



AGENDA
Regular Board Meeting
Bresnan Meeting Center
706 Kenwood Road, Champaign, Illinois
Wednesday, September 11, 2019
7:00 p.m.

A. CALL TO ORDER

B. COMMENTS FROM THE PUBLIC

C. COMMUNICATIONS

D. TREASURER'S REPORT

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

E. EXECUTIVE DIRECTOR'S REPORT

1. General Announcements

F. COMMITTEE REPORTS

1. Champaign Parks Foundation

G. REPORT OF OFFICERS

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

H. CONSENT AGENDA

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

1. Approval of Minutes of the Special Board Meeting, June 26, 2019
2. Approval of Minutes of the Regular Board Meeting, July 10, 2019
3. Approval of Minutes of the Special Board Meeting, July 24, 2019
4. Approval of Minutes of the Executive Session, July 24, 2019
5. Approval of Minutes of the Regular Board Meeting, August 14, 2019
6. Approval of Minutes of the Executive Session, August 14, 2019
7. Approval of increasing the Flower Island Program fee from \$12.00 per sq. ft. to \$13.00 per sq. ft. (approximately 8.3% increase) for the 2020 season.

I. NEW BUSINESS

1. Approval of Disbursements as of August 14, 2019
Staff recommends approval of disbursements for the period beginning August 14, 2019 and ending September 10, 2019.

2. Approval of a Resolution Initiating the 2019 General Obligation Bond Issue
Staff recommends approval of a resolution stating the Park District's need and intent to issue \$1,168,900 of General Obligation Bonds for FYE2020.
3. Approval of a Resolution Setting a Public Hearing on Proposed Bond Issue
Staff recommends approval of a resolution to set a Public Hearing for Wednesday, October 9, 2019 at 7:00 p.m. at the Bresnan Meeting Center to discuss the issuance of \$1,168,900 of General Obligation Bonds for the purpose of providing funds for capital improvements. As required by law, a public hearing must be set for the purpose of receiving public comments on the Board's proposal to sell bonds.
4. Approval of a Temporary Easement for the Swann Special Care Center Renovation Project
Staff recommends granting a temporary construction to Champaign Facility Company, LLC for the Swann Special Care Center renovation, commencing September 12, 2019 and ending July 1, 2021, pending IDNR approval and upon receipt of easement fee.
5. Approval of Bid for Resurfacing the Morrissey Outdoor Tennis Courts
Staff recommends accepting the bid from the only bidder and authorizing the Executive Director to enter into a contract with All Weather Courts for a total of \$183,200.00.
6. Approval of a Resolution Authorizing Change Order No. 2 to the Operations Facility Contract
Staff recommends approval of a resolution authorizing Change Orders No. 2 to the Virginia Theatre roof replacement project for labor and material to grind and tuckpoint an additional 25 sq. ft. and to cut out and replace an additional 400 bricks at an increase of \$16,343 as this work is germane to the original project, unforeseen at the time the contract originated, and in the best interest of the Park District.

J. OLD BUSINESS

K. DISCUSSION ITEMS

1. Champaign Parks Foundation 1st Quarter Financial Update
2. Champaign Park District 1st Quarter Financial Update

L. COMMENTS FROM COMMISSIONERS

M. ADJOURN

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

June 26, 2019

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, June 26, 2019 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the meeting.

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

Absent: Commissioner Timothy P. McMahon.

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 & Risk, Andrew Weiss, Director of Planning, and Steven Bentz, Virginia Theatre Director.

Other staff in attendance were Zoe Southlynn-Savage, Special Events Manager, and Remington Rock, Special Events and Volunteer Coordinator.

Call to Order

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

Comments from the Public

There were no comments from the public.

New Business

Approval of Budget Line Transfers

Ms. Wallace presented the report. She reported that the request is to approve routine transfers. She reported that transfers totaled \$438,273 for FY19. There were several adjustments between different programs; however, overall within each fund staff stayed within the appropriated budget amount that was legally adopted. The transfers do not affect the overall budget as other line items would be decreased within the same funds. This is being done to comply with the Park Code and for audit purposes. Discussion ensued. Ms. Wallace reported that the audit begins in July.

Commissioner Kuhl made motion to approve of line item transfers of the FY19 budget to be made within funds where line items will exceed their original budget. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of a Bid for Dodds Tennis Center Lighting

Mr. Olson presented the report. He reported that the Dodds Tennis Center project was included in the capital improvement plan. Mr. Olson indicated that for sustainability and energy savings over the past four years, LEDs are a best choice. He stated that energy savings will occur soon after the lighting is installed. Mr. Olson reported that the Park District should receive an incentive of approximately \$20,000 from Ameren. Discussion ensued about the location of the apparent low bidder and materials to be purchased,

Staff recommends accepting the low, responsible bid and authorizing the Executive Director to enter into a contract with Energy Harness for a total of \$61,954.50.

Commissioner Solon made a motion to accept the low, responsible bid and authorized the Executive Director to enter into a contract with Energy Harness for a total of \$61,954.50. The motion was seconded by Vice President Miller. The motion passed 3-0.

Discussion Items

Request to Sell Craft Beer at Flannel Fest

Mr. Jones presented the report. He briefed the Board on the history of Flannel Fest including its relocation from Centennial Park to Hessel Park. Mr. Jones reported that staff is seeking Board approval to sell craft beer at the event scheduled for October 11, 2019. Special events staff, Zoe Southlynn-Savage and Remington Rock, were in attendance at the meeting. Samplings of beer from one or two local craft beer vendors will be sold and confined to a designated area. The idea is for the event to appeal to both family and adult audiences and broaden the Park District's community said base. Discussion ensued about the samplings and the location for the event. Ms. Southlynn-Savage small samplings of one or two craft beer will be offered. Commissioner Solon encouraged staff to consider holding the event at a different park to encourage people to utilize other parks. She discussed the traffic concerns at Hessel Park. Commissioner Kuhl and President Hays agreed that staff should consider other parks to hold events. BASSET trained staff will be onsite. The recommendations and requests of the Champaign Police Department are to be followed.

President Hays asked if there were any objections to offering samplings of craft beer at the Flannel Fest. There were no objections from the Board. President Hays suggested the staff consider other parks for the event in the future.

Minimum Wage

Mr. DeLuce presented the report. He discussed the impact of the increase in minimum wage to the Park District over a five (5) period. Mr. DeLuce reported that staff compiled ten methods to address the increases. He stated that staff is considering options that will allow the Park District to continue to provide the same outstanding facilities, parks, services, and programs as it has in the past. Mr. DeLuce asked for feedback from the Board. The proposed increases do not include benefits or wage compressions. President Hays asked that if Board Members have any ideas or suggestions to let staff know. Discussion ensued. Commissioner Solon stated that she does agree with the proposed idea to maximize the property tax rate for the next five years to help offset some of the increase in the minimum wage. Commissioner Kuhl asked what staff plans do with the ideas moving forward. She suggested staff look at ancillary benefits compared to other parks districts and employers in the Champaign-Urbana area. Mr. DeLuce stated that some businesses have already increased their wages to attract employees. Commissioner Kuhl also suggested that staff evaluate the positions on hand and perhaps provide a quarterly update to the Board. President Hays suggested evaluating programs, prioritizing the proposed ideas, and possibly consider additional independent contractors. Mr. DeLuce asked the Board to forward any additional ideas to staff.

Open Space Lands Acquisition and Development (OSLAD) Grant Application

Mr. DeLuce presented the report. He indicated that the Illinois Association of Park Districts (IAPD) announced that the 2019 OSLAD grants will be open starting August 1, 2019. The grant program is a 50% matching grant with the maximum award of \$400,000. The grants applications are due by October 1, 2019. Mr. DeLuce reported that staff narrowed down the list of possible projects to four: Heritage Park; Kaufman Park; Prairie Farm; and Porter Park. Discussion ensued. Commissioner Solon and Commissioner Kuhl favored development of Prairie Farm. There was no objection with moving Prairie Farm to the top of the list.

FY20 Annual Operating Budget

Ms. Wallace presented the report. She reported that staff have responded to questions and concerns raised by the Board. Staff continues to compile information to address questions relating to the Virginia Theatre staff increases. Ms. Wallace responded to questions. Discussion ensued. The budget and appropriation ordinance will be presented for approval at the July 24, 2019 special meeting.

Comments from Commissioners

Commissioner Solon reported that the Art Garfunkel concert held at the Virginia Theatre was a great performance. Commissioner Kuhl commented that the Sholem Aquatic Center was well attended. She expressed concern about a problem with garbage at the pavilion in Centennial Park. President Hays commented that his wife continues to enjoy the walk the river at Sholem, and he continues to frequent the Leonhard Recreation Center to work out. He stated that he and his wife walk frequently at Porter Park. Commissioner Solon asked if it was possible to shut off the splash pad when it is raining.

Executive Session

Commissioner Kuhl moved as set forth below to convene into Executive Session. The motion was seconded by Vice President Miller. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(2) collective negotiating matters involving 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 Vice President Miller. The motion passed 4-0 and the meeting was adjourned at 6:26 p.m.

Approved:

Craig W. Hays, President

Cindy Harvey, Secretary

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

July 10, 2019

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

Staff Present: Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Andrew Weiss, Director of Planning, and Bridgette Moen, Park Planner.

Tim Mitchell, reporter with *The News-Gazette*, and Cara Finnegan, representative of the League of Women Voters of Champaign Count were 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 reviewed the Treasurer's Report for the month of June 2019 and reported it to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of June 2019. The motion was seconded by Vice President McMahon. The motion passed 5-0.

Executive Director's Report

General Announcements

Emma Cottrell, intern at Sholem Aquatic Center, introduced herself to the Board.

Ms. Harvey distributed a list of project updates along with an updated list of changes order to the Operations Facility project to the Board. She also reported that Streetfest is July 13, 2019 in downtown Champaign and encouraged the Board to attend and enjoy the event.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Miller reported that the Foundation Board did not have a meeting in July.

Report of Officers

Attorney's Report

Ordinance No.638

Mr. Hall reported that Ordinance No. 638 is to annex (1) the Roby Trail and (2) the Gateway Exchange Annexation Agreement regarding property near South Duncan and West Curtis Roads. He recommended approval of Ordinance No. 638. Discussion ensued about the delay in annexing the Roby Trail property.

Commissioner Solon made a motion to approve Ordinance No. 638, annexing Territory Pursuant to Petition (1811 Scottsdale Drive, Champaign, Illinois – Roby Trail Annexation and 3607 South Duncan Road, Champaign, Illinois – Gateway Exchange Annexation Agreement). The motion was seconded by Vice President Miller. The motion passed 5-0.

President's Report

President Hays reported that Executive Director DeLuce was home and recovering well from a procedure.

Consent Agenda

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

1. Approval of Minutes of the Regular Board Meeting, June 12, 2019
2. Approval of Minute of the Executive Session, June 12, 2019
3. Approval of a Donation Agreement between The Carle Foundation and the Champaign Park District

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

New Business

Approval of Disbursements as of June 12, 2019

Staff recommends approval of the list of disbursements for the period beginning June 12, 2019 and ending July 9, 2019.

Commissioner McMahon made a motion to approve the list of disbursements for the period beginning June 12, 2019 and ending July 9, 2019. The motion was seconded by Vice President Miller. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes, Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl – yes.

Approval of Bid for Asbestos Abatement of Flooring at the Douglass Annex

Mr. Olson presented the report. He reminded the Board that replacement of the flooring at the Douglass Annex was scheduled for last year. However, during testing asbestos was located and need to be abated before replacement of the flooring can occur. Discussion ensued about the budget for abatement and flooring replacement. Mr. Olson reported that the quote received for asbestos abatement was considerably higher than the lowest bid amount. Staff reported Kam Services had performed work at the Virginia Theatre. Staff recommends accepting the lowest responsible bid for asbestos removal from Kam Services and authorizing the Executive Director to enter into a contract.

Commissioner Solon made a motion to accept the lowest responsible bid for asbestos removal at the Douglass Annex from Kam Services in the amount of \$15,310 and authorize the Executive Director to enter into a contract for this work. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of Bid to Purchase LED Light Fixtures for the Lindsey Tennis Courts

Mr. Olson presented the report. He reported that improvements are being made to several of the Park District's outdoor areas. Mr. Olson reported that four bids were received, two of which did not meet the bid specifications. He discussed the scope of work for the project, including that the lights will be installed in-house. Discussion ensued regarding possible cost savings. Staff recommends accepting the lowest responsible bid from LED Lighting Wholesale, Inc. and authorizing the Executive Director to make the purchase.

Commissioner Kuhl made a motion to accept the lowest responsible bid from LED Lighting Wholesale, Inc. in the amount of \$100,793.28 and authorize the Executive Director to make the purchase. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of Bid to Purchase Morrissey Park Playground Equipment

Ms. Moen presented the report. She indicated that the playground is scheduled for replacement schedule this year and will be installed by in-house staff. The playground will include structures for 2 to 5 year olds, 5 to 12 year olds, canopy structures, and three bays of swings. Ms. Moen discussed the bidding process for the playground. She stated that eight bids were received with one being nonresponsive. The lowest bid is from All Inclusive Rec for a total of \$43,273.05.

Discussion ensued. Commissioner Kuhl stated that it's a misnomer to refer to the amount of remaining funds because there are supplies and labor cost associated with installing the playground in-house. Ms. Moen responded that the total amount budgeted allows for the flexibility of bidding out the installation. Commissioner Solon stated that it would be useful to identify and calculate the total cost of man hours for the project whether it is installed by staff or an outside vendor. Commissioner Kuhl discussed establishing parameters for playground budgets based on the size of the park. She also expressed concern about the timeframe for installing Henry Michael Park and the impact that installing in-house has on the constituents. President Hays questioned whether installation of playgrounds by staff was a timing issue. He also concurred with the need to allocate total funds to be able to compare annually. Ms. Moen reported that staff has designed a maximum amount to purchase playground equipment for neighborhood parks. She also discussed the cost of installation for playgrounds.

Commissioner Solon made a motion to accept the bid to purchase Morrissey Park playground equipment from All Inclusive Rec for a total of \$43,273.05 and authorized the Executive Director to make the purchase. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Approval of a Resolution Authorizing Change Order Nos. 1, 2, & 3 to the Heritage Park Phase I Project

Mr. Weiss presented the report. He discussed the scope of the project after approval of the change orders. Change Order 1 is for earthwork at an increase in cost of \$23,475.50; Change Order 2 is for additional walking path at an increase in cost of \$10,955.00; and Change Order 3 is for elimination of turbidity curtain at a decrease in cost of \$14,140.00. The change in scope of work will extend the timeframe of completion of the project to December 15, 2019. Mr. Weiss reported that the Park District purchased a two year warranty on the landscape work.

Commissioner Kuhl made a motion to approve a resolution authorizing Change Orders Nos. 1, 2 and 3 to the Heritage Park Phase I contract for earthwork at an increase in cost of \$23,475.50; additional walking path at an increase in cost of \$10,955.00; and elimination of turbidity curtain at a decrease in cost of \$14,140.00 as this work is germane to the original project, unforeseen at the time the contract originated, and in the best interest of the Park District. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of Acceptance of GASB 75 Actuarial Valuation Report for FYE Ending April 30, 2019

Ms. Wallace presented the report. She indicated that the report is required under governmental accounting standards GASB No. 75 Accounting and Financial Reporting for Postemployment Benefits Other than Pensions because the Park District is a member of the Illinois Municipal Retirement Fund (IMRF). Ms. Wallace discussed the financial impact in relation to health insurance offered to retirees and spouses upon retirement from the Park District. Discussion ensued about the cost to have the

report completed, impact of laws on other benefits, cost to retirees, and timeframe for spouses to sign up for and receive benefits.

Commissioner Kuhl made motion to accept the GASB 75 Actuarial Valuation Report for FYE ending April 30, 219 as presented by NyHart. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions

Ms. Harvey presented the report. She stated that this is an annual housekeeping matter. Staff recommends approval of a resolution authorizing the destruction of recordings of executive sessions.

Commissioner Solon made a motion to approve a resolution authorizing, approving and ordering the destruction of the verbatim audio records of the following executive session meetings: December 14, 2016; January 11, 2017; February 8 & 22, 2017; March 8, 2017; April 12 & 26, 2017; May 10 & 24, 2017; June 14 & 26, 2017; July 12 & 26, 2017; August 9 & 23, 2017; September 13, 2017; October 11, 2017; November 8, 2017; and December 13, 2017. The motion was seconded by Vice President Miller. The motion passed 5-0.

Old Business

None.

Discussion Items

Proposed OSLAD Grant Project

Mr. Moen presented the report. She discussed the prior decision to pursue an OSLAD grant application for Prairie Farm. She reported that staff discussed the proposed project with the Illinois Department of Natural Resources (IDNR) representative and learned that the OSLAD restrictions for Prairie Farm would affect the general intent for the improvement of the Farm. Ms. Moen stated that staff will present three alternate site and the proposed scope of improvements for each. She reported that if awarded the OSLAD grant, the funds will be received up front and the Park District will have two years to complete the improvements. However, no extension of time will be allowed. Ms. Moen presented the scope of improvements, estimated cost, and pros and cons of improvements for Dodds Park, Spalding Park, and Heritage Park. Discussion ensued about possible improvements to Spalding Park, possible project completion date, submittal and award date of OSLAD grant. There was discussion about the park that will impact the most people and the OSLAD point system for awarding grants.

Discussion ensued about the extent of Unit 4's commitment to construct tennis courts at Spalding Park, including the paths and lights in the grant application and using remaining funds for improvements to Prairie Farm. Staff expressed concern with lack of accessible path to the playground. Commissioner Kuhl expressed a desire to see all elements of Heritage Park prior to submitting a grant application for it.

It was the consensus of the Board to submit an OSLAD grant application for improvements to Spalding Park, including the path and lights, and Heritage Park as a backup plan, if needed.

FY20 Annual Operating Budget

President Hays updated the Board on meeting with Ms. Wallace. He stated that Ms. Wallace provided responses to questions from the Board. President Hays asked if there were any objections to presenting the budget and appropriation ordinance to the Board for approval at the July 24, 2019 special meeting. There were no objections from the Board.

Comments from Commissioners

Commissioner Solon and Vice President Miller reported that participating in the 4th of July Parade was fun. Commissioner Kuhl commented that the candy at the Parade was good.

Executive Session

Commissioner Solon moved upon the bases set forth below to convene into Executive Session. The motion was seconded by Vice President McMahon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(2) collective negotiating matters involving the public body and (c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

RETURN TO REGULAR MEETING

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

EXECUTIVE SESSION ACTION ITEMApproval to Make Available for Public Viewing Executive Session Minutes

Commissioner Solon made a motion to approve making available for public viewing partial minutes from the Executive Session meeting of February 13, 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Adjourn

There being no further business to come before the Board, Commissioner McMahon made a motion to adjourn the meeting. The motion was seconded by Vice President Miller. The motion passed 5-0 and the meeting was adjourned at 8:10 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary

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

July 24, 2019

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, July 25, 2018 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

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

Absent: Commissioner Timothy P. McMahon and Attorney Guy Hall.

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

Tim Mitchell, reporter with *The News-Gazette*, was in attendance.

Open the Public Hearing

President Hays opened the Public Hearing at 5:30 p.m.

Ordinance No. 636, Budget and Appropriation Ordinance

He stated that the purpose of the public hearing was to discuss and receive comments on the Budget and Appropriation Ordinance for FY19-20. A notice of the public hearing was published in *The News-Gazette* on July 16, 2019 in compliance with state law.

Public Comments

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

Close the Public Hearing

Commissioner Kuhl made a motion to adjourn the Public Hearing. The motion was seconded by Vice President Miller Kuhl. The motion passed 4-0 and the Public Hearing was adjourned at 5:31 p.m.

SPECIAL BOARD MEETING

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, July 24, 2019 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

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

Absent: Commissioner Timothy P. McMahon and Attorney Guy Hall.

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

Tim Mitchell, reporter with *The News-Gazette*, was in attendance.

Call to Order

President Hays called the meeting to order at 5:32 p.m.

Comments from the Public

There were no comments from the public.

New Business

Approval of Ordinance No. 636: Budget and Appropriation Ordinance

President Hays reported that staff recommended adopting Ordinance No. 636, an Ordinance Approving the Combined Annual Budget and Appropriation of Funds for the Champaign Park District, Champaign County, Illinois, for the fiscal year beginning on the first (1st) day of May 2019, and ending on the thirtieth day (30th) of April 2020 in the amount of \$28,932,155 and authorize staff to file it with the Champaign County Clerk's office.

Vice President Miller made a motion to adopt Ordinance No. 636, Budget and Appropriation Ordinance for fiscal year beginning May 1, 2019 and ending April 30, 2020 and authorize staff to file it with the Champaign County Clerk's office. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 4-0. A copy of Ordinance No. 636 is attached to the minutes.

Approval of Bid for Janitorial Services at the Dodds Tennis Center

Mr. DeLuce presented the report. He stated that two of the three bids received were non-responsive due to being incomplete. Mr. DeLuce stated that staff recommends rejecting the bids and rebidding the janitorial service.

Commissioner Solon made a motion to reject the bids and rebid the Dodds Tennis Center janitorial service. The motion was seconded by Vice President Miller. The motion passed 4-0.

Commissioner Kuhl requested that staff include the base bid amount for the previous year for janitorial service at the Dodds Tennis Center for comparison purpose when this item is presented to the Board.

Approval of a Resolution to Commit Cash Proceeds Received in Land Sale to Land Acquisition Fund

President Hays stated that staff is recommending approval of a resolution to commit cash proceeds received in land sale to the Land Acquisition Fund.

Commissioner Kuhl made a motion to approve a resolution to commit \$74,723.39 from the sale of Lot 173 at the Trails of Abbey Fields as of the date of this resolution or before April 20, 2020 into the Land Acquisition Fund for the future purchase of land within the Park District. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of an Ordinance Declaring Personal Property as Surplus

Mr. Olson presented the report. He reported that approximately 12 years ago during the Ashland Park (aka Toalson Park) development an agreement was entered into between the Park District and The Atkins Group (TAG). TAG was allowed to store topsoil to use for its development purposes. The agreement was approved for two, five year terms. When the most current agreement expired, the topsoil became the property of the Park District. Mr. Olson reported that approximately 1200 to 1300 cubic yards of topsoil remains that is not needed for Park District purposes. He stated that staff is recommending approval of an ordinance to declare the topsoil as surplus in order to remove it from the park. Discussion ensued. Commissioner Kuhl asked if the topsoil will be a revenue generator or an expense. Mr. Olson stated that staff is hoping to have it transported without cost to the Park District. Commissioner Kuhl questioned if the Park District could have had TAG remove the topsoil in accordance with the terms of the agreement, and if the Park District was past the time to require TAG to remove it. Mr. Olson stated that the Park District could possibly still ask TAG to remove the topsoil. Commissioner Kuhl asked if the Park District could require TAG to remove the topsoil if the Park District is unsuccessful in having it removed with occurring expense. Mr. Olson stated that that is his understanding, however staff should consult with legal counsel.

Discussion ensued. Commissioner Kuhl discussed having the topsoil removed at TAG's expense. Mr. DeLuce reported that there has been discussion with Urbana Park District staff who have a need for topsoil. He stated there was discussion about the Urbana Park District removing the topsoil, leveling the area and reseeding it. Tabling the item was discussed while staff follows up with the Urbana Park District. It was also noted that the Park District will take ownership of the topsoil if the Board approves the ordinance. After further discussion, the Board directed staff to follow up with Urbana Park District to finalize possible arrangements before the next meeting and have legal counsel review the terms of the agreement with TAG. The Board desires to have the topsoil removed at no expense to the Park District.

Commissioner Kuhl made a motion to table this item until the August 14, 2019 Regular meeting. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of Applying for an OSLAD Grant for Spalding Park

Mr. DeLuce updated the Board on his discussion with Unit 4 School District staff regarding the proposed eight (8) tennis courts in Spalding Park. He stated that Unit 4 still plans to construct the tennis courts in the future, however, there is no definite date set. Mr. DeLuce asked the Board if it wanted to wait for Unit 4 or move forward with resurfacing or renovating the tennis courts. Discussion ensued about the plans proposed by Unit 4 for replacing the tennis courts. Ms. Moen addressed the Board about the design of the site as well as removal of trees for the development of tennis courts. There was discussion about whether or not to amend the agreement with Unit 4 to revise the language regarding the tennis courts and restrictions if an Open Space Land Acquisition and Development (OSLAD) grant were received as it relates to the tennis courts.

Mr. DeLuce asked if the Board is interested in including the lights and the paths apart of the OSLAD grant application. Ms. Moen informed the Board that the ADA path to the Spalding Park playground has been removed and suggest replacing it and now including it as part of the grant application. Discussion ensued about the scope of the project for Spalding Park improvements, estimated cost of the improvements, amenities to include in the grant application, location of a new playground, and trees scheduled for removal. It was the consensus of the Board to not make any improvements to the tennis courts at this time.

Vice President Miller made a motion to approved proceeding with \$350,500 OSLAD grant as shown in attachment 2 without tennis courts, and authorize the *Grant Program Resolution of Authorization* due to IDNR by August 19, 2019.

Approval of an Addendum to the Internet Ticketing Services Agreement with SeatAdvisor, Inc.

Mr. DeLuce presented the report. He stated that staff is satisfied with the service provided by SeatAdvisor and recommends approval of an addendum to the Internet Ticketing Services Agreement. SeatAdvisor has agreed to renew the agreement with the current terms for a three year period.

Commissioner Solon made a motion to approve an Addendum to the Internet Ticketing Services Agreement with SeatAdvisor, Inc. to provide ticketing for the Virginia Theatre and other Park District events for a three-year period, effective August 14, 2019 through August 15, 2022, and authorizing the Executive Director to execute the agreement. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of an Agreement between the Champaign Park District and I.A.T.S.E. Local 482

Mr. DeLuce presented the report. He reported that Local 482 agreed to the Park District terms.

Commissioner Kuhl made a motion to approve an agreement between the Park District and Local #482 of the International Alliance of Theatrical State Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States and Canada for a three year term, effective August 1, 2019 through July 22, 2022, and authorization for the Executive Director to execute the agreement. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Discussion Items

Champaign-Urbana Special Recreation Preliminary Space Study Options

Mr. DeLuce presented the report. He reported that the Park District demolished the Spalding Recreation Center which is where it held afterschool and summer day camp programs, and is looking to replace it with a 2,500 sq. ft. facility for Champaign-Urbana Special Recreation (CUSR). Currently, CUSR is using Unit 4 School District schools for summer day camps and the Hays Recreation Center to house staff and afterschool programs. He reported that there are four options for the Board to consider and that staff is seeking consensus on which option to evaluate and seek cost estimates.

Mr. DeLuce reported that staff contracted with Reifsteck Reid & Company Architects to study two options for CUSR program space: relocate CUSR program to Hays Recreation Center or repurpose the Bi-Centennial Center, which currently is home to The Cage. Park District staff generated two additional options: construct a new building to replace the existing Bi-Centennial Center or construct a new building for CUSR and Prairie Farm. Mr. DeLuce discussed the pros and cons for all of the options. Discussion ensued about office space for CUSR. Commissioner Kuhl inquired about the average number of participants served by CUSR. Mr. Jones reported that CUSR currently use eight (8) classroom for summer camps. The average number of CUSR participants served is 40. There was discussion about cost sharing with the Urbana Park District, rental cost for CUSR and the use of space at Champaign Unit 4 Schools.

Commissioner Solon stated that the Bi-Centennial site is the best location for CUSR given its close proximity to other park amenities and parking. President Hays stated that the Hays Center is too congested for CUSR. He reviewed the inspection report completed on the Bi-Centennial Center which indicates that the roof should be replaced. After a visual inspection, President Hays stated that he saw no leaks and believes there is useful life remaining in the metal roof. President Hays stated that a construction manager should inspect the Bi-Centennial Center. He stated that it would be quicker to bring the Bi-Centennial Center up to code for CUSR and other programs.

President Hays expressed a desire to get better use of the Bi-centennial Center and suggested that staff have construction engineers conduct a physical and mechanical assessment of the facility.

Discussion ensued about the gym space. It was consensus of the Board to obtain a construction study of the Bi-Centennial Center.

Comments from Commissioners

Commissioner Solon commented that she was pleased that staff weeded the flowerbeds along Kirby at Hessel Park.

Executive Session

Commissioner Solon moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Vice President Miller. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2 (c)(5) for the purchase or lease of real property for the use of the public body 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.

Adjourn

After the Executive Session, there being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Miller. The motion passed 5-0 and the meeting was adjourned at 7:19 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary

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

August 14, 2019

The Champaign Park District Board of Commissioners held a Regular Board on Wednesday, August 14, 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 W. Hays, Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon, as well as Treasurer Donna Lawson.

Absent: 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, Andrew Weiss, Director of Planning, and Steven Bentz, Director of the Virginia Theatre.

Jeanette Donaldson, Champaign resident, Jean Flood, representative of League of Women's Voters of Champaign County, and husband, Richard Flood, were 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

There were no communications.

Treasurer's Report

Treasurer Lawson reviewed the Treasurer's Report for the month of July 2019 and reported it to be in appropriate order. Discussion ensued regarding the amount of property tax funds received to date.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of July 2019. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

Executive Director's Report

General Announcements

Mr. DeLuce reported that he distributed the list of project updates to the Board. He stated that staff is updating the Strategic Plan with information from the first quarter of the fiscal year and will forward it to the Board at a later date. Mr. DeLuce reminded the Board that the Taste of Champaign will be held on August 16 & 17, 2019. He reported that Champaign-Urbana Days and Henry Michael Park grand opening went well. Mr. DeLuce stated that President Hays attended the Henry Michael Park dedication on August 11, 2019, and that Mr. Dan Hamelburg spoke at the event. He reported that the Park District received a \$200,000 grant for the Greenbelt Bikeway Trail.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Miller reported that at its August 12, 2019 meeting, the Foundation Board awarded \$18,000 to the Virginia Theatre to purchase a communication system. He stated that the communication system will help the staff produce large shows and national acts. Vice President Miller also reported that the Foundation Board received a \$41,000 donation from Dr. Donna de Camara to

purchase equipment for the dance arts program. The first item purchased was a 65:InFocus Mondopad Ultra 4k touch display and associated equipment. He stated that the Board is very excited about the donation.

Report of Officers

Attorney's Report

None.

President's Report

President Hays thanked Commissioner Solon, Joe DeLuce, Dan Olson, Chelsea Norton, and Zoe Southlynn-Savage for attending the Henry Michael Park dedication. He reported that there was an excellent attendance by the neighbors. Mr. Hamelburg shared the history of the naming of the park to the attendees.

Consent Agenda

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

1. Approval of Minutes of the Special Board Meeting, June 26, 2019
2. Approval of Minutes of the Executive Session, June 26, 2019
3. Approval of Minutes of the Regular Board Meeting, July 10, 2019
4. Approval of Minutes of the Executive Session, July 10, 2019
5. Approval of an ADA Grievance Procedure, Self-Evaluation Procedure and a revised Americans with Disabilities Act Program Statement

Commissioner Solon made a motion to approve the Consent Agenda Items 2, 4, and 5. Items 1 & 3 will be presented at a future meeting. The motion was seconded by Vice President Miller. The motion passed 5-0.

New Business

Approval of Disbursements as of July 10, 2019

Staff recommends approval of the list of disbursements for the period beginning July 10, 2019 and ending August 13, 2019.

Commissioner Solon asked if staff had determined why the water usage at the Douglass Park splashpad was much higher than the Hessel Park splashpad usage. Mr. Olson stated that there is more use of the Douglass Park splashpad and the fixtures are different in that they pump out more water. Commissioner Solon asked if there was any way to retrofit the Douglass Park splashpad to use less water. Mr. Weiss stated staff could follow up with the manufacturer to see if that was possible.

Vice President Miller made a motion to approve the list of disbursements for the period beginning July 10, 2019 and ending August 13, 2019. The motion was seconded by Commissioner McMahon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl – yes.

Approval of a Request for Proposal (RFP) to Sell Alcohol Beverages at Virginia Theatre

Mr. Bentz presented the report. He reported that RFPs were solicited to sell alcohol beverages at the Virginia Theatre in July 2019. Mr. Bentz stated that one response was received from Carbri, Inc., doing business as Farren's Pub & Eatery, and that staff recommends entering into a contract with Farren's.

Commissioner Kuhl made a motion to accept the RFP from Carbri, Inc., doing business as Farren's Pub & Eatery, to provide a selection of beer, wine, and other types of alcoholic beverages at the Virginia

Theatre for suitable events, and authorizing the Executive Director to execute an agreement, commencing September 13, 2019 and ending September 12, 2020 with the option to renew for one (1) additional year. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of a Bid for Janitorial Services at the Dodds Tennis Center

Mr. DeLuce presented the report. He stated that the lowest bid was received from ESS Clean, Inc. and that staff recommended entering into a contract for two (2) years with the option to renew for one (1) additional year. Discussion ensued. Commissioner Kuhl expressed her appreciation for the way the memorandum was written which included the information from previous years. She thanked staff for their efforts and encouraged staff to include past information in future memorandums.

Commissioner Kuhl made a motion to accept the Base Bid and Alternate 1 Carpet Cleaning, Alternate 1 Fabric Covered Furniture Cleaning and Alternate 1 West Wall Dusting and authorize the Executive Director to execute a two (2) year contract with the option to renew for one (1) additional year with ESS Clean, Inc. in the annual base bid amount \$21,130.00 with Alternate 1 Carpet Cleaning of \$175.00, Alternate 1 Fabric Covered Furniture Cleaning of \$175.00 and Alternate 1 West Wall Dusting of \$150.00 for a total of \$20,630.00. Also accepting and approving Alternate 2 Additional Services Rate of \$20.00/hour on an as needed basis. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of an Agreement with the Public Art League (PAL) for Temporary Display of Artwork

Mr. DeLuce presented the report. He discussed the revisions to the agreement and recommended approval.

Commissioner Kuhl made a motion to approve an Agreement with PAL for temporary display of artwork for a period of three (3) years and authorizing the Executive Director to execute the agreement. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of a Resolution Authorizing Change Order Nos. 11, 12, & 13 to the Operations Shop Expansion Contract

Mr. Olson presented the report. He reported change order 11 involves regrading work, change order 12 adds new downspouts and piping; and change order 13 replaces a water line to Dexter Field; Discussion ensued regarding the underground drain and the ability to access it if there is ever a need.

Vice President Miller made a motion to approve a resolution authorizing Change Order Nos. 11, 12 and 13 to the Operations Shop Expansion contract as follows: Change Order No. 11 - asphalt replacement and grade work at a cost of \$13,037.76; Change Order No. 12 - the addition of six (6) new downspouts and piping at a cost of \$5,196.10; and Change Order No. 13 – replacement of a water line to the Dexter Field water fountain at a cost of \$5,352.48 as this work is germane to the original project, unforeseen at the time the contract originated, and in the best interest of the Park District. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

Approval of a Resolution Authorizing Change Order No. 14 to the Operations Shop Expansion Contract

Mr. Olson presented the report. He reported that this is an owner requested change order to replace a section of existing asphalt parking lot that is in poor condition. Mr. DeLuce stated that with this change the project will be close to the maximum budget. Discussion ensued about the possibility of additional change orders. President Hays stated that the area should have been included in the bid and is in need of replacement. Mr. Olson discussed the scope of work for the concrete replacement.

Commissioner Solon made a motion to approve a resolution authorizing Change Order No. 14 for the Operations Shop Expansion contract for removal of an asphalt parking area and concrete replacement for \$52,971.84 as this work is germane to the original contract and in the best interest of the Park District. The motion was seconded by Vice President Miller. The motion passed 5-0.

Approval of an Ordinance Declaring Personal Property as Surplus

Mr. Olson presented the report. He indicated that the Park District owns the topsoil at Toalson Park. Mr. Olson stated that he has been directed by Mr. DeLuce to remove the topsoil and declaring it as surplus will allow this to happen. Discussion ensued. Mr. Olson stated that the Urbana Park District will remove the topsoil for its use, grade the area and seed it. Commissioner Kuhl commented that the manner in which the topsoil is being removed works in the Park District's favor, however staff should make sure to be mindful of dates in agreements in future.

Vice President Miller made a motion to adopt Ordinance No.639, an ordinance providing for the disposal of personal property owned by the Champaign Park District of Champaign County, which will allow for the disposal of 1,200 cubic yards of topsoil stockpiled at Toalson Park. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

Approval of Bid to Purchase LED Light Fixtures for the Lindsay Tennis Courts

Mr. Olson represented the report. He discussed the initial bid of this item. The distributor informed the Park District that the apparent lowest bidder, LED Lighting Wholesale, Inc., did not have the authority to bid on the light fixtures in this geographic area and cannot fulfill the order. Mr. Olson stated that as a result, staff is requesting approval to award the bid to the second lowest bidder, Tepper Electric. Discussion ensued. Commissioner Solon asked if the Park District had received this information in writing. Mr. DeLuce reported that the Park District received a letter in writing and a commitment from the distributor to honor the lowest bidder's price through Tepper Electric. The lights will be installed in-house by staff.

Commissioner Solon made a motion to approve rescission of the award of the LED Lighting Wholesale, Inc. for LED light fixtures for the Lindsay Tennis Courts, accept the responsible bid from Tepper Electric in the amount of \$110,176.28, and authorize the Executive Director to make the purchase. The motion was seconded by Vice President Miller. The motion passed 5-0.

Old Business

None.

Discussion Items

Applewood Valley Development

Mr. Weiss presented the report. He stated that in 2009 the Park District entered into a memorandum of understanding (MOU) with Hallbeck Homes addressing a park land for a park in the Applewood Valley development. He showed the Applewood Valley development on a map and indicated that parts have been annexed and other parts have not. Mr. Weiss reported that the developer is interested in making changes to the original design of the development. Staff decided that this a good time to remind the Board of the MOU addressing a proposed 3.8 acre park parcel. Mr. Weiss stated that no action is needed at this time. Discussion ensued about whether the Park District was bound by the MOU. Mr. Weiss stated that the Park District will be required to make a decision during the preliminary plat. Mr. DeLuce stated that staff will stay abreast of the Applewood Valley development and keep the Board informed.

Comments from Commissioners

Commissioner Solon thanked the staff for cleaning up after the rental in Noel Park. The Noel Park neighbors appreciated it. She reported about her participation in the Longest Table event on August 12, 2019. She stated that one of the questions addressed visitors from out of town and come of the things you heard about the community. People comment on the parks. She also noted thoughts about what could we do as a community to improve and responses were adding bike and walking paths, as well as an indoor swimming pool. Commissioner Solon stated that connecting Kaufman with Heritage Parks would be a huge asset. She also reported that people would like to see more classes on healthy lifestyles.

Mr. DeLuce reported that Tammy Hoggatt, Director of HR, IT & Risk, attended the event and that her group would like the Park District to focus on offering more family events.

Vice President Miller noted that setup is underway for Taste of Champaign-Urbana, and he hopes it is a great event with great food.

President Hays reported about comments he received from people about the beauty of Park District flowers. He want staff to know that their efforts are very much appreciated.

Executive Session

Commissioner Kuhl moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Vice President 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 Commissioner 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; (c)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired; and (c)(6) the setting of a price for sale or lease of property owned by the public body.

RETURN TO REGULAR MEETING

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

Adjourn

There being no further business to come before the Board, Vice President Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. The motion passed 5-0 and the meeting was adjourned at 8:09 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 3, 2019

SUBJECT: Flower Island Fee

Background

The Flower Island Program began in 1988 with a dedicated goal to “Improve the aesthetic condition of the community by planting flower islands through partnerships with the local business community”. The program has been very successful, has been recognized with awards and provides job opportunities to seasonal and full-time employees.

Sponsors of the islands pay a fee to cover the direct operating costs of their island, as well as an amount to fund islands on public properties such as schools, rights-of-way and not-for-profit organizations. The program started with six beds in 1988 and currently has over 100 beds in the program. It remains a very successful and viable program for the City and the District.

Fee increases have been evaluated throughout the life of the program, and have been approved on an as-needed basis. The most recent increase was approved for the 2018 Flower Island season. The fee increased from \$11.10 per ft² to \$12.00 per ft² (an approximate 8% increase).

To help reduce the need to increase fees, staff have implemented other cost saving methods to help reduce the overall cost of the Flower Island and Park Flower programs. These include increased spacing of plants, bed size reductions, reduction of the number of landscape beds, a small grant in partnership with Unit 4 School District and switching to perennials in the landscape.

Prior Board Action

- In 2006, a cost recovery goal of 75% was set by the Board.
- In 2017, the Board approved increasing the Flower Island Program fee from \$11.10 per ft² to \$12.00 per ft² (an approximate 8% increase) for the 2018 season.
- August 28, 2019, Board consensus to bring \$13.00 per square foot for 2020 forward for approval.

Budget Impact

Year (% increase)	Amount per sq. ft.	Projected Recovery
FY 2010 to 2017	Various	62%
FY 2018 and 2019 (8%)	\$ 12.00	66%
FY2020 - 21 (8.3%)	\$ 13.00	73%

Action Requested

Staff requests the Board approve increasing the Flower Island free for the 2020 season to \$13.00 per square foot (approximately an 8.3% increase).

Prepared by:

Reviewed by:

Daniel Olson
Director of Operations

Joe DeLuce
Executive Director



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 4, 2019

SUBJECT: Approval of a Resolution Initiating the 2019 General Obligation Bond Issue

Background

Each year the Champaign Park District issues General Obligation (GO) Bonds in order to fund necessary improvements and repairs to Park District property and has been pledged towards the future debt service payments outstanding on the alternate revenue bonds (ARB) issued to build Sholem Aquatic Center. For fiscal year ended (FYE) 2020, this translates to approximately \$525,925 of the bond issue applied to the ARB debt service payment, and the remaining \$642,975 to capital improvements. Last year the Board authorized the issuance of \$1,147,100 of non-referendum General Obligation Bonds. The consumer price index (CPI) increased 1.9% during this past year, therefore the District has the authority to add that percent to the prior year issuance which increases the new bond issue to \$1,168,900. The current debt service extension base of the District for calendar year 2019 is \$1,194,525.68, the maximum amount including interest that the District may levy. The interest rate for the current bond issue that matures November 30, 2019 is 2.30%, or \$26,383 estimated total expense.

Timeline for bond issuance

- September – resolution of intent to issue the annual GO bond is presented for approval and the date for the public hearing is set
- October – request approval to solicit bids for the bond issue
- November – request approval to accept bid for bond issue, approve bond ordinance, and approve payoff amount for the prior year bond issue due November 30

Prior Board Action

None

Budget Impact

The FYE2020 budget includes the GO Bond issue at the full value mentioned above, as well as all applicable attorney and filing fees.

Recommended Action

Staff recommends that the Champaign Park District Board of Commissioners approve a resolution stating the Park District's need and intent to issue \$1,168,900 of General Obligation Bonds for FYE2020.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA
Director of Finance

Joe DeLuce, CPRP
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.

RESOLUTION

WHEREAS, the Champaign Park District is a duly authorized General Park District organized pursuant to the provisions of the Park District Code of the State of Illinois, as amended; and

WHEREAS, for the payment of land purchased for parks and boulevards, for the building, maintaining, improving and protecting of the same, and for certain debt service on alternate bonds issued for such purposes, and for the payment of expenses incident thereto, the Champaign Park District is authorized and empowered to issue general obligation limited bonds of said Park District in an amount not to exceed .575% of the total assessed valuation of all property in said Park District by Ordinance, and within the Park District's applicable debt service extension base, without an election on such proposition; and

WHEREAS, it is now reasonably expected that the aggregate outstanding unpaid balance of bonds and notes of the Park District, including the bond issue which the Park District proposes to issue and sell on or about December 1, 2019, will not, on that date, exceed .575% of the total assessed valuation of all taxable property in the Park District, and in any event such amount will not be exceeded; and

WHEREAS, the Commissioners of the Champaign Park District have made a thorough investigation and given careful consideration of the needs for maintaining, improving and protecting of the lands and buildings and the parks of said Park District, and for land acquisition and the payment of debt service on outstanding alternate bonds; and

WHEREAS, said Commissioners have determined it is necessary to raise additional funds for maintaining, improving and protecting the lands, buildings, and parks of said Park District, including the payment of expenses incident thereto and the payment of debt service on outstanding alternate bonds; and

WHEREAS, Champaign Park District does not have sufficient funds available for such purposes and, therefore, it will be necessary to borrow and to issue and sell general obligation limited bonds of said Park District as evidence of such indebtedness in the sum of up to \$1,168,900.00, all as provided for by the Park District Code and the statutes of the State of Illinois so enabling;

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

Section 1. It is desirable and necessary for the best interests of the Champaign Park District and for the residents thereof that the Champaign Park District raise additional funds for the maintaining, improving and protecting of the lands and buildings and the parks of said Park District, and the payment of debt service on outstanding alternate bonds, and for land acquisition, including the payment of expenses incident thereto.

Section 2. The Champaign Park District has obligated itself to pay the costs of such improvements and repairs and the payment of debt service on outstanding alternate bonds in excess of \$1,168,900.00; and that in order to be able to pay those costs, it is necessary, and for the best interests of Champaign Park District to borrow the sum of \$1,168,900.00; and that general obligation bonds of the Park District in the aggregate amount of \$1,168,900.00 be issued in evidence thereof and sold.

Section 3. The ordinance selling such general obligation bonds shall not be enacted for a period of seven (7) days after the adjournment of the public hearing to receive public comments on the proposal to sell such bonds. After expiration of such seven (7) day period, the Park District may act on the ordinance selling such bonds for sale on terms to be hereafter approved by this Board general obligation limited bonds of Champaign Park District in the aggregate amount of up to \$1,168,900.00, with those bonds to be dated as provided in such ordinance, maturing on or about November 30, 2020, and the Treasurer of the Park District is hereby authorized and directed to seek out and negotiate with prospective purchasers of such bonds and to report to this Board for its consideration and approval or disapproval the interest rates and other terms bid by such prospective purchasers.

Adopted this 11th day of September, 2019.

Approved:

Craig W. Hays, President

Attest:

Cindy Harvey, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 4, 2019

SUBJECT: Approval of a Resolution Setting a Public Hearing on Proposed 2019 General Obligation Bond Issue

Background

According to State Statute, if the Champaign Park District is to sell General Obligation Bonds, a Public Hearing must occur for the purpose of receiving public comments on the Board proposal to sell bonds. Staff is requesting Board approval of a Resolution to set a public hearing for Wednesday, October 9, 2019, at 7:00 p.m. at the Bresnan Meeting Center to discuss the issuance of \$1,168,900 of bonds for the purpose of providing funds for capital improvements and to pay debt service on alternate bonds.

Prior Board Action

None

Budget Impact

The FYE2020 budget includes the GO Bond issue at the full value mentioned above, as well as all applicable attorney and filing fees.

Recommended Action

Staff recommends that the Champaign Park District Board of Commissioners approve a resolution to set a Public Hearing for Wednesday, October 9, 2019 at 7:00 p.m. at the Bresnan Meeting Center to discuss the issuance of \$1,168,900 of General Obligation Bonds.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA
Director of Finance

Joe DeLuce, CPRP
Executive Director

RESOLUTION

WHEREAS, it is the intention of Champaign Park District to sell bonds in the total amount of \$1,168,900.00 for the purpose of providing funds to pay for the building, maintaining, improving and protecting the parks and boulevards of the Park District, and for certain debt service on alternate bonds issued for such purpose, and for the payment of expenses incident thereto.

WHEREAS, it is required by statute that a governmental unit proposing to sell non-referendum general obligation bonds hold a public hearing concerning its intent to do so prior to the sale of such bonds, and that it give notice of such hearing as required by such statute.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of Champaign Park District that it shall hold a public hearing concerning its intent to issue and sell general obligations bonds in the amount of \$1,168,900.00 for such purpose, with the public hearing to be held Wednesday, October 9, 2019 at 7:00 P.M. Central Daylight time at Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, as part of the regularly scheduled meeting of the Board to be held that date.

BE IT FURTHER RESOLVED that the Secretary of this Board shall give due public notice of the hearing in the time and manner required by law.

Adopted this 11th day of September, 2019.

Approved:

Craig W. Hays, President

Attest:

Cindy Harvey, Secretary



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 6, 2019

SUBJECT: Kaufman Park Temporary Construction Easement

Background

The Swann Special Care Center (SSCC) plans to renovate and expand its facility directly east of Kaufman Park and hired local architects BLDD to design the new building. The SSCC building site is extremely tight, and are therefore requesting a temporary construction easement be granted for Kaufman Park from the Park District. The temporary construction easement would provide much needed vehicle and equipment access to the west side of the building site, as well as provide material laydown areas. SSCC has agreed to the temporary easement terms. Since Kaufman Park is encumbered under the Land and Water Conservation Fund (LWCF) the Illinois Department of Natural Resources must also review and approve the temporary construction easement. As of September 6, 2019, IDNR is reviewing the document.

Prior Board Action

No Board action but the item was discussed at the August 28, 2019 Study Session.

Budget Impact

The easement fee has been calculated pursuant to ordinance 459, including Attorney's fees.

Recommended Action

Staff recommends granting a temporary construction to Champaign Facility Company, LLC for the Swann Special Care Center renovation, commencing September 12, 2019 and ending July 1, 2021, pending IDNR approval and upon receipt of easement fee.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

Joe DeLuce
Executive Director

TEMPORARY EASEMENT AGREEMENT

THE CHAMPAIGN PARK DISTRICT, an Illinois Municipal Corporation, in the County of Champaign and State of Illinois, (hereinafter, GRANTOR) for and in consideration of One Dollar (\$1.00) in hand paid and other good and valuable consideration, and the conditions and agreements hereinafter contained, the receipt and sufficiency of which are hereby acknowledged, does give, grant, and convey to CHAMPAIGN FACILITY COMPANY, LLC, an Indiana nonprofit limited liability company (hereinafter, GRANTEE), and its contractor(s), a temporary construction and non-exclusive easement for ingress and egress together with the privilege, right and authority to work, erect, construct, install and/or lay, and conduct all activities necessary for the construction, improvement, repair, and other related work (hereinafter, "Improvement") at SWANN SPECIAL CARE CENTER, a skilled care facility owned by GRANTEE in Champaign, Illinois, and appurtenances to any of the same, located upon or adjacent to, over, under, across and through the land of the GRANTOR(S) generally described as the north east corner of Kaufmann Park and specifically as follows:

LEGAL DESCRIPTION: See attached Exhibit "A"

DRAWING: See Attached Exhibit "B"

In consideration of the grant of such easement, the Parties hereby agree to the following terms and conditions:

1. That the GRANTOR shall retain all rights to the ownership, use and occupation of the above described easement area, except for the temporary easement rights herein. The GRANTOR shall not place anything or allow anything to be placed or parked with its permission and within the easement area without prior authorization by the GRANTEE, including structures, obstacles, obstructions, furniture, vehicles, machinery, supplies, and the like. The GRANTOR shall not deny or impair the GRANTEE or its contractor(s) access thereto for purposes of construction, maintenance, repair, or replacement of the Improvement. During the period of construction of the Improvement, GRANTEE shall have the exclusive use of the easement area for any and all construction and maintenance work. The term for this temporary construction easement shall commence September __, 2019 and end July 1, 2021, subject to any extensions as GRANTOR may approve within its sole discretion, which shall not be unreasonably withheld, acting through its Executive Director. This easement may be terminated at any time upon the material noncompliance herewith by GRANTEE as determined within the sole discretion of GRANTOR. In addition, this easement agreement may be terminated when the GRANTEE notifies the GRANTOR in writing that it no longer has a need for the use of the easement area in order to conduct its construction activities. Upon termination, the GRANTEE shall prepare, execute, and deliver to the GRANTOR a release of this temporary easement as GRANTOR may request, in recordable form.
2. That all materials, equipment, tools, supplies, and apparatus used in the construction of the Improvement and all surplus soil and debris excavated in the course of the construction of the Improvement, may be transported to or from and be used upon the site of such Improvement, on and across the easement area, and over the remainder of the GRANTOR's property in a reasonable working space adjacent to the work being performed. GRANTOR shall not restrict or impede GRANTEE or its contractor(s) access to, ingress to, or egress from the Improvement area. During the term hereof, the GRANTEE and its contractor(s) shall have the right to use the easement area for the GRANTEE's construction activities, including: a. access to the project, including the GRANTEE's construction activities; provided that, such access shall not include the right of access from other portions of Kaufmann Park and the GRANTEE and GRANTEE's contractor(s) shall only access the easement area through the land owned by the GRANTEE; b. materials storage; c. locating and using the job trailer; d. vehicle and construction equipment parking; e. GRANTEE's construction activities; and f. activities necessary to comply with the terms of this temporary easement

agreement. Notwithstanding the grant of the easement contained herein, at no time shall the GRANTEE or its contractor(s): a. stockpile soils or fill materials within the drip line of any tree without the GRANTOR's consent; b. store construction materials within the drip line of any tree without the GRANTOR's consent; c. operate any vehicle or piece of equipment over three thousand pounds (3,000 lbs) without the GRANTOR's consent; or d. access the easement area from other portions of Kaufmann Park. The GRANTEE, at the GRANTEE's sole cost and expense shall: a. during the term hereof protect all trees located within the easement area (except for damage caused by weather and other conditions unrelated to GRANTEE's actions or those of its contractor(s)); b. during the term of this agreement protect pedestrian walkways located within thirty feet (30') of construction activities by the use of fencing; and c. prior to the termination date restore all lawn areas, trees, plants, and walkways within the easement area to the condition they are in on the effective date.

3. That the GRANTEE shall not occupy or otherwise place equipment or materials upon the premises until the work or Improvements commence. The GRANTEE, or its contractor(s), shall refill the excavations so that the surface of the easement area utilized for and adjacent to the work and Improvement shall be restored to the level and condition existing at the place of the construction before the easement thereof; and shall remove from the above described land all surplus soil and debris resulting from said construction work or Improvement. The "elevation" shall be interpreted to mean such elevations as will provide drainage and usefulness comparable to or better than that now existing.
4. That the GRANTEE, and its contractor(s), in consideration of the granting of this easement and as a condition of such grant, will repair or replace to conform as nearly to the original condition as is reasonable or reimburse for the same, at no cost to the GRANTOR, any fence, driveway or sidewalk that is damaged, destroyed, or disturbed during construction of the Improvement. If the original surface condition is that of a grassy area, then the GRANTEE, or its contractor, shall prepare such surface area for reseeding with grass, and shall reseed the area disturbed by the construction or Improvement. The GRANTOR shall be responsible for any watering of the reseeded area. In no event shall GRANTEE's actions be incompatible with or interfere with the recreational utility of the land.
5. That the GRANTOR shall be privileged to remove any structures, sod, trees, bushes, shrubs and plants of any kind which are on any part of the easement area, prior to the construction of the Improvement. The GRANTEE or its contractor(s) shall not damage or remove trees, bushes, shrubs, and plants of any kind which are on any part of the easement area during the construction, replacement or maintenance of the Improvement without the express written authorization of GRANTOR. In the event of such damage or removal, GRANTEE or its contractor(s) shall restore or replace such trees, bushes, shrubs, and plants.
6. That GRANTEE covenants and agrees that GRANTEE shall be solely responsible for, and shall reimburse and pay GRANTOR, and GRANTOR'S successors and assigns, for all losses and damages incurred by GRANTOR, regarding the temporary easement area, areas of ingress and egress, or any other property of GRANTOR which is proximately caused by GRANTEE's exercise of its rights herein, including without limitation, any damage to GRANTOR's land or property by reason of the initial installation, improvement, repair, removal, operation, and maintenance of the Improvement, and the terms and conditions hereinabove set forth shall be binding upon the successors and assigns of the GRANTEE; provided, however, that GRANTEE shall be permitted to keep the temporary easement area clear of trees, undergrowth, brush, and obstructions; subject to the restoration or replacement terms of Section 5.
7. That GRANTEE shall indemnify and hold the GRANTOR, its commissioners, officers, employees, agents, representatives, and volunteers, as well as its successors and assigns harmless from any and all claims for damages to person or property made by any third party arising out of any act, error, or omission on the part of the GRANTEE's employees, contractors, subcontractors, agents, or representatives, except and to the extent such claims are attributable to the gross negligence or willful conduct of GRANTOR or GRANTOR's employees or agents, and in connection therewith, GRANTEE shall provide satisfactory evidence of commercial general liability insurance with limits of not less than \$2,000,000.00 naming the GRANTOR and its commissioners, officers, employees, agents, representatives, and volunteers, as well as its successors and assigns as additional insureds thereon. GRANTEE shall provide documentation of such coverages, including applicable riders and endorsements satisfactory to GRANTOR. GRANTEE shall maintain such insurance for the duration of the term hereof and any subsequent renewals, if applicable. If GRANTEE defaults in performing any provision herein, it shall be responsible for costs and attorney's fees, costs, and expenses incurred by the

GRANTOR as a result of such defaults and enforcing the terms hereof.

8. That time shall be of the essence of this temporary easement agreement, and the terms and conditions hereof shall extend to and be obligatory upon the GRANTOR, its successors and assigns and upon the GRANTEE, its permitted successors, assigns and contractor(s) as to any duty, obligation or liability.
9. That GRANTEE will not create or permit to be created any lien or encumbrance upon the easement area. The GRANTEE shall not be responsible for the payment of any property taxes or fees with respect to its use of the easement area pursuant to this temporary easement agreement other than utility charges incurred by the GRANTEE in connection with its use of the easement area.
10. That any notice, demand, or other communication to be given or required pursuant to the terms hereof shall be in writing and delivered by personal service, sent by registered or certified mail, return receipt requested (with postage prepaid), or by a nationally recognized overnight express courier (freight prepaid) addressed as follows or to such other address as the Parties may designate in writing from time to time:

GRANTOR:
Champaign Park District
Attn: Executive Director
706 Kenwood Rd.
Champaign, IL 61821

GRANTEE:
Champaign Facility Company, LLC
Attn: Managing Member
109 Kenwood Rd.
Champaign, IL 61821

With copies to:

Emerald Shelter Group
P.O. Box 159098
Nashville, TN 37125

and to:

Robinson & Schwartz, LLC
209 South LaSalle Street, 7th Floor
Chicago, IL 60604
Attn: Donald A. Robinson

Any such notice, demand, request, or other communication shall be deemed given when personally delivered, or if mailed, four (4) days after deposit in the United States mail, or if delivered by a national recognized overnight express courier (freight prepaid), the following business day after delivery to such courier.

11. That this agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.
12. That this temporary easement agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective permitted successors and assigns. This temporary easement agreement shall only be transferable to a successor or assignee of GRANTEE upon the express written permission of GRANTOR.
13. That this temporary easement agreement and the obligations arising hereunder shall be governed by and construed in accordance with the laws of the State of Illinois (without regard to its principals of conflicts of laws, and any applicable law of the United States of America. The GRANTOR and GRANTEE each hereby consent to the jurisdiction and venue of the Circuit Clerk of Champaign County, Illinois or the United States District Court for the Central District of Illinois with regard to any action, suit, or proceed which either Party may file. The Parties each hereby waive any objection to the venue of any such action, suit, or proceeding in such court(s). The Parties agree that service of process may be made and personal jurisdiction of either Party obtained by service upon an agent for service of process in the State of Illinois or any other apparent agent.
14. That the GRANTOR represents and warrants that all approvals necessary to enter into this temporary

Given under my hand and Notarial Seal this _____ day of _____, 20____.

Notary Public

My Commission Expires: _____

ACCEPTED: Champaign Facility Company, LLC, an Indiana nonprofit limited liability company

Date: _____, 20____.

By: _____
Its: Director/Manager

By: _____
Its: Director/Manager

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

I, the undersigned, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY, that _____ and _____, personally known to me to be the Directors/Managers of the Champaign Facility Company, LLC, an Indiana nonprofit limited liability company, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, and as the free and voluntary act of the aforesaid company acting upon power and authority granted them for the uses and purposes herein set forth.

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

Notary Public

My Commission Expires: _____

Prepared by and Return to:
Guy C. Hall
Attorney at Law
Robbins, Schwartz, Nicholas,
Lifton & Taylor, Ltd.
301 N. Neil Street, Suite 400
Champaign, IL 61820
(217) 363-3040

EXHIBIT A
LEGAL DESCRIPTION FOR TEMPORARY CONSTRUCTION EASEMENT
ACROSS KAUFMAN PARK

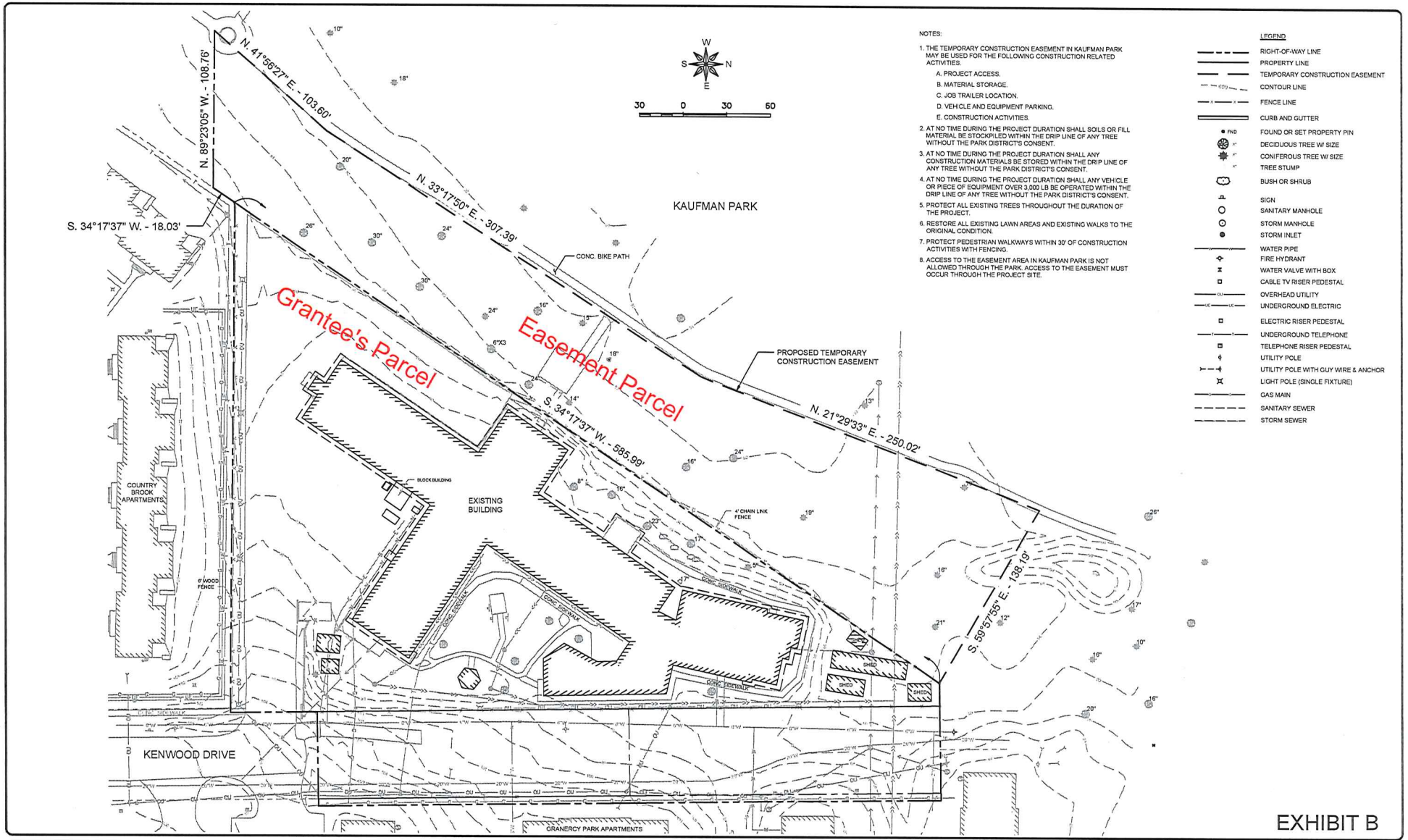
A tract of land being part of the Southwest Quarter of Section 10, Township 19 North, Range 8 East of the Third Principal Meridian, situated in Champaign County, Illinois, being more particularly described as follows:

Beginning at the Southwest corner of the Swann Special Care Center Tract, hereafter described; thence South $34^{\circ}17'37''$ West 18.03 Feet along an extension of the West line of said Swann Special Care Center Tract; thence North $89^{\circ}23'05''$ West 108.76 Feet; thence North $41^{\circ}56'27''$ East 103.60 Feet; thence North $33^{\circ}17'50''$ East 307.39 Feet; thence North $21^{\circ}29'33''$ East 250.02 Feet; thence South $59^{\circ}57'55''$ East 138.19 Feet to the Northwest corner of said Swann Special Care Center Tract; thence South $34^{\circ}17'37''$ West 585.99 Feet along the West line of said tract to the Point of Beginning, encompassing 1.325 Acres, more or less, in Champaign County, Illinois.

Legal Description for the Swann Special Care Center Tract:
(Note: Horizontal datum varies from that referenced above)

A tract of land being part of the South Half of the Southwest Quarter of Section 10, Township 19 North, Range 8 East of the Third Principal Meridian, situated in Champaign County, Illinois; more particularly described as follows:

Commencing at the Southeast corner of the Southwest Quarter of Section 10; thence along the East line of the Southwest Quarter, said line also being the centerline of Kenwood Road (a/k/a/ Holiday Park Drive), North $01^{\circ}20'15''$ West a distance of 842.08 Feet; thence South $90^{\circ}00'00''$ West, a distance of 30.00 Feet to a point on the West line of Kenwood Road for the Point of Beginning; thence leaving Kenwood Road, South $90^{\circ}00'00''$ West, a distance of 351.78 Feet to an iron cap with cap found: thence North $33^{\circ}37'00''$ East, a distance of 586.20 Feet to an iron rod with cap found on the North line of the South Half of the Southwest Quarter of Section 10; thence along said line, North $89^{\circ}58'03''$ East, a distance of 15.84 Feet to a point on the West line of Kenwood Road (now vacated per Document Number 2005R24889); thence along the West line of vacated Kenwood Road, South $01^{\circ}20'15''$ East, a distance of 214.29 Feet to the Northwest corner of a tract of land conveyed to Hoosier Care, Inc. by Document Number 2005R28164 of the Champaign County Records (also being that portion of Kenwood Road vacated by Document Number 2005R24889); thence along the North line of the Hoosier Care tract, North $90^{\circ}00'00''$ East, a distance of 60.00 Feet; thence along the East line of said tract, South $01^{\circ}20'15''$ East, a distance of 214.02 Feet; thence along the West line of said tract, South $90^{\circ}00'00''$ West, a distance of 60.00 Feet to the West line of Kenwood Road; thence along the West line of Kenwood Road, South $01^{\circ}20'15''$ East, a distance of 60.00 Feet to the Point of Beginning.



- NOTES:
1. THE TEMPORARY CONSTRUCTION EASEMENT IN KAUFMAN PARK MAY BE USED FOR THE FOLLOWING CONSTRUCTION RELATED ACTIVITIES:
 - A. PROJECT ACCESS.
 - B. MATERIAL STORAGE.
 - C. JOB TRAILER LOCATION.
 - D. VEHICLE AND EQUIPMENT PARKING.
 - E. CONSTRUCTION ACTIVITIES.
 2. AT NO TIME DURING THE PROJECT DURATION SHALL SOILS OR FILL MATERIAL BE STOCKPILED WITHIN THE DRIP LINE OF ANY TREE WITHOUT THE PARK DISTRICT'S CONSENT.
 3. AT NO TIME DURING THE PROJECT DURATION SHALL ANY CONSTRUCTION MATERIALS BE STORED WITHIN THE DRIP LINE OF ANY TREE WITHOUT THE PARK DISTRICT'S CONSENT.
 4. AT NO TIME DURING THE PROJECT DURATION SHALL ANY VEHICLE OR PIECE OF EQUIPMENT OVER 3,000 LB BE OPERATED WITHIN THE DRIP LINE OF ANY TREE WITHOUT THE PARK DISTRICT'S CONSENT.
 5. PROTECT ALL EXISTING TREES THROUGHOUT THE DURATION OF THE PROJECT.
 6. RESTORE ALL EXISTING LAWN AREAS AND EXISTING WALKS TO THE ORIGINAL CONDITION.
 7. PROTECT PEDESTRIAN WALKWAYS WITHIN 30' OF CONSTRUCTION ACTIVITIES WITH FENCING.
 8. ACCESS TO THE EASEMENT AREA IN KAUFMAN PARK IS NOT ALLOWED THROUGH THE PARK ACCESS TO THE EASEMENT MUST OCCUR THROUGH THE PROJECT SITE.

- LEGEND
- RIGHT-OF-WAY LINE
 - PROPERTY LINE
 - TEMPORARY CONSTRUCTION EASEMENT
 - CONTOUR LINE
 - FENCE LINE
 - CURB AND GUTTER
 - FIND
 - FOUND OR SET PROPERTY PIN
 - ⊙ DECIDUOUS TREE W/ SIZE
 - ⊙ CONIFEROUS TREE W/ SIZE
 - ⊙ TREE STUMP
 - ⊙ BUSH OR SHRUB
 - ⊙ SIGN
 - SANITARY MAN-HOLE
 - STORM MAN-HOLE
 - STORM INLET
 - ⊕ WATER PIPE
 - ⊕ FIRE HYDRANT
 - ⊕ WATER VALVE WITH BOX
 - ⊕ CABLE TV RISER PEDESTAL
 - ⊕ OVERHEAD UTILITY
 - ⊕ UNDERGROUND ELECTRIC
 - ⊕ ELECTRIC RISER PEDESTAL
 - ⊕ UNDERGROUND TELEPHONE
 - ⊕ TELEPHONE RISER PEDESTAL
 - ⊕ UTILITY POLE
 - ⊕ UTILITY POLE WITH GUY WIRE & ANCHOR
 - ⊕ LIGHT POLE (SINGLE FIXTURE)
 - ⊕ GAS MAIN
 - SANITARY SEWER
 - STORM SEWER

EXHIBIT B

<p>FEHR GRAHAM ENGINEERING & ENVIRONMENTAL <small>ILLINOIS DESIGN FIRM NO. 184-02522</small></p>	<p>ILLINOIS IOWA WISCONSIN</p>	<p><small>OWNER/DEVELOPER:</small> SWANN SPECIAL CARE CENTER EXCEPTIONAL LIVING CENTERS 109 KENWOOD ROAD CHAMPAIGN, IL 61821</p>	<p><small>PROJECT AND LOCATION:</small> SWANN SPECIAL CARE CENTER BUILDING ADDITION</p>	<p><small>DRAWN BY:</small> WKH <small>APPROVED BY:</small> CMO <small>DATE:</small> 11-04-2015</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>REV. NO.</th> <th>DESCRIPTION</th> <th>DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	REV. NO.	DESCRIPTION	DATE										<p><small>DRAWING:</small> TEMPORARY CONSTRUCTION EASEMENT EXHIBIT</p>	<p><small>JOB NUMBER:</small> 15-680</p> <p><small>SHEET NUMBER:</small> 1 of 1</p>
REV. NO.	DESCRIPTION	DATE																	



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 4, 2019

SUBJECT: Morrissey Tennis Court Surface Overlay

Background

This is a bid for the resurfacing (overlay) of four (4) Morrissey Park tennis courts. Project number 16-01-001-61508-200008.

Bid Results

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

BIDDER	BASE BID
All Weather Courts	\$183,200.00

Prior Board Action

The Park Board has approved this expenditure for the 2019-20 fiscal year as part of the Capital Improvement Plan.

Budget Impact

\$320,000.00 has been budgeted in the 2019/2020 Capital Improvement Plan for this project with the understanding that funding left over is to be used in FYE2021 towards Lindsay court refurbishment.

Recommended Action

Staff recommends accepting the low bid from the sole bidder and authorizing the Executive Director to enter into a contract with All Weather Courts for a total of \$183,200.00.

Prepared by:

Reviewed by:

Dan Olson
Director of Operations

Joe DeLuce
Executive Director



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 06, 2019

SUBJECT: Virginia Theatre Roof Replacement Change Order

Background

Change Order 1 was labor and material to provide and install a straight section of terra cotta coping at the fly loft parapet adjacent to the corner coping being replaced as part of the base bid. This change order was approved by the Executive Director on 7/24/19.

Change Order 2 is for labor and material to grind and tuckpoint an additional 25 sf and to cut out and replace an additional 400 brick. At least 260 of the additional brick are replacements on the chimney. The remainder are for the parapets on the lower north roof sections that were covered up by plywood and previous roofing materials.

Prior Board Action

The Board approved the Virginia Theatre roof replacement at the February 27, 2019 Special meeting.

Budget Impact

\$576,000 was budgeted for the masonry work and the roof replacement. The original contract amount was \$433,365. Roofing materials, purchased through U.S. Communities, was \$125,499.55. Change order 1 was \$1,200 and change order 2 is quoted at \$16,343. The total thus far is \$576,407.55 (\$407.55).

Recommended Action

Staff recommends approval of a resolution authorizing Change Orders No. 2 to the Virginia Theatre roof replacement project for labor and material to grind and tuckpoint an additional 25 sq. ft. and to cut out and replace an additional 400 bricks at an increase of \$16,343 as this work is germane to the original project, unforeseen at the time the contract originated, and in the best interest of the Park District.

Prepared by:

Reviewed by:

Bret Johnson
Grounds & Maintenance Supervisor

Dan Olson
Director of Operations

RESOLUTION

WHEREAS, the Champaign Park District is a duly organized General Park District organized under the provisions of the Park District Code of the State of Illinois, as amended; and

WHEREAS, the Champaign Park District did at its February 27, 2019 regular board meeting award a contract for roof replacement at the Virginia Theatre; and

WHEREAS, the award of the contract was to the lowest responsible bidder; and

WHEREAS, after the award of the contract, and during the course of parapet masonry repair and roof replacement work, it was discovered that various necessary changes are appropriate which will increase the cost of the project and such changes are summarized as follows:

Change Order No. 2 – Labor and material to grind and tuckpoint an additional 25 square feet of masonry and remove and replace an additional 400 bricks	increase of \$16,343
Total Change Order increase (this resolution)	
	\$16,343

WHEREAS, due to the work already undertaken and time constraints, circumstances necessitate changes in the performance of the contract as awarded which were not reasonably foreseeable at the time of bidding and contract award; and

WHEREAS, the additional parapet masonry repair and roof replacement work, increases, and change order are germane to the original contract award as they relate to roof repair and replacement at the Virginia Theatre; and

WHEREAS, undertaking such additional parapet masonry repair and roof replacement work concurrently with the original contract and in conjunction with the construction efforts already under way is in the best interests of the Champaign Park District in order to expedite completion of the project and comply with applicable codes;

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

That the Change Order number 2 as referred to herein for the roof repair and replacement of the Virginia Theatre is germane to the original bid, award and contract in that it relates to additional parapet masonry repair and roof replacement work to the facility; and that in order to proceed in the best interests of the Champaign Park District; and as authorized by law and pursuant to the terms of the award, contract, and documents incorporated therein, staff and officials of the Champaign Park District are authorized to approve and execute such Change Order as is reasonably necessary as otherwise described herein to conform and amend the awarded contract to undertake the actions necessary in order to complete the project as directed by the Board of Commissioners. Accordingly, the Change Order referenced herein is hereby confirmed, ratified, authorized and approved for the sum set forth as follows:

Change Order No. 2 – Labor and material to grind and tuckpoint an additional 25 square feet of masonry and to remove and replace an additional 400 bricks	increase of \$16,343
Total Change Order increase (this resolution)	
	\$16,343

Approved this 11th day of September 2019.

CHAMPAIGN PARK DISTRICT

By: _____
Craig W. Hays, President

Attest: _____
Cindy Harvey, Secretary



AIA Document G701™ – 2001

Change Order

PROJECT (Name and address):
Virginia Theater Parapet Masonry
Repair and Roof Replacement
203 W. Park Avenue
Champaign, IL 61820

CHANGE ORDER NUMBER: 002
DATE: September 6, 2019

OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR (Name and address):
Henson Robinson
3550 Great Northern Ave
Springfield, IL 62711

ARCHITECT'S PROJECT NUMBER: 18017
CONTRACT DATE: February 28, 2019
CONTRACT FOR: General Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. Provide all labor and material to repoint additional area indicated on A400.
2. Provide all labor and material to remove and lay new brick. Allow for an additional 400 units.

\$16,343.00

The original Contract Sum was	\$	433,365.00
The net change by previously authorized Change Orders	\$	1,200.00
The Contract Sum prior to this Change Order was	\$	434,565.00
The Contract Sum will be increased by this Change Order in the amount of	\$	16,343.00
The new Contract Sum including this Change Order will be	\$	450,908.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is October 30, 2019

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bailey Edward Design Inc.
ARCHITECT (Firm name)
1103 S. Mattis Avenue
Champaign, IL 61821
ADDRESS
BY (Signature)
BY (Signature)
Charles M. Randles
(Typed name)
September 6, 2019
DATE

Henson Robinson
CONTRACTOR (Firm name)
3550 Great Northern Ave
Springfield, IL 62711
ADDRESS
BY (Signature)
BY (Signature)
Charles M. Randles
(Typed name)
September 6, 2019
DATE

Champaign Park District
OWNER (Firm name)
706 Kenwood Road
Champaign, IL 61821
ADDRESS
BY (Signature)
BY (Signature)
(Typed name)
DATE

HENSON ROBINSON COMPANY

3550 GREAT NORTHERN AVE., 62711
P.O. BOX 13137
SPRINGFIELD, IL 62791



TELEPHONE: 217-544-8451
FAX: 217-544-0829
www.hensonrobinson.com

September 4, 2019

Virginia Theater

Change Order 2

ATTN: Karla Smalley

Please consider our proposal for the above mentioned.

Furnish labor and materials required to:

- Grind and tuckpoint additional 25sf
- Cut out and replace additional 400 bricks

Price includes lifts for access, freight, safety set up, hoisting, disposal, and clean up of work site.

\$16,343 Sixteen thousand three hundred forty-three dollars.

Sincerely,

A handwritten signature in blue ink that reads 'Charlie M. Randles'. The signature is written in a cursive style.

Charlie Randles



866 N. MAIN STREET MORTON, IL 61550
 PHONE (309) 266-7114 - FAX (309) 263-1050
 WEB: www.ottobaum.com

CHANGE PROPOSAL

DATE: August 30, 2019
 PROJECT: Virginia Theater
 WORK CATEGORY: Masonry Restoration
 BASIS OF BID: RFP No. 2
 ADDENDA: 1 & 2

TO: Charles Randle
 Henson Robinson

SUBMITTED BY: Dan Bagley
 DIRECT: (309) 284-1720
 CELL: (309) 635-6441
 E-MAIL: danbagley@ottobaum.com

Email: crandles@henson-robinson.com

We hereby propose to perform & complete the work defined herein for the stated sum(s) as follows:

CHANGE SCOPE INCLUDES:

- Grind and repoint an additional 25 square feet of brick masonry.
- Cut out and replace an additional 400 individual brick units.
- Pricing includes boom lifts for safe access.
- Clean up and demobilize all equipment and debris.

BID VALUE:

ADD: \$ 15,565.00

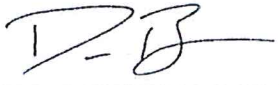
SCOPE EXCLUDES:

- Street and sidewalk closure. This will be required for boom lift access.
- Sidewalk or landscape restoration, if necessary. Lifts may cause ruts or crack concrete.
- Removal or relocation of mechanical, electrical, and/or plumbing interferences.
- Tax on new materials
- Liquidated damages
- Porta potty
- Dumpsters
- Bonds
- Permits

CLARIFICATIONS:

- All work to be performed during regular business hours.
- Water and electric to be provided by Owner and/or General Contractor.

ACCEPTANCE - By signatures below, the parties agree to these terms, considerations, and obligations as constituting a binding contract.

			08/30/19
Customer Signature & Title	Date	Otto Baum Company, Inc.	Date





REQUEST FOR PROPOSAL (RFP)

Project Name: Virginia Theater Parapet Masonry Repair and Roof Replacement		
Project Number: 18017		
To Contractor:	RFP No: 002	Owner: <input type="checkbox"/>
Henson Robinson		Architect: <input type="checkbox"/>
3550 Great Northern Ave		Consultant: <input type="checkbox"/>
Springfield, IL 62711		Contractor: <input type="checkbox"/>
		Field: <input type="checkbox"/>
From Architect:	Date of Issuance: 08.29.19	Other: <input type="checkbox"/>
Bailey Edward		
1103 S. Mattis		
Champaign, IL 61821		

Description of Change:

Provide all labor and material to repoint additional area indicated on A400.

Provide all labor and material to remove and lay new brick. Allow for an additional 400 units.

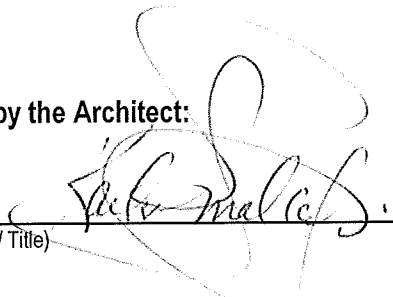
Referenced drawings and/or specifications: A400

Request for Change by: A/E

Reason for Change: Additional deterioration identified during construction

Note: Unless specifically indicated above, this does not extend the contract time.

Issued by the Architect:



 (Signature / Title)

Karla J. Smalley
 (Printed Name)

08.29.19
 (Date)

 (Email)

 (Phone)



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 6, 2019

SUBJECT: Champaign Parks Foundation (Foundation) 1st Quarter Financial Analysis for Fiscal Year 2020

Background

Attached is the Foundation financial update for the three months ended July 31, 2019 for discussion purposes. To provide better communication and transparency on the sources and uses of funds, also attached is last fiscal report as of and for the three months ended July 31, 2019 detailed by restriction.

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

Total revenues are higher than prior year by \$166,347 in part for a \$40,000 donation received for dance arts program and remaining increase attributed to capital campaign donations and investment earnings for Martens Center.

Total expenditures to date are \$401,434 higher than prior year as \$400,000 was transferred to the Park District to cover the purchase of land at Human Kinetics park paid for with donation from Julie and Rainer Martens, received in April 2019.

Recommended Action

For discussion purposes only.

Prepared by:

Reviewed by:

Andrea N. Wallace
Director of Finance

Joe DeLuce
Executive Director

CHAMPAIGN PARKS FOUNDATION
REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT
FOR THE THREE MONTHS ENDED 7/31/2019

ACCC DESCRIPTION	YTD BALANCE 07/31/2019	YTD BALANCE 07/31/2018	YTD BALANCE DIFF 07/31/2019 07/31/2018
Fund 98 - FOUNDATION			
CONTRIBUTIONS/SPONSORSHIPS	192,710.70	37,968.76	154,741.94
INTEREST INCOME	9,644.09	2,896.55	6,747.54
INVESTMENT DIVIDENDS	6,253.56	2,132.64	4,120.92
INVESTMENT REALIZED GAINS (LOSSES)	0.00	(0.26)	0.26
INVESTMENT UNREALIZED GAINS (LOSSES)	736.45	0.25	736.20
TOTAL REVENUES	209,344.80	42,997.94	166,346.86
CONTRACTUAL	2,206.56	6,201.49	(3,994.93)
COMMODITIES/SUPPLIES	11,522.47	6,834.41	4,688.06
INVESTMENT FEES	1,200.26	459.10	741.16
TRANSFERS TO OTHER FUNDS	400,000.00	0.00	400,000.00
TOTAL EXPENDITURES	414,929.29	13,495.00	401,434.29
Fund 98 - FOUNDATION:			
TOTAL REVENUES	209,344.80	42,997.94	166,346.86
TOTAL EXPENDITURES	414,929.29	13,495.00	401,434.29
NET OF REVENUES & EXPENDITURES	(205,584.49)	29,502.94	(235,087.43)
BEG. FUND BALANCE	5,071,718.73	5,071,718.73	
END FUND BALANCE	6,129,008.95	5,101,221.67	

FYE20 Ending fund balance includes additional interest revenue on account of \$32.27 not received until after treasurer report was prepared for the last Foundation meeting.

**Champaign Parks Foundation
Foundation Funds as of July 31, 2019**

Central Illinois Bank Operating Account	\$ 2,245.23	
Central Illinois Bank Money Market Account .20%	216,295.05	
Central Illinois Bank, Certificate of Deposit	182,211.48	
Commerce Bank Money Market, .20%	43,128.68	
Marine Bank Money Market, .20%	43,470.95	
Midland States Bank - MMA, 0.25%	151,979.54	
12 month CD with BankChampaign at 1.30% (7/10/19)	103,014.99	
18 month CD with First Bank of Savoy at 0.58% (2/19/2020)	213,777.11	
First Financial Bank CD, .95%, (8/23/19)	53,255.27	
Cozad Asset Management Investment Account	2,501,668.58	
Cozad Asset Management Investment Account #2345 Martens Pre-payment	1,623,110.18	
Pledge Receivable Current (JJohn & Martens Center)	568,056.82	
Pledge Receivable Long-Term, net of discount of \$25,918.97	436,414.03	
Total Cash Balance		6,138,627.91
*Less: Accounts Payable as of End of Month		<u>(9,651.23)</u>
Total Funds Available:		<u>\$ 6,128,976.68</u>

	Unaudited Balance 4/30/2019	Current Month		Fiscal Year-to-Date		Unaudited Balance 7/31/2019
		Revenues	Expenses	Revenues	Expenses	
Art in the Park	371.10	-	-	-	-	371.10
Art Smart	280.00	-	-	-	-	280.00
Bach's Lunch	100.00	-	-	-	-	100.00
Champaign West Rotary Meditation Garden - Mattis Pk	10,555.77	-	-	-	-	10,555.77
Clark Park - General (Adopt-a-Park \$226.94, Fraker Memorial \$50)	376.94	-	-	-	-	376.94
Clark Park Bench	820.00	-	-	-	-	820.00
CUSR Programs	22,321.69	50.00	-	686.15	-	23,007.84
CUSR Scholarships	90.00	-	-	-	-	90.00
Dog Park Development	4,725.00	-	-	-	-	4,725.00
Dog Park Amenities	3,109.28	-	-	-	-	3,109.28
Donor Appreciation Lunch/Meals	924.37	-	-	-	-	924.37
Douglas Seniors	1,000.00	-	-	-	-	1,000.00
Douglass Center	1,500.00	100.00	-	100.00	-	1,600.00
Douglass Community Gardens	100.00	-	-	-	-	100.00
Eisner Park - baseball field maintenance	1,643.07	-	-	-	-	1,643.07
Environmental Ed Programs	335.00	-	-	-	-	335.00
Flower Program	605.00	-	-	-	-	605.00
Fraker Memorial	1,160.00	-	-	-	-	1,160.00
H.E. Moore Trust	68,119.00	-	-	-	-	68,119.00
Hays Seniors	2,812.68	-	-	-	-	2,812.68
Hazel Park	180.00	-	-	-	-	180.00
Helm Park - Adopt of Park	40.00	-	-	-	-	40.00
Hessel Park	918.12	-	-	-	-	918.12

	Unaudited Balance 4/30/2019	Current Month		Fiscal Year-to-Date		Unaudited Balance 7/31/2019
		Revenues	Expenses	Revenues	Expenses	
Kaufman Lake	2,133.67	-	-	500.00	-	2,633.67
Laborer's Memorial	2,000.00	-	-	-	-	2,000.00
Land Acquisition	1,375.00	-	-	-	-	1,375.00
Land Dedication	555.00	-	-	-	-	555.00
Land/Natural Areas	3,016.00	-	-	-	-	3,016.00
Leonhard Rec Center - Brick Campaign	7,205.49	-	86.23	-	86.23	7,119.26
Lindsay Memorial Garden	3,478.65	-	-	-	-	3,478.65
Martens Center (Includes full pledge not received)	5,460,953.58	105,295.70	1,195.26	153,409.04	401,200.26	5,213,162.36
Mattis Park - Boots	404.00	-	-	-	-	404.00
Memorials	49,551.96	2,100.00	260.00	2,600.00	3,348.00	48,803.96
Memorials - Hays	1,040.00	-	-	-	-	1,040.00
Memorial-Robert Toalson	2,395.00	-	-	-	-	2,395.00
Playgrounds	4,075.00	-	-	-	-	4,075.00
Powell Park	2,246.00	-	-	-	-	2,246.00
Prairie Farm	15,220.08	-	-	-	-	15,220.08
Scholarships (\$50K is pledge receivable)	51,500.00	-	-	-	-	51,500.00
Seniors-Carle Grant	131.33	-	-	-	-	131.33
Sholem Pool Capital Improvements	5,025.00	-	-	-	-	5,025.00
Sims Memorial	6,589.24	-	-	-	-	6,589.24
Skelton Park	688.91	-	-	-	-	688.91
Sports/Athletics - General Programs	150.00	-	-	-	-	150.00
Trees - General (Not Memorial) Morrissey Park	310.00	-	-	-	-	310.00
Trees - Porter Park Memorial	175.00	-	-	-	-	175.00
Trevett Finch Park (Adopt-a-Park)	1,393.00	-	-	-	-	1,393.00
Virginia Theatre Restoration	376,058.85	3,785.40	-	6,575.15	-	382,634.00
Virginia Theatre Non-Specific	25,752.29	545.00	-	1,036.42	-	26,788.71
Visual and Performing Art	200.00	-	8,005.00	40,985.82	8,005.00	33,180.82
Westside Park Tootsie	15,353.00	-	-	-	-	15,353.00
Westside-Sculptures	57,266.67	-	-	-	-	57,266.67
Wheelchair Basketball	5,099.00	-	-	-	-	5,099.00
William Wagner Trust (Capital improvements-parks)	18,356.04	-	-	-	-	18,356.04
Youth Programs - restricted	500.00	-	-	-	-	500.00
Youth Theatre	7,257.00	738.00	-	953.00	-	8,210.00
Subtotal - Restricted/Endowment	6,249,541.78	112,614.10	9,546.49	206,845.58	412,639.49	6,043,747.87
Unrestricted	85,051.66	1,764.66	1,357.50	2,466.95	2,289.80	85,228.81
Total Funds	6,334,593.44	114,378.76	10,903.99	209,312.53	414,929.29	6,128,976.68



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: September 6, 2019

SUBJECT: Champaign Park District (District) 1st Quarter Financial Analysis for FYE2020

Background

This is a financial update for the three months ended July 31, 2019 with a comparison to budget versus actual for discussion purposes.

Attachments:

- A – Total revenues and expenditures at the fund level compared to budget
- B – Detailed revenues and expenditures by fund in budget category format
- C – Total revenues and expenditures by fund and department
- D – Excess funds excluding current year projected surplus
- E – Martens Center Project financial update

Attachments A and B show beginning fund balance with the ending fund balance reflected on a budget and actual basis.

Column Definitions:

- Original Budget – Adopted budget per Ordinance
- Activity for Quarter – Actual expenditures invoiced as of period end date, current year
- Activity for Quarter – Actual expenditures invoiced as of period end date, prior year
- Encumbered Year-to-Date – Expenditures committed for the fiscal year but not yet invoiced
- Unencumbered – Original budget less Activity for Quarter less Encumbered year-to-date

For purposes of analysis, the year-to-date budget is based on taking the annual budget distributed on the last 5-year history of actual activities by month with the exception of full-time staff, which is based on the number of pay periods in a given month. These adjustments should prove more useful in analysis of budget to actual. See attachment A for variance discussions between budget to actual and prior year. Any further variance or other questions may be directed to the Executive Director.

Budget Impact

None, other than as detailed within Attachment A.

Recommended Action

For discussion purposes only.

Prepared by:

Andrea N. Wallace
Director of Finance

Reviewed by:

Joe DeLuce
Executive Director

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

**CHAMPAIGN PARK DISTRICT
1ST QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE THREE MONTHS ENDED 7/31/2019**

ATTACHMENT A

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED 7/31/2019	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						
Fund 01 - GENERAL											
Total Revenue:	6,387,235	3,407,613	3,425,019	3,425,019	3,301,902	123,117	3.7%	-	2,962,216	53.6%	53.6%
Total Expenditure:	4,438,673	1,244,109	1,015,166	1,015,166	1,002,613	12,553	1.3%	117,312	3,306,196	25.5%	22.3%
Total Transfers-Out:	2,650,000	300,000	-	-	-	-	0.0%	-	2,650,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	(701,438)	1,863,504	2,409,854	2,409,854	2,299,289	110,564		(117,312)	(2,993,980)		

Overall, revenues and expenditures are in line with expectations through end of 1st quarter. Transfers are specific to capital projects and were approved as part of the FYE2020 budget and not yet transferred.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						
Fund 02 - RECREATION											
Total Revenue:	4,349,351	2,249,949	2,220,318	2,220,318	2,249,043	(28,725)	-1.3%	-	2,129,033	51.0%	54.4%
Total Expenditure:	3,291,200	1,201,865	1,006,641	1,006,641	1,080,797	(74,155)	-6.9%	20,655	2,263,904	31.2%	34.2%
Total Transfers-Out:	400,000	16,159	-	-	-	-	0.0%	-	400,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	658,151	1,031,925	1,213,676	1,213,676	1,168,246	45,430		(20,655)	(534,870)		

Overall, revenues are in line with expectations through end of 1st quarter. Transfers are specific to capital improvement and Martens Center funds and have not yet been transferred. Expenditures as a % of budget used for the current year is down compared to prior year at this time. This is partly due to the decrease in credit card fees at the pool which were \$8,609 compared to \$15,602 in prior year, decrease in contracted officials \$14,837 from \$20,504 in prior year, and a decrease in service contracts facilities \$9,294 from \$19,575 in prior year for replacing janitorial services contract at Douglass Community Center & Annex with a part-time staff. Overall contractual is \$34,973 less than same time last year. There was also a \$13,920 decrease in part-time lifeguards at the pool from the prior year.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						
Fund 03 - MUSEUM											
Total Revenue:	3,031,345	1,338,798	1,495,682	1,495,682	1,423,341	72,342	5.1%	(6,872)	1,542,535	49.1%	45.3%
Total Expenditure:	2,413,833	638,590	532,342	532,342	561,335	(28,992)	-5.2%	52,075	1,829,416	24.2%	24.2%
Total Transfers-Out:	280,000	6,862	50,000	50,000	-	50,000	0.0%	-	230,000	17.9%	0.0%
NET OF REVENUES & EXPENDITURES	337,512	693,346	913,340	913,340	862,006	51,334		(58,947)	(516,881)		

Overall, revenues and expenditures are in line with expectations through end of 1st quarter. Transfers are specific to the sound system and roof replacement projects at the Virginia Theatre and have not yet been transferred. The \$50,000 year-to-date transfer reflects the matching portion of the Tourism grant and transferred to Capital Improvement Fund.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						
Fund 04 - LIABILITY INSURANCE											
Total Revenue:	346,746	185,349	192,116	192,116	184,711	7,405	4.0%	-	154,630	55.4%	54.6%
Total Expenditure:	328,029	70,350	53,677	53,677	49,788	3,889	7.8%	111,135	163,216	50.2%	32.6%
Total Capital Outlay:	64,745	16,186	905	905	-	905	0.0%	-	63,840	1.4%	0.0%
NET OF REVENUES & EXPENDITURES	(46,028)	98,813	137,534	137,534	134,923	2,611		(111,135)	(72,427)		

Revenues Property taxes are higher than prior year due to increase in property tax assessed values for the year. Increase was expected over prior year. Amount collected to date is in line with past years. Total expenditures are ahead of prior year to date in part because the insurance premium increases and include the encumbrances through the end of 2019 of \$110,110 with the next installments due in September and December.

**CHAMPAIGN PARK DISTRICT
1ST QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE THREE MONTHS ENDED 7/31/2019**

ATTACHMENT A

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 06 - IMRF FUND											
Total Revenue:	317,500	173,268	176,401	176,401	184,470	(8,070)	-4.4%	-	141,099	55.6%	54.9%
Total Expenditure:	294,000	79,154	49,768	49,768	69,310	(19,543)	-28.2%	-	244,232	16.9%	22.0%
NET OF REVENUES & EXPENDITURES	23,500	94,114	126,633	126,633	115,160	11,473		-	(103,133)		

Revenues and expenditures on in line with budget overall. Average number of unduplicated members (employees) reported to IMRF for the 1st quarter in FY2020 is 110, same as prior year. The employer contribution rate decreased 27.1% from calendar year 2018 to calendar year 2019, which helps to offset the expenditure increase in the average number of participants. Currently the employer contribution rate for 2019 is 5.73% of IMRF eligible wages. Reported wages for 1st quarter were \$983,484 versus \$978,516 in prior year. Of the total members enrolled in IMRF, 59.1% (prior year 58.2%) are on the Tier 2 plan. This shift between Tier 1 and Tier 2 helps to reduce the employer contribution rate as the tier 2 requires a longer vesting period.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 08 - AUDIT FUND											
Total Revenue:	22,380	12,067	13,048	13,048	11,931	1,117	9.4%	-	9,332	58.3%	55.7%
Total Expenditure:	24,300	9,020	13,000	13,000	1,600	11,400	712.5%	11,300	-	100.0%	5.8%
NET OF REVENUES & EXPENDITURES	(1,920)	3,047	48	48	10,331	(10,283)		(11,300)	9,332		

Revenues are in line with budget. Expenditures paid to date are more than prior year but expected due to timing of invoice received for Audit services in current year plus the additional expenditure for actuarial services that did not occur in prior year at this time.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 09 - PAVING AND LIGHTING FUND											
Total Revenue:	90,000	49,093	50,957	50,957	48,785	2,172	4.5%	-	39,043	56.6%	54.3%
Total Expenditure:	38,000	9,500	-	-	12,859	(12,859)	-100.0%	-	38,000	0.0%	27.4%
Total Capital Outlay:	50,000	12,500	-	-	-	-	0.0%	-	50,000	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	2,000	27,093	50,957	50,957	35,926	15,031		-	(48,957)		

Revenues received are in line with expectations. No activity for current year activity to date through July at this time.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 11 - ACTIVITY AND AFFILIATES FUND											
Total Revenue:	9,429	1,348	3,171	3,171	1,651	1,519	92.0%	-	6,259	33.6%	18.6%
Total Expenditure:	20,044	1,483	2,031	2,031	986	1,045	106.0%	-	18,013	10.1%	11.1%
NET OF REVENUES & EXPENDITURES	(10,615)	(135)	1,139	1,139	665	474		-	4,964.55		

Revenues are ahead of year-to-date budget as received a Pepsi concessions payout in July, that in past years was only paid out annually in January. Expenditures are in line with budgeted expectations.

**CHAMPAIGN PARK DISTRICT
1ST QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE THREE MONTHS ENDED 7/31/2019**

ATTACHMENT A

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						% BDGT USED
Fund 12 - SPECIAL DONATIONS FUND											
Total Revenue:	65,400	10,772	9,271	9,271	8,319	952	11.4%	-	56,129	14.2%	13.9%
Total Expenditure:	65,400	32,757	28,267	28,267	31,677	(3,410)	-10.8%	-	37,133	43.2%	52.9%
NET OF REVENUES & EXPENDITURES	-	(21,985)	(18,996)	(18,996)	(23,358)	4,362		-	18,996		

Revenue is in line with budget expectations. Expenditures are ahead of budget due to the increase in scholarship requests received and issued through the first quarter as well as having the funds available to pay out which is consistent with prior years.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						% BDGT USED
Fund 14 - SOCIAL SECURITY FUND											
Total Revenue:	350,700	189,249	193,201	193,201	196,343	(3,143)	-1.6%	-	157,499	55.1%	54.9%
Total Expenditure:	417,150	130,048	114,550	114,550	119,805	(5,256)	-4.4%	-	302,600	27.5%	28.0%
NET OF REVENUES & EXPENDITURES	(66,450)	59,201	78,651	78,651	76,538	2,113		-	(145,101)		

Revenues in line with expectations. Expenditures are in line with expectations.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						% BDGT USED
Fund 15 - SPECIAL RECREATION FUND											
Total Revenue:	1,152,481	520,442	468,368	468,368	586,012	(117,644)	-20.1%	-	684,113	40.6%	52.4%
Total Expenditure:	711,505	217,058	177,214	177,214	185,914	(8,700)	-4.7%	11,693	522,597	26.6%	25.9%
Total Capital Outlay:	1,050,427	218,652	182,497	182,497	-	182,497	0.0%	51,464	816,466	22.3%	0.0%
NET OF REVENUES & EXPENDITURES	(609,451)	84,732	108,657	108,657	400,098	(291,442)		(63,158)	(654,950)		

Revenues as a % of budget used are much lower than prior year. Program revenue is down \$12,034 from prior year and due to property taxes received later than usual, the Urbana Park District contribution was not received until August this year. Expenditures are slightly less than prior year but in line with expectations. Capital outlay includes activity for Zahnd Park Pathway project which began this year including the encumbrance.

FUND	2020	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 7/31/2019	QUARTER 7/31/2019	YTD 7/31/2019	YTD 7/31/2018						% BDGT USED
Fund 16 - CAPITAL IMPROVEMENTS FUND											
Total Revenue:	1,379,213	362,509	153,873	153,873	62,173	91,700	147.5%	-	1,225,340	11.2%	11.4%
Total Expenditure:	6,881	1,720	6,115	6,115	-	6,115	0.0%	-	766	88.9%	0.0%
Total Transfers-In:	2,880,000	1,000,000	50,000	50,000	-	50,000	0.0%	-	2,830,000	1.7%	0.0%
Total Transfers-Out:	74,723	74,723	74,723	74,723	-	74,723	0.0%	-	(0)	100.0%	0.0%
Total Capital Outlay:	6,064,388	2,127,844	1,176,496	1,176,496	176,143	1,000,353	567.9%	2,075,663	2,812,229	53.6%	3.7%
NET OF REVENUES & EXPENDITURES	(1,886,779)	(841,779)	(1,053,462)	(1,053,462)	(113,970)	(939,492)		(2,075,663)	1,242,346		

Revenues are on track with budget through end of 1st quarter and include \$25,000 received from grant funds for Tourism grant with the additional \$17,619 received in August 2019 to cover the 50% of expenditures for the intelligent lighting purchase made in June. Transfers in - represents the funds transferred from General, Recreation, and Museum Funds, which have not occurred with the exception of the \$50,000 for the matching portion of the Tourism grant. Capital Outlay amounts expended include pay requests for the shop expansion project (encumbrance of \$1,505,349 through change order 10 approved by 7-31-19), Heritage park (encumbrance of \$425,971), Noel Park encumbrance of \$19,400, and Virginia Theatre roof replacement encumbrance of \$126,261. Expenditures are specific to shop expansion project for material testing and other professional services. The remaining intelligent lighting grant funds not spent were \$14,761 out of \$100,000 allotment. Transfers out represent proceeds from sale of 2 lots at Trails of Abbey Fields transferred into the land acquisition fund.

**CHAMPAIGN PARK DISTRICT
1ST QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE THREE MONTHS ENDED 7/31/2019**

ATTACHMENT A

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 19 - POLICE PROTECTION											
Total Revenue:	24,600	12,644	13,379	13,379	12,887	492	3.8%	-	11,221	54.4%	54.1%
Total Expenditure:	18,540	-	1,707	1,707	-	1,707	0.0%	-	16,833	9.2%	0.0%
NET OF REVENUES & EXPENDITURES	6,060	12,644	11,672	11,672	12,887	(1,215)		-	(5,612)		

Revenues are in line with budget and expectations. Historically no expenditures are recorded in 1st quarter due to timing of invoices received from the City of Champaign. The current year expenditure is for police services for Streetfest that was held in June.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 21 - BOND AMORTIZATION FUND											
Total Revenue:	1,167,900	567,589	640,391	640,391	627,788	12,603	2.0%	-	527,509	54.8%	55.0%
Total Transfers-Out:	1,167,900	-	-	-	-	-	0.0%	-	1,167,900	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	-	567,589	640,391	640,391	627,788	12,603		-	(640,391)		

Revenues are in line with budget and expectations. Transfers-out to Fund 22-Bond Proceeds Fund to pay off the 2018 annual general obligation debt and interest payment due 12/1 will be transferred in November.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 22 - BOND PROCEEDS FUND											
Total Revenue:	29,700	4,891	8,552	8,552	6,005	2,547	42.4%	-	21,148	28.8%	44.5%
Total Transfers-In:	1,167,900	-	-	-	-	-	0.0%	-	1,167,900	0.0%	0.0%
Total Expenditure:	3,530	321	428	428	428	-	0.0%	-	3,102	12.1%	12.0%
Total Capital Outlay:	546,500	339,275	105,066	105,066	20,080	84,986	423.2%	191,687	249,747	54.3%	2.3%
Total Debt Service:	566,600	54,412	43,800	43,800	50,325	(6,525)	-13.0%	-	522,800	7.7%	9.1%
NET OF REVENUES & EXPENDITURES	80,970	(389,117)	(140,742)	(140,742)	(64,828)	(75,914)		(191,687)	413,399		

Revenues are ahead of prior year due to the increase in interest rates over the last year. Transfers-in from Fund 21-Bond Amortization Fund to cover the annual general obligation debt payment that is due 12/1 will not occur until November. Expenditures are in line with prior year and correlate to the bond administrative fee for the alternate revenue bonds (pool). Capital Outlay is less expected as BMC HVAC was just beginning (encumbrance \$126,540), Noel Park Playground awarded with \$19,987 encumbered, and Douglass Annex flooring project awarded but not started (encumbered \$19,050), scoreboards ordered (encumbered \$17,960). Debt service expenditure is in line with prior year and accounts for the semi-annual interest payment on the alternate revenue bonds due June 1 and December 1 each year with expected decrease in amount as more principal is paid annually.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 24 - LAND ACQUISITION FUND											
Total Revenue:	14,300	2,386	5,207	5,207	3,027	2,180	72.0%	-	9,093	36.4%	40.8%
Total Transfers-In:	174,723	174,723	74,723	74,723	-	74,723	0.0%	-	100,000	42.8%	0.0%
NET OF REVENUES & EXPENDITURES	189,023	177,109	79,931	79,931	3,027	76,903		-	109,092		

Revenues are in line with budget through end of 1st quarter. Transfers in from Capital Improvement fund for proceeds from sale of lots in Trails of Abbey Fields as directed by the Board. Remaining \$100,000 transfer from General Fund will occur in 2nd quarter.

**CHAMPAIGN PARK DISTRICT
1ST QUARTER FINANCIAL ANALYSIS BY FUND
FOR THE THREE MONTHS ENDED 7/31/2019**

ATTACHMENT A

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 25 - PARK DEVELOPMENT FUND											
Total Revenue:	18,900	2,673	5,941	5,941	3,866	2,074	53.6%	-	12,959	31.4%	41.1%
Total Transfers-In:	100,000	100,000	-	-	-	-	0.0%	-	100,000	0.0%	0.0%
Total Capital Outlay:	415,500	103,875	-	-	-	-	0.0%	-	415,500	0.0%	0.0%
NET OF REVENUES & EXPENDITURES	(296,600)	(1,202)	5,941	5,941	3,866	2,074	-	-	(302,541)		

Fund established by the Board of Commissioners in FY16 as a way to set aside excess funds to be used for future park development projects not yet identified. As part of the budget process, the Board authorized an additional \$100,000 transfer into this fund during FY2020, which has not been transferred as of the end of the 1st quarter. Interest rates remain unchanged for FY20, but are still more than in prior year at this time. The Capital Outlay in this fund will be used for Spalding Park Redevelopment, but most likely these projects will be delayed longer as the Park District has applied for an OSLAD grant and is waiting notification from State as to if it was awarded; most likely will receive notification in early 2020.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 26 - TRAILS AND PATHWAYS FUND											
Total Revenue:	4,800	591	1,861	1,861	973	888	91.3%	-	2,939	38.8%	48.6%
Total Transfers-In:	100,000	100,000	-	-	-	-	0.0%	-	100,000	0.0%	0.0%
Total Capital Outlay:	248,500	62,125	50,447	50,447	-	50,447	#DIV/0!	3,053	195,000	21.5%	0.0%
NET OF REVENUES & EXPENDITURES	(143,700)	38,466	(48,587)	(48,587)	973	(49,559)		(3,053)	(92,061)		

Fund established by the Board of Commissioners in FY16 as a way to set aside excess funds to be used for future trails and pathways projects not yet identified. Interest rates remain unchanged for FY20, but are still more than in prior year at this time. As part of the budget process, the Board authorized an additional \$100,000 transfer into this fund during FY2020, which has not been transferred as of the end of the 1st quarter.

FUND	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 27 - MARTENS CENTER PARK DEVELOPMENT FUND											
Total Revenue:	1,041,664	-	412,011	412,011	-	412,011	0.0%	-	629,653	39.6%	0.0%
Total Transfers-In:	150,000	-	-	-	-	-	0.0%	-	150,000	0.0%	0.0%
Total Expenditure:	71,200	300	7,590	7,590	-	7,590	0.0%	946	62,665	12.0%	0.0%
Total Capital Outlay:	1,120,464	-	395,015	395,015	-	395,015	0.0%	-	725,449	35.3%	0.0%
NET OF REVENUES & EXPENDITURES	-	(300)	9,406	9,406	-	9,406		(946)	(8,460)		

Revenue includes \$400,000 donation transferred from Champaign Parks Foundation for purchase of land, along with remaining in interest income. Capital Outlay represents the purchase of land at Human Kinetics Park purchased in May 2019 as part of the Martens Center capital project. Expenditures will be reimbursed from Champaign Parks Foundation donations to cover attorney fees associated with writing/reviewing agreements/contracts and for the sale of land and will occur in 2nd quarter.

TOTALS OF ALL FUNDS COMBINED											
ALL FUNDS COMBINED	2020 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE 7/31/2019	ACTIVITY FOR QUARTER 7/31/2019	YTD 7/31/2019	PRIOR YTD 7/31/2018	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
TOTAL REVENUES - ALL FUNDS	\$ 24,376,267	\$ 10,465,953	\$ 9,613,489	\$ 9,613,489	\$ 8,913,229	\$ 700,260	7.9%	\$ (6,872)	\$ 14,769,650	39.4%	35.9%
TOTAL EXPENDITURES - ALL FUNDS	\$ 26,842,032	\$ 6,968,887	\$ 5,087,447	\$ 5,087,447	\$ 3,363,660	\$ 1,723,786	51.2%	\$ 2,646,983	\$ 19,107,603	28.8%	21.2%
OF REVENUES & EXPENDITURES ALL FUNDS	\$ (2,465,765)	\$ 3,497,066	\$ 4,526,042	\$ 4,526,042	\$ 5,549,569	\$ (1,023,526)		\$ (2,653,855)	\$ (4,337,953)		

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

PERIOD ENDING 07/31/2019
 % Fiscal Year Completed: 25.14
 1ST QUARTER FINANCIAL ANALYSIS

ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					
	BUDGET	THRU 07/31/19	07/31/2019	YEAR-TO-DATE		USED	USED
Fund 01 - GENERAL							
PROPERTY TAX REVENUE	6,100,000.00	3,330,993.04	3,350,012.93	0.00	2,749,987.07	54.92	54.99
CHARGE FOR SERVICE REVENUE	120,831.00	51,976.95	44,863.56	0.00	75,967.44	37.13	14.14
CONTRIBUTIONS/SPONSORSHIPS	3,680.00	0.00	0.00	0.00	3,680.00	0.00	0.00
INTEREST INCOME	145,350.00	22,687.64	30,027.18	0.00	115,322.82	20.66	32.56
SPECIAL RECEIPTS	17,374.00	1,955.50	115.60	0.00	17,258.40	0.67	3.89
TOTAL REVENUES	6,387,235.00	3,407,613.13	3,425,019.27	0.00	2,962,215.73	53.62	53.64
Fund 01 - GENERAL:							
SALARIES AND WAGES	2,486,959.00	643,787.92	531,808.66	0.00	1,955,150.34	21.38	21.86
FRINGE BENEFITS	371,912.00	88,650.59	89,951.89	0.00	281,960.11	24.19	21.55
CONTRACTUAL	860,640.00	259,489.61	189,294.40	86,108.54	585,237.06	32.00	21.59
COMMODITIES/SUPPLIES	384,950.00	172,170.78	150,775.52	4,363.07	229,811.41	40.30	33.49
UTILITIES	155,712.00	39,260.05	31,604.34	0.00	124,107.66	20.30	23.40
ROUTINE/PERIODIC MAINTENANCE	178,500.00	40,749.99	21,730.95	26,840.00	129,929.05	27.21	9.25
TRANSFERS TO OTHER FUNDS	2,650,000.00	300,000.00	0.00	0.00	2,650,000.00	0.00	0.00
TOTAL EXPENDITURES	7,088,673.00	1,544,108.94	1,015,165.76	117,311.61	5,956,195.63	15.98	11.88
TOTAL REVENUES	6,387,235.00	3,407,613.13	3,425,019.27	0.00	2,962,215.73	53.62	53.64
TOTAL EXPENDITURES	7,088,673.00	1,544,108.94	1,015,165.76	117,311.61	5,956,195.63	15.98	11.88
NET OF REVENUES & EXPENDITURES	(701,438.00)	1,863,504.19	2,409,853.51	(117,311.61)	(2,993,979.90)	326.83	100.64
BEG. FUND BALANCE	6,465,045.08	6,465,045.08	6,465,045.08				
NET OF REVENUES/EXPENDITURES - 2018-1			287,215.45		287,215.45		
END FUND BALANCE	5,763,607.08	8,328,549.27	9,162,114.04				
Fund 02 - RECREATION							
PROPERTY TAX REVENUE	2,194,900.00	1,190,193.77	1,202,773.70	0.00	992,126.30	54.80	55.00
CHARGE FOR SERVICE REVENUE	1,695,201.00	884,708.80	841,688.32	0.00	853,512.68	49.65	56.81
CONTRIBUTIONS/SPONSORSHIPS	3,100.00	1,525.00	1,250.00	0.00	1,850.00	40.32	80.00
MERCHANDISE/CONCESSION REV	132,230.00	101,172.89	84,049.70	0.00	48,180.30	63.56	70.68
INTEREST INCOME	97,380.00	18,895.82	25,596.88	0.00	71,783.12	26.29	48.72
SPECIAL RECEIPTS	226,540.00	53,452.42	64,959.03	0.00	161,580.97	28.67	20.90
TOTAL REVENUES	4,349,351.00	2,249,948.70	2,220,317.63	0.00	2,129,033.37	51.05	54.41
Fund 02 - RECREATION:							
SALARIES AND WAGES	1,914,771.00	699,732.49	590,897.75	0.00	1,323,873.25	30.86	33.78
FRINGE BENEFITS	146,320.00	34,539.97	31,447.26	0.00	114,872.74	21.49	22.79
CONTRACTUAL	429,815.00	168,617.22	136,442.72	4,075.00	289,297.28	32.69	36.77
COMMODITIES/SUPPLIES	372,011.00	177,465.12	167,312.07	1,270.00	203,428.93	45.32	48.30
UTILITIES	362,783.00	105,134.71	80,541.40	0.00	282,241.60	22.20	28.38
ROUTINE/PERIODIC MAINTENANCE	65,500.00	16,374.99	0.00	15,310.00	50,190.00	23.37	0.00
TRANSFERS TO OTHER FUNDS	400,000.00	16,159.48	0.00	0.00	400,000.00	0.00	0.00
TOTAL EXPENDITURES	3,691,200.00	1,218,023.98	1,006,641.20	20,655.00	2,663,903.80	27.83	25.09
TOTAL REVENUES	4,349,351.00	2,249,948.70	2,220,317.63	0.00	2,129,033.37	51.05	54.41
TOTAL EXPENDITURES	3,691,200.00	1,218,023.98	1,006,641.20	20,655.00	2,663,903.80	27.83	25.09

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

PERIOD ENDING 07/31/2019
 % Fiscal Year Completed: 25.14
 1ST QUARTER FINANCIAL ANALYSIS

ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					
	BUDGET					USED	USED
Fund 02 - RECREATION							
NET OF REVENUES & EXPENDITURES	658,151.00	1,031,924.72	1,213,676.43	(20,655.00)	(534,870.43)	181.27	670.66
BEG. FUND BALANCE	3,615,260.30	3,615,260.30	3,615,260.30				
NET OF REVENUES/EXPENDITURES - 2018-1			206,419.57		206,419.57		
END FUND BALANCE	4,273,411.30	4,647,185.02	5,035,356.30				
Fund 03 - MUSEUM							
PROPERTY TAX REVENUE	1,672,703.00	905,080.45	906,570.31	0.00	766,132.69	54.20	55.02
CHARGE FOR SERVICE REVENUE	1,062,344.00	349,448.54	505,145.84	(6,872.25)	564,070.41	46.90	34.29
CONTRIBUTIONS/SPONSORSHIPS	49,080.00	30,101.48	26,534.80	0.00	22,545.20	54.06	68.90
MERCHANDISE/CONCESSION REV	123,350.00	30,156.78	26,136.27	0.00	97,213.73	21.19	28.30
INTEREST INCOME	72,290.00	11,335.42	17,910.94	0.00	54,379.06	24.78	38.99
SPECIAL RECEIPTS	51,578.00	12,675.13	13,384.13	0.00	38,193.87	25.95	46.11
TOTAL REVENUES	3,031,345.00	1,338,797.80	1,495,682.29	(6,872.25)	1,542,534.96	49.11	45.33
SALARIES AND WAGES	1,025,986.00	290,211.28	240,353.81	0.00	785,632.19	23.43	24.63
FRINGE BENEFITS	103,570.00	24,008.40	22,738.09	0.00	80,831.91	21.95	21.05
CONTRACTUAL	886,182.00	228,396.10	206,768.68	51,722.56	627,690.76	29.17	23.71
COMMODITIES/SUPPLIES	179,735.00	44,155.60	38,348.57	352.66	141,033.77	21.53	27.54
UTILITIES	158,031.00	37,943.21	24,133.10	0.00	133,897.90	15.27	27.65
ROUTINE/PERIODIC MAINTENANCE	60,329.00	13,875.00	0.00	0.00	60,329.00	0.00	0.00
TRANSFERS TO OTHER FUNDS	280,000.00	6,861.76	50,000.00	0.00	230,000.00	17.86	0.00
TOTAL EXPENDITURES	2,693,833.00	645,451.35	582,342.25	52,075.22	2,059,415.53	23.55	21.02
Fund 03 - MUSEUM:							
TOTAL REVENUES	3,031,345.00	1,338,797.80	1,495,682.29	(6,872.25)	1,542,534.96	49.11	45.33
TOTAL EXPENDITURES	2,693,833.00	645,451.35	582,342.25	52,075.22	2,059,415.53	23.55	21.02
NET OF REVENUES & EXPENDITURES	337,512.00	693,346.45	913,340.04	(58,947.47)	(516,880.57)	253.14	183.59
BEG. FUND BALANCE	2,630,728.42	2,630,728.42	2,630,728.42				
NET OF REVENUES/EXPENDITURES - 2018-1			364,470.48		364,470.48		
END FUND BALANCE	2,968,240.42	3,324,074.87	3,908,538.94				
Fund 04 - LIABILITY INSURANCE							
PROPERTY TAX REVENUE	336,410.00	183,524.36	189,490.60	0.00	146,919.40	56.33	55.08
CHARGE FOR SERVICE REVENUE	204.00	109.37	220.00	0.00	(16.00)	107.84	24.00
INTEREST INCOME	10,132.00	1,715.55	2,405.66	0.00	7,726.34	23.74	31.59
TOTAL REVENUES	346,746.00	185,349.28	192,116.26	0.00	154,629.74	55.41	54.60
SALARIES AND WAGES	50,132.00	13,497.08	11,448.16	0.00	38,683.84	22.84	20.77
FRINGE BENEFITS	9,001.00	2,221.82	1,954.91	0.00	7,046.09	21.72	22.40
CONTRACTUAL	7,027.00	1,744.91	1,990.00	0.00	5,037.00	28.32	7.59
COMMODITIES/SUPPLIES	14,426.00	3,514.07	1,581.00	1,024.98	11,820.02	18.06	7.11
INSURANCE	247,443.00	49,371.73	36,703.40	110,110.14	100,629.46	59.33	38.46
CAPITAL OUTLAY	64,745.00	16,186.26	904.75	0.00	63,840.25	1.40	0.00
TOTAL EXPENDITURES	392,774.00	86,535.87	54,582.22	111,135.12	227,056.66	42.19	26.28

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

PERIOD ENDING 07/31/2019
 % Fiscal Year Completed: 25.14
 1ST QUARTER FINANCIAL ANALYSIS

ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					07/31/2019
	BUDGET	THRU 07/31/19				USED	USED
Fund 04 - LIABILITY INSURANCE							
Fund 04 - LIABILITY INSURANCE:							
TOTAL REVENUES	346,746.00	185,349.28	192,116.26	0.00	154,629.74	55.41	54.60
TOTAL EXPENDITURES	392,774.00	86,535.87	54,582.22	111,135.12	227,056.66	42.19	26.28
NET OF REVENUES & EXPENDITURES	(46,028.00)	98,813.41	137,534.04	(111,135.12)	(72,426.92)	57.35	147.98
BEG. FUND BALANCE	443,802.30	443,802.30	443,802.30				
NET OF REVENUES/EXPENDITURES - 2018-1			2,623.27		2,623.27		
END FUND BALANCE	397,774.30	542,615.71	583,959.61				
Fund 06 - IMRF FUND							
Fund 06 - IMRF FUND:							
PROPERTY TAX REVENUE	317,500.00	173,267.74	174,532.14	0.00	142,967.86	54.97	55.00
INTEREST INCOME	0.00	0.00	1,868.70	0.00	(1,868.70)	100.00	39.17
TOTAL REVENUES	317,500.00	173,267.74	176,400.84	0.00	141,099.16	55.56	54.86
FRINGE BENEFITS	294,000.00	79,153.84	49,767.57	0.00	244,232.43	16.93	22.02
TOTAL EXPENDITURES	294,000.00	79,153.84	49,767.57	0.00	244,232.43	16.93	22.02
Fund 06 - IMRF FUND:							
TOTAL REVENUES	317,500.00	173,267.74	176,400.84	0.00	141,099.16	55.56	54.86
TOTAL EXPENDITURES	294,000.00	79,153.84	49,767.57	0.00	244,232.43	16.93	22.02
NET OF REVENUES & EXPENDITURES	23,500.00	94,113.90	126,633.27	0.00	(103,133.27)	538.86	537.06
BEG. FUND BALANCE	224,281.59	224,281.59	224,281.59				
NET OF REVENUES/EXPENDITURES - 2018-1			61,505.65		61,505.65		
END FUND BALANCE	247,781.59	318,395.49	412,420.51				
Fund 08 - AUDIT FUND							
Fund 08 - AUDIT FUND:							
PROPERTY TAX REVENUE	22,000.00	11,993.05	12,962.11	0.00	9,037.89	58.92	55.68
INTEREST INCOME	380.00	73.51	85.84	0.00	294.16	22.59	53.61
TOTAL REVENUES	22,380.00	12,066.56	13,047.95	0.00	9,332.05	58.30	55.66
CONTRACTUAL	24,300.00	9,019.96	13,000.00	11,300.00	0.00	100.00	5.82
TOTAL EXPENDITURES	24,300.00	9,019.96	13,000.00	11,300.00	0.00	100.00	5.82
Fund 08 - AUDIT FUND:							
TOTAL REVENUES	22,380.00	12,066.56	13,047.95	0.00	9,332.05	58.30	55.66
TOTAL EXPENDITURES	24,300.00	9,019.96	13,000.00	11,300.00	0.00	100.00	5.82
NET OF REVENUES & EXPENDITURES	(1,920.00)	3,046.60	47.95	(11,300.00)	9,332.05	586.04	170.34
BEG. FUND BALANCE	12,785.08	12,785.08	12,785.08				
NET OF REVENUES/EXPENDITURES - 2018-1			264.11		264.11		
END FUND BALANCE	10,865.08	15,831.68	13,097.14				
Fund 09 - PAVING AND LIGHTING FUND							
Fund 09 - PAVING AND LIGHTING FUND:							
PROPERTY TAX REVENUE	90,000.00	49,092.85	49,866.32	0.00	40,133.68	55.41	55.35
INTEREST INCOME	0.00	0.00	1,090.54	0.00	(1,090.54)	100.00	24.07

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

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FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	PREV YEAR	
	ORIGINAL	YEAR-TO-DATE				YTD BALANCE	% BDGT
	BUDGET	THRU 07/31/19	07/31/2019	YEAR-TO-DATE	BALANCE	USED	USED
Fund 09 - PAVING AND LIGHTING FUND							
TOTAL REVENUES	90,000.00	49,092.85	50,956.86	0.00	39,043.14	56.62	54.34
ROUTINE/PERIODIC MAINTENANCE	38,000.00	9,500.01	0.00	0.00	38,000.00	0.00	27.36
CAPITAL OUTLAY	50,000.00	12,500.01	0.00	0.00	50,000.00	0.00	0.00
TOTAL EXPENDITURES	88,000.00	22,000.02	0.00	0.00	88,000.00	0.00	16.70
Fund 09 - PAVING AND LIGHTING FUND:							
TOTAL REVENUES	90,000.00	49,092.85	50,956.86	0.00	39,043.14	56.62	54.34
TOTAL EXPENDITURES	88,000.00	22,000.02	0.00	0.00	88,000.00	0.00	16.70
NET OF REVENUES & EXPENDITURES	2,000.00	27,092.83	50,956.86	0.00	(48,956.86)	2,547.84	281.29
BEG. FUND BALANCE	126,061.97	126,061.97	126,061.97				
NET OF REVENUES/EXPENDITURES - 2018-1			41,896.35		41,896.35		
END FUND BALANCE	128,061.97	153,154.80	218,915.18				
Fund 11 - ACTIVITY AND AFFILIATES FUND							
CHARGE FOR SERVICE REVENUE	3,150.00	696.86	0.00	0.00	3,150.00	0.00	49.71
INTEREST INCOME	949.00	176.96	274.47	0.00	674.53	28.92	38.88
SPECIAL RECEIPTS	5,330.00	473.76	2,896.03	0.00	2,433.97	54.33	(8.20)
TOTAL REVENUES	9,429.00	1,347.58	3,170.50	0.00	6,258.50	33.62	18.64
CONTRACTUAL	460.00	115.00	0.00	0.00	460.00	0.00	0.00
COMMODITIES/SUPPLIES	19,584.00	1,367.94	2,031.22	0.00	17,552.78	10.37	11.13
TOTAL EXPENDITURES	20,044.00	1,482.94	2,031.22	0.00	18,012.78	10.13	11.13
Fund 11 - ACTIVITY AND AFFILIATES FUN							
TOTAL REVENUES	9,429.00	1,347.58	3,170.50	0.00	6,258.50	33.62	18.64
TOTAL EXPENDITURES	20,044.00	1,482.94	2,031.22	0.00	18,012.78	10.13	11.13
NET OF REVENUES & EXPENDITURES	(10,615.00)	(135.36)	1,139.28	0.00	(11,754.28)	10.73	100.00
BEG. FUND BALANCE							
NET OF REVENUES/EXPENDITURES - 2018-1			2,414.68		2,414.68		
END FUND BALANCE	(10,615.00)	(135.36)	3,553.96				
Fund 12 - SPECIAL DONATIONS FUND							
CHARGE FOR SERVICE REVENUE	5,000.00	1,271.58	1,014.00	0.00	3,986.00	20.28	17.53
CONTRIBUTIONS/SPONSORSHIPS	57,800.00	9,059.39	7,495.28	0.00	50,304.72	12.97	13.09
INTEREST INCOME	2,600.00	441.47	761.62	0.00	1,838.38	29.29	37.39
TOTAL REVENUES	65,400.00	10,772.44	9,270.90	0.00	56,129.10	14.18	13.88
CONTRACTUAL	65,400.00	32,756.94	28,267.15	0.00	37,132.85	43.22	52.87
TOTAL EXPENDITURES	65,400.00	32,756.94	28,267.15	0.00	37,132.85	43.22	52.87
Fund 12 - SPECIAL DONATIONS FUND:							

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FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 07/31/19	07/31/2019	YEAR-TO-DATE	BALANCE	USED	USED
Fund 12 - SPECIAL DONATIONS FUND							
TOTAL REVENUES	65,400.00	10,772.44	9,270.90	0.00	56,129.10	14.18	13.88
TOTAL EXPENDITURES	65,400.00	32,756.94	28,267.15	0.00	37,132.85	43.22	52.87
NET OF REVENUES & EXPENDITURES	0.00	(21,984.50)	(18,996.25)	0.00	18,996.25	100.00	100.00
BEG. FUND BALANCE	132,418.18	132,418.18	132,418.18				
NET OF REVENUES/EXPENDITURES - 2018-1			7,056.69		7,056.69		
END FUND BALANCE	132,418.18	110,433.68	120,478.62				
Fund 14 - SOCIAL SECURITY FUND							
PROPERTY TAX REVENUE	345,300.00	188,284.24	192,485.14	0.00	152,814.86	55.74	55.04
INTEREST INCOME	5,400.00	964.89	715.60	0.00	4,684.40	13.25	35.54
TOTAL REVENUES	350,700.00	189,249.13	193,200.74	0.00	157,499.26	55.09	54.86
FRINGE BENEFITS	417,150.00	130,047.65	114,549.72	0.00	302,600.28	27.46	27.96
TOTAL EXPENDITURES	417,150.00	130,047.65	114,549.72	0.00	302,600.28	27.46	27.96
Fund 14 - SOCIAL SECURITY FUND:							
TOTAL REVENUES	350,700.00	189,249.13	193,200.74	0.00	157,499.26	55.09	54.86
TOTAL EXPENDITURES	417,150.00	130,047.65	114,549.72	0.00	302,600.28	27.46	27.96
NET OF REVENUES & EXPENDITURES	(66,450.00)	59,201.48	78,651.02	0.00	(145,101.02)	118.36	108.31
BEG. FUND BALANCE	196,161.93	196,161.93	196,161.93				
NET OF REVENUES/EXPENDITURES - 2018-1			(42,433.70)		(42,433.70)		
END FUND BALANCE	129,711.93	255,363.41	232,379.25				
Fund 15 - SPECIAL RECREATION FUND							
PROPERTY TAX REVENUE	717,380.00	391,192.81	398,930.58	0.00	318,449.42	55.61	54.85
CHARGE FOR SERVICE REVENUE	155,791.00	59,418.28	56,968.40	0.00	98,822.60	36.57	43.55
CONTRIBUTIONS/SPONSORSHIPS	235,390.00	58,695.03	300.00	0.00	235,090.00	0.13	52.93
INTEREST INCOME	42,000.00	10,500.00	11,618.93	0.00	30,381.07	27.66	34.99
SPECIAL RECEIPTS	1,920.00	635.63	550.00	0.00	1,370.00	28.65	42.19
TOTAL REVENUES	1,152,481.00	520,441.75	468,367.91	0.00	684,113.09	40.64	52.43
SALARIES AND WAGES	454,670.00	170,207.24	133,399.72	0.00	321,270.28	29.34	32.13
FRINGE BENEFITS	85,900.00	9,327.41	8,359.15	0.00	77,540.85	9.73	7.78
CONTRACTUAL	99,635.00	19,623.81	16,018.94	450.00	83,166.06	16.53	16.94
COMMODITIES/SUPPLIES	39,800.00	11,010.13	8,968.48	0.00	30,831.52	22.53	24.99
UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	41.76
INSURANCE	13,300.00	2,339.61	2,147.84	6,443.46	4,708.70	64.60	16.28
ROUTINE/PERIODIC MAINTENANCE	18,200.00	4,550.01	8,320.00	4,800.00	5,080.00	72.09	15.19
CAPITAL OUTLAY	1,050,427.00	218,651.73	182,497.04	51,464.09	816,465.87	22.27	0.00
TOTAL EXPENDITURES	1,761,932.00	435,709.94	359,711.17	63,157.55	1,339,063.28	24.00	10.28
Fund 15 - SPECIAL RECREATION FUND:							
TOTAL REVENUES	1,152,481.00	520,441.75	468,367.91	0.00	684,113.09	40.64	52.43
TOTAL EXPENDITURES	1,761,932.00	435,709.94	359,711.17	63,157.55	1,339,063.28	24.00	10.28

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ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					07/31/2019
	BUDGET	THRU 07/31/19				USED	USED
Fund 15 - SPECIAL RECREATION FUND							
NET OF REVENUES & EXPENDITURES	(609,451.00)	84,731.81	108,656.74	(63,157.55)	(654,950.19)	7.47	57.98
BEG. FUND BALANCE	1,606,127.48	1,606,127.48	1,606,127.48				
NET OF REVENUES/EXPENDITURES - 2018-1			347,686.60		347,686.60		
END FUND BALANCE	996,676.48	1,690,859.29	2,062,470.82				
Fund 16 - CAPITAL IMPROVEMENTS FUND							
PERSONAL PROPERTY REPLACEMENT TAXES	193,810.00	33,027.57	42,934.11	0.00	150,875.89	22.15	16.44
CONTRIBUTIONS/SPONSORSHIPS	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00	0.00
CAPITAL GRANTS	800,000.00	50,000.00	25,000.00	0.00	775,000.00	3.13	0.00
INTEREST INCOME	31,680.00	4,758.32	11,215.30	0.00	20,464.70	35.40	28.18
SPECIAL RECEIPTS	153,723.00	74,723.00	74,723.39	0.00	78,999.61	48.61	19.65
TRANSFERS FROM OTHER FUNDS	2,880,000.00	1,000,000.00	50,000.00	0.00	2,830,000.00	1.74	0.00
TOTAL REVENUES	4,259,213.00	1,362,508.89	203,872.80	0.00	4,055,340.20	4.79	1.75
CONTRACTUAL	6,881.00	1,720.26	6,115.00	0.00	766.00	88.87	0.00
CAPITAL OUTLAY	6,064,388.00	2,127,844.49	1,176,496.03	2,075,662.93	2,812,229.04	53.63	3.74
TRANSFERS TO OTHER FUNDS	74,723.00	74,723.00	74,723.39	0.00	(0.39)	100.00	0.00
TOTAL EXPENDITURES	6,145,992.00	2,204,287.75	1,257,334.42	2,075,662.93	2,812,994.65	54.23	3.74
Fund 16 - CAPITAL IMPROVEMENTS FUND:							
TOTAL REVENUES	4,259,213.00	1,362,508.89	203,872.80	0.00	4,055,340.20	4.79	1.75
TOTAL EXPENDITURES	6,145,992.00	2,204,287.75	1,257,334.42	2,075,662.93	2,812,994.65	54.23	3.74
NET OF REVENUES & EXPENDITURES	(1,886,779.00)	(841,778.86)	(1,053,461.62)	(2,075,662.93)	1,242,345.55	165.84	9.75
BEG. FUND BALANCE	2,501,951.02	2,501,951.02	2,501,951.02				
NET OF REVENUES/EXPENDITURES - 2018-1			213,231.27		213,231.27		
END FUND BALANCE	615,172.02	1,660,172.16	1,661,720.67				
Fund 19 - POLICE PROTECTION							
PROPERTY TAX REVENUE	23,000.00	12,376.37	12,962.11	0.00	10,037.89	56.36	54.46
INTEREST INCOME	1,600.00	267.32	417.08	0.00	1,182.92	26.07	43.16
TOTAL REVENUES	24,600.00	12,643.69	13,379.19	0.00	11,220.81	54.39	54.09
CONTRACTUAL	18,540.00	0.00	1,707.16	0.00	16,832.84	9.21	0.00
TOTAL EXPENDITURES	18,540.00	0.00	1,707.16	0.00	16,832.84	9.21	0.00
Fund 19 - POLICE PROTECTION:							
TOTAL REVENUES	24,600.00	12,643.69	13,379.19	0.00	11,220.81	54.39	54.09
TOTAL EXPENDITURES	18,540.00	0.00	1,707.16	0.00	16,832.84	9.21	0.00
NET OF REVENUES & EXPENDITURES	6,060.00	12,643.69	11,672.03	0.00	(5,612.03)	192.61	221.13
BEG. FUND BALANCE	55,959.28	55,959.28	55,959.28				
NET OF REVENUES/EXPENDITURES - 2018-1			8,789.28		8,789.28		
END FUND BALANCE	62,019.28	68,602.97	76,420.59				
Fund 21 - BOND AMORTIZATION FUND							
PROPERTY TAX REVENUE	1,161,000.00	566,288.07	639,285.66	0.00	521,714.34	55.06	55.00

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

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ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 07/31/19	YTD BALANCE 07/31/2019	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 21 - BOND AMORTIZATION FUND							
INTEREST INCOME	6,900.00	1,301.15	1,105.16	0.00	5,794.84	16.02	63.20
TOTAL REVENUES	1,167,900.00	567,589.22	640,390.82	0.00	527,509.18	54.83	55.02
TRANSFERS TO OTHER FUNDS	1,167,900.00	0.00	0.00	0.00	1,167,900.00	0.00	0.00
TOTAL EXPENDITURES	1,167,900.00	0.00	0.00	0.00	1,167,900.00	0.00	0.00
Fund 21 - BOND AMORTIZATION FUND:							
TOTAL REVENUES	1,167,900.00	567,589.22	640,390.82	0.00	527,509.18	54.83	55.02
TOTAL EXPENDITURES	1,167,900.00	0.00	0.00	0.00	1,167,900.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	0.00	567,589.22	640,390.82	0.00	(640,390.82)	100.00	100.00
BEG. FUND BALANCE	13,382.28	13,382.28	13,382.28				
NET OF REVENUES/EXPENDITURES - 2018-1			(3,755.74)		(3,755.74)		
END FUND BALANCE	13,382.28	580,971.50	650,017.36				
Fund 22 - BOND PROCEEDS FUND							
INTEREST INCOME	29,700.00	4,890.83	8,552.17	0.00	21,147.83	28.80	44.48
TRANSFERS FROM OTHER FUNDS	1,167,900.00	0.00	0.00	0.00	1,167,900.00	0.00	0.00
TOTAL REVENUES	1,197,600.00	4,890.83	8,552.17	0.00	1,189,047.83	0.71	0.52
CONTRACTUAL	3,530.00	320.63	428.00	0.00	3,102.00	12.12	11.96
CAPITAL OUTLAY	546,500.00	339,275.00	105,066.46	191,686.66	249,746.88	54.30	2.29
DEBT SERVICE PRINCIPAL	445,000.00	0.00	0.00	0.00	445,000.00	0.00	0.00
DEBT SERVICE INTEREST/FEES	121,600.00	54,412.32	43,800.00	0.00	77,800.00	36.02	42.65
TOTAL EXPENDITURES	1,116,630.00	394,007.95	149,294.46	191,686.66	775,648.88	30.54	4.95
Fund 22 - BOND PROCEEDS FUND:							
TOTAL REVENUES	1,197,600.00	4,890.83	8,552.17	0.00	1,189,047.83	0.71	0.52
TOTAL EXPENDITURES	1,116,630.00	394,007.95	149,294.46	191,686.66	775,648.88	30.54	4.95
NET OF REVENUES & EXPENDITURES	80,970.00	(389,117.12)	(140,742.29)	(191,686.66)	413,398.95	410.56	23.35
BEG. FUND BALANCE	244,468.82	244,468.82	244,468.82				
NET OF REVENUES/EXPENDITURES - 2018-1			47,545.42		47,545.42		
END FUND BALANCE	325,438.82	(144,648.30)	151,271.95				
Fund 24 - LAND ACQUISITION FUND							
INTEREST INCOME	14,300.00	2,386.46	5,207.15	0.00	9,092.85	36.41	40.77
TRANSFERS FROM OTHER FUNDS	174,723.00	174,723.00	74,723.39	0.00	99,999.61	42.77	0.00
TOTAL REVENUES	189,023.00	177,109.46	79,930.54	0.00	109,092.46	42.29	2.82
Fund 24 - LAND ACQUISITION FUND:							
TOTAL REVENUES	189,023.00	177,109.46	79,930.54	0.00	109,092.46	42.29	2.82
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	189,023.00	177,109.46	79,930.54	0.00	109,092.46	42.29	2.82

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

PERIOD ENDING 07/31/2019
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FOR THE THREE MONTHS ENDED 7/31/2019

ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 07/31/19	07/31/2019	YEAR-TO-DATE	BALANCE	USED	USED
Fund 24 - LAND ACQUISITION FUND							
BEG. FUND BALANCE	611,785.33	611,785.33	611,785.33				
NET OF REVENUES/EXPENDITURES - 2018-1			174,676.60		174,676.60		
END FUND BALANCE	800,808.33	788,894.79	866,392.47				
Fund 25 - PARK DEVELOPMENT FUND							
INTEREST INCOME	18,900.00	2,673.05	5,940.66	0.00	12,959.34	31.43	41.13
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00
TOTAL REVENUES	118,900.00	102,673.05	5,940.66	0.00	112,959.34	5.00	3.53
CAPITAL OUTLAY	415,500.00	103,875.00	0.00	0.00	415,500.00	0.00	0.00
TOTAL EXPENDITURES	415,500.00	103,875.00	0.00	0.00	415,500.00	0.00	0.00
Fund 25 - PARK DEVELOPMENT FUND:							
TOTAL REVENUES	118,900.00	102,673.05	5,940.66	0.00	112,959.34	5.00	3.53
TOTAL EXPENDITURES	415,500.00	103,875.00	0.00	0.00	415,500.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(296,600.00)	(1,201.95)	5,940.66	0.00	(302,540.66)	2.00	1.17
BEG. FUND BALANCE	813,401.27	813,401.27	813,401.27				
NET OF REVENUES/EXPENDITURES - 2018-1			94,530.80		94,530.80		
END FUND BALANCE	516,801.27	812,199.32	913,872.73				
Fund 26 - TRAILS AND PATHWAYS FUND							
INTEREST INCOME	4,800.00	590.74	1,860.84	0.00	2,939.16	38.77	48.63
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00
TOTAL REVENUES	104,800.00	100,590.74	1,860.84	0.00	102,939.16	1.78	0.95
CAPITAL OUTLAY	248,500.00	62,124.99	50,447.46	3,052.54	195,000.00	21.53	0.00
TOTAL EXPENDITURES	248,500.00	62,124.99	50,447.46	3,052.54	195,000.00	21.53	0.00
Fund 26 - TRAILS AND PATHWAYS FUND:							
TOTAL REVENUES	104,800.00	100,590.74	1,860.84	0.00	102,939.16	1.78	0.95
TOTAL EXPENDITURES	248,500.00	62,124.99	50,447.46	3,052.54	195,000.00	21.53	0.00
NET OF REVENUES & EXPENDITURES	(143,700.00)	38,465.75	(48,586.62)	(3,052.54)	(92,060.84)	35.94	2.01
BEG. FUND BALANCE	202,524.64	202,524.64	202,524.64				
NET OF REVENUES/EXPENDITURES - 2018-1			104,961.35		104,961.35		
END FUND BALANCE	58,824.64	240,990.39	258,899.37				
Fund 27 - HUMAN KINETICS PARK IMPROVEMENT FUND							
CONTRIBUTIONS/SPONSORSHIPS	904,164.00	0.00	400,000.00	0.00	504,164.00	44.24	0.00
CAPITAL GRANTS	137,500.00	0.00	0.00	0.00	137,500.00	0.00	0.00
INTEREST INCOME	0.00	0.00	12,010.90	0.00	(12,010.90)	100.00	0.00
TRANSFERS FROM OTHER FUNDS	150,000.00	0.00	0.00	0.00	150,000.00	0.00	0.00
TOTAL REVENUES	1,191,664.00	0.00	412,010.90	0.00	779,653.10	34.57	0.00

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT




PERIOD ENDING 07/31/2019
 % Fiscal Year Completed: 25.14
 1ST QUARTER FINANCIAL ANALYSIS



















ATTACHMENT B

FOR THE THREE MONTHS ENDED 7/31/2019












ACCOUNT DESCRIPTION	2019-20	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 07/31/19	07/31/2019	YEAR-TO-DATE	BALANCE	USED	USED
Fund 27 - HUMAN KINETICS PARK IMPROVEMENT FUND							
CONTRACTUAL	71,200.00	300.00	7,589.50	946.00	62,664.50	11.99	0.00
CAPITAL OUTLAY	1,120,464.00	0.00	395,015.38	0.00	725,448.62	35.25	0.00
TOTAL EXPENDITURES	1,191,664.00	300.00	402,604.88	946.00	788,113.12	33.86	0.00
Fund 27 - HUMAN KINETICS PARK IMPROVE							
TOTAL REVENUES	1,191,664.00	0.00	412,010.90	0.00	779,653.10	34.57	0.00
TOTAL EXPENDITURES	1,191,664.00	300.00	402,604.88	946.00	788,113.12	33.86	0.00
NET OF REVENUES & EXPENDITURES	0.00	(300.00)	9,406.02	(946.00)	(8,460.02)	100.00	0.00
BEG. FUND BALANCE							
NET OF REVENUES/EXPENDITURES - 2018-1			1,996,655.30		1,996,655.30		
END FUND BALANCE		(300.00)	2,006,061.32				
TOTAL REVENUES - ALL FUNDS	24,376,267.00	10,465,952.84	9,613,489.07	(6,872.25)	14,769,650.18	39.41	35.92
TOTAL EXPENDITURES - ALL FUNDS	26,842,032.00	6,968,887.12	5,087,446.64	2,646,982.63	19,107,602.73	28.81	12.63
NET OF REVENUES & EXPENDITURES	(2,465,765.00)	3,497,065.72	4,526,042.43	(2,653,854.88)	(4,337,952.55)	75.93	245.18
BEG. FUND BALANCE - ALL FUNDS	19,896,144.97	19,896,144.97	19,896,144.97				
END FUND BALANCE - ALL FUNDS	17,430,379.97	23,393,210.69	28,337,940.83				

Legend




	Meets or Exceeds Budget Expectations
	Within \$1,000 of Budget
	Not meeting Budget

FUND/DEPARTMENT DESCRIPTION	2019-20 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 7/31/2019		UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 01 - GENERAL				
Net - Dept 01-001-ADMINISTRATION	1,915,294.00	3,006,937.15		1,091,643.15
Net - Dept 10-006-PUBLIC AFFAIRS - VOLUNTEERS	(6,749.00)	(645.30)		6,103.70
Net - Dept 10-069-PUBLIC AFFAIRS - MARKETING	(145,589.00)	(39,608.57)		105,980.43
Net - Dept 20-001-OPERATIONS - ADMINISTRATION	(280,881.00)	(72,887.59)		207,993.41
Net - Dept 20-070-OPERATIONS - SAFETY	(21,229.00)	(5,035.17)		16,193.83
Net - Dept 20-071-OPERATIONS - LANDSCAPE MAINTENANCE	(624,315.00)	(167,281.49)		457,033.51
Net - Dept 20-072-OPERATIONS - FACILITIES & EQUIPMENT	(468,985.00)	(97,463.43)		371,521.57
Net - Dept 20-073-OPERATIONS - PARK MAINTENANCE	(170,508.00)	(38,921.32)		131,586.68
Net - Dept 20-074-OPERATIONS - FLOWER ISLANDS	(63,469.00)	(38,498.50)		24,970.50
Net - Dept 20-075-OPERATIONS - PARK FLOWERS	(294,600.00)	(105,984.98)		188,615.02
Net - Dept 20-079-OPERATIONS - SPECIAL PROJECTS	(183,325.00)	(58,223.91)		125,101.09
Net - Dept 20-080-OPERATIONS - NATURAL AREAS	(113,238.00)	(29,231.35)		84,006.65
Net - Dept 20-300-OPERATIONS - PLANNING & DEVELOPMENT	(233,546.00)	(65,620.47)		167,925.53
Net - Dept 30-077-FACILITIES - SKATE PARK	(105.00)	0.00		105.00
Net - Dept 30-091 - FACILITIES - SPALDING PARK	0.00	1,418.90		1,418.90
Net - Dept 30-098-FACILITIES - DOUGLASS BRANCH LIBRARY	(12,884.00)	(443.69)		12,440.31
Net - Dept 60-096-OTHER PROGRAMS - EDDIE ALBERT GARDENS	2,691.00	4,031.62		1,340.62
NET OF REVENUES & EXPENDITURES	(701,438.00)	2,292,541.90		2,993,979.90

Fund 02 - RECREATION




Net - Dept 01-001-ADMINISTRATION	1,485,270.00	1,126,278.30		(358,991.70)
Net - Dept 30-020-FACILITIES - DOUGLASS ANNEX	(9,700.00)	(873.64)		8,826.36
Net - Dept 30-021-FACILITIES - HAYS CENTER	(7,101.00)	(4,861.88)		2,239.12
Net - Dept 30-076-FACILITIES - BALL FIELDS	(328,331.00)	(80,399.47)		247,931.53
Net - Dept 30-092-FACILITIES - DOUGLASS COMMUNITY CENTER	(161,403.00)	(30,859.34)		130,543.66
Net - Dept 30-093-FACILITIES - BICENTENNIAL CENTER	19,670.00	6,309.65		(13,360.35)
Net - Dept 30-094-FACILITIES - KAUFMAN LAKE	(5,356.00)	(366.53)		4,989.47
Net - Dept 30-097-FACILITIES - BMC/PAVILION RENTAL	12,570.00	8,950.00		(3,620.00)
Net - Dept 30-155-FACILITIES - DOG PARK	8,670.00	2,846.39		(5,823.61)
Net - Dept 30-160-FACILITIES - LEONARD RECREATION CENTER	(167,626.00)	(3,330.37)		164,295.63
Net - Dept 40-025-SPORTS PROGRAMS - DODDS TENNIS CENTER	(16,960.00)	(15,605.90)		1,354.10







Legend

	Meets or Exceeds Budget Expectations
	Within \$1,000 of Budget
	Not meeting Budget




FUND/DEPARTMENT DESCRIPTION	2019-20 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 7/31/2019	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Net - Dept 40-065-SPORTS PROGRAMS - FITNESS EVENTS	(5,910.00)	(147.55) ●	5,762.45
Net - Dept 40-082-SPORTS PROGRAMS - ADULT SOFTBALL	7,430.00	38,497.58 ●	31,067.58
Net - Dept 40-083-SPORTS PROGRAMS - ADULT VOLLEYBALL	820.00	1,402.63 ●	582.63
Net - Dept 40-085-SPORTS PROGRAMS - YOUTH BASKETBALL	(1,100.00)	(1,543.14) ▲	(443.14)
Net - Dept 40-086-SPORTS PROGRAMS - YOUTH SOFTBALL	(820.00)	230.41 ●	1,050.41
Net - Dept 40-088-SPORTS PROGRAMS - YOUTH SOCCER	(60.00)	1,086.43 ●	1,146.43
Net - Dept 40-150-SPORTS PROGRAMS - GROUP FITNESS PROGRAMS	11,920.00	7,673.18 ◆	(4,246.82)
Net - Dept 40-154-SPORTS PROGRAMS - SPRINGER FITNESS	2,100.00	(16.74) ◆	(2,116.74)
Net - Dept 40-195-SPORTS PROGRAMS-MOTOR SKILLS DEVELOPMENT	13,000.00	13,263.73 ●	263.73
Net - Dept 40-196-SPORTS PROGRAMS - SPORTS CAMPS	1,700.00	1,261.23 ▲	(438.77)
Net - Dept 40-197-SPORTS PROGRAMS - DODDS SOCCER RENTALS	13,330.00	(801.52) ◆	(14,131.52)
Net - Dept 40-198-SPORTS PROGRAMS - BALL FIELD RENTAL	23,700.00	13,915.28 ◆	(9,784.72)
Net - Dept 40-200-SPORTS PROGRAMS - YOUTH VOLLEYBALL	430.00	793.17 ●	363.17
Net - Dept 40-202-SPORTS PROGRAMS - ADULT SOCCER	(8,350.00)	(3,742.03) ●	4,607.97
Net - Dept 40-203-SPORTS PROGRAMS-DOUGLASS YOUTH	2,903.00	1,988.15 ▲	(914.85)
Net - Dept 40-204-SPORTS PROGRAMS-DOUGLASS ADULT	(1,130.00)	0.00 ●	1,130.00
Net - Dept 50-004-AFTERSCHOOL/DAYCAMP-DOUGLASS AFTERSCHOOL	(7,614.00)	(1,131.79) ●	6,482.21
Net - Dept 50-005-AFTERSCHOOL/DAYCAMP-GIRLS EXPLORE	(4,765.00)	2,636.43 ●	7,401.43
Net - Dept 50-006-AFTERSCHOOL/DAYCAMP-DOUGLASS SCHOOL OUT	(7,631.00)	(746.78) ●	6,884.22
Net - Dept 50-009-AFTERSCHOOL/DAYCAMP - TEEN CAMP	0.00	(372.70) ▲	(372.70)
Net - Dept 50-011-AFTERSCHOOL/DAYCAMP-BUSYBEES/SWINGSETTER	42,720.00	11,935.24 ◆	(30,784.76)
Net - Dept 50-012-AFTERSCHOOL/DAYCAMP-LEONHARD DAY CAMP	(2,650.00)	56,516.28 ●	59,166.28
Net - Dept 50-013-AFTERSCHOOL/DAYCAMP-DOUGLASS DAY CAMP	(11,074.00)	(6,273.35) ●	4,800.65
Net - Dept 50-016-AFTERSCHOOL/DAYCAMP-COMMUNITY MATTERS	(3,930.00)	(4,163.35) ▲	(233.35)
Net - Dept 50-017-AFTERSCHOOL/DAYCAMP-LEONHARD AFTERSCHOOL	943.00	1,784.67 ●	841.67
Net - Dept 50-144-AFTERSCHOOL/DAYCAMP-PRESCHOOL CLASS	(1,250.00)	1,798.27 ●	3,048.27
Net - Dept 60-026-OTHER PROGRAMS - SHOLEM SWIM TEAM	570.00	880.77 ●	310.77
Net - Dept 60-130-OTHER PROGRAMS - DOUGLASS SENIORS	(52,940.00)	(12,169.70) ●	40,770.30
Net - Dept 60-131-OTHER PROGRAMS - HAYS SENIORS	(12,710.00)	(1,382.01) ●	11,327.99
Net - Dept 60-241-OTHER PROGRAMS - SCHOOLS DAY OUT	(4,550.00)	(1,362.17) ●	3,187.83
Net - Dept 65-123-TEEN - TEENS IN ACTION	(8,765.00)	(777.33) ●	7,987.67
Net - Dept 68-092-SPECIAL EVENTS-DOUGLASS COMMUNITY CENTER	(10,514.00)	(2,391.21) ●	8,122.79

Legend

	Meets or Exceeds Budget Expectations
	Within \$1,000 of Budget
	Not meeting Budget




FUND/DEPARTMENT DESCRIPTION	2019-20	YTD Balance Plus		UNENCUMBERED
	ORIGINAL	Encumbered YTD		NET SURPLUS
	BUDGET NET	Net Surplus (Deficit)		NET SURPLUS
	SURPLUS (DEFICIT)	7/31/2019		(DEFICIT) BALANCE
Net - Dept 69-024-CONCESSIONS - SHOLEM AQUATIC CENTER	7,940.00	7,124.73		(815.27)
Net - Dept 69-041-CONCESSIONS - YOUTH BASEBALL/ZAHND PARK	(645.00)	(504.30)		140.70
Net - Dept 69-080-CONCESSIONS - DODDS PARK	(1,833.00)	2,777.17		4,610.17
Net - Dept 69-088-CONCESSIONS - DODDS SOCCER COMPLEX	(2,300.00)	(449.72)		1,850.28
Net - Dept 70-022-POOLS AND AQUATICS - SHOLEM POOL	(150,517.00)	57,344.26		207,861.26
NET OF REVENUES & EXPENDITURES	658,151.00	1,193,021.43		534,870.43















Legend

	Meets or Exceeds Budget Expectations
	Within \$1,000 of Budget
	Not meeting Budget

FUND/DEPARTMENT DESCRIPTION	2019-20 ORIGINAL BUDGET NET SURPLUS (DEFICIT)	YTD Balance Plus Encumbered YTD Net Surplus (Deficit) 7/31/2019	UNENCUMBERED NET SURPLUS (DEFICIT) BALANCE
Fund 03 - MUSEUM			
Net - Dept 01-001-ADMINISTRATION	1,206,667.00	824,987.71 	(381,679.29)
Net - Dept 15-014-CULTURAL ARTS - BACH'S LUNCH	(2,605.00)	(1,560.96) 	1,044.04
Net - Dept 15-015-CULTURAL ARTS - YOUTH THEATRE	10,563.00	(1,165.26) 	(11,728.26)
Net - Dept 15-031-CULTURAL ARTS - TASTE OF CU	(4,582.00)	(9,813.41) 	(5,231.41)
Net - Dept 15-032-CULTURAL ARTS - SUMMER CONCERTS	(9,999.00)	(9,340.10) 	658.90
Net - Dept 15-036-CULTURAL ARTS - ART EXHIBITION SERIES	(9,207.00)	(983.24) 	8,223.76
Net - Dept 15-038-CULTURAL ARTS - BALLET PROGRAMS	13,396.00	3,646.33 	(9,749.67)
Net - Dept 15-067-CULTURAL ARTS-FLANNEL FEST (FEST ARTS)	(7,212.00)	(6,000.00) 	1,212.00
Net - Dept 15-068-CULTURAL ARTS - SPECIAL EVENTS	(59,803.00)	(11,804.61) 	47,998.39
Net - Dept 15-078-CULTURAL ARTS - VIRGINIA THEATRE RENTALS	(30,833.00)	238,323.75 	269,156.75
Net - Dept 15-140-CULTURAL ARTS - IRISH DANCE	2,135.00	(280.67) 	(2,415.67)
Net - Dept 15-141-CULTURAL ARTS - DANCE PERFORMANCE	(18,943.00)	(1,028.53) 	17,914.47
Net - Dept 15-143-CULTURAL ARTS - CULTURAL ARTS PROGRAM	(4,764.00)	2,571.75 	7,335.75
Net - Dept 15-146-CULTURAL ARTS-OTHER DANCE PROGRAMS	5,296.00	2,853.42 	(2,442.58)
Net - Dept 15-170-CULTURAL ARTS - CU DAYS	(5,714.00)	(7,431.43) 	(1,717.43)
Net - Dept 15-172-CULTURAL ARTS - DADDY DAUGHTER DANCE	(2,888.00)	(645.30) 	2,242.70
Net - Dept 15-173-CULTURAL ARTS - EGG HUNTS	(6,087.00)	(645.27) 	5,441.73
Net - Dept 15-174-CULTURAL ARTS - HALLOWEEN FUNFEST	(4,708.00)	(912.65) 	3,795.35
Net - Dept 15-177-CULTURAL ARTS - STREETFEST (MUSIC FEST)	(7,948.00)	(14,567.53) 	(6,619.53)
Net - Dept 30-019-FACILITIES - POTTERY/CLAY STUDIO	(651.00)	(801.80) 	(150.80)
Net - Dept 30-020-FACILITIES - DOUGLASS ANNEX	0.00	0.00 	0.00
Net - Dept 30-030-FACILITIES - SPRINGER CULTURAL CENTER	(217,837.00)	(44,030.55) 	173,806.45
Net - Dept 30-078-FACILITIES - VIRGINIA THEATRE	(456,027.00)	(96,178.62) 	359,848.38
Net - Dept 30-095-FACILITIES - PRAIRIE FARM	(97,626.00)	(46,280.97) 	51,345.03
Net - Dept 50-033-AFTERSCHOOL/DAYCAMP-ART SMART KIDS	5,108.00	1,873.65 	(3,234.35)
Net - Dept 50-034-AFTERSCHOOL/DAYCAMP-CREATIVE KIDS	20,544.00	38,795.17 	18,251.17
Net - Dept 60-078-VT - VIRGINIA THEATRE FILMS	(6,255.00)	(5,217.02) 	1,037.98
Net - Dept 60-099-OTHER PROGRAMS - SHOWMOBILE	4,542.00	86.16 	(4,455.84)
Net - Dept 68-078-VT - HOUSE EVENTS	(18,830.00)	(11,221.43) 	7,608.57
Net - Dept 69-078-CONCESSIONS - VIRGINIA THEATRE	41,780.00	11,163.98 	(30,616.02)
NET OF REVENUES & EXPENDITURES	337,512.00	854,392.57 	516,880.57

Legend

	Meets or Exceeds Budget Expectations
	Within \$1,000 of Budget
	Not meeting Budget

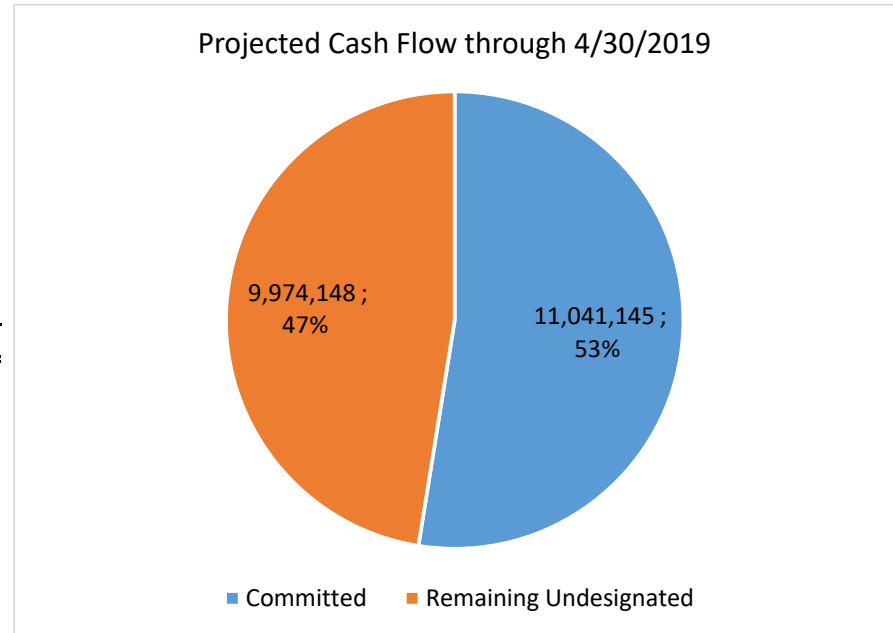
FUND/DEPARTMENT DESCRIPTION	2019-20	YTD Balance Plus		UNENCUMBERED
	ORIGINAL	Encumbered YTD		NET SURPLUS
	BUDGET NET	Net Surplus (Deficit)		NET SURPLUS
	SURPLUS (DEFICIT)	7/31/2019		(DEFICIT) BALANCE
Fund 15 - SPECIAL RECREATION FUND				
Net - Dept 25-001-CUSR - ADMINISTRATION	(463,187.00)	84,363.63		547,550.63
Net - Dept 25-050-CUSR - DAYS OUT PROGRAMS	(2,692.00)	192.25		2,884.25
Net - Dept 25-051-CUSR - TEEN/CAMP SPIRIT	(39,030.00)	(16,814.34)		22,215.66
Net - Dept 25-052-CUSR - TRANSPORTATION	(5,080.00)	(498.52)		4,581.48
Net - Dept 25-054-CUSR - YOUTH/TEEN PROGRAMS	430.00	190.87		(239.13)
Net - Dept 25-056-CUSR - SPECIAL EVENTS	(470.00)	2,415.40		2,885.40
Net - Dept 25-058-CUSR - DANCE	2,980.00	(139.78)		(3,119.78)
Net - Dept 25-059-CUSR - ADULT PROGRAMS	(10,445.00)	(539.76)		9,905.24
Net - Dept 25-060-CUSR - AFTERSCHOOL PROGRAM	(29,770.00)	(1,914.27)		27,855.73
Net - Dept 25-061-CUSR - OVERNIGHT TRIPS	(2,140.00)	610.00		2,750.00
Net - Dept 25-062-CUSR - SPECIAL OLYMPICS	(11,952.00)	(514.05)		11,437.95
Net - Dept 25-063-CUSR - SPORTS & FITNESS	1,825.00	(148.00)		(1,973.00)
Net - Dept 25-064-CUSR - FOR KIDS ONLY CAMP	(49,920.00)	(21,704.24)		28,215.76
NET OF REVENUES & EXPENDITURES	(609,451.00)	45,499.19		654,950.19

Champaign Park District
 Projected Cash Flow Through 4/30/20

Cash/Investments, 4/30/2020 Budgeted		\$21,015,293
Less:		
120-day reserve	3,334,917	
Martens Center Fund	2,142,001	
Martens Center Start-Up Funds	300,000	
Capital Project Funds	3,064,433	
Legal/Payroll Restrictions	2,199,794	(11,041,145)
Excess Funds Remaining		<u>\$9,974,148</u>

ATTACHMENT D

Projected Cash Flow through 4/30/2019



Above calculation excludes current-year projected surplus/deficit

Martens Center Capital & Fundraising Campaign

ATTACHMENT E

Pledge (excludes \$400,000 for land donation)

as of 7/31/2019

Martens	4,000,000.00	
CPD Portion	2,000,000.00	
Grants Awarded	400,000.00	
Others (pledge form on file)	1,653,000.00	
Total Pledged	8,053,000.00	
Less Discount on pledges outstanding, est.	(25,918.97)	calculated annually for audit

Construction Draws

Prior period	\$	125,304.14
Current approved	\$	7,589.50
Total paid on project	\$	132,893.64

Pledged Funds received

Park District funds	2,000,000.00	
Martens	3,612,389.55	
Others (pledge form on file)	843,504.00	
Pledged Funds Received	6,455,893.55	

Funds available BEFORE commitments 8,034,955.12 - proof - s/b \$0

\$1,571,187.48 Pledges Outstanding, net of discount

Investment Earnings, net of fees	\$	51,891.22
Funds Received - Not Pledges to date		\$88,876.51

Total Funds committed to date	\$	284,735.61
Funds remaining AFTER commitments	\$	7,750,219.51

Donor/Grant Restricted for:

Outdoor Amenities	\$	850,000.00
Building	\$	6,900,219.51

- proof - s/b \$0

Martens Center Capital & Fundraising Campaign

Martens Center Capital & Fundraising Campaign							Total PAID	Balance Outstanding	Notes:
Payee	F = Foundation D=District	Budget Category	Description	Approved bid	Prior Payments	Current Request			
Ratio Architects	D	A&E-Schematic Design	Architect & Engineering Schematic Design	\$ 90,000.00	\$ 90,000.00	\$ -	\$ 90,000.00	\$ -	
Ratio Architects	D	Professional Fees	Survey (Berns Clancy hired by Ratio)	\$ 7,100.00	\$ 7,100.00	\$ -	\$ 7,100.00	\$ -	
Ratio Architects	D	A&E Reimburseables	Schematic Design Reimburseables - not to exceed	\$ 500.00	\$ 188.09		\$ 188.09	\$ 311.91	
Robbins Schwartz	D	Attorney Fees	Pledge agreements/land purchase/contract review		\$ -	\$ 7,589.50	\$ 7,589.50		
Dean's Blueprints	D	Printing	Printing plans	\$ 29.25	\$ 29.25		\$ 29.25	\$ -	
Robbins Schwartz (Foundation)	F	Fundraising - consultants	Robbins Schwartz attorney to review Cozad agreement	\$ 357.00	\$ 357.00	\$ -	\$ 357.00	\$ -	
Surface 51 (Foundation)	F	Fundraising - consultants	Fundraising Campaign Brochure	\$ 13,500.00	\$ 13,500.00	\$ -	\$ 13,500.00	\$ -	
Surface 51 (Foundation)	F	Fundraising - consultants	Additional Work Redesign Campaign Brochure	\$ 1,050.00	\$ 1,050.00	\$ -	\$ 1,050.00	\$ -	
Adams Outdoor Advertising (Foundation)	F	Marketing / PR	Digital Advertising	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	
Amanda Baker /Five Foot Productions (Foundation)	F	Marketing / PR	Video services and voice-over	\$ 290.00	\$ 290.00	\$ -	\$ 290.00	\$ -	
Champaign Park District (Facebook ads Foundation)	F	Marketing / PR	Facebook Ads	\$ 184.35	\$ 184.35	\$ -	\$ 184.35	\$ -	
Dean's Graphics & Blueprints (Foundation)	F	Marketing / PR	Retractable Banners & ads for buses	\$ 810.73	\$ 810.73	\$ -	\$ 810.73	\$ -	

Martens Center Capital & Fundraising Campaign							Total PAID	Balance Outstanding	Notes:
Payee	F = Foundation D=District	Budget Category	Description	Approved bid	Prior Payments	Current Request			
Martin One Source	F	Marketing / PR	fliers in English & Spanish	\$ 75.00	\$ 75.00	\$ -	\$ 75.00	\$ -	
MTD (Foundation)	F	Marketing / PR	Bus Ads	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	\$ -	
News-Gazette (Foundation)	F	Marketing / PR	Campaign Awareness Ads	\$ 1,103.21	\$ 1,103.21	\$ -	\$ 1,103.21	\$ -	
Premier Print Group (Foundation)	F	Marketing / PR	Printing of Fundraising Materials (500 copies)	\$ 1,110.00	\$ 1,110.00	\$ -	\$ 1,110.00	\$ -	
Premier Print Group (Foundation)	F	Marketing / PR	Printing of Fundraising Folders (500 copies)	\$ 1,134.00	\$ 1,134.00	\$ -	\$ 1,134.00	\$ -	
Premier Print Group (Foundation)	F	Marketing / PR	Printing of brochure & mailing	\$ 1,631.00	\$ 1,631.00	\$ -	\$ 1,631.00	\$ -	
UpClose Graphics (Foundation)	F	Marketing / PR	Printing of donor commitment forms	\$ 145.01	\$ 145.01	\$ -	\$ 145.01	\$ -	
Baxters (Foundation)	F	Marketing / PR	Lunch with potential donor	\$ 23.71	\$ 23.71	\$ -	\$ 23.71	\$ -	
Billy Barooz (Foundation)	F	Marketing / PR	Lunch with potential donor	\$ 42.25	\$ 42.25	\$ -	\$ 42.25	\$ -	
Original Pancake House (Foundation)	F	Marketing / PR	Lunch with potential donor	\$ 38.62	\$ 38.62	\$ -	\$ 38.62	\$ -	
Panera (Foundation)	F	Marketing / PR	Lunch with potential donor	\$ 164.87	\$ 164.87	\$ -	\$ 164.87	\$ -	
UpClose Graphics (Foundation) & Office Depot	F	Events	Notecards/invitations & envelopes to dinners	\$ 261.74	\$ 261.74	\$ -	\$ 261.74	\$ -	
Champaign Country Club	F	Events	Catering	\$ 2,705.00	\$ 2,705.00	\$ -	\$ 2,705.00	\$ -	
Dixon Graphics (Foundation)	F	Events	printing of invitations for Oct Event	\$ 105.56	\$ 105.56	\$ -	\$ 105.56	\$ -	
Staples (Foundation)	F	Events	labels, name tags	\$ 61.57	\$ 61.57	\$ -	\$ 61.57	\$ -	
Paper Mill (Foundation)	F	Events	Envelopes for event mailing	\$ 44.97	\$ 44.97	\$ -	\$ 44.97	\$ -	
Deans Graphics (Foundation)	F	Postage/Office Expense	Printing of design for display	\$ 30.00	\$ 30.00	\$ -	\$ 30.00	\$ -	
FedEx (Foundation)	F	Postage/Office Expense	Mailing of documents to Martens	\$ 66.01	\$ 66.01	\$ -	\$ 66.01	\$ -	
Postmaster (Foundation)	F	Postage/Office Expense	Mailing of capital campaign doc; stamps	\$ 802.20	\$ 802.20	\$ -	\$ 802.20	\$ -	
BUDGET Fundraising - not committed at this point			Fundraising-consultants	\$ 5,093.00				\$ 5,093.00	
			Marketing / PR	\$ 90,997.25				\$ 90,997.25	
			Events	\$ 56,821.16				\$ 56,821.16	
			Donor Recognition	\$ 75,000.00				\$ 75,000.00	
			Contingency	\$ 55,000.00				\$ 55,000.00	
			Postage/Office Expense	\$ 9,101.79				\$ 9,101.79	
Project Total				\$ 417,629.25	\$ 125,304.14	\$ 7,589.50	\$ 132,893.64	\$ 284,735.61	