i>	<i>Lot 194</i>	<i>Total</i>
<i>Signature Construction, LLC</i>	<i>\$33,000</i>	<i>\$37,000</i>	<i>\$40,000</i>	<i>\$110,000</i>
<i>Domus Properties</i>	<i>\$80,000</i>	<i>0</i>	<i>0</i>	<i>\$80,000</i>

RFP Results

The RFP notice was advertised in *The News-Gazette* on March 31, 2019. Proposals were opened on April 29, 2019 with bid results as shown below.

2019 Bidders	Lot 173	Lot 181	Lot 194	Total
Armstrong Builders	\$20,000	\$20,000	\$20,000	\$60,000
Domus Properties	\$75,000	NA	NA	\$75,000

Options

Option 1: Accept the proposal from Domus Properties for Lot 173 and the offer from Armstrong Builders for Lots 181 and 194 for a total of \$115,000. *Option 2:* Accept the proposal from Domus Properties for Lot 173 and reject offers for Lots 181 and 194. *Option 3:* Reject all offers.

Prepared by:

Reviewed by:

Bridgette Moen
Park Planner

Andrew Weiss
Director of Planning

CHAMPAIGN PARK DISTRICT

2019 TO 2022 STRATEGIC PLAN

*Maintaining Standards while
Striving for Excellence*



CHAMPAIGN
PARK DISTRICT

Adopted by Board of Commissioners
May 2019



Mission, Vision & Values

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

Vision Statement: The Vision of the Champaign Park District is to provide the community with parks, trails, facilities, and programs to promote their pursuit of wellness and healthy living.

Values

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

1. *Stewardship*

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

2. *Organizational Excellence*

- We know and respect our roles and responsibilities and work together 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.

- We assure safety through a comprehensive risk management program.

3. Innovation

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

4. Customer Service

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

5. Diversity

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

6. Collaboration

- We collaborate with other agencies and groups throughout the community to accomplish our goals.
- We focus on building a better community every day.

Our Workplace Culture

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

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

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

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

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

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

Strategic Initiatives

1. **Marketing** - Provide transparent, accurate, and timely information to the community through delivery of integrated marketing activities.
2. **Finance** - Build a responsive, financially sustainable District by aligning resources to community needs.
3. **Human Resources, Risk Management and Technology** - Provide exceptional service and resources to keep employees safe, empowered, and engaged. Provide park and facility users with a safe environment. Enhance the employee and park user experience through innovative technology.
4. **Operations** - Provide safe, distinctive and well-maintained parks, facilities, programs, and trails.
5. **Planning** - Develop facility, park, and trail plans that align resources with community needs.
6. **Recreation** - Deliver innovative and customer-focused programming that promotes active healthy living and wellness.
7. **Virginia Theatre** - Become the theatre that brings the community together for outstanding experiences.
8. **Board/Leadership Team** - Maintain our current standards while striving for excellence by providing outstanding leadership and visions for future improvement.

Marketing and Communications

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

Goals		Objectives	Assignment	Time Frame	Outcome
1.1	Enhance marketing and communication efforts for all programs, services, and facilities offered.	Work with program coordinators on a seasonal basis to develop marketing plans for identified program focus areas.	Marketing Team	FY20	
		Improve the Program Guide descriptions, layout, and proofing system.	Marketing Team	FY21	
		Implement a marketing plan for Champaign-Urbana Special Recreation.	Marketing Team	FY22	
		Develop a community-wide engagement strategy.	Marketing Team	FY22	
		Continue to focus on videography to highlight the Park District.	Marketing Team	FY20-22	
1.2	Utilize technology to enhance communications, registration numbers, and ticket purchasing throughout the Park District.	Develop and implement an app for the Park District.	Marketing Team	FY20	
		Perform a SWOT analysis of online and mobile registration to look for opportunities to make registration easier for consumers.	Marketing Team	FY21	
		Continue to improve and update the Park District's websites.	Marketing Team	FY22	
1.3	Improve timeline management for Virginia Theatre promotion to increase ticket sales by an average of 20% per event.	Develop marketing standards and templated branding for events.	Marketing Team	FY20	
		Develop social media plan and standards to increase ticket sales to events.	Marketing Team	FY21	
		Work with Virginia Theatre staff to promote the year-long celebration of the 100 th anniversary of the Virginia Theatre FY21/22.	Marketing Team	FY21-22	

Finance

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

Goals		Objectives	Assignment	Time Frame	Outcome
2.1	Maximize funding opportunities.	Continuously evaluate and improve processes to maximize efficiencies related to purchasing.	Finance Team	FY20	
		Seek opportunities to grow revenues from non-property tax sources such as grants, foundations, corporate contributions and sponsorships.	Finance Team	FY21	
		Assess the impact of minimum wage increases and assist with strategy to manage costs over the next five years.	Finance Team	FY20	
2.2	Develop a budget process and system that is easy to implement and provides for efficiency and the effective overall operation of the District.	Continue with the budget philosophy where fund budgets need to be balanced with appropriate reserves in place for future commitments.	Finance Team	FY20	
		Continue to meet GFOA standards for the budget process and reporting.	Finance Team	FY20-22	
		Continue to educate the Board and staff on the best practices for budgeting and financial management.	Finance Team	FY22	
2.3	Develop sustainable financial plans.	Maintain non-tax revenues of 25% to 30% and look to increase this percentage in future years.	Finance Team	FY20-22	
		When creating or updating plans, the Park District should evaluate the short- and long-term impacts to ensure the agency's financial sustainability.	Finance Team	FY21	
		Research and develop a five to ten year forecast for revenues and expenditures.	Finance Team	FY22	

Human Resources, Technology, and Risk Management

Strategic Initiative: Provide exceptional service and resources to keep employees safe, empowered, and engaged. Provide park and facility users with a safe environment. Enhance the employee and park user experience through innovative technology.

Goals		Objectives	Assignment	Time Frame	Outcome
3.1	Continue to align staff positions, recruitment, and selection within organizational goals.	Attract, develop, and support a diverse community of Park District employees who are engaged in their work, and motivated to perform at their full potential.	HR Team	FY20	
		Increase the efficiency, effectiveness, and value of our human resources systems, processes, and practices.	HR Team	FY21	
		Provide greater transparency, communication, and accountability for human resources processes and services.	HR Team	FY22	
3.2	Provide a safe and secure environment in parks, recreational facilities, services, and programs.	Create benchmarks for risk management measures and interventions such as incidents, patterns, and response times.	HR Team	FY20	
		Implement technology and creative solutions to mitigate risk in facilities and parks.	HR Team	FY21	
		Maintain current standards, reporting and respond to new procedures provided by PDRMA.	HR Team	FY22	
3.3	Proactively equip the Park District and staff through innovative and effective technologies, resources, and services.	Maintain and enhance connectivity and technological solutions to employees and customers.	HR Team	FY20	
		Provide a secure computing environment that ensures data privacy and integrity and mitigates cyber-security threat.	HR Team	FY21	
		Evaluate and implement new technologies to improve operational efficiency.	HR Team	FY22	

Operations

Provide safe, distinctive and well-maintained parks, facilities, programs, and trails.

Goals		Objectives	Assignment	Time Frame	Outcome
4.1	Progress towards resolving issues with our top three infrastructure priorities.	Focus on the upgrades and improvements to the Operations facilities.	Operations Team	FY22	
		Assist with the design and upgrade/rebuild the Kaufman Lake Boathouse.	Operations Team	FY22	
		Master plan to fix/improve infrastructure at Prairie Farm.	Operations Team	FY22	
4.2	Develop and retain talented employees at levels that exceed national standards.	Encourage Operations employees at all levels to stay current with best management practices.	Operations Team	FY20	
		Evaluate the level of full-time Operations employees against the District size, acreage, and number of facilities.	Operations Team	FY20	
		Develop methods for Operations employees to achieve and maintain professional certifications and memberships.	Operations Team	FY21	
4.3	Improve communications about projects between Operations and Planning staff.	Develop and implement procedures to ensure both departments are involved in initial project planning strategies.	Operations Team	FY21	
		Develop and communicate timelines for each major project and compare them to one another.	Operation Team	FY21	
		Distribute monthly project updates sheet to all Operations and Planning staff.	Operations Team	FY20	

Planning

Strategic Initiative: Develop park, trail, and facility plans by aligning resources with community’s needs.

Goals		Objectives	Assignment	Time Frame	Outcome
5.1	Create or update facilities, parks, and trail plans.	Master plan to fix/improve infrastructure at Prairie Farm. Common consensus on direction for the Farm with logical funding scope.	Planning Team	FY20	
		Develop a master plan for various neighborhood and community parks.	Planning Team	FY21	
		Develop a plan to make improvements to Kaufman Park, Lake and Boathouse.	Planning Team	FY22	
5.2	Continue to develop a consistent trail system by connecting parks with trails and following the Park District Trails Plan.	Work to complete the trail connections with the Carle at the Fields Trail and other trails in the area.	Planning Team	FY20	
		Continue to add loop trails and plans for new loop trails in new parks on a case by case basis.	Planning Team	FY21	
		Continue to develop the Greenbelt Bikeway trail project with new options and grants.	Planning Team	FY22	
5.3	Improve planning systems, methods, and organization function at a very high level.	Define roles and responsibilities for each of the planning staff.	Planning Team	FY20	
		Develop procedures and systems for various project responsibilities, i.e. playgrounds, in house projects, etc.	Planning Team	FY21	
		Improve proactive communications and coordination with all departments. Also continue to improve Board presentations.	Planning Team	FY22	
5.4	Focus on the following projects over the next three years.	Phinney Branch Park project, develop an agreement, plan, and timeline.	Planning Team	FY20	

		Develop a five year priority plan for OSLAD Grants and possible PARC Grants. Also develop a plan for possible trail and bike path grants.	Planning Team	FY21	
		Assist with the planning for the Martens Center.	Planning Team	FY21	

Recreation

Strategic Initiative: Deliver innovative and customer-focused programming that promotes active healthy living and wellness.

Goals	Objectives	Assignment	Time Frame	Outcome	
6.1	Develop and implement an innovative and customer-focused approach to delivering excellent recreation programs and services.	Focus on quality over quantity in program offerings to grow participants and efficiency.	Recreation Team	FY20	
		Develop robust health and wellness programs especially for the youth.	Recreation Team	FY21	
		Connect more kids to nature.	Recreation Team	FY21	
		Expand and enhance teen programs with input from teens.	Recreation Team	FY20-22	
		Connect with teens digitally and creatively.	Recreation Team	FY20-22	
6.2	Develop an employee on-boarding process for all recreation staff (full-time, part-time and seasonal).	Increase cross-training opportunities. Provide more internal training opportunities surrounding trends.	Recreation Team	FY20-22	
		Develop an interim plan and flow chart for staff to follow when necessary to fill-in for other staff.	Recreation Team	FY21	
		Develop a comprehensive training program.	Recreation Team	FY20	
6.3	Evaluate and upgrade facilities to meet customer and staff standards in order to provide outstanding programs and services.	Prioritize capital needs for facilities and programming. Implement non-capital improvement budget.	Recreation Team	FY20	
		Update necessary equipment for all programs and associated facilities.	Recreation Team	FY21	
		Evaluate space usage to determine and identify opportunities for under-utilized spaces.	Recreation Team	FY22	
6.4	Provide opportunities for residents to live an active lifestyle and	Add video fitness related programs at various recreation centers to provide more	Recreation Team	FY20	

	improve health and wellness levels.	opportunities for fitness.			
		Develop additional fitness events and programs.	Recreation Team	FY21	
		Create a community-wide health wellness campaign, possibly exploring with local partnerships.	Recreation Team	FY20	

Virginia Theatre

Strategic Initiative: Become the theatre that brings the community together for outstanding experiences.

Goals	Objectives	Assignment	Time Frame	Outcome
7.1 Develop and implement customer focused programs and services at the Virginia Theatre.	Renovate the East Lobby Kitchen to provide a second concessions and liquor service area within the current kitchen space.	Virginia Theatre Team	FY21	
	Upgrade the ticket software program for the Virginia Theatre, with an eye toward growth in sales and service.	Virginia Theatre Team	FY20	
	Theatre Director takes a more active role in curating facility calendar so that rentals and House-presented events are succeeding to their greatest extent and are not overwhelming the interest and budget of area patrons.	Virginia Theatre Team	FY22	
	Plan and implement a celebration of the 100 th anniversary of the Virginia Theatre.	Virginia Theatre Team	FY21-22	
7.2 Establish a plan to strive toward operational self-sufficiency at the Virginia Theatre, where annual taxpayer subsidy is minimized.	Pursue business relationships and partnerships with Live Nation, JAM, and other major national production companies to incorporate their offerings into future Park District programming, to maximize ROI in House-presented events.	Virginia Theatre Team	FY21	
	Pursue relationships/partnerships with new regional and national event promoters, to increase diversity and strength in rental programs.	Virginia Theatre Team	FY20	
	Revise theatre staffing to flatten out structure, minimizing redundancy and adding focus on box office and administrative work, to support growing rental and house-presented activity while increasing efforts to recruit advertisers and sponsors.	Virginia Theatre Team	FY20	

7.3	Support and pursue improvements to the physical plan of the Virginia Theatre as well as its marketing tools.	Work with Planning and Operations staff to support renovation and maintenance efforts for projects to possibly include: roof replacement, HVAC upgrade, wayfinding signage, sound, and lighting upgrades.	Virginia Theatre Team	FY20	
		Create a business plan for the operation of the Virginia Theatre.	Virginia Theatre Team	FY20	
		Develop plans for a revision and enhancement of theatre website, social media engagement, and e-newsletter services.	Virginia Theatre Team	FY20	

Park Board/Leadership Team

Strategic Initiative: Maintain our current standards while striving for excellence by providing outstanding leadership and vision for future improvement.

Goals		Objectives	Team Assignment	Time Frame	Outcome
8.1	Complete capital projects in a timely manner and within budget.	Complete fundraising, design/development and construction of the Martens Center.	Martens Team	FY21-22	
		Complete construction of Heritage Park.	Planning Team	FY20	
		Complete construction of the Operations Shop facility.	Operations Team	FY20	
		Complete paths, lights and new playground at Spalding Park.	Planning Team	FY20	
		Apply for grants and finalize plans for construction of Greenbelt Bikeway.	Planning Team	FY22	
8.2	Plan and develop capital projects.	Determine appropriate space and develop a plan for Champaign Urbana Special Recreation Program.	Planning Team	FY20	
		Work towards an overall agreement, master plan and funding opportunities for the Phinney Branch Drainage District Project.	Planning Team	FY22	
		Develop a plan to design, engineer and upgrade or rebuild Parkland Way.	Planning Team	FY22	
		Maintain quality of existing facilities, parks and trails.	Leadership Team	FY20-22	
8.3	Maintain the Virginia Theatre facility while producing quality programs and events.	Complete sound project at Virginia Theatre.	Planning Team	FY20	
		Complete Virginia Theatre roof project.	Operations Team	FY20	

		Reduce the tax support at the Virginia Theatre but maintain current entertainment levels.	Virginia Theatre Team	FY20-22	
8.4	Develop organizational excellence.	Continue to develop and produce Park and Facility Reports.	Leadership Team	FY21	
		Develop a positive, professional, innovative, and fun work culture.	Leadership Team	FY20-22	
		Continue to produce annual Performance Measurement reports.	Leadership Team	FY20-22	
		Acquire CAPRA or Illinois Accreditation.	Leadership Team	FY22	
8.5	Develop staff excellence.	Hire quality staff by opening all positions to everyone interested in applying.	Leadership Team	FY20-22	
		Develop quality leaders through training, mentoring, and coaching.	Leadership Team	FY20-22	
		Continue to develop processes and systems to retain staff at greater than 90% every year.	Leadership Team	FY20-22	
8.6	Maintain a financially sustainable District.	Develop a plan to implement the new minimum wages while maintaining our mission, vision, values, and financial operation goals.	Leadership Team	FY20-22	
		Maintain the 120 day reserves while providing funds to maintain facilities, parks, programs, services, and amenities at our current quality standards.	Leadership Team	FY20-22	
		Increase non-tax revenues to 25% to 30% of the operating budget.	Leadership Team	FY20-22	

Champaign Park District
Fee Schedule
May 1, 2019 to April 30, 2020

Current Fees Facility	Current/Proposed Fees CPD Residents	Current/Proposed Fees Non-Profits
Bresnan Center	\$45 per hour	\$35 per hour
Douglass Annex	\$45 per hour	\$35 per hour
Douglass Annex Kitchen	\$40 + room rental	\$30 + room rental
Douglass Library	\$45 per hour	\$35 per hour
Douglass Library Kitchen	\$35 + room rental	\$30 + room rental
Douglass Gymnasium	\$60 per hour	\$45 per hour (\$30 ½ gym)
Hays Center	\$45 per hour	\$35 per hour
Hays Center Kitchen	\$30 + room rental	\$25 + room rental
Kaufman Lake Boathouse	\$40 per hour	\$30 per hour
Kaufman Lake Fire Ring	\$45 flat rate	\$35 flat rate
Spalding Recreation Center	\$45 per hour	\$35 per hour
Springer Cultural Center	\$45 per hour	\$35 per hour
Springer Cultural Center	\$30 per add room	\$25 per add room
Springer Cultural Kitchen	\$40 + room rental	\$35 + room rental
Leonhard Activity Room	\$50 per hour	\$40 per hour
Leonhard Gymnasium	\$120 per hour full gym	\$90 per hour full gym
Leonhard Gymnasium	\$60 per hour half gym	\$45 per hour half gym
Leonhard Gymnasium	\$30 per hour ¼ gym	\$22.50 per hour ¼ gym
Leonhard Group Fitness	\$30 per hour	\$22.50 per hour
Leonhard Party Room	\$50 per hour	\$35 per hour
Hayrack Ride Rental	\$75 for the first hour and \$50 for each additional hour	
Trolley Ride Rental	\$100 for the first hour and \$75 for each additional hour	

All rentals have a two hour minimum + \$100 damage deposit.

All rentals have a two hour minimum + \$100 damage deposit for large rentals.

\$50 damage deposit for small party (50 people or less) rentals.

Non-profit organizations with a 501(c)(3) status only designation will qualify for defined rates below. Those organizations are, but not limited to: Boys & Girls Club, Scouts, DSC, Family Service, Mental Health, NAACP, and United Way Agencies. A \$100 damage deposit is required for all rentals by non-profit organizations.

Governmental Agencies are provided free use of facilities when no staff is required to be on site. Agencies included: City of Champaign, Unit 4 Schools, CU Public Health, Champaign Public Library, MTD, and the CU Sanitary District, etc. Governmental agencies must provide a \$100 damage deposit on all rentals and may be charged additional fees depending on their requests. University of Illinois is not subject to a damage deposit nor pre-payment.

Facility	Current Fees	
	CPD Residents	Non-Profits
West Side Park Gazebo	\$25 per hour	\$20 per hour
Hessel Pavilion	\$30 per hour	\$25 per hour
Centennial Pavilion	\$30 per hour	\$25 per hour
Douglass Pavilion	\$25 per hour	\$20 per hour
Porter Park Shelter	\$25 per hour	\$20 per hour
Hessel Small Shelters	First come first serve or \$20 reservation fee	
Toalson Shelter	First come first serve or \$20 reservation fee	
Sunset Ridge Park Shelter	First come first serve or \$20 reservation fee	
Zahnd Park Shelter	First come first serve or \$20 reservation fee	
Powell Park Shelter	First come first serve or \$20 reservation fee	
Scott Park Shelter	First come first serve or \$20 reservation fee	
Turnberry Ridge Shelter	First come first serve or \$20 reservation fee	
Spalding Park Shelter	First come first serve or \$20 reservation fee	
Mullikin Park Shelter	First come first serve or \$20 reservation fee	
Millage Park Shelter	First come first serve or \$20 reservation fee	
Mattis Park Shelters	First come first serve or \$20 reservation fee	
Morrissey Park Shelter	First come first serve or \$20 reservation fee	

- If an individual would like to make sure they have a smaller shelter in our parks they can pay a \$20 reservation fee or take a chance on a first come first serve opportunity. If they pay the \$20 reservation fee, they would receive a written permit that states the day and time they have the shelter reserved. Staff would do no extra work on these shelters, as the idea is to give patrons the option to reserve a shelter or try to get it for free on a first come, first serve basis.
- Shelters are rented in ~~four~~ **two** hour increments.
- Non-Resident Rates: 50% more than the resident rate.
- Urbana Residents are considered CPD Residents.
- Site Supervisor is included in the rental for any indoor facility.
- University of Illinois is not subject to a damage deposit nor pre-payment.

Portable Potty-House Unit Fees

Acquiring portable potty-houses are the sole responsibility of permit holder and/or renter **and must be approved by the Champaign Park District.**

Indoor Facilities Holiday Fees

Double the costs of normal rates listed above; requires that staff are available. Holidays include New Year's Eve, New Year's Day, MLK Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve and Christmas Day. Other days/dates that are deemed Holidays by the CPD will apply.

Special Event Fees

Up to 25 persons per day	No Fee
Up to 200 persons per day	\$100
Up to 400 persons per day	\$200
Up to 800 persons per day	\$400
Over 1000 persons per day	\$500

Additional fees may be assessed for very large events to cover various logistics and Park District costs. Staff costs will be charged to hold a special event in any Champaign Park District facility or park to individuals and groups charging fees to produce revenues (concert, fundraiser, charity events, etc.).

Tent Permit Fee - \$25 per tent per day

Groups and individuals must have a permit to erect a tent. Location of tent and/or tents must be approved by Director of Operations or Maintenance Supervisor. Placement locations for tents, porta-potties, stages, etc., must be approved by the Champaign Park District".

Showmobile Fees

\$200 refundable deposit to reserve

\$500 **(\$550) rental fee for one day**

\$60/hr. **(\$80)** for showmobile staff **(this starts the moment the stage leaves the shop until it returns to the shop) If additional staff is requested, additional fees will apply.**

Additional charges may be added if additional equipment is needed.

\$350/day **(\$400)** for large generator

\$25/day **(\$35)** for sound equipment

\$25/day **(\$35)** Showmobile Theatrical Lighting

Sports Fields Fees (Effective Spring 2020)

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$15/2hr	\$30/2hr \$35	\$10/hr. (\$11)	\$10/hr. \$15/hr.
Dodds 3-Plex	\$45/2hr	\$80/2hr \$85	\$10/hr. (\$11)	\$10/hr. \$15/hr.
Dodds 4-Plex	\$45/2hr	\$80/2hr \$85	\$10/hr. (\$11)	\$10/hr. \$15/hr.
Zahnd Little League	\$15/2hr	\$40/2hr \$45	\$10/hr. (\$11)	\$10/hr. \$15/hr.
Zahnd Pony	\$15/2hr	\$50/2hr \$55	\$10/hr. (\$11)	\$10/hr. \$15/hr.
Seaman	\$35/2hr	\$70/2hr \$75	N/A	N/A
Dodds Soccer	\$35/2hr	\$70/2hr \$75	\$10/hr. (\$11)	N/A \$15/hr.

Tournament fees are provided per request or contractual agreements may have different fees per the agreement.

Dodds Tennis Center Fees

Memberships

Individual (Ages 18-54)	R/\$50 NR/\$75
Family (2-4 members)	R/\$80 NR/\$120
Each additional family member	R/\$10 NR/\$15
Senior (Ages 55+)	R/\$30 NR/\$45
Full-time Students	R/\$30 NR/\$45

Rental fee for all the courts/tennis facility \$100 per hour

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.

Permanent Court Time

M-F	18-week fee
7-9a	\$234 \$270
9a-5:30p	\$306
5:30-10p	\$342

Weekends	18-week fee
All times	\$270 \$306

Random Court Time

Time: M-F, 7a-5:30p, Member fee: \$17/hour	Guest fee: \$19/hour
Time: M-F, 5:30-10p, Member fee: \$19/hour	Guest fee: \$23/hour
Time: Sa-Su, All day, Member fee: \$17/hour	Guest fee: \$19/hour

Sholem Aquatic Center Fees (2019)

<u>Daily Admission Fees</u>	<u>(R/NR)</u>
Individual	\$6/\$9
3 & under	Free
Twilight Rate	\$4/\$6
Friday Rate	\$4/\$6
5 Punch Card	\$25/\$40
10 Punch Card	\$50/\$80

Sholem Aquatic Center Fees (May 2020)

<u>Daily Admission Fees</u>	<u>(R/NR)</u>
Individual	\$7/\$10.50
3 & under	Free
Twilight Rate	\$5/7.50
Friday Rate	\$5/7.50
5 Punch Card	\$30/\$45
10 Punch Card	\$60/\$90

Season Pool Pass

	<u>Sale Price</u>	<u>Regular</u>
	<u>Valid through 4/30/18</u>	<u>Fee (R/NR)</u>
Individuals	\$80/\$120	\$90/\$135
Family of 2-3	\$150/\$225	\$175/\$262.50
Family of 4	\$180/\$270	\$205/\$307.50
Family of 5	\$210/\$315	\$235/\$352.50
Add family members	\$30/\$45	\$30/\$45
Senior (Ages 55+)	\$60/\$90	\$70/\$105
Replacement Fob	\$5/\$5	\$5/\$5

50% off all pool passes on or after 7/16/19

Season Pool Pass (May 2020)

	Sale Price <u>Valid through 4/30/19</u>	Regular Fee (R/NR)
Individuals	\$82/\$124	\$94/\$140
Family of 2-3	\$152/\$230	\$180/\$265
Family of 4	\$182/\$275	\$210/\$310
Family of 5	\$212/\$320	\$240/\$356
Add family members	\$35/\$50	\$35/\$50
Senior (Ages 55+)	\$62/\$94	\$75/\$110
Replacement Fob	\$5/\$5	\$7/\$7

50% off all pool passes on or after 7/15/20

After-Hours Rentals at Sholem Aquatic Center

- "Ultimate Beach Party" (full-facility rental). Fee (R/NR): \$365/\$550 per hour
 - "Surf's Up!" (limited to the river and the three slides). Fee (R/NR): \$230/\$345 per hour
 - "Summer Nights" (limited to the main pool and lap lanes). Fee (R/NR): \$195/\$295 per hour
- Each has a minimum two hour rental.

Leonhard Recreation Center Fees

		Proposed fees effective January 1, 2020
Annual membership rates		
Non-walking infants are free		
Individual (R/NR)	\$80/\$120	90/135
Family of 2 or 3 (R/NR)	\$160/\$240	180/270
Each additional family member after 3 (R/NR)	\$30/\$45	38/57
Senior Age 55+ (R/NR)	\$60/\$90	70/105
Card Fee (R/NR)	\$5 per family member	

Applies to the first time a Leonhard membership is purchased or any time a card is replaced.

Monthly Option for LRC Memberships

MEMBERSHIP TYPE	R	NR	Annual cost comparison for Residents
Individual	\$8 10	\$12 15	\$96 vs. \$80 120 vs. 90
Family of 2-3	\$16 20	\$24 30	\$192 vs. \$160 240 vs. 180
Additional Family Member	\$3 4	\$4.5 6	\$36 vs. \$30 48 vs. 38
Senior	\$6 8	\$9 12	\$72 vs. \$60 96 vs. 70

Daily Admission Fee

For those without a membership, there is a \$5/\$10 (R/NR) Daily Admission Fee. The daily admission fee includes the use of the indoor playground, walking track, open gym, and weight room.

Program Tree Fees

A donation of \$250 to the Champaign Parks Foundation, covers the cost of the tree, the installation by staff, and the maintenance of the tree for the duration of its life. An additional donation of \$200 will purchase a 9 x 5 cast bronze plaque to personalize the tree in the park.

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Eddie Albert Garden Plots Fees

Date	Location	Plot Size	Fee (R/NR)
4/2-10/28	Dodds Park	20' x 20' plot	\$30/\$45
4/2-10/28	Dodds Park	20' x 30' plot	\$40/\$60
1/1-12/31	Dodds Park	20' x 20' plot	\$40/\$60

Dog Park Fees

Membership is for one calendar year (January 1 to December 31).

Memberships are discounted half price August 1 – November 30.

One Dog (Resident): \$38

Each Additional Dog: \$6

One Dog (Non-resident): \$57

Replacement Tag: \$10

Virginia Theatre Fees

Public Events:

Touring Commercial Attractions \$3,950.00 FLAT

Local Commercial Attractions \$2,950.00 FLAT

Not-for-Profit Events* \$1,950.00 FLAT

Private Events:

Meetings, 30 or fewer attending \$50.00 (2 hour max, single lobby use, no outside catering or drink service allowed)

Meetings, 31-100 attending \$75.00 (4 hour max, single lobby use)

Meetings in auditorium \$1,500.00 (incl. lobby use)

Photo Shoots \$75.00 (2 hour max)

Private Party/Reception, East Lobby \$250.00 (4 hour max, single lobby use)

Private Party/Reception, Mezzanine Lobby \$300.00 (4 hour max, single lobby use)

Private Party/Reception, Front-of-House \$1,000.00 (4 hour max, auditorium not included)

Private party, Stage \$1,500.00 (incl. lobby use)

Private Screening (film rights not included) \$1,000.00 (parties of 100 or fewer, no public promotion or ticketing allowed)

Marketing Fee: \$250 FLAT (brochure, website listing, social media & eBlast marketing)

*Note that touring attractions booked into the Virginia Theatre by 501(c)3 non-profits **and governmental agencies** will be billed at the Touring Commercial Attraction rate.

Resident/Non Resident Fees

Residents living within the boundaries of the Park District regularly support park facilities and programs through property taxes. People living within the Champaign and Urbana Park District boundaries pay the "resident (R)" fee. Persons residing outside these districts will pay 50% more than the resident rates – "non-resident (NR)". Fees charged for programs are used to offset part of the costs for special instructors, facility costs and program supplies.

Non-resident fees at 50% for all programs over \$100. Any program costing over \$100 would have a maximum non-resident fee of \$50.

Program Fees

Program fees and concession fees are based on the Park District's Revenue Policy. All programs and concession fees must be approved by the Executive Director.

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



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: May 8, 2019

SUBJECT: Noel Park Path and Playground Bid Results

Background

Two capital projects within Noel Park were bid together as one packet. The first was the connector path on the north side of the park which connects two existing paths. The *Internal Paths Study* and the *5 Year Trails Action Plan* both recommend a new internal loop path around the entire park, but many of the existing trails surrounding the park are HOA owned. The playground replacement was recommended per the playground replacement schedule, as the existing playground was constructed in 1999. An ADA path to connect from the existing path to the playground is recommended as there is not a suitable location directly adjacent to an existing path for the playground in Noel Park.

Bid Results

Sealed bids were opened Wednesday, May 1 at 2:30pm with bid tab as shown:

Bidder	Base Bid	Add 1 (demo)	Add 2 (concrete)	Total
Duce Construction Company	\$196,977	\$4,125	\$3,198	\$204,300
Dirtworks Trucking & Excavating	\$263,000	\$15,000	\$3,750	\$281,750
Petry-Kuhne Company	\$232,982	\$12,806	\$4,669	\$250,457

Budget Impact

Capital project 190007 (playground) budget is \$80,000. Capital project 190008 (path) is \$53,500. Capital project 200002, ADA General Projects is \$315,000. The approximate portion of this project for the ADA path to the playground and the path replacement is \$25,000. The walk replacements (addition 2) are \$3,198. Staff propose the remaining \$42,602 be sourced from the Springer Elevator project and Henry Michael Park development (project 170011), both of which were completed under budget.

Recommendation

Staff recommends accepting Base Bid of \$196,977 plus Addition 1 of \$4,125 plus Addition 2 \$3,198 from Duce Construction Company for a total contract of \$204,300 and authorizing the Executive Director to enter into the contract.

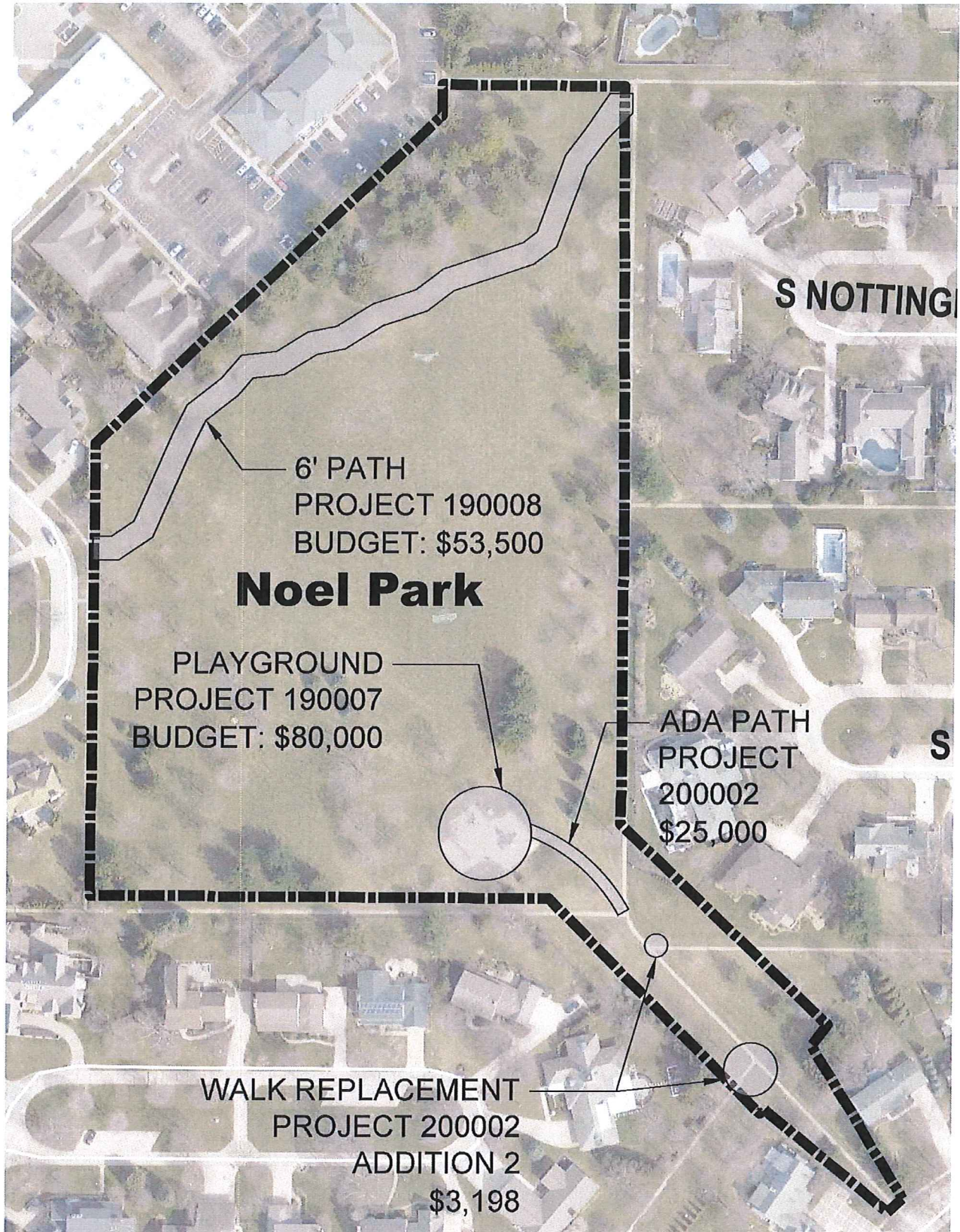
Prepared by:

Bridgette Moen
Park Planner

Reviewed by:

Andrew Weiss
Director of Planning

Attachment 1: Diagram of Improvements at Noel Park (NTS)





REPORT TO PARK BOARD

FROM: Joe DeLuca, Executive Director

DATE: May 8, 2019

SUBJECT: Foundation Board Member Appointees

Background

During their April meeting, the Foundation Board of Directors requested two new board member candidates be forwarded to the Park Board for appointment to the Foundation Board. These board members will fill vacancies that are either currently open or will be open in May due to term expirations and members opting not to be reappointed. Vacancies are for three year terms that expire in May of 2022. Recommended member profiles follow:

Kathy Aquino

Education/Experience:

Associates Degree Registered Nurse

Professional Bio:

Retired RN – Carle Hospital & Clinic / Retired Pampered Chef Sales Director

Memberships/Volunteering:

CU Junior League- various fundraising & service roles 1995 to present
Emmanuel Memorial Episcopal Vestry/various roles 1985 to present
CU Walk to Defeat ALS - Committee member 2016 to present
Carle Women's Legacy Circle-Grants Committee Chair 2017 to 2019
CCC 9 Hole Golf-Chair/Treasurer
Social Science Club of CU -various roles 2015 to present

Julie Sikorski

Education/Experience:

Illinois Real Estate License

Professional Bio:

Oncology Account Manager/Verastem Oncology

Memberships/Volunteering:

Alpha Gamma Delta Executive Council-1987-1990
St. Matthews CCD-1985-1988
St. Matthews Nursery Director 2008-2112
St. Thomas More Gala Committee-2008-2010
St. Thomas More Athletics-2008-2012
Ironwood Homeowners Board Member-2018-Present

In addition to the aforementioned new board member candidates, eight current board member terms are due to expire in May 2019. Tom Whooley has decided not to seek reappointment to the Foundation board. Art Thoma, Emily Corum, Dijon Davis, AJ Thoma, Patrick Harrington, Sally Carter and Shira Epstein would like to be reappointed to the board.

Prior Board Action

N/A

Budget Impact

None

Recommended Action

Based on a consensus of the Foundation Board of Directors reached during their April 8, 2019 meeting, it is recommended that Park Board appoint Kathy Aquino and Julie Sikorski be appointed to the Champaign Parks Foundation Board of Directors for three year terms expiring May of 2022. In addition, the Foundation Board of Directors recommends the reappointment of Art Thoma, Emily Corum and Dijon Davis for three year terms expiring May of 2022 and AJ Thoma, Patrick Harrington, Sally Carter and Shira Epstein for two year term expiring May of 2021.

Prepared by:

Reviewed by:

Laura C. Auteberry
Development Director

Joe DeLuce, MS, CPRP
Executive Director

**RESOLUTION
APPOINTING AND REAPPOINTING DIRECTORS
TO THE CHAMPAIGN PARKS FOUNDATION**

WHEREAS, the Champaign Park District Board of Commissioners formed the Champaign Parks Foundation, a not for profit corporation, duly authorized to transact business in the State of Illinois;

WHEREAS, the Champaign Parks Foundation was formed for the purpose of creating and carrying out a capital campaign and accepting and managing donations and gifts for the benefit of the Champaign Park District, including without limitation, land, cash and marketable securities;

WHEREAS, the Champaign Park District's appointed Commissioner liaison and Executive Director serve on the Board of Directors as voting members in addition to the other appointed Board members;

WHEREAS, the Champaign Park District's Board of Commissioners is to appoint Champaign Parks Foundation Board members to serve terms as set forth in the bylaws; and

WHEREAS, the Board of Commissioners has contacted community members who have shown an interest in the success of the Champaign Park District, its facilities and services, as well as serving on Champaign Parks Foundation Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, that the Champaign Park District Board of Commissioners hereby appoints as Directors of the Champaign Parks Foundation Kathy Aquino and Julie Sikorski for three year terms expiring in May of 2022, and reappoints AJ Thoma, Patrick Harrington, Sally Carter and Shira Epstein for two year terms expiring in May in 2021 and Art Thoma, Emily Corum and Dijon Davis for three year terms expiring in May 2022.

APPROVED by the Board of Commissioners of the Champaign Park District this 8th day of April 2019.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: May 8, 2019

SUBJECT: Playground Surfacing Mulch Bid

Background

This is a bid for the purchase of playground surfacing mulch for the FY19/20. This material is used within playgrounds as safety surfacing. This is a routine maintenance practice done yearly to assure adequate fall protection for users.

Prior Board Action

The Board has approved this expenditure each fiscal year as part of the Capital Improvement Budget. The FY19/20 Capital Improvement Budget was approved by the Board at the March 13, 2019 Regular Board meeting.

Bid Results

An invitation to bid was published in *The News-Gazette* and bids were opened and read aloud on April 29, 2019. Six (6) bid packets were mailed and one (1) bid was received with the result as follows:

Bidder	Base Bid
Stillwater Enterprises, Effingham, IL	\$17.90/cu. Yd.

Budget Impact

\$34,000 has been budgeted in the FY19/20 Capital Improvement Budget for Playground Surfacing (FIBAR). The lowest bid price is \$1.60 more per cubic yard than the FY18/19 lowest bid price. The estimated amount necessary for upcoming FY19/20 is 1,850 cubic yards, or \$33,115.00 using the low bid multiplier.

Recommended Action

Staff recommends accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from Stillwater Enterprises at a bid price of \$17.90 per cubic yard, or \$33,115.00 using the low bid multiplier.

Prepared by:

Reviewed by:

Nathan Massey
Special Projects Supervisor

Dan Olson
Director of Operations



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: April 29, 2019

SUBJECT: Approval of an Addendum to an Agreement with the Central Illinois Football League (CIYFL)

Background

The Park District has worked in partnership with CIYFL for several years to provide youth football programs and league play by utilizing Zahnd Park field and other park sites for practices. Due to mutually agreed upon changes by both parties relating to the scoreboard, programs and equipment it became necessary to update the current agreement. On October 10, 2018, a Gift Acceptance Agreement was executed between CIYFL and the Park District whereby the Park District accepted a football scoreboard for Zahnd Park donated by CIYFL. An addendum to the agreement was prepared by Attorney Hall with the following revisions:

Section 4, subsection M. is stricken from the Agreement;

Section 4, subsection N. is amended to state that:

Any permanent equipment purchased by CIYFL and installed at Zahnd Park will become the property of the Park District upon installation. This will include without limitation, scoreboards, goal posts, public address systems and irrigation lines. Park District shall be responsible for maintaining that equipment; provided that, CIYFL shall be responsible for replacing any such equipment that has become obsolete or no longer in a working and useful condition due to ordinary wear and tear. The aforementioned items shall, upon becoming the property of the Park District, be included in its asset management inventory. Scoreboard specifications and any sponsorships or advertising at the park shall be subject to Park District approval. The Park District shall be entitled to any fees or royalties of any kind or character whatsoever related thereto.

Section 5, subsection G. is stricken from the Agreement.

Prior Board Action

At the June 14, 2017 Regular Board meeting, the Board approved an agreement between CIYFL and the Park District for a period of three (3) years.

Budget Impact

As noted in Section 4, subsection N of the addendum the Park District will take on some maintenance costs, but will also have the potential to gain revenue from scoreboard sponsorships and advertisements. The overall future impact is unknown at this time.

Recommended Action

Staff recommends Board approval of an Addendum to the Agreement with the Central Illinois Football League. The Agreement effective period will not change and will be in effect until June 13, 2020.

Prepared by:

Jimmy Gleason
Sports and Facilities Manager

Reviewed by:

Jameel Jones
Director of Recreation

**AGREEMENT BETWEEN
CENTRAL ILLINOIS YOUTH FOOTBALL LEAGUE AND
CHAMPAIGN PARK DISTRICT**

THIS AGREEMENT is made and entered into effective this 14th of June 2017, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, 61821, and the Central Illinois Youth Football League (hereinafter referred to as, "CIYFL") whose principal address is PO Box 3624, Champaign, Illinois, 61826.

WITNESSETH:

In consideration of One Dollar (\$1.00) and the mutual covenants and agreements set forth herein, the Parties agree as follows:

Section 1 – General Purpose. The purpose of this Agreement between the Park District and CIYFL is to provide the terms and conditions for the use of the Park District football field for league play and designated park sites for practices, define operational and maintenance responsibilities, and identify responsibility for costs.

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

Section 3 – Permitted Uses. The football field shall be used and occupied by CIYFL only for the purpose of league play for select dates as mutually agreed upon by the Parties.

Section 4 – Contractor's Responsibilities. CIYFL shall:

- A. Provide a master practice schedule for all Park District sites no later than July 21 each year.
- B. Sign a Rental Agreement Form for all related practice and game uses no later than August 1 each year.
- C. Provide a master game schedule no later than August 1 each year.
- D. Adhere to the parking regulations at each site (i.e. parking only in designated parking areas, no grass parking). On game days, CIYFL will be permitted to use the Zahnd Parking lot. They will also be able to park in the designated area between the parking lot and football field as weather permits. Parking along Staley Road is prohibited.
- E. Report all accidents or unsafe conditions to the Park District Risk Manager.
- F. Provide names and phone numbers of at least three (3) contact persons for CIYFL.
- G. Provide an eight week advance notice and completed Rental Agreement for any special event, tournament, and the like, other than typical league play and practice.
- H. Promote the Park District as a partner of the Youth Football program on the CIYFL website and in other marketing materials to be mutually agreed upon by both Parties.

- I. Not construct or erect any structure (tent, scoreboard, tower, or the like) without prior written authorization from the Park District Facility and Events Manager or his/her designee.
- J. Not purport to sublet or rent any Park District field. The right to use field by any group other than CIYFL must be obtained through the Park District, with all fees for such use belonging to the Park District.
- K. Reimburse the Park District for any additional field maintenance requested of the Park District, with charges based on material and personnel costs.
- L. Not engage in any field maintenance without prior written authorization from the Park District Facility and Events Manager or his/her designee. This includes mowing as well as pesticide, herbicide, or any other chemical application.
- M. Collaborate with the Park District to undertake the Micro Football Program. In connection therewith, CIYFL shall receive eighty percent (80%) of the net resident registration fees after reduction of the resident registration fee by one dollar (\$1.00) per participant, which is allocated and shall be remitted to Park District for its youth scholarship program, exclusive of any non-resident or late fee component which shall be paid to Park District. Residency shall be determined according to Park District policies in effect at the time of registration. The allocation of non-resident fees shall be as set forth in this Section 4.M. In addition, CIYFL will:
 - Provide instructors for the Micro Football program at a maximum 10:1 participant to instructor ratio.
 - Provide participant t-shirts.
 - Provide all equipment necessary to operate the program.
 - Collaborate with the Park District about additional programming when both Parties mutually agree.
- N. When the Park District deems replacement necessary, CIYFL will be responsible for the costs of replacing the scoreboard, goal posts, and public address system at Zahnd Park. Specifications and any sponsorships/advertising for the scoreboard are subject to approval by the Park District.

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

- A. Provide field maintenance required for establishing and maintaining a good playing field during league games and practices, which includes costs to establish suitable field composition.
- B. Mow the fields as part of the Park District schedule.
- C. Provide electricity and routine maintenance for the scoreboard at Zahnd Park.
- D. Provide routine maintenance for the goal posts at Zahnd Park, including painting the goal posts approximately every two (2) years.
- E. Provide use of designated areas in other parks for Youth Football practices.

- F. Have a right of first refusal for the operation (including operation by rental or contract) of concessions at Zahnd Park during CIYFL games and events. The Park District shall retain 100% of revenue from Park District concession sales, rentals, or contracts. In the event that the Park District declines this opportunity, CIYFL may be approved to operate concessions and collect all concession revenue; provided that CIYFL shall adhere to all Park District policies and procedures regarding concessions, including exclusive sale of Pepsi products.
- G. Collaborate with CIYFL to undertake the Micro Football Program. Residency shall be determined according to Park District policies at the time of registration. In connection therewith Park District shall receive twenty percent (20%) of the net resident registration fees after reduction of the resident registration fee by one dollar (\$1.00) per participant, which is allocated and shall be remitted to Park District for its youth scholarship program. Any late fee and the difference between resident and non-resident fees shall be allocated and paid to the Park District. Specifically, the Park District will:
- Provide a system to register participants for the program.
 - Provide marketing support for the program, primarily through the Program Guide.
 - Remit to CIYFL the eighty percent (80%) of registration fees, not including any non-resident or late fees within forty-five (45) days of the conclusion of the program.
 - Collaborate with the CIYFL on adding additional programming when both Parties agree.

Section 6 – Use by Others.

- A. The Park District reserves the right to allow and approve field use by others who may operate tournaments during those times when the fields are not scheduled for use, but only on a one (1) week at a time basis.

Section 7 – Maintenance.

- A. CIYFL shall supply all field preparation labor, equipment and chalk necessary to prepare each field for a football game. Game day preparations will be undertaken by Youth Football volunteers.
- B. The Park District shall supply restrooms, parking lots and garbage cans throughout the season at Zahnd Park.

Section 8 – Responsibility for Cost.

- A. The Park District shall not be responsible for the lost, stolen, or damaged equipment or items; and the CIYFL shall indemnify and hold harmless the Park District for any lost, stolen or damaged equipment. Furthermore, CIYFL shall pay for the repair or replacement of any Park District property that is lost, stolen or damaged by CIYFL officers, agents or representatives.

Section 9 – Rules, Laws, and Ordinances. CIYFL shall comply with any and all applicable ordinances, policies and permit procedures of the Park District in performing the terms of this Agreement.

Section 10 – Insurance.

Note that all limits of liability for insurance shall be not less than the following amounts, and must be greater where required by other laws.

CIYFL shall maintain in full force and effect at its sole expense the following insurance applicable to this Agreement:

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

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

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

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

- (e) Umbrella Liability:
 - \$5,000,000 each occurrence

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

Prior to commencing any activities related hereto, CIYFL shall furnish the Park District with certificate(s) of insurance and applicable policy endorsement(s), extensions or riders, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates or applicable endorsements, extensions or riders, as the case may be, shall provide for thirty (30) days written notice to Park District prior to cancellation or material change of any insurance referred to therein. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from the evidence

that is provided shall not be construed as a waiver of CIYFL's obligation to maintain such insurance.

All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and satisfactory to the Park District at its sole discretion. All insurance coverage provided by the CIYFL shall be primary coverage as to the Park District. Any insurance or self-insurance maintained by the Park District shall be excess of the CIYFL's and shall not contribute to it. Such insurance must be on an "occurrence" basis and not on a "claims made" basis.

Section 11 – Independent Contractors.

CIYFL acknowledges and agrees that neither CIYFL, nor any of its officers, employees, agents, representatives or volunteers is an employee of the Park District, and accordingly, they are not entitled to any benefits or protections afforded employees of the Park District, nor bound by any obligations of employees of the Park District. Nevertheless, neither CIYFL, nor any of its officers, employees, agents, representatives or volunteers will act contrary to the policies of the Park District. CIYFL understands and agrees that neither CIYFL, nor any of its officers, employees, agents, representatives or volunteers will be insured under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District, and that any injury or property damage in connection with this Agreement shall be CIYFL's sole responsibility and not that of the Park District. It is also acknowledged and agreed that neither CIYFL, nor any of its officers, employees, agents, representatives or volunteers is protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and, therefore, CIYFL will be solely responsible for CIYFL's own acts or omissions, and those of CIYFL's officers, employees, agents, representatives or volunteers. The Park District will not in any manner whatsoever be obligated to defend, indemnify or hold harmless CIYFL, or any of its officer, employees, agents, representatives or volunteers in matters of liability.

CIYFL acknowledges and agrees that CIYFL is solely responsible to pay all applicable federal, state and local income and withholding tax obligations or contributions imposed pursuant to Social Security, unemployment insurance and worker's compensation insurance on behalf of CIYFL and anyone employed by CIYFL.

Section 12 – Default. In the event that either Party fails to comply with the terms of this Agreement, and cure such default within fifteen (15) days of written notice from the other Party, then the non-defaulting Party shall have the right to terminate this Agreement. Any such termination shall not terminate or affect the obligations or rights to enforce the same as they may have accrued prior to termination.

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

Section 14 – Severability. In the event any one or more of the provisions set forth in this Agreement shall be invalid, illegal, or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall, therefore, remain in effect. .

Section 15 – Assignment - Binding Effect. Neither Party nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other, which shall not be unreasonably withheld.

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

Section 17 – Entire Agreement and Amendment. This Agreement and any written addendum to it executed in writing by the Parties constitute(s) the entire contract between Park District and the CIYFL, and may be changed, modified or amended only by mutual written agreement executed by Park District and the CIYFL.

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

Section 19 – Notice. All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given at the time they are mailed to the respective Party via certified mail, return receipt requested with an additional copy sent via U.S. first class mail at the address set forth below, or at such other place or address as the Parties shall provide to each other in writing.

CHAMPAIGN PARK DISTRICT

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

CENTRAL ILLINOIS YOUTH FOOTBALL LEAGUE

Attention: William Harmon
President
P.O. Box 3624
Champaign, IL 61826

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

Champaign Park District,
a municipal corporation

By: _____

Name: Joseph DeLuce
(print name)

Title: Executive Director

Date: 6/16/17

Central Illinois Youth Football League

By: _____

Name: WILLIAM HARMON
(print name)

Title: PRESIDENT

Date: 7/9/2017

**AMENDMENT TO AGREEMENT BETWEEN
CENTRAL ILLINOIS YOUTH FOOTBALL LEAGUE AND
CHAMPAIGN PARK DISTRICT**

THIS AMENDMENT TO AGREEMENT is made and entered into effective this ____ of _____ 2019, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, 61821, and the Central Illinois Youth Football League (hereinafter referred to as, "CIYFL"), whose principal address is PO Box 3624, Champaign, Illinois, 61826.

WITNESSETH:

WHEREAS, the Parties previously entered into an Agreement, effective June 14, 2017, which provides the terms and conditions for the use of the Park District football fields for youth football league play and designated park sites for practices, defining operational and maintenance responsibilities, and identifying the responsibilities for associated costs;

WHEREAS, the Parties now desire to amend such Agreement with regard to the Micro Football Program and equipment permanently installed at Zahnd Park;

NOW, THEREFORE, for and in consideration of the mutual promises contained herein and the aforementioned Agreement and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, they do hereby agree to amend the Agreement of June 14, 2017 as follows:

Section 4, subsection M. is stricken from the Agreement;

Section 4, subsection N. is amended to state that:

Any permanent equipment purchased by CIYFL and installed at Zahnd Park will become the property of the Park District upon installation. This will include without limitation, scoreboards, goal posts, public address systems and irrigation lines. Park District shall be responsible for maintaining that equipment; provided that, CIYFL shall be responsible for replacing any such equipment that has become obsolete or no longer in a working and useful condition due to ordinary wear and tear. The aforementioned items shall, upon becoming the property of the Park District, be included in its asset management inventory. Scoreboard specifications and any sponsorships or advertising at the park shall be subject to Park District approval. The Park District shall be entitled to any fees or royalties of any kind or character whatsoever related thereto.

Section 5, subsection G. is stricken from the Agreement.

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

Champaign Park District,
a municipal corporation

Central Illinois Youth Football League

By: _____

By: _____

Name: _____
(print name)

Name: _____
(print name)

Title: _____

Title: _____

Date: _____

Date: _____



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: TBD, 2019

SUBJECT: Commissioners Park Master Plan

Background

Per the 2016 LWCF Dodds Park Land Conversion Agreement, IDNR obliged CPD to execute an approved a 5 acre park development. The design included a basketball half court, a soccer field, a playground, a picnic shelter, and an accessible path and was construction in 2018. Currently, 10 acres of the 20 acre park remain undeveloped and are being managed as low-mow meadow.

Prior Board Action

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

September 27, 2017—Staff presented phase 1 park development plan

June 13, 2018—Board approved park development bid by Feutz Contractors

Discussion

The Commissioners Park property shares three of its four borders with agricultural fields and one border with single family residential homes. The current development of Commissioners Park is appropriate for the surrounding area, but the current low-mow management for the remaining 10 acres is a short-term land use plan. Staff recommends the long range development for the remaining 10 acres as a natural area with a mixture of prairie and forested areas with concrete perimeter path. Commissioners Park is a 20 acre neighborhood park, but the average District neighborhood park size is 8.4 acres; although the additional 10 acres of natural area is larger than many current natural areas, the surrounding context is a good fit for that land use. Respondents of the *2017 Champaign Park District Community Survey* rated natural areas as one of their top facilities to expand. These responses also mimic national recreation trends; 77% of respondents of a 2018 National Recreation and Parks Association survey indicated that conservation efforts are an important priority. The drainage patterns are so that a passive land use is encouraged. While the west side of the park (currently developed) has positive drainage, grading and drainage infrastructure may be required for active uses of the east side of the park. Staff is requesting direction on the future land use of the east 10 acres of Commissioners Park to support future planning efforts.

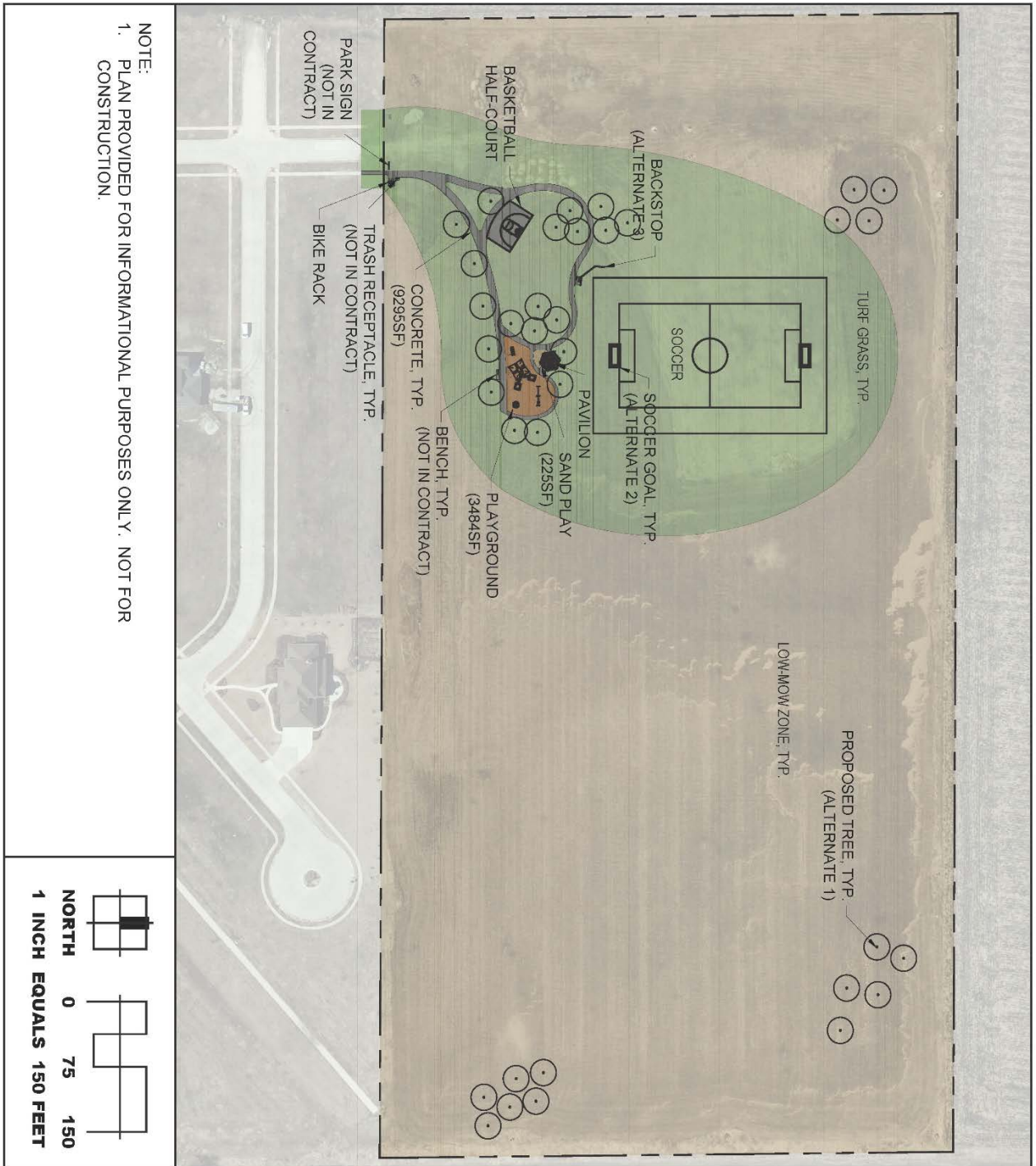
Prepared by:

Reviewed by:

Bridgette Moen
Park Planner

Andrew Weiss
Director of Planning

Attachment 1



Attachment 2



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.