



**AGENDA  
REGULAR BOARD MEETING  
REMOTE MEETING HELD VIA TELECONFERENCE**

*(As permitted by Governor Pritzker's Executive Order 2020-07, 2021-05, and Public Act 101-0640)*

The President of the Board of Commissioners has determined that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act is not practical or prudent because of the COVID-19 disaster.

**Citizens may participate in the zoom meeting by going to the following web address:**

<https://us02web.zoom.us/j/84904946682?pwd=b0dtNHNmelpYit1cTg1cXdISXRUZz09>

For online video access, please use the following Meeting ID and Password when prompted:

Meeting ID: 849 0494 6682

Password: 938149

Alternatively, the meeting may be accessed by telephone at:

1-312-626-6799, If prompted for the following items, please enter:

Meeting ID: 849 0494 6682, followed by the # symbol

Password: 938149, followed by the # symbol

Citizens will be offered an opportunity to speak to the Board during the public comment portion. To facilitate this and not have individuals speaking over one another, the Park District kindly requests that individuals wishing to address the Board via the conference line during public comment notify the Park District via email, as noted below, of their intent to address the Board. Alternatively, citizens may submit public comments by email prior to the Board meeting, to be announced by the Park Board President during the public comment portion of the meeting. Email submissions (notice of intent to speak or comment via email) should be submitted by Noon on Wednesday, April 14, 2021, and sent to [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org).

**Wednesday, April 14, 2021  
7:00 P.M.**

**A. CALL TO ORDER**

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

**C. COMMUNICATIONS**

**D. TREASURER'S REPORT**

1. Consideration of Acceptance of the Treasurer's Report for the Month of March 2021

**E. EXECUTIVE DIRECTOR'S REPORT**

1. General Announcements

**F. COMMITTEE AND LIAISON REPORTS**

1. Champaign Parks Foundation

**G. REPORT OF OFFICERS**

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

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

## H. CONSENT AGENDA

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

1. Approval of Minutes of the Regular Board Meeting, March 10, 2021
2. Approval of Minutes of the Study Session, March 10, 2021
3. Approval of the Disbursement of \$5,000 for 2021 Executive Committee of the Champaign County Community Coalition Membership Dues
4. Approval of a Resolution Appointing Brian Holding, Sheri Boberg, and Joshua Robertson to the Board of Directors of the Champaign Parks Foundation to a Two-Year Term That Expires in May, 2023 and Reappointing AJ Thoma, Patrick Harrington, and Jackson Aaberg to Two-Year Terms Expiring in May, 2023.

## I. NEW BUSINESS

1. Approval of Disbursements  
Staff recommends approval of disbursements for the period beginning March 10, 2021 and ending April 14, 2021. **(Roll Call Vote)**
2. Approval of the FYE21 Capital Budget and the 2022-2027 Capital Improvement Plan  
Staff recommends approval of the FYE21 Capital Budget and 2022-2027 Capital Improvement Plan. **(Roll Call Vote)**
3. Approval of FY21-FY22 Garment Bids  
Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications as follows in the amount of \$21,338.91 as follows: Will Enterprise in the amount of \$5697.37; All-Star Custom Apparel & Design in the amount of \$3237.70; Sunburst Sportswear in the amount of \$11,945.78; and Express Press in the amount of \$458.06. **(Roll Call Vote)**
4. Approval of Accepting the Proposal for Replacement Playground Equipment at Robeson Park  
Staff recommends accepting the proposal from NuToys Leisure Products, Inc., in the amount of \$88,198.00 and to authorize the Executive Director to execute this purchase. **(Roll Call Vote)**
5. Approval of Bid for Rental of Portable Toilets  
Staff recommends Board authorize the Executive Director to exercise the one (1) year renewal option with Gulliford Services, Inc. dba Illinois Portable Toilets for rentable portable toilets for programs and events in FYE22 in the amount of \$22,900.00. **(Roll Call Vote)**
6. Approval of Bid for Toalson Park Turf Improvements  
Staff recommends awarding the Toalson Park Turf Improvements construction contract to Dig It of Champaign Inc, Champaign IL, in the amount of \$17,500.00 and to authorize the Executive Director to enter into the contract. **(Roll Call Vote)**
7. Approval of a Resolution Ratifying Playground Equipment and Splashpad Equipment Purchases for Human Kinetics Park Development  
Staff recommends approval of a resolution ratifying playground equipment and splashpad equipment purchases for Human Kinetics Park Development. **(Roll Call Vote)**
8. Approval of Resolution Ratifying Change Order No 1 for the Martens Center Construction  
Staff recommends approval of a resolution ratifying Change Order 1 to the Broeren Russo construction contract for the Martens Center in the amount of \$55,867.50. **(Roll Call Vote)**

**Regular Board Meeting**

**April 14, 2021**

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9. Approval of Change Order 1 to Human Kinetics Park Construction Contract with Duce Construction  
Staff recommends approval of Change Order 1 to the Human Kinetics Park construction contract in the amount of \$6,769. **(Roll Call Vote)**
  
10. Approval of Resolution Ratifying Additional Services Agreement No. 1, an amendment to the Farnsworth Group Professional Services Agreement for additional services regarding fire escape repairs at the Virginia Theatre  
Staff recommends approval of a resolution ratifying Additional Services Agreement No. 1, an amendment to the professional service agreement with Farnsworth Group, for additional services, in the amount of \$10,550. **(Roll Call Vote)**

**J. OLD BUSINESS**

**K. DISCUSSION ITEMS**

1. Merit Increase & Salary Class Adjustments
2. Park District FY21 Facility Fee Schedule for May 1, 2021 through April 30, 2022
3. Champaign Parks Foundation – 3rd Quarter Financial Update
4. Champaign Park District – 3rd Quarter Financial Update

**L. COMMENTS FROM COMMISSIONERS**

**M. ADJOURN**

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

**March 10, 2021**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, March 10, 2021 at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Hays' determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Regular Board Meeting occurred pursuant to published notice duly given.

President Hays presided over the meeting. The three individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address:

<https://us02web.zoom.us/j/89438812005?pwd=bIVFTkVyKzVOcHk4bkhOS3hFK3N3dz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Hays during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, March 10, 2021 to be sent to the Executive Director of the Park District at: [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org). There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: Joseph DeLuce, Executive Director, Jarrod Scheunemann, Secretary and Assistant to the Executive Director.

Present electronically: President Craig W. Hays, Vice President Kevin J. Miller, Commissioners Jane L. Solon, Timothy P. McMahon, and Barbara J. Kuhl; Treasurer Brenda Timmons, and Attorney Guy C. Hall.

Staff present in-person: Tammy Hoggatt, Director of HR, Risk and IT

Staff present electronically: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Chelsea Norton, Director of Marketing and Communication, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, Steven Bentz, Director of the Virginia Theatre, Brandon Martin, Leonhard Center Manager, Misty Stocking, Leonhard Center Facility Coordinator, Nicholas Lee, Recreation Intern, and Shannon Walter, Leonhard Center Program Manager.

**Call to Order**

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

**Comments from the Public**

None.

**Communications**

None.

**Treasurer's Report**

Treasurer Timmons presented the report. She highlighted the implementation of the new payroll system in February, 2021. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

President Hays and Commissioner Solon asked if staff expected any further property tax payments from the County. Ms. Timmons answered in the affirmative and discussion ensued.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of February 2021. The motion was seconded by Vice President Miller. Upon roll call, the vote was as follows: Commissioner McMahan – yes; President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and Vice President Miller - yes. The motion passed 5-0.

## **Executive Director's Report**

### Introduction of Interns

Mr. DeLuce reported that the Recreation Department had hired two interns. Mr. Jones was asked to introduce the interns. Mr. Jones welcomed Brian Kunath and Nicholas Lee to the Park District for the spring semester. He highlighted their involvement in the Bunny Open House at the Douglass Community Center and a regional E-Sports League that includes Decatur Park District, Springfield Park District, and the Town of Normal Parks and Recreation Department.

Cody Flowers, Sports Coordinator, virtually joined the meeting at 7:08 p.m.

Mr. DeLuce commented that the Martens Center and Human Kinetics Park projects continue to move forward. He added that \$3,800 in donation commitments have been secured for the entrance mural at the Martens Center and he encouraged all to participate.

Mr. DeLuce reported that Champaign-Urbana Public Health Department had reached out to staff about using the Douglass Community Center to host a one-day COVID-19 vaccine clinic.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Vice President Miller presented the report. He stated that the Foundation's Ties and Tennis event was focused on collecting shoes for students who attend the Don Moyer Boys and Girls Club. He noted recent participation in the effort by the Hope Chapter of Eastern Star. Vice President Miller added that the Foundation had vacancies and two Foundation Board members whose terms will be expiring that will not seek reappointment.

Commissioner Kuhl asked if staff had reached out to former Commissioner, Alvin Griggs to gauge his interest. Mr. DeLuce responded that he had spoken with Mr. Griggs, but he declined the offer.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that he had been working on a number of matters for the Park District, including Board policy updates, several agreements, two FOIA requests, and a variety of other issues.

### President's Report

President Hays reported on inquires from residents who requested more information on Sholem Aquatic Center, its potential opening in 2021, subsequent pool related pandemic policies and protocols, and its program plan. Mr. DeLuce responded that staff are working towards safely opening the pool in 2021, but word of mouth promotional help is needed to secure enough lifeguards for the 2021 season.

## **Consent Agenda**

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

Vice President Miller requested that item 3, Updates to Board Policy Manual be removed and discussed separately.

Commissioner Solon made a motion to approve items number one (1) and two (2) on the Consent Agenda.

1. Approval of Minutes of the Regular Board Meeting, February 10, 2021
2. Approval of the Minutes of the Special Board Meeting, February 24, 2021

The motion was seconded by Vice President Miller. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; President Hays – yes; Vice President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

Vice President Miller requested the Park District mission statement be added to the footer of the Board policies in item number three (3) as well as all current and future policies included in the Board Policy Manual.

Vice President Miller made a motion to approve adding the Park District mission statement to the Board policies in item number three (3) and all other Park District Board policies.

3. Approval of Updates to Board Policy Manual
  - a. Community Input Policy
  - b. Comprehensive Assessment Policy
  - c. Program & Facilities Evaluations Policy
  - d. Scholarship Policy

The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Hays – yes; Commissioner McMahon – yes; Vice President Miller – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0.

## **New Business**

1. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning February 10, 2021 and ending March 10, 2021.

Commissioner Solon requested more information on the description of disbursement line items that were clarified by Mr. Bentz.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning February 10, 2021 and ending March 10, 2021. The motion was seconded by Vice President Miller. Upon roll call, the vote was as follows: Vice President Miller – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Commissioner McMahon – yes; and President Hays - yes. The motion passed 5-0.

2. Approval of an Agreement with Developmental Services Center for the Park Walkers Program

Mr. Olson presented the report. Mr. Olson outlined shared resources between the Park District and the Developmental Services Center, a 6% increase in payment in year one (1) and a final payment increase to \$16.33 (9% average) in year two (2), as well as the two-year term of the agreement.

Commissioner Solon made a motion to approve the agreement, with requested changes, and authorize the Executive Director to execute the agreement with DSC for an amount not to exceed \$20,000 for the 2021 and 2022 fiscal years. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Hays – yes; Vice President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Justice Miller, Sports Manager, virtually joined the meeting at 7:27 p.m.

3. Approval of Bid for Virginia Theatre Stage Microphones

Mr. Bentz reported that \$65,546 in reimbursable expenses are still available as part of the IDNR Museum Grant award to consider supplementary purchases. Staff recommended the Board accept the Virginia Theatre Stage Microphone bid and authorize the Executive Director to enter into an agreement with the lowest responsible bidder, Clearwing Systems Integration, in the amount of \$32,820.00 for the Base Bid plus \$6,976.50 for the Alternate Bid.

Commissioner Kuhl requested clarification on the purpose of including an alternate with the bid. Mr. Bentz responded that total expenses for stage microphones was unclear and staff desired to maximize return on investment for the grant. Discussion ensued.

Vice President Miller made a motion to accept the Virginia Theatre Stage Microphone bid and authorize the Executive Director to enter into an agreement with the lowest responsible bidder, Clearwing Systems Integration, in the amount of \$32,820.00 for the Base Bid plus \$6,976.50 for the Alternate Bid. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Miller – yes; President Hays - yes; and Commissioner McMahon – yes. The motion passed 5-0.

4. Approval of Bid for Supplementary Loud Speakers at the Virginia Theatre

Mr. Bentz recommended that the Board approve the Virginia Theatre Supplementary Loudspeaker bid and authorize the Executive Director to enter into an agreement with the lowest responsible bidder, KnoxArray, LLC, in the amount of \$28,050.00 for the Base Bid.

Commissioner Solon made a motion accept the Virginia Theatre Supplementary Loudspeaker bid and authorize the Executive Director to enter into an agreement with the lowest responsible bidder, KnoxArray, LLC, in the amount of \$28,050.00 for the Base Bid. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: President Hays – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; Vice President Millers – yes; and Commissioner Solon – yes. The motion passed 5-0.

5. Approval to Convert Remaining Five (5) FT2 Positions to Five (5) FT1 Positions

Ms. Hoggatt reported that the Park District had developed the FT1 and FT2 position classification system after the Affordable Care Act was passed. She noted that only five (5) FT2 positions remained. Ms. Hoggatt explained that staff who are classified as FT2 pay full health insurance premiums for their dependents. The Park District pays 40% of the health insurance premium for dependents of employees who are classified as FT1. FT1 employees also receive twice the amount of accrued vacation time when compared to the FT2 classification.

Mr. Jones added that three (3) core staff members in the Recreation Department would be impacted by this change, specifically preschool staff who offer essential services.

Mr. Gleason also stated that this change would impact two (2) vital positions at the Leonhard Recreation Center.

Commissioner Kuhl asked for more information regarding the number of hours worked by FT2 employees. Ms. Hoggatt responded that the positions began as 30+ hours per week, but evolved into an average of 36 hours per week. Discussion ensued.

Commissioner Solon requested clarification on the budget and cost savings for the proposed job classification conversion. Discussion ensued.

President Hays requested a report on the Park District's annual average of part-time employee hours to establish benchmarking goals and alert the Board of geometric progression in the future.

Vice President Miller made a motion to approve option 1, converting the five (5) remaining full-time 2 positions into full-time 1 status. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner McMahan – yes; Commissioner Solon – no; Vice President Miller - yes; President Hays – yes; and Commissioner Kuhl - yes. The motion passed 4-1.

Commissioner Kuhl requested a comparative analysis of other Park District's employee wage and benefit budgets. Discussion ensued.

## **Old Business**

### **1. Renaming of the Bicentennial Center**

Mr. DeLuce reported that Ms. Tissier had conducted research related to the validity of the term, "special recreation." She found that Special Olympics and Special Recreation Associations throughout Illinois do not have intentions to change or eliminate use of the term "Special."

Commissioners Kuhl and Solon thanked staff for their research.

Commissioner Kuhl made a motion to approve renaming the Bicentennial Center: "Champaign-Urbana Special Recreation Center" and include Champaign Park District and Urbana Park District logos to represent the joint program between the two agencies. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Vice President Miller – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; President Hays – yes; and Commissioner McMahan - yes. The motion passed 5-0.

## **Discussion Items**

### **1. Park District FY21 Facility Fee Schedule for May 1, 2021 through April 30, 2022**

Mr. DeLuce presented the Facility Fee Schedule to the Board for its annual review.

Vice President Miller requested more information on the garden plot fees. Mr. Olson responded that increased fees for garden plots were recommended to recover water related expenses.

Mr. DeLuce commented that the flower island fees had been added to the Facility Fee Schedule. Vice President Miller clarified that the Board is to continue to receive annual financial reports on the flower island program. Mr. Olson confirmed that the Board would continue to receive such reports.



2. FYE22 Capital Budget and the 2022-2027 Capital Improvement Plan

Ms. Wallace presented the report. She highlighted the financial elements of the capital budget and capital improvement plan including \$12,500,000 in carry over plans for the Martens Center project and Human Kinetics Park development. Ms. Wallace noted the Virginia Theatre section included restoration funds for the HVAC system installation related to an IDNR Museum Grant award.

President Hays directed any future questions or comments from the Board on the capital budget and plan to the staff.

**Comments from Commissioners**

Vice President Miller thanked staff for organizing the IPRA Board training. Commissioner Solon added that it is important for the Board to learn more about how bias impacts staff. President Hays concurred and added that next steps should include continued education, awareness, and updates to the Board. Mr. DeLuce added that staff appreciate the Board being involved in the training and he is looking forward to moving in a positive future direction.

**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 Solon. Upon roll call, the vote was as follows: President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; and Vice President Miller - yes. The motion passed 5-0 and the meeting was adjourned at 8:07 p.m.

Approved:

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Craig W. Hays, President

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Jarrod Scheunemann, Secretary

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

**March 10, 2021**

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, March 10, 2021 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Hays' determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Special Board Meeting occurred pursuant to published notice duly given.

President Hays presided over the meeting. The three individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address:

<https://us02web.zoom.us/j/85482935175?pwd=YS9tcGIEWjNvK1lPZlBOeEsxNE03Zz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Hays during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, March 10, 2021 to the Executive Director of the Park District at: [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org). There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Assistant to the Executive Director / Secretary.

Present electronically: President Craig W. Hays, Vice President Kevin J. Miller, and Commissioners Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon.

Staff present in-person: Tammy Hoggatt, Director of HR, Risk, and IT.

Staff present electronically: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Chelsea Norton, Director of Marketing and Communication, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, and Steven Bentz, Director of the Virginia Theatre.

John Wilson, Jonelle Bailey, Oralethea Davenport, and Tracey Crawford from the Illinois Park and Recreation Association (IPRA) Diversity Committee also attended the meeting electronically.

### **Call to Order**

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

### **Comments from the Public**

None.

### **Training**

Mr. Scheunemann was asked to provide background information about two recent Park District trainings that had been facilitated by the IPRA Diversity Committee. He explained that Safe Zone Conversation trainings had been offered to all full-time staff related to the topic of racism. He stated that the Executive Director and Department Heads had discussed the outcomes of the two trainings and recommended the training to the Commissioners as well.

Ms. Bailey introduced herself and the three additional facilitators from the IPRA Diversity Committee. She began the training by setting guidelines for the discussion. Ms. Bailey asked each participant to introduce themselves and answer a grounding question related to witnessing or experiencing the effects of racism. Introductions and discussion ensued.

Ms. Bailey identified micro-aggression as the definition for many of the racist behaviors that the participants had either witnessed or experienced. She asked Ms. Crawford to define micro-aggressions. Ms. Crawford presented the definition and case study examples about micro-aggressions. Participants were asked to determine how micro-aggressions affect each of them. Discussion ensued.

Ms. Bailey and Ms. Davenport highlighted examples of staff members experiencing racism and asked participants to discuss this topic. Discussion and clarifications ensued.

Mr. Wilson presented examples from his past experience as the Executive Director of the Lan-Oak Park District and service through IPRA about how to encourage trust and communication. Discussion ensued.

Ms. Davenport concluded the training by informing participants that the facilitators would send diversity, equity, and inclusion resources, as well as suggestions for next steps.

President Hays thanked IPRA and the facilitators for their time and efforts.

**Comments from Commissioners**

None.

**Adjourn**

There being no further training for the Board, President Hays adjourned the meeting at 6:58 p.m. to allow Commissioners, staff, and members of the public time to virtually log-in to the Regular Board Meeting to follow immediately.

Approved

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Craig W. Hays, President

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Jarrod Scheunemann, Secretary



# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuca, Executive Director

**DATE:** April 8, 2021

**SUBJECT:** Community Coalition Membership

### Background

The Champaign County Community Coalition is requesting that the Park District renew its membership with the Executive Committee at a yearly fee of \$5,000. Park District staff are currently serving as a member of the Executive Committee, but in order to continue to sit at the Executive Committee table, the fee must be paid by all agencies and organizations.

The agencies and groups currently on the Executive Committee are, but not limited to, the Urbana Park District, City of Champaign, City of Urbana, Champaign and Urbana School Districts, CU Public Health, Regional Planning Commission, Housing Authority of Champaign County, Champaign County Mental Health, United Way, Parkland College, City of Rantoul and all local police departments.

Tracy Parsons, hired by the City of Champaign, is the community relations manager of the Champaign Community Coalition. Membership fees paid by the participating agencies and organizations are used to cover expenses related to program promotion and facilitation; to accomplish health, wellness and safety initiatives; and improve our environment and economic conditions as a community.

### **The 2021 Priorities and Action Plan for the Champaign Community Coalition include:**

#### Police Community Relations

- Promote and coordinate positive police-community engagement events and activities
- Expand resources to support community engagement activities

#### Community Engagement

- Leveraging collaboration and partnership to build a comprehensive public health approach to address community needs
- Focus on aligning, blending, coordinating and leveraging public resources to address disproportionately affected populations and neighborhoods
- Identify and coordinate activities that promote and address community issues to invest in human capital and needs

#### Youth Development

- Promote healthy youth and family initiatives to address positive outcomes for youth, education, achievement, social emotional mental health and resource coordination
- Ensure youth are connected to positive, caring and reliable adults
- Increase opportunity, exposure, support, resources and coordination for non-traditional youth or those youth having difficulties at home, in school and in community

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

#### Community Violence

- Promote violence prevention as a way of life for community and residents
- Coordinate CU Fresh Start Initiative
- Use data driven approach to prioritize prevention efforts
- Coordinate and support activities to promote positive police/community relations

#### Mutual Advocacy

- Identify those areas to support existing program services and needs
- Help to build capacity to leverage support ad resources for community-based organizations

#### Budget Impact

The annual membership is \$5,000. These funds will be included in the FYE22 operating budget.

#### Recommended Action

Staff recommends approval of renewing the Park District's membership with the Executive Committee of the Champaign County Community Coalition and paying the \$5,000 membership dues with these funds being directed to programs in the Champaign community. *Currently, we are in discussions with the Coalition to assist in securing bands for our Concert Series and Champaign-Urbana Days (FYE22). In 2019 (FYE20), The Coalition contributed \$5,500 toward the Taste of Champaign and \$1,500 toward C-U Days events.*

Prepared by:

Reviewed by:

Jameel Jones, CGSP  
Director of Recreation

Joe DeLuce, CPRP  
Executive Director



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 14, 2021

**SUBJECT:** Foundation Board Member Appointees

### Background

There is currently one two-year term vacancy on the Champaign Parks Foundation Board of Directors, and recently both Sally Carter and Shira Epstein announced they will not be renewing their terms, which will leave an additional two, two-year terms vacant as of May.

Over the past couple of weeks, board members and staff have had the opportunity to meet with three prospective board members who expressed an interest in being involved with the Foundation. Their bios are below.

### **Brian Holding**

Mr. Holding has a long and positive history with the Park District, having served as the primary contact for the Martens Center initiative and capital campaign. Mr. Holding was also an integral part of the Park District forming a relationship with Human Kinetics for the development of soccer fields on the land that will now become the Martens Center. Mr. Holding's bio is below:

### **Employer**

Human Kinetics (retired)-CEO for 18 years after 12 years in other positions

### **Boards and committees served on**

YMCA of Champaign County, Champaign County United Way, VISTA/Ingenta Advisory Board (**publishing software company**), Human Kinetics Board member, Martens Foundation Director

### **Education/Training/Certificates**

Bachelor's Degree in Journalism from University of Illinois

Mr. Holding coached basketball teams in the park district's youth basketball program as his children were growing up and received a coaching certification as a result of that experience. He has relevant skills in fundraising, outreach, advocacy, community service, public relations and communication.

### **Sheri Boberg**

Ms. Boberg lives in Savoy and expressed that she is at a stage in her life where she is ready to be more involved in activities for the community and very willing to help fundraise on behalf of the Park District. She has been actively involved in helping Chair Corum with various collections and activities led by Busey and expressed she is excited to help the Foundation with fundraising and event coordination.

**Employer**

Ms. Boberg has been with Busey for over 30 years and is currently the Vice President/Facilities Director/Chief Security Officer.

**Boards and committees served on**

Monticello Jr. Women’s Club, Treasurer and President - 2007-2010

**Education/Training/Certificates**

Parkland Community College

**Joshua Robertson**

Josh actually reached out to Laura Auteberry as a result of a Facebook post he saw announcing the need for new Foundation board members. Mr. Robertson currently resides in Decatur, but is looking for a home in either Champaign or Savoy. Mr. Robertson expressed an eagerness to help fundraise, help coordinate Foundation events and use his contacts to help secure sponsorships for those events.

**Employer**

Business Representative/Financial Secretary for Carpenters Local 243

**Boards and committees served on**

Decatur Housing Authority (Commissioner), Carpenters Local 243 Executive Board (Financial Secretary 5/20-Present, Various other positions since 2006)

**Education**

Eisenhower HS

Journeyman Carpenters Certificate-United Brotherhood of Carpenters

In addition to the aforementioned new board member candidates, three current board member terms are due to expire in May. AJ Thoma, Patrick Harrington, and Jackson Aaberg. All have agreed to continue serving on the board.

**Prior Board Action**

N/A

**Budget Impact**

None

**Recommended Action**

It is recommended that Brian Holding, Sheri Boberg and Joshua Robertson be appointed to the Champaign Parks Foundation Board of Directors, each for two-year terms expiring in May of 2023. In addition, it is recommended that AJ Thoma, Patrick Harrington and Jackson Aaberg be reappointed to the Champaign Parks Foundation Board, for two-year terms expiring in 2023.

Prepared by:

Laura C. Auteberry  
Development Director

Reviewed by:

Joe DeLuce, MS, CPRP  
Executive Director

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Champaign Park District Board of Commissioners hereby appoints as Director of the Champaign Parks Foundation Brian Holding, Sheri Boberg, and Joshua Robertson for a two-year terms expiring in May of 2023, and reappoints A.J. Thoma, A. J. Thoma, Patrick Harrington, and Jackson Aaberg for two-year terms expiring in May of 2023.

**APPROVED** by the Board of Commissioners of the Champaign Park District this 14<sup>th</sup> day of April 2021.

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Craig W. Hays, President

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Jarrold Scheunemann, Secretary





# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 7, 2021

**SUBJECT:** Approval of the FYE2022 Capital Budget and the 2022-2027 Capital Improvement Plan

### Background

This is a continuation of prior meetings held to discuss and request that action be taken on the proposed capital improvement plan for fiscal years ended April 30, 2022-2027.

The 2022-2027 CIP was originally presented for discussion at the February 10, 2021 regular board meeting, with further discussion at a special meeting on February 24, 2021 and the regular board meeting on March 10, 2021.

Since the last meeting, \$320,000 for pickle ball courts at Parkland College were added to the list of projects for FYE2022.

### Budget Impact

The capital budget for FYE2022 is \$12,800,070. All items are detailed in Appendix A of the 2022-2027 CIP document.

### Recommended Action

Staff request approval of the FYE2022 capital budget and the 2022-2027 CIP as presented on April 14, 2021.

Prepared by:

Reviewed by:

Andrea N. Wallace, CPA  
Director of Finance

Joe DeLuce, CPRP  
Executive Director



**CHAMPAIGN**  
**PARK DISTRICT**

**Capital Improvement Plan  
For Fiscal Years Ended April 30  
2022-2027**

PRESENTED TO BOARD: February 10, 2021

Approved by Board of Commissioners: April 14, 2021

## **Overview**

The capital improvement plan (CIP) budget encompasses capital outlay expenditures and non-capital improvements.

## **Capital Outlay**

The capital budget authorizes and provides the basis for control of expenditures for the acquisition of significant Park District assets and construction of all capital facilities. A six-year CIP is developed, reviewed and updated annually. The projects outlined in the CIP includes the CIP for the fiscal year ended April 30, 2022 (FYE2022) budget year, as well as the projected plan for the next five fiscal years in accordance with Park District policy. The 2022-2027 CIP is presented to the Board of Commissioners for review and final approval prior to the presentation and adoption of the overall Park District budget.

Capital budget appropriations lapse at the end of the fiscal year, however, if a project is in progress or delayed, staff may roll the project forward until it is completed, unless re-assigned by the Board of Commissioners. As capital improvement projects are completed, the operations of these facilities are funded in the operating budget as noted in the project details.

## **Capital Improvement Project Guidelines**

The project must:

- Have a monetary value of at least \$10,000 for equipment or \$20,000 for infrastructure or land improvements.
- Have a useful life of at least three years.
- Result in the creation of a fixed asset, or the revitalization of a fixed asset.
- Support the Park District's strategic plan or board priorities.

Included within the above definition of a capital project are the following items:

- Construction of new facilities.
- Remodeling or expansion of existing facilities.
- Purchase, improvement and development of land.
- Operating equipment and machinery for new or expanded facilities.
- Planning and engineering costs related to specific capital improvements.

The final compilation of requests, sources of funding and scheduling presented to the Board of Commissioners are based on discussions with the leadership team and review by the Executive Director. By providing this planning and programming of capital improvements the effect of capital expenditures on the annual budget is determined. This provides an orderly growth of Park District assets and allows for proper planning of resources in future years.

For the current 2022-2027 CIP the majority of the capital projects are either carried over from prior year or were increased based on grant-funded projects as detailed later on in that section. The focus for FYE2022 is to finish up projects that were red-lined in the prior fiscal year and to complete the grant related projects in addition to construction on the new Martens Center.

The Park District's capital projects may include items such as the redevelopment of land, buildings, playgrounds, outdoor hard courts (tennis and basketball), athletic fields, aquatics, vehicles, and equipment. If these assets are not maintained in good condition, or if they are allowed to become obsolete, the result is often a decrease in the usefulness of the assets, an increase in the cost of maintaining and replacing them and a decrease in the quality of service.

The average cost to fund these types of projects (excluding major renovations) is \$2 million per year.

Each year it is important to identify and pursue the funding sources for capital improvements. Staff also need to explore innovative means of financing facility renovations and maintaining existing parks and amenities.

### **CIP Funding Sources**

The CIP utilizes funding from grant funds when available, revenue bonds, recreation funds, non-referendum general obligation bonds and donations through the Park Foundation.

### **General Fund**

The General Fund is the general operating fund of the Park District and includes administrative, maintenance, parks and all other financial resources except those required to be accounted for in another fund. Funding is provided from property taxes, interest income, and other receipts such as easement fees. Available fund balance in excess of 33% of annual budgeted operating expenditures may be transferred to the Capital Improvements Fund to support future capital projects with Board approval.

### **Recreation Fund**

This fund is a special revenue fund used to account for the operation of recreation programs and facilities. Financing is provided from fees and charges for programs and activities as well as the annual property tax levy. Program numbers are used to account for separate recreation programs such as swimming, senior programs, preschool, and day camp programs. Funds used for capital projects as deemed by the CIP, will be transferred to the Capital Improvement Fund annually as part of the annual budget. Examples of past projects funded with these dollars include, projects related to the Leonhard Recreation Center, Dodds Tennis Center, Douglass Community Center, and Sholem Aquatic Center.

### **Museum Fund**

This fund is a special revenue fund used to account for the operation of cultural arts programs and facilities. Financing is provided from fees and charges of programs and activities as well as the annual property tax levy. Program numbers are used to account for separate cultural arts programs such as special events, Douglass Community Center/Annex, Virginia Theatre and Springer Cultural Center programs. Funds used for capital projects as deemed by the CIP, will be transferred to the Capital Improvement Fund annually as part of the annual budget.

### **Champaign-Urbana Special Recreation (CUSR) Fund**

This fund is a Special Revenue Fund established to account for revenues derived from a specific annual property tax levy and expenditures of these monies for the CUSR program to provide special recreation programs for physically and mentally handicapped. This is a joint program created through an intergovernmental agreement with the Urbana Park District. Of the annual tax levy, 43.75% is set aside specifically to fund ADA improvements. It also assists in making the existing facilities accessible as required by the ADA (Americans with Disabilities Act). Funds will be used in FYE2022 to complete the renovation project the new home of CUSR programs and staff as well as to meet the ongoing ADA transition plan items not yet completed.

### **Interest and Miscellaneous Income**

Interest and miscellaneous income represents interest income earned on the capital projects funds' investments and other miscellaneous revenues related to capital projects. Over the past

year, this has been a substantial amount, however with interest rates declining substantially over the last six months, the amount available will be minimal compared to the prior years.

## Grants

The Park District has had an impressive record of success obtaining grants from various agencies and organizations. Grants awarded in prior and current/future years for capital projects include the following:

- **OSLAD Grants** are grant funds from the Open Space Land Acquisition and Development Act (OSLAD). The Act provides for grants to be disbursed by the Illinois Department of Natural Resources to eligible local governments for the purpose of acquiring, developing, and/or rehabilitating land for public outdoor recreation purposes. Awarded \$400,000 OSLAD grant for the outdoor park improvements at Human Kinetics Park and \$347,000 grant for Spalding Park Improvements.
- **PARC Grants** (Park and Recreational Facility Construction Act) were created by Public Act 096-0820 effective November 19, 2009 to provide grants to be disbursed by IDNR to eligible local governments for park and recreation unit construction projects. Park or recreation unit construction project means the acquisition, development, construction, reconstruction, rehabilitation, improvements, architectural planning, and installation of capital facilities consisting of, but not limited to, buildings, structures, and land for park and recreation purposes and open spaces for natural areas. Staff submitted an application for the current funding cycle for the Martens Center building project in amount of up to \$2.5 million, unfortunately the Park District received notice in March 2021 that this project was not selected for funding.
- **LWCF Grants** (Land and Water Conservation Fund) awarded by IDNR to eligible local governments for the acquisition or development of land. The Park District was awarded a grant in FYE2019 to purchase the land for the Martens Center development. This grant does require a fifty-percent match, which is being provided by a private donor. A final close-out was submitted in fall 2019, and the Park District received a grant reimbursement of \$120,000 in February 2021 to close out this project.
- **Public Museum Grants** awarded by IDNR. The grant award originally awarded in 2014 for the Virginia Theatre sound system project was reinstated in 2019, and the project began in the fall 2020 and is scheduled to wrap up in May/June 2021. The total awarded under this program is \$750,000 with an extended grant completion date of July 2021. In December 2020, the Park District was awarded a new grant of \$750,000 for the Virginia Theatre HVAC and Life Safety project to be fully completed by March 16, 2023. This project is underway and is included in FYE2022.
- **Illinois Bicycle Path Grant Program** – Per Illinois Department of Natural Resources website (<https://www2.illinois.gov/dnr/grants/Pages/BikePathProgram.aspx>) this program “was created in 1990 to financially assist eligible units of government to acquire, construct, and rehabilitate public, non-motorized bicycle paths and directly related support facilities. Grants are available to any local government agency having statutory authority to acquire and develop land for public bicycle path purposes. Revenue for the program comes from a percentage of vehicle title fees collected pursuant to Section 3-

821(f) of the Illinois Vehicle Code.” The Park District was awarded a \$200,000 grant to assist in the Greenbelt Bikeway Connection Path. In addition, Staff submitted an application for the current funding cycle for another request to assist in connecting the Pipeline Trail to Porter Park which is a future capital project. No word on the status of the grant application at this time.

### **Non-Referendum Limited Obligation Park Bonds**

Non-Referendum Limited Obligation Park Bonds are bonds that are secured by the full faith and credit of the issuer. General obligation bonds, issued by local governments are secured by a pledge of the issuer’s property taxing power. The legal debt limit for non-referendum bonds is .575% of assessed valuation. The Park District has the capacity to issue \$10,941,188 in general obligation bonds; however the debt service extension base (DSEB) on these bonds limits maturities to \$1,195,800 per year. The Park District uses the funds from these bonds to fund capital improvements and to develop, maintain and improve parks and facilities, acquire land, and replace outdated equipment. Funds are also used to pay the debt service for the Sholem Aquatic Center revenue bonds payable June 15 and December 15, annually through 2024.

Our current non-referendum bonding plan will provide \$3 million over the next three years. Based on current economic conditions and revenue and expenditure projections, funding is not sufficient to maintain all existing system assets and build new park and recreation facilities.

### **Impact on the Operating Budget**

The majority of the Park District’s assets are invested in its physical assets or infrastructure, such as land, buildings, swimming pool, equipment, and outdoor/indoor courts. If regular maintenance on these assets to keep them in quality operating condition does not occur, or the assets are not replaced before they become obsolete, then this results in an increase in maintenance and repair expenditures, a decrease in the usefulness and safety of the asset, and ultimately a decrease in the quality of standards that the Park District strives to achieve.

The overall capital improvement plan projects will most likely result in a reduction of long-term operating expenditures, while staying on scheduled maintenance and replacement timelines with higher-efficiency equipment should meet the strategic goal of reducing energy consumption. See the attached CIP schedule for specifics by project as to the operating budget impact.

### **Summary**

This year the Park District CIP for FYE2022 totals \$12,800,070. The 2022-2027 CIP was approved at the April 14, 2021 Board of Commissioners regular meeting. The major capital projects included in the upcoming fiscal year include Spalding Park improvements (lights, paths, and playground replacement), HVAC and life safety upgrades at the Virginia Theatre, continuation of security camera installation at various facilities and parks, as well as outdoor improvements at Human Kinetics Park, construction of Martens Center, Greenbelt bikeway connection path project and the addition of pickle ball courts at Parkland College. Other capital funding is to be used for maintaining our existing parks and facilities, and vehicle/equipment replacements.

The following is a breakdown of the capital projects presented to the Board of Commissioners and budgeted for the following year, with a brief description of the major projects. Not included

in the \$12,800,070, is a \$100,000 transfer from the General Fund to the Land Acquisition Fund that will come from operating budget in FYE2022. Other transfers that may be added from the General Fund through the operating budget process includes two \$100,000 transfers to the Park Development Fund and Trails/Pathways Fund.

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**FYE2022 Capital Summary**

	From New Funds	Grant & Foundation Funds	From Carryover / Excess Reserves	Totals
Capital Outlay	\$2,195,192	\$6,527,078	\$3,117,500	\$11,839,770
Non-capital improvements	448,200	0	97,100	545,300
ADA	415,000	0	0	415,000
<b>Total CIP Expenditures</b>	<b>\$3,058,392</b>	<b>\$6,527,078</b>	<b>3,214,600</b>	<b>\$12,800,070</b>

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**Appendix A: Six-Year Capital Improvement Program with Descriptions**

**Appendix B: Replacement Schedules**

**Appendix C: Six Year Funding Schedule**

2022-2027 CIP

Project Name	Amount included in FYE2022 Capital Budget	Amount included in FYE2022 Operating Budget	2022	2023	2024	2025	2026	2027	Totals All Years	Appendix B Project Details Refer to Page Number Below
<b>ADA General Projects #220002</b>	293,000	22,000	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$ 1,890,000	
<b>Dog Park Improvements</b>		22,500	\$22,500	\$45,000	\$22,000				89,500	5
<b>Bi-Centennial Project #190003</b>	95,000	5,000	100,000						100,000	2
<b>Greenbelt Bikeway Trail #190006</b>	715,500	20,000	735,500						735,500	2
<b>Contingency #220001</b>	50,000		50,000	70,000	75,000	75,000	75,000	75,000	420,000	
<b>Equipment Replacement – Rolling</b>	15,000	100	15,100	15,000	115,000	100,000	50,000	25,000	320,100	19
<b>Non-Rolling Equipment Plan</b>	33,300	17,000	50,300						50,300	9
<b>Non-Recurring Projects</b>	60,000	13,500	73,500	53,500					127,000	8



Project Name	Amount included in FYE2022 Capital Budget	Amount included in FYE2022 Operating Budget	2022	2023	2024	2025	2026	2027	Totals All Years	Appendix B Project Details Refer to Page Number Below
LRC Utility Access Drive off Kenwood Rd. #210010	41,000	3,000	44,000						44,000	3
Martens Center estimate only #180012	\$7,000,000		7,000,000	4,082,107					11,082,107	2
Human Kinetics Park Outdoor Improvements (OSLAD Grant with 50% match) awarded February 2019 #200018	375,000	25,000	400,000						400,000	2
Outdoor Basketball / Volleyball Court Replacement Plan #200007	50,000	100	50,100	160,000	50,000	110,000	50,000	99,000	519,100	10
Outdoor Sports Lighting Replacement Plan	50,000	0	50,000	175,000	180,000	300,000	60,000	450,000	1,215,000	12
Parking Lot Refurbishment				240,000		160,000	140,000		540,000	13
Playground Replacement #210013	200,000	100	200,100	200,000	200,000	200,000	200,000	200,000	1,200,100	14
Recurring Maintenance – Facilities	1,260,000	53,000	1,313,000	90,000	71,100	65,200	59,000	45,200	1,643,500	16

Project Name	Amount included in FYE2022 Capital Budget	Amount included in FYE2022 Operating Budget	2022	2023	2024	2025	2026	2027	Totals All Years	Appendix B Project Details Refer to Page Number Below
Recurring Maintenance – Parks	100,000	137,000	237,000	263,000	134,210	241,400	127,200	233,200	1,236,010	17
Recurring Maintenance – Sports	0	45,000	45,000	75,000	35,000	39,000	27,000	38,000	259,000	18
Risk Management Improvements & Updates			35,000	35,000	35,000				105,000	
Roof Replacement Plan	0	0	0	0	178,000	100,000	45,000	15,000	338,000	20
Sholem Mechanical Improvements Plan	57,000	45,000	102,000	58,000	50,100	25,000	49,600	27,000	291,700	21
Spalding Park Improvements (Partial grant funded) #190012	668,000	26,100	694,100						694,100	2
Technology Annual and Non-Recurring Projects		95,000	95,000	100,000					195,000	4
Tennis Center Ceiling Fans #210017	14,000	0	14,000						14,000	2

Project Name	Amount included in FYE2022 Capital Budget	Amount included in FYE2022 Operating Budget	2022	2023	2024	2025	2026	2027	Totals All Years	Appendix B Project Details Refer to Page Number Below
Tennis Court Improvement/ Replacement #210018	481,000	100	481,100	100,000	70,000	150,000	300,000	30,000	1,131,100	
Toalson Park Sidewalk & Earthwork Carry Over from FYE2019 Project #190014	34,440	100	34,540						34,540	2
Trail and Park Path Additions	50,000	100	50,100	300,000	80,000	80,000	80,000	150,000	740,100	26
Trailer Purchase for use with animals at Prairie Farm #200001	6,000		6,000						6,000	2
Vehicle Replacement (entire District)	99,000	100	99,100	98,000	160,000	180,000	178,000	80,000	795,100	26
Virginia Theatre Tuckpointing & Fire Escape	150,000	0	150,000						150,000	1
Virginia Theatre Wayfinding Signage Study #20PM05		18,000	18,000						18,000	2
Pickle Ball Courts at Parkland (added 4-8-22)	300,000	20,000	320,000						320,000	
	<b>12,254,740</b>	<b>545,300</b>	<b>12,800,070</b>	<b>7,189,607</b>	<b>1,770,410</b>	<b>2,725,600</b>	<b>1,790,800</b>	<b>1,817,400</b>	<b>28,093,857</b>	



CHAMPAIGN  
PARK DISTRICT

# Annual Capital Projects

## FY22-FY27





## Capital Projects FY22 Carryover Projects from FY 21

The following projects were approved in FY 21 and will not be completed by April 30, 2021, request is to move these projects to FY 22.

Carryover Projects	2020-21	2021-22	Description	Notes
Martens Center	\$3,000,000	\$7,000,000	40,000 sq. foot community center with a gym, innovation center, walking track, multi-purpose rooms, sound/video studio, group fitness rooms, kitchen, game room, and play room.	\$250,000 Capital Grant through the boys and girls club, LWCF grant and various donations. Waiting for the final approval for the \$250,000 Capital Grant. Received the \$120,000 LWCF Grant.
Human Kinetics Park	\$500,000	\$400,000	Development of a 10-acre park with sports fields, sport courts, playground, garden, shelter, water playground, and an 8-foot path.	OSLAD grant for \$400,000 and \$100,000 in donations and sponsorships. OSLAD grant deadline is May 2021.
Spalding Park Improvements		\$694,100	Improvements include lights, path, playground, shelter, and fitness equipment	\$347,000 OSLAD Grant, evaluating options on renovating he tennis courts. OSL:AD deadline is May 2022.
Lindsey Tennis Courts Improvements		471,000	Renovation of 8 tennis courts.	Used by both Unit 4 high schools and one of most used courts for open play and lessons
Bi-Centennial Project	\$700,000	\$100,000	Improvements to the old Leonhard Recreation Center for CUSR and other CPD programs.	\$100,000 Capital grant from the state through Scott Bennett. Waiting final approval from DCEO for \$100,000.
Greenway Bikeway Trail		\$735,500	Making the connection between Kaufman and Heritage Parks.	\$200,000 grant through the state bike path grant. Bike Path Grant deadline is May 2022.
Virginia Theatre HVAC		\$1,300,000	New HVAC system and life-safety improvements	\$750,000 Museum Grant Waiting final approval of the Museum Grant.
Virginia Theatre Tuckpointing & fire escape		\$150,000	East outside wall of the Virginia Theatre will be tuckpointed and the fire escape will be updated.	Project approved to be done while the VT is closed for COVID and construction
Flower Staging Area		\$40,300	Horticulture staff developing an improved staging area for flowers,	Project will help reduce costs of flowers as we can grow more of our own flowers.
Parkland Way Improvements		\$100,000	First phase of improving the condition of Parkland Way with new concrete.	\$100,000 towards the project every other year but we held off on the project in FY21
Tennis Center Ceiling Fans		\$14,000	Adding ceiling fans to the tennis court area.	Tennis Center does not have air conditioning.

Toalson Park Turf improvements		\$34,540	Additional leveling and improving the drainage in Toalson Park, also seeding the new improved area.	Removed the hill, now working towards an open play area that is level with good turf coverage.
Trailer purchase for use with animals at Prairie Farm		\$6,000	Purchase of trailer for use at Prairie Farm	Approved in FY20 but with pandemic, was carried over to FY21.
LRC Utility Access Drive off Kenwood Road		\$44,000	Provide paved access to west mechanical rooms by adding a service drive off of Kenwood Road.	Total project amount includes \$3,000 for professional fees.
Virginia Theatre Wayfinding Signage Study		\$18,000	Develop schematic designs for wayfinding signage at the theater to include signage options for the building's exterior, lobbies, restrooms, auditorium, and back stage areas.	Will include plans to address deficits in ADA signage throughout the building. Some portion of project may be covered by ADA funding.



## Technology Annual and Non-Recurring Projects

Non-Recurring Projects are those that are single projects that are new projects or not part of routine replacements. This also includes the annual funds set aside for technology hardware replacements. As the totals vary by project, the line item will appear in the capital budget if it is \$10,000 or more; otherwise line item to be part of the operating budget for the specific facility.

Item	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Notes
Technology	Replace existing server, Replacing computers, servers						
Server Phone System		New District wide phone system					
Copier Replacement	Replacing 3 copiers						
Network Upgrades	Updating the Network in Douglass Center, Douglass Annex and Bresnan	Network lines for new phone system					
<b>TOTALS</b>	<b>\$95,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Notes:

- Priorities will be assessed annually and results from Facility and Parks Report Cards will be considered.
- Projects include in-house work as well as contracted work.

## Capital Projects Dog Park Improvements Plan

With controlled access added dog park membership has rapidly increased and revenues have nearly tripled compared to the prior year. Additionally, we are about to extend our lease with the Sanitary District to a 30-year lease. Staff feel with the high usage and increased revenue upgrades are needed to the park.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Requested</b>	Dog Park Shade Structures with sidewalk access (Phase 1 - \$22,500)	Fencing with multiple entry points for rotation – replaces temp fencing (\$45,000)	Dog Park Shade Structures (Phase 2 - \$22,000)			
<b>Total Amt.</b>	\$22,500	\$45,000	\$22,000			
<b>Notes</b>	Shade structures with seating is frequent request of patrons. Trees have been planted but are slow growing due to tough site conditions. To be installed by Staff. Phase 1 includes 1 shade structure in each dog area with sidewalk.	Evaluate use of the dog park after the pandemic before adding additional features.	Phase 2 adds multiple small shade structures to cover more area in the large dog park area.		--	

Additional plan notes:

1. Staff plan to add agility/play features through the regular budget and or available foundation funds as well to add to the user experience.
2. Staff plan to plant additional trees and work on turf improvement, but proper pathways and fencing with rotating entry ways will improve turf conditions as well.





## Capital Projects

### Dodds Softball Complex – Artificial Turf Infields

Staff propose renovating the Dodds Softball complexes to include artificial turf infields. The industry is quickly changing and artificial turf is becoming the new norm. Collegiate and High School fields are rapidly replacing natural turf with artificial turf and private complexes and Park Districts are following suit. In fact, Unit 4 is transitioning to all turf fields starting with the recent turf field at Spalding and Unity High School converted their baseball and softball infields to turf in 2019. Many opt for full field conversions, but some choose to turf only the infields to reduce project costs. Staff recommend turfing the infields and maintaining natural grass outfields, starting the with 4 Plex and then adding the 3 Plex after a year of evaluation. Artificial turf infields would be advantageous for the Champaign Park District for the following reasons:

- Drastic reduction in rainouts for leagues, programs, rentals, and tournaments
- Capture previously lost revenue for canceled programs/rentals
- Increased revenue due to expansion of leagues, programs, rentals, and tournaments and reductions of cancellations
- Improved customer satisfaction in our leagues and programs as one of our top complaints is cancellations due to rain
- Turf expands the playable season start time from mid-April to early March allowing us to elongate leagues or add leagues and programs to better serve our community and increase revenue
- Allows the Park District to maintain a high level of excellence in facilities and programs/leagues
- Increases practice time, rental time, and program time as turf allows for continuous play due to less field preparation needs
- Local baseball/softball teams will be able to get onto fields in early March, which is always a high demand, but often not feasible for dirt infield
- Ability to program the fields all day, which is a major challenge with dirt infields and the necessary preparation and turn over time between same day programming
- In the summer time we can run day time programs/camps and turn around and offer night leagues
- Reduces the burden and time needed for field preparation, allowing staff to be utilized in other necessary capacities
- Reduction of overtime needs for the ball field crew
- Tournaments and rentals can be scheduled earlier with confidence as we have not typically scheduled April tournaments due to weather concerns
- Local travel baseball and softball teams will be able to play more regularly and stay local for tournaments as we host more tournaments
- Turf is more attractive to renters and tournament hosts due to the reduction in rainout/cancelation potential
- Without turf we will lose a part of the market share to Rantoul due to the desire to play on turf and the close proximity, resulting in a loss of tourism dollars to Champaign
- With turf we will not only be able to maintain our tournaments, but also expand tournaments during unplanned programming times
- Great test for future sites like Dodds Soccer

Staff received numerous estimates and project the following costs. It would be most cost effective to do all 7 fields at one time, saving \$65,000-75,000 according to quotes, but staff recognize the large commitment and propose we start with the 4 Plex first since it already has LED lights and then renovate the 3 Plex after evaluating the success and financial results of the 4 plex project.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Requested</b>		Dodds 4 Plex Infield Turf (\$700,000)  Turf Field Equipment (\$15,000)	Evaluate 4 plex success and financials	Dodds 3 Plex Infield Turf (\$550,000)		
<b>Total Amt.</b>		\$715,000		\$550,000		

Notes:

1. Rubber infill will need to be replaced about half way through the life cycle of the turf field (between year 6 and year 7) at \$5,000 per field for a total of \$20,000 in FY 27/28 or 28/29 for the 4 plex.
2. With the completion of the 4 plex field mix and chalk orders can be reduced by roughly \$5,000 per year.
3. Research shows that switching to turf will not decrease overall maintenance costs drastically, but will decrease maintenance time for staff, increase safety for players, and increase programming and revenue to offset renovation costs.
4. The infields would need to be replaced every 10-12 years, but comes with an 8-year warranty depending on the purchased product. Replacement costs are hard to predict due to forecasting costs 10-12 years out, but will be reduced due the infrastructure already being place. One reference we got said replacement costs would be 50-60% less than original construction.



## Capital Projects Non-Recurring Projects

Non-Recurring Projects are those that are single projects that are new projects or not part of routine replacements. As the totals vary by project, the line item will appear in the capital budget if it is \$20,000 or more; otherwise line item to be part of the operating budget for the specific facility.

Item	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Notes
<b>Springer Cultural Center Drainage</b>	Drainage Engineering Study/Plan \$6,000	Drainage Correction Construction \$Unknown					
<b>Dodds 4-Plex Fencing</b>	Overhangs /backstops \$60,000						
<b>Douglass Fencing</b>	Community Meeting	Neighbor chain link \$50,000					Pricing is very rough estimate
<b>Office Renovations</b>	Operations \$2,000 Hays \$2,000 Bresnan Server Room \$3,500						
<b>TOTALS</b>	<b>\$73,500</b>	<b>\$53,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Notes:

- Priorities will be assessed annually and results from Facility and Parks Report Cards will be considered.
- Projects include in-house work as well as contracted work.



## Capital Projects Non-Rolling Equipment Plan

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Flower Staging Area \$40,300 Hitch Mount Leaf Vac \$5,000 Floor Cleaner \$5,000	--	--	--	--	--
<b>Total Amt.</b>	\$50,300	--	--	--	--	--
<b>Notes to Business Office</b>	Flower Staging redlined from previous year. Floor cleaner is new for Bicentennial Center	--	--	--	--	--

Additional plan notes:

- None



## Capital Projects Outdoor Basketball/Volleyball Court Replacement Plan

The District has a variety of asphalt and concrete basketball courts. Courts vary in size and number of goals.

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Washington Park (1 court)	Clark (1 court) \$50,000  Douglass Resurface 2 Courts (\$110,000)	Powell (1 court)	Muliken (1/2 court) Turnberry Ridge (1/2 court)	Scott Park (1 court)	Hessel Volleyball (2 courts)
<b>TOTALS</b>	\$50,000	\$160,000	\$50,000	\$110,000	\$50,000	\$99,000
<b>Notes for Business Office.</b>	JD added Washington	Clark originally budgeted in 19/20. Moved to 22/23		Moved Scott out to next year. Moved Muliken and Turnberry from previous year.	Moved Scott from previous year.	

Notes:

- Clark Park put on hold to plan bigger area that includes playground, tennis, ADA, etc.

### Outdoor Basketball Court Surfaces

The following is the suggested replacement schedule for the district's outdoor basketball court surfaces. Each project will include removal of the existing surface, excavation of sub-grade, installation of a new concrete surface, court striping, and new poles, backboards and rims. Barring unforeseen circumstances, each new surface should last 20 years.

<u>Location</u>	<u>Last Reconstruction</u>	<u>Capital Plan Year</u>
Clark Park (1 court)	1990/91	2018/19
Washington Park (1 court)	1988/89	2019/20 On hold by Exec. Director
Detention Basin (1 court)	1992/93	2019/20 On hold by Exec. Director
Powell Park (1 court)	1993/94	2020/21
Mulliken Park (1/2 court)	2006/07	2026/27
Turnberry Ridge Park (1/2 court)	2006/07	2026/27
Scott Park (1 court)	2009/10	2029/30
Toalson Park (1/2 court)	2009/10	2029/30
Sunset Ridge Park (1 court)	2011/12	2031/32
HK Park (1 court)	2014/15	2034/35
Eisner Park (1 court)	2014/15	2034/35
Glenn Park (1/2 court)	2014/15	2034/35
Wesley Park (2 courts)	2015/16	2035/36
Beardsley Park (1 court)	2016/17	2036/37
Douglass Park (2 courts)		
Hazel Park (1 court concrete)	2017 (actual year)	2037/38
Commissioners Park (1/2 court concrete)	2019	
Henry Michael Park (1/2 court concrete)	2019	
Spalding (1 court concrete)	2019	
Hessel Park Volleyball (2 courts)	Unk.	

Centennial Park (located on Dexter Field parking lot; to be moved as off as part of park master plan)



## Capital Projects Outdoor Sports Lighting Replacement Plan

All projects listed below are replacements of existing lighting. We submit the following replacement plan for the budget.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Hessel Tennis, VBall, & Pickleball Courts	Dexter Field Replacement of existing wooden poles and HID fixtures	Dodds Soccer Fields 7 and 10	Zahnd baseball fields (2)	Spalding Tennis	Dodd's 4-plex
<b>TOTALS</b>	\$50,000	\$175,000	\$180,000	\$300,000	\$60,000	\$450,000
<b>Notes to Business Office</b>	--	--	--	--	May be completed jointly with Unit 4	--

Additional plan notes:

- This replacement plan includes LED lighting on outdoor athletic sites only.



## Capital Projects Parking Lot Refurbishment Plan

Asphalt parking lot life expectancy is 20 to 25 years dependent upon use and maintenance. Routine maintenance includes sealcoating and crack filling which will be paid for from the Sealcoating and Striping capital budget line. Concrete parking lots generally have a 20 to 30 year lifespan dependent on use and weather conditions. This plan was newly added in FY 20/21.

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	None Requested	Centennial Lot L – Prairie Farm West. Expand lot and start over new. Centennial Lot M – Prairie Farm East Mill and new asphalt.	See Dog Park Improvement Plan	Hessel A – Pavilion Horseshoe. Milled and Back to asphalt	Centennial A – Operations North Lot. West strip only shared access with fire dept. Change from asphalt to HD concrete.	--
<b>TOTALS</b>	\$0	\$240,000	\$0	\$160,000	\$140,000	\$0
<b>Notes to Business Office</b>						

Additional plan notes:

- Priority areas were determined by the Parking Lot Condition Assessment.
- Sealcoating and striping allotted in different capital budget line.





## Capital Projects Playground and Outdoor Exercise Equipment Replacement Plan

The District owns 33 playgrounds, many with multiple features, and two exercise trails/pods. Our replacement rotation has been greater than 20 years per playground for the past several years. This plan begins a process to get us closer to replacement every 20 years. One or two playgrounds will need to be replaced each year to keep up with the need. Each project will include removal of the existing structure, excavation of site, installation of a new structure, and installation of the chosen surfacing. Playground replacement priorities will be evaluated each year and timing of replacement may be changed.

	2021-22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Zahnd Robeson Spalding	Millage Wesley	Clark Johnston	Davidson Mayfair	Robeson Meadows West Turnberry	Mullikin Prairie Farm
<b>TOTALS</b>	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
<b>Notes to Business Office</b>	Spalding rollover grant paid. Zahnd moved forward two years	JD moved Clark out one year. JD moved Wesley up from 24/25.	JD moved Clark from previous year. JD moved Mayfair out one year.	JD moved Davidson from three years earlier. JD move Mayfair from previous year. JD moved Robeson out one year. JD moved Wesley forward to 22/23.	JD moved Mullikin out one year. JD moved Robeson MW from previous year.	JD Removed Hazel from plan. JD moved Mulikin from previous year.

**Notes:**

1. Spalding costs not shown as they will be covered in the grant.
2. It has been agreed that one or two small pieces could be added to Dodds as needed on this schedule (not shown).

## Outdoor Playground Structures Inventory

<u>Install Year</u>	<u>Location</u>	<u>Surface</u>
1996	Spalding	Fibar
1998	Clark	Fibar
1999	Zahnd	Fibar
2000	Robeson	Fibar
2001	Millage	Fibar
2002	Johnston	Fibar
2002	Mayfair	Fibar
2003	Wesley	Fibar
2003	Davidson	Fibar
2003	Turnberry Ridge	Fibar
2004	Robeson M. West	Fibar
2005	Mullikin	Fibar
2007	Prairie Farm	Fibar
2007	Centennial	Poured in Place
2009	Scott	Fibar
2009	Toalson	Fibar
2010	Hazel	Fibar
2010	Dodds	Fibar
2011	Garden Hills	Poured in Place
2011	Sunset Ridge	Fibar
2011	Porter	Fibar and PIP
2014	Eisner	Poured in Place
2014	Douglass Playground	Poured in Place
2014	Douglass Exercise Equip.	
2014	Powell	Fibar
2014	Glenn	Fibar
2016	Hessel	Fibar and PIP
2017	Beardsley	Fibar
2018	West Side	Fibar and PIP
2018 (FA)	Commissioners	Fibar
2019 (SP)	Henry Michael	Fibar
2019 (SU)	Noel	Fibar
2019 (FA)	Morrissey	Fibar
2020 (FA)	Bristol Playground	Fibar
2020 (FA)	Bristol Exercise Area	PIP



## Capital Projects Recurring Maintenance - Facilities

Each year the District has several recurring maintenance needs, especially in areas of high use. As the totals vary by year, the line item will appear in the capital budget if it is \$20,000 or more; otherwise line item to be part of the operating budget for the specific facility.

Item	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Painting</b>	\$30,000	\$40,000	\$20,100	\$20,100	\$15,000	\$15,000
<b>Flooring</b>	Springer Rms. 106 and 107 \$18,000 Bicentennial Foyer \$5,000	Operations tile hall and breakroom and office carpet \$25,000	Bicentennial Center two offices carpet \$26,000	Springer stair tread and lower hallway tile \$20,100	Leonhard Upper Classroom \$10,000 Springer Rm. 104 \$9,000	Bicentennial Center Epoxy in two locations \$12,000
<b>HVAC</b>	VT \$1,200,000 (\$750,00 grant) Douglass CC \$60,000	\$25,000 Hays	\$25,000	\$25,000	\$25,000	\$25,000
<b>Notes to Business Office</b>	Increased VT. Public Museum grant awarded. Increased Douglass costs. Cost is only for air handler. Added Bicentennial foyer carpet.	--	Added Bicentennial carpet two offices	--	Springer request submitted by Springer staff.	Added Bicentennial epoxy flooring two places.

**Notes:**

- Priorities will be assessed annually and results from Facility and Parks Report Cards will be considered.
- Projects include in-house work as well as contracted work.
- Painting funds will be used for interior and exterior projects.
- All general flooring projects above are replacements of current flooring.
- Recurring HVAC requests are a new addition in FY 20/21. It will be used for heating, cooling, and air handling.



## Capital Projects Recurring Maintenance - Parks

Each year the District has several recurring maintenance needs, especially in areas of high use.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/2027
<b>Concrete</b>	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
<b>Roadway</b>	Patch \$6,000 Replace \$100,000 rolled over/red lined from 20/21	Patch \$6,000 Replace \$100,000	Patch \$6,000	Patch \$8,000 Replace \$100,000	Patch \$10,000	Patch \$8,000 Replace \$100,000
<b>Sealcoat and Striping</b>	\$25,000 Kaufman	\$40,000	\$30,100	\$32,100	\$15,000	\$20,000
<b>Playground Surfacing</b>	\$36,000	\$37,000	\$38,110	\$39,300	\$40,200	\$40,200
<b>Park Amenities</b>	\$30,000	\$40,000	\$20,000	\$22,000	\$22,000	\$25,000
<b>Notes for Business Office</b>	Seal coating reduced from \$46,000. Park sign budget merged into Park Amenities here on out.	Seal coating reduced from \$55,000.	--	--	--	--

### Notes:

- Priorities will be assessed annually and results from Facility and Parks Report Cards and ADA Transition Plan will be considered.
- Projects include in-house work as well as contracted work.
- All line items above address safety issues.
- General concrete will add, improve, or repair sidewalks, paths, parking areas, shelter flooring, hard courts, stairwells, and trails.
- ADA projects and repairs will be funded through the ADA budget line.
- Roadway Replacement is for Parkland way based on quote from Cross (Jan. 8, 2020). Replaces twenty-four (approx. 11 X 15 ft<sup>2</sup>) road panels per budget year noted.
- Prayer for Rain general maintenance was removed beginning FY 20/21 and will be added as needed in future years.
- Park Amenities include but are not limited to, benches, waste and recycling receptacles, signs, pet waste stations, picnic tables, water fountains, etc.



## Capital Projects Recurring Maintenance - Sports

Each year the District has several recurring maintenance needs, especially in areas of high use. Total costs will vary by year, but projects over \$20,000 will appear separately on the Capital Improvement Plan.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Sports Field Mix</b>	\$20,000	\$20,000	\$10,000	\$10,000	\$12,000	\$12,000
<b>Fencing</b>	\$25,000	\$25,000	\$25,000	\$15,000	\$15,000	\$18,000
<b>Scoreboards</b>	--	Douglass Gym (2) \$11,000	--	--	--	--
<b>Soccer Goal Replacement</b>		Dodds \$14,000 Dodds Lacrosse \$5,000	--	Dodds \$14,000	--	Neighborhoods \$8,000
<b>Notes to Business Office</b>	--	--	--	--	--	--

**Notes:**

- Projects include in-house work as well as contracted work.
- Sports field mix purchase includes infield and warning track mixes. Dexter most likely a priority in 2022.
- Fencing listed above are replacements of existing fencing. See CIP for larger fencing projects.
- Little League fields (with the exception of Zahnd) are not shown in this plan as fencing, scoreboards and field mix on those fields are the responsibility of Little League. Joe will discuss Little League field scoreboards with LL as a plan for the near future at Centennial LL fields needs to be discussed.



## Capital Projects Rolling Equipment Replacement Plan

Rolling equipment is evaluated annually for future replacement. This replacement plan is for non-vehicular rolling equipment.

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Pull behind mower \$15,000	Mower \$15,000	Utility Tractor and attachments \$35,000 Wood Chipper \$25,000 Ballfield Mower \$55,000	Backhoe	Wide Area Mower	Utility Tractor and attachments \$25,000
<b>Total Amt.</b>	\$15,000	\$15,000	\$115,000	\$100,000	\$50,000	\$25,000
<b>Notes to Business Office</b>	Replace Land Pride pull behind mower. Moved utility tractor two years later. Reduced from \$45,000.	Replace 2002 Kubota 2560. Added mower. Cost stayed same.	Replace JD 1445 tractor with mower and blade. Moved utility tractor from two years previous. Replacement of Vermeer wood chipper. Replacement of Toro ballfield mower. Increased from \$80,000	Replacement	Replace Toro Groundsmaster 4000	Replace 2007 Kubota 5000.

Additional plan notes:

- Details on equipment can be found within the capital equipment inventory.



## Capital Projects Roofing Replacement Plan

Roofing projects have been a priority for the District for the past few years. In 2015, Garland began a review of roofing conditions throughout the District and developed a five-year plan for replacement priorities. This Capital Project Plan would complete Garland's recommendations in 2021/22.

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>		Dodds Tennis Center \$???	Prairie Farm Trolley and Craft Barns \$28,000 Operations Building existing prior to construction \$150,000	Douglass Annex	Zahnd concession \$22,500  Dodds 4-plex concession \$22,500	Dodd's 3-plex concession if not new roof by that time.
<b>Total Amount</b>		\$???	\$178,000	\$100,000	\$45,000	\$15,000
<b>Notes to Business Office</b>		JD moved DTC from 21/22. Orig. Garland est. \$450,000. Evaluating the cost by a certified roof contractor		Decreased from \$150,000	Moved Dodds 3 plex out two years since holes are getting fixed with renovation. Decreased from \$85,000	--



## Capital Projects Sholem Mechanical Improvements Plan

Funding is needed for replacement and improvement of mechanical equipment associated with the filter building at Sholem. The requested components are necessary for the health and safety of visitors.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Requested</b>	Body Slide Reseal (\$20,000) General Maintenance (\$25,000) Shade Cloth Replace (\$20,000) Kiddie Pool Shade (\$37,000)	General Maintenance (\$25,000) Lazy *River/Splash Painting (\$26,000) Intake Cover Replacements (\$7,000)	Raft Slide Reseal (\$20,100) General Maintenance (\$25,000)	General Maintenance (\$25,000)	Body Slide Reseal (\$22,000) Splash Intake Covers (\$2,600) General Maintenance (\$25,000)	General Maintenance (\$25,000) Splash Pool Intake Covers (\$3,000)
<b>Total Amt.</b>	\$65,000	\$58,000	\$50,100	\$25,000	\$49,600	\$27,000
<b>Notes to Business Office</b>	--	*Placeholder cost as of 1/11/20  Intake cover replacements = 166 total for Baby, Activity and Lazy River. Quote from Spear.	--	--	Possible larger regrout renovation in this year, but not requested in amount.	

Additional plan notes:

1. Water slides need to be recoated periodically to combat deterioration due to use, water and the elements.
2. The Virginia Graeme Baker Act of 2008 mandates the installation and regularly schedule replacement of pool drain covers in order to prevent entrapment.
3. Baby pool, activity pool and lazy river have mandatory 7 year intake cover replacements. Last replaced spring 2016. Total covers = 166.



4. Splash pool has a mandatory 15 year replacement. Last replaced in 2012. Total covers = 3.



## Capital Projects Tennis Court Replacement Plan

The District owns 25 outdoor tennis/pickleball courts over eight different parks and six indoor courts. Two types of improvements are considered. REFURBISHMENTS include crack filling, rectifying ponding issues, color-coating and line striping. Barring any unforeseen circumstances, REFURBISHMENTS should last eight years. RENOVATIONS are larger projects that include removal of existing, excavation of sub-grade, installation of new court, surface finish, striping and net poles. Barring unforeseen circumstances, each RENOVATION should last 25 years with proper REFURBISHMENTS. Courts should have a maximum of three REFURBISHMENTS before RENOVATION is necessary. Parentheses denote number of courts.

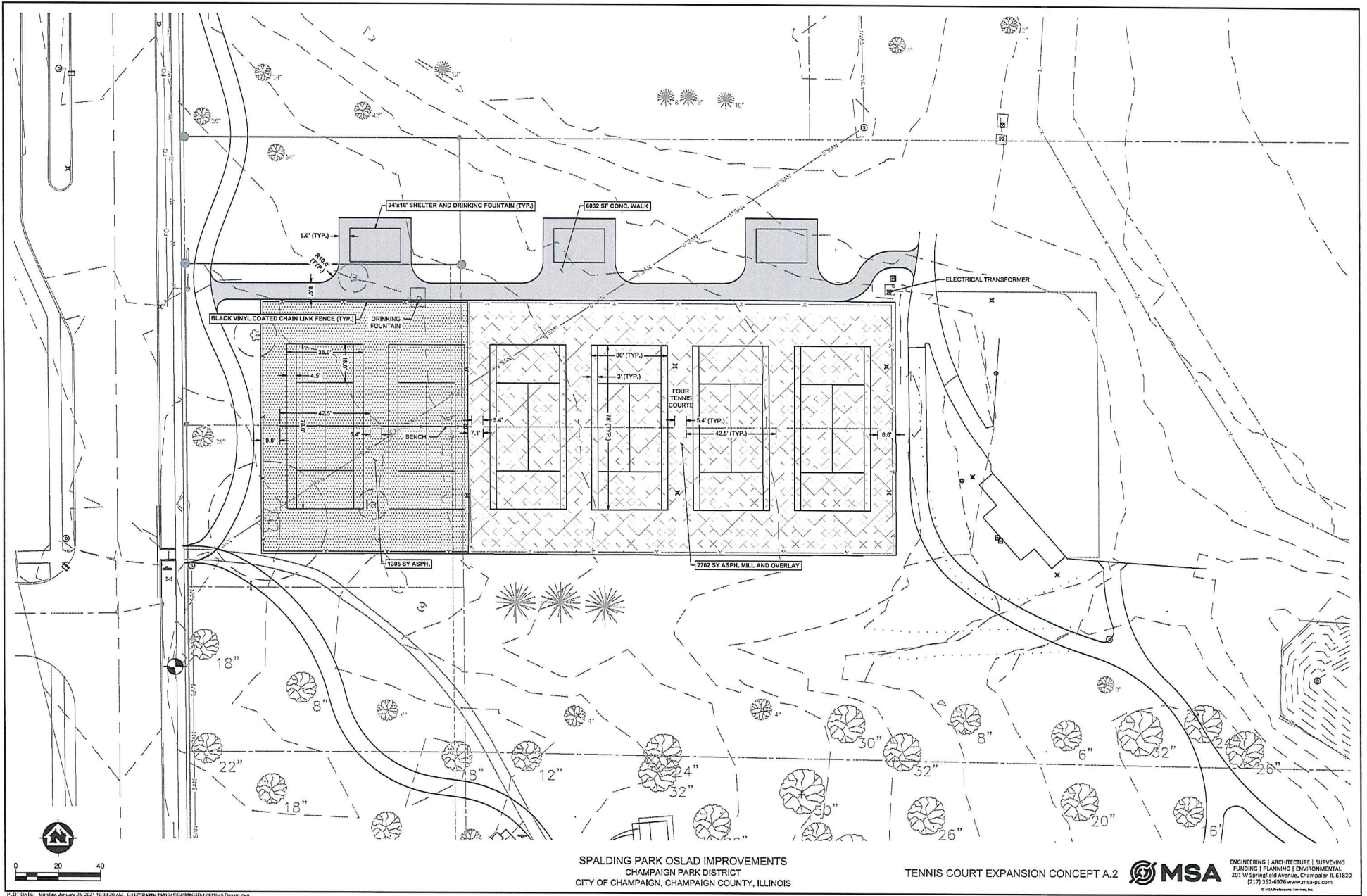
Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	Lindsay renovation (8) Hessel Pickleball Court \$10,000	Clark refurb. (2)	Sunset Ridge Refurb (1)	Hessel refurb. (5)	Dodds Tennis Center (6)	Morrissey Court Warranty Work (4)
<b>TOTAL</b>	\$481,000	\$100,000	70,000	\$150,000	\$300,000	\$30,000
<b>Notes for Business Office</b>	Carried over from 20/21. Will need gates replaced for ADA.	--	--	--	Indoor court surfacing	--

### Additional plan notes:

- Replacement of lighting, fencing and other infrastructure will be considered at time of RENOVATION, but may be budgeted separately unless noted.
- Hessel Pickleball court will be expanded into two (2) stand alone courts

**Champaign Park District  
Tennis Court Inventory**

<u>Location (# of courts)</u>	<u>Last Renovated</u>	<u>Last Refurbished</u>	<u>FY Refurb/Renov</u>
Sunset Ridge Park (1)	2011/12 (new)	N/A	19/20 Refurb.
Eisner Park (1 synth)	1990/91	2008/09	On hold by Ex. Dir.
Centennial Park (Lindsey) (8)	1997/98	2006/07 2013/14	20/21 Refurb.
Clark Park (2)	1996/97	2014/15	21/22 Refurb.
Hessel Park (4)	2004/05	2016/17	24/25 Refurb.
Hessel Park Pickle Ball (1)			TBD
Spalding Park (4)	1995/96	2008/09 2016/17	On hold by Ex. Dir. Renov. (Unit 4 Agreement)
Morrissey Park (4)	1994/95	2008/09 2015/16 2020	22/23 Refurb.



SPALDING PARK OSLAD IMPROVEMENTS  
 CHAMPAIGN PARK DISTRICT  
 CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS

TENNIS COURT EXPANSION CONCEPT A.2



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## Capital Projects District-wide Vehicle Replacement Plan

The following is the suggested replacement schedule for the district's fleet vehicles. Barring unforeseen circumstances, fleet vehicles are replaced every 12 to 15 years, based upon age, repair history, mileage and appearance. The vehicle fleet is evaluated twice a year and changes to priorities may occur.

Fiscal Yr.	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Request</b>	#55 Bucket Truck (O)	#67 Truck (O) #39 Truck (O) #48 Truck (O)	#25 Mini Bus (R) #38 Truck (O) #65 Truck (O) #47 Truck (O)	#23 Box Truck (R) #27 Truck (O) #35 Truck (O) #18 Truck (O) #52 Truck (O)	#45 Stake Bed (O) #31 SUV (R) #12 Truck (O) #68 Truck (O)	#16 SUV (R) #29 Truck (O)
<b>TOTALS</b>	\$99,000	\$98,000	\$160,000	\$180,000	\$178,000	\$80,000
<b>Notes to Business Office</b>	Moved two vehicles to next year. Reduced amount from \$150,000	Moved two vehicles from previous year. Moved four vehicles to next year.	Moved four vehicles from previous year. Moved five vehicles to next year.	Moved five vehicles from previous year. Moved four vehicles to next year.	Moved two vehicles to next year. Moved four from previous year.	Moved two vehicles from previous year.

### Additional plan notes:

- All vehicles listed above are replacements.
- Although specific vehicles are suggested for replacement, the entire fleet will be evaluated twice a year and changes will be made based on need.
- For specific vehicle make and model, please refer to Vehicle Inventory.



## Capital Projects Trail and Park Path Additions

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Trail/Park</b>	North Champaign Trail	Pipeline Trail / Porter Park	Greenbelt Bikeway	Greenbelt Bikeway	Powell Park	Hazel Park
<b>Project</b>	Construct final trail segment west of Gordon Food Service Store.	Installation of bridge over Copper Slough connecting the Pipeline Trail and Porter Park.	Crosswalk improvement to connect Heritage Park and Dodds Park across W Bradley Ave	Crosswalk improvement to connect Kaufman Park and O'Malley's Alley Trail across W Springfield Ave	Expansion of internal paths including linking existing connections to city sidewalks.	Expansion of internal paths linking to city sidewalks.
<b>Cost Estimate</b>	\$50,000	\$300,000	\$80,000	\$80,000	\$80,000	\$150,000
<b>Remarks</b>	Applied for IDOT ITEP Grant 2 Nov 2020. To date, notice of award has not been determined.	Applied for IDNR Bike Path Grant 16 Mar 2020. To date, notice of award has not been determined.	Recommendation of CPD <i>Trails 5 Year Action Plan</i> to improve safety of the street crossing. Will require City of Champaign coordination.	Recommendation of CPD <i>Trails 5 Year Action Plan</i> to improve safety of the street crossing. Will require IDOT coordination.	Recommendation of CPD <i>Internal Paths Study</i> to increase access to and within the park.	Recommendation of CPD <i>Internal Paths Study</i> to increase access to and within the park.

CIP 2022-2027 Funding Sources

CIP Expenditures by FYE

Funding Source	2022	2023	2024	2025	2026	2027	Totals All Years
Gen, Rec, Museum	\$495,800	\$475,000	\$306,210	\$417,400	\$291,200	\$408,200	\$2,393,810
04 Liability	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$210,000
09 Paving & Lightng	\$71,000	\$186,000	\$76,100	\$180,100	\$65,000	\$168,000	\$746,200
15 CUSR (ADA CPD only)	\$415,000	\$315,000	\$315,000	\$315,000	\$315,000	\$315,000	\$1,990,000
16 Capital Improvement	\$2,017,761	\$596,500	\$158,100	\$898,100	\$1,004,600	\$741,200	\$5,416,261
22 Bond Proceeds	\$1,124,300	\$1,200,000	\$800,000	\$800,000	\$0	\$0	\$3,924,300
24 Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
25 Park Development	\$668,000	\$0	\$0	\$0	\$0	\$0	\$668,000
26 Trails and Pathways	\$50,000	\$300,000	\$80,000	\$80,000	\$80,000	\$150,000	\$740,000
27 Martens Center (includes Foundation) & HK Park	\$7,400,000	\$4,082,107	\$0	\$0	\$0	\$0	\$11,482,107
98 Foundation	\$203,209	\$0	\$0	\$0	\$0	\$0	\$203,209
	<u>\$12,480,070</u>	<u>\$7,189,607</u>	<u>\$1,770,410</u>	<u>\$2,725,600</u>	<u>\$1,790,800</u>	<u>\$1,817,400</u>	<u>\$27,773,887</u>

DISTRICT Sources of Funds

Rollover of Balances by Fund	Funds Available, 5/1/2021	Revenues	Expenditures	Projected Ending Fund Balance, 4/30/2022
Gen, Rec, Museum	\$11,981,068	\$825,300	-\$495,800	\$12,310,568
04 Liability	\$514,898		-\$35,000	\$479,898
09 Paving & Lightng	\$285,232	\$95,000	-\$71,000	\$309,232
15 CUSR (ADA CPD only)	\$786,704	\$415,000	-\$415,000	\$786,704
16 Capital Improvement	\$2,233,708	\$845,000	-\$2,017,761	\$1,060,947
22 Bond Proceeds	\$1,793,647	\$1,195,200	-\$1,124,300	\$1,864,547
24 Land Acquisition	\$1,136,941	\$100,000	\$0	\$1,236,941
25 Park Development	\$1,112,736	\$447,000	-\$668,000	\$891,736
26 Trails and Pathways	\$431,970	\$300,000	-\$50,000	\$681,970
27 Martens Center (includes Foundation) & HK Park	\$11,106,653	\$280,000	-\$7,400,000	\$3,986,653
98 Foundation	\$240,809		-\$203,209	\$37,600
	<u>\$31,624,366</u>	<u>\$4,502,500</u>	<u>-\$12,480,070</u>	<u>\$23,646,795</u>

\*District sources does include the Martens Center funds held at the Foundation in total

FOUNDATION Sources of Funds

Foundation Funding	Funds Assigned to 2022 Capital
Dog Park	\$3,209
Martens Center	\$4,726,869
Virginia Theatre	\$200,000
	<u>\$4,930,078</u>



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 8, 2021

**SUBJECT:** FY21-22 Garment Bids

### Background

In order to be fiscally responsible with taxpayer money, staff requests bids for garment needs each year. Items requested each year in the garment bid include staff uniforms, staff garments, volunteer shirts, program awards, and participant garments.

### Prior Board Action

At the May 13, 2020 Regular Board meeting, the Board approved awarding the FY 20-21 garment bids to various vendors in the amount of \$33,557.31. Due to Covid-19 cancelations and closures only two orders were made for a total of \$1,253.80 FYTD.

At the March 13, 2019 Regular Board meeting, the Board approved awarding the FY19-20 garment bids to various vendors in the amount of \$34,623.73. Over the course of the fiscal year a total of \$27,605.39 was spent on approved garment orders.

### Bid Results

The invitation to bid was published in the News-Gazette. Bids were sent to 19 vendors, including 9 in Champaign County. We received five back, unfortunately none of which were local. The bids were opened and acknowledged as being received on March 23, 2021. Staff requested bids for 51 items, a reduction from the 62 items requested in FY 20-21. The bids were awarded based on the lowest responsible bid per item. The bid totals below represent the cumulative bid amounts for all items in which that bidder was the lowest responsible bid.

Bidder	Bid Total
Sunburst Sportswear, Glendale Heights, IL	\$11,945.78
Will Enterprise, Milwaukee, WI	\$5697.37
All-Star Custom Apparel & Design, Henrietta, NY	\$3237.70
Express Press, ST Louis, MO	\$458.06
<b>Total:</b>	<b>\$21,338.91</b>

### Budget Impact

Appropriate funds are being requested in the FY 21-22 program and facility budgets for garments.

### Recommended Action

Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications in the amount of \$21,389.91. The quantities bid are approximations only. Additionally, not all items will be purchased if we continue to have program cancellations. The purchase order quantity will cover the actual needs of the District at the time the order is placed and final prices may change, but the companies awarded provided the lowest responsible bid should we chose to order.

Prepared by:

Jimmy Gleason  
Director of Revenue Facilities

Reviewed by:

Joe DeLuce  
Executive Director





## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director  
**DATE:** April 14, 2021  
**SUBJECT:** Robeson Park Playground Replacement

### Background

Project includes demolition of old playground and installation of new playground, new wood border, and new Fibar safety surfacing. Project includes 2-5-year-old play equipment, 5-12-year-old play equipment, two (2) spring toys, a stand-alone spinner, a zip line, and a 3-bay swing system. Examples of the playground design and equipment are included in page 2 of this memo (Exhibit A).

NuToys Leisure Products, Inc. has provided this proposal, in the amount of \$88,198.00, through Sourcewell, a cooperative purchasing organization. All work to be completed by Champaign Park District staff.

### Prior Board Action

The Board approved a resolution to allow the use of cooperative purchasing agreements, which includes Sourcewell (formerly NJPA), at the October 14, 2020 Regular Board Meeting.

### Bid Results

N/A – All items will be purchased through Sourcewell.

### Budget Impact

\$110,000.00 was allocated in the FY 20/21 Capital Improvement Plan for Playground Replacement.

### Recommended Action

Staff recommends accepting the proposal from NuToys Leisure Products, Inc., in the amount of \$88,198.00 and authorize the Executive Director to execute this purchase.

Prepared by:  
Nathan Massey  
Special Projects Supervisor

Reviewed by:  
Dan Olson  
Director of Operations

## Exhibit A: Replacement Playground Equipment Design for Robeson Park



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



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 8, 2021

**SUBJECT:** FYE22 Rentable Portable Toilets

### Background

At the April 24, 2019 Special Board Meeting, the Board authorized the Executive Director to enter the Champaign Park District into a contract with Gulliford Services, Inc. dba Illinois Portable Toilets for a two (2) year period with the option to renew for one (1) additional year.

### Budget Impact

Associated costs for the Rentable Toilets are included in the FYE22 budget. This our best prediction/tentative plan to date per covid guidelines.

<b>Fiscal Year</b>	<b>Vendor</b>	<b>Total Expenses</b>
2018 (FYE19)	Kemper	\$17,157.00
2019 (FYE20)	Illinois Portable Toilets	\$26,300.00
2020 (FYE21)	Illinois Portable Toilets	\$23,948.50
<b>2021 (FYE22)</b>	<b>Illinois Portable Toilets</b>	<b>\$22,900.00</b>

### Recommended Action

Staff recommends Board authorization for the Executive Director to exercise the one (1) year renewal option with Illinois Portable Toilets for Rentable Portable Toilets for programs and events in FYE22 in the amount of \$22,900.00.

Prepared by:

Jameel Jones, CGSP  
Director of Recreation

Reviewed by:

Joe DeLuce, CPRP  
Executive Director

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Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 70917 - ILLINOIS PORTABLE TOILETS:							
38885 159955	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	EISNER PK ADA PORTA POTTY-MAY			150.00			
38905 159958	ILLINOIS PORTABLE TOILETS DEXTER PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	DEXTER PORTA POTTY RENT-MAY			150.00			
38833 159959	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	DOG PK PORTA POTTY RENT- MAY			150.00			
38899 159961	ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	SKATE PK PORTA POTTY RENT-MAY			150.00			
38886 159962	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	HESSEL PK PORTA POTTY-MAY			150.00			
38892 159963	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	SUNSET RIDGE PK PORTA POTTY-MAY			150.00			
38893 159964	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	EA GARDENS PORTA POTTY-MAY			150.00			
38894 159965	ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	PORTER PK PORTA POTTY-MAY			150.00			
38904 159966	ILLINOIS PORTABLE TOILETS KAUFMAN LK PK PORTA POTTY RENT-MAY 15-25-001-58003	05/01/2020 shannon.clarkson	05/13/2020	150.00	0.00	Paid	Y 05/01/2020
	KAUFMAN LK PORTA POTTY-MAY			150.00			
38974 161656	ILLINOIS PORTABLE TOILETS LINDSAY TC PORTA POTTY 5/7-6/6/20 15-25-001-58003	05/08/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 05/08/2020
	LINDSAY TC PORTA POTTY 5/7-6/6/20			150.00			
39165 161647	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-JUNE 15-25-001-58003	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	EISNER PK ADA PORTA POTTY-JUNE			150.00			

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39173 161648	GL Distribution GRANT ILLINOIS PORTABLE TOILETS DEXTER PORTA POTTY RENTAL-JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 DEXTER PORTA POTTY RENT-JUNE			150.00			
39163 161649	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT- JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 DOG PK PORTA POTTY RENT-JUNE			150.00			
39171 161650	ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 SKATE PK PORTA POTTY RENT-JUNE			150.00			
39168 161651	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY-JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 SUNSET RIDGE PK PORTA POTTY-JUNE			150.00			
39169 161652	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY-JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 EA GARDENS PORTA POTTY-JUNE			150.00			
39170 161653	ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY-JUNE	06/01/2020 shannon.clarkson	06/10/2020	150.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 PORTER PK PORTA POTTY-JUNE			150.00			
39132 161654	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY-JUNE	06/01/2020 shannon.clarkson	06/10/2020	185.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-JUNE			150.00			
	15-25-001-58003 KAUFMAN LK ADDL SERVICES-JUNE			35.00			
39131 161655	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTY -JUNE	06/01/2020 shannon.clarkson	06/10/2020	255.00	0.00	Paid	Y 06/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-JUNE			150.00			
	15-25-001-58003 KAUFMAN LK EXTRA SERVICES-JUNE			105.00			
39314 162074	ILLINOIS PORTABLE TOILETS ZAHND ADA PORTA POTTY 6/5-7/4/20	06/05/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 06/15/2020
	15-25-001-58003 COVID-19 ZAHND ADA PORTA POTTY 6/5-7/4/20			150.00			
39399 162075	ILLINOIS PORTABLE TOILETS KEN WEST ADA PORTA POTTY 6/15-7/14/20	06/15/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 06/15/2020
	15-25-001-58003 COVID-19 KEN WEST ADA PORTA POTTY 6/15-7/14/20			150.00			
39400 162076	ILLINOIS PORTABLE TOILETS DODDS 3-PLEX PORTA POTTY 6/15-7/14/20	06/15/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 06/15/2020
	15-25-001-58003 COVID-19 DODDS 3-PLEX PORTA POTTY 6/15-7/14/20			150.00			

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39334 162073	GL Distribution GRANT ILLINOIS PORTABLE TOILETS HESSEL PK STANDARD PORTA POTTY 6/8-7/7	06/08/2020 shannon.clarkson	07/08/2020	75.00	0.00	Paid	Y 06/17/2020
	01-20-073-54250 COVID-19 HESSEL PK STANDARD PORTA POTTY 6/8-7/7			75.00			
39330 161920	ILLINOIS PORTABLE TOILETS LINDSAY TC ADA PORTA POTTY 6/8-7/6/20	06/08/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 06/19/2020
	15-25-001-58003 LINDSAY TC ADA PORTA POTTY 6/8-7/6/20			150.00			
39640 162040	ILLINOIS PORTABLE TOILETS DEXTER PORTA POTTY RENTAL-JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 DEXTER PORTA POTTY RENT-JULY			150.00			
39632 162041	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 EISNER PK ADA PORTA POTTY-JULY			150.00			
39631 162042	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT- JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 DOG PK PORTA POTTY RENT- JULY			150.00			
39638 162043	ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 SKATE PK PORTA POTTY RENT-JULY			150.00			
39635 162044	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY- JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 SUNSET RIDGE PK PORTA POTTY-JULY			150.00			
39636 162045	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY-JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 EA GARDENS PORTA POTTY-JULY			150.00			
39637 162046	ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY-JULY	07/01/2020 shannon.clarkson	07/08/2020	150.00	0.00	Paid	Y 07/01/2020
	15-25-001-58003 PORTER PK PORTA POTTY-MAY-NOV			150.00			
39607 162047	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY-JULY/JUNE	07/01/2020 shannon.clarkson	07/08/2020	307.50	0.00	Paid	Y 07/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-JULY			150.00			
	15-25-001-58003 KL EXTRA SERVICES IN JUNE			157.50			
39606 162048	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTY/WASH STATION-JL	07/01/2020 shannon.clarkson	07/08/2020	625.12	0.00	Paid	Y 07/01/2020
	15-25-001-58003 HESSEL PK PORTA POTTY/WASH STATION-JULY			225.00			
	15-25-001-58003 HESSEL PK EXTRA SERVICES IN JUNE			400.12			

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39786 162790	GL Distribution GRANT ILLINOIS PORTABLE TOILETS ZAHND ADA PORTA POTTY 7/5-8/4/20	07/05/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 07/05/2020
	15-25-001-58003 COVID-19 ZAHND ADA PORTA POTTY 7/5-8/4/20			150.00			
39828 162382	ILLINOIS PORTABLE TOILETS LINDSAY TC ADA PORTA POTTY 7/8-8/6/20	07/08/2020 shannon.clarkson	08/12/2020	307.50	0.00	Paid	Y 07/13/2020
	15-25-001-58003 LINDSAY TC ADA PORTA POTTY 7/8-8/6/20			150.00			
	15-25-001-58003 LINDSAY TC PORTA POTTY SERVICES JUN/JUL			157.50			
39929 162791	ILLINOIS PORTABLE TOILETS KENWEST ADA PORTA POTTY 7/15-8/14/20	07/15/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 07/15/2020
	15-25-001-58003 COVID-19 KENWEST ADA PORTA POTTY 7/15-8/14/20			150.00			
39930 162792	ILLINOIS PORTABLE TOILETS DODDS ADA PORTA POTTY 7/15-8/14/20	07/15/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 07/15/2020
	15-25-001-58003 COVID-19 DODDS ADA PORTA POTTY 7/15-8/14/20			150.00			
40005 162549	ILLINOIS PORTABLE TOILETS CENTENNIAL PAVILLION PORTA POTTY JUL/Ashannon.clarkson	07/21/2020	08/12/2020	150.00	0.00	Paid	Y 07/21/2020
	15-25-001-58003 COVID-19 CENT PAVILLION PORTA POTTY 7/21-8/20/20			150.00			
40129 162540	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 EISNER PK ADA PORTA POTTY-AUG			150.00			
40135 162541	ILLINOIS PORTABLE TOILETS DEXTER PORTA POTTY RENTAL-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 DEXTER PORTA POTTY RENT-AUG			150.00			
40218 162542	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 DOG PK PORTA POTTY RENT- AUG			150.00			
40134 162543	ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 SKATE PK PORTA POTTY RENT-AUG			150.00			
40130 162544	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY RENT-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 SUNSET RIDGE PK PORTA POTTY-AUG			150.00			
40131 162545	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY RENT-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 EA GARDENS PORTA POTTY-AUG			150.00			

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40132 162546	GL Distribution GRANT ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY RENT-AUG	08/01/2020 shannon.clarkson	08/12/2020	150.00	0.00	Paid	Y 08/01/2020
	15-25-001-58003 PORTER PK PORTA POTTY-AUG			150.00			
40128 162547	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY RENT-AUG	08/01/2020 shannon.clarkson	08/12/2020	307.50	0.00	Paid	Y 08/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-AUG			150.00			
	15-25-001-58003 KAUFMAN LK PORTA POTTY SERVICES-JULY			157.50			
40127 162548	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTYS/SERVICES-JUL/A	08/01/2020 shannon.clarkson	08/12/2020	1,313.71	0.00	Paid	Y 08/01/2020
	01-20-073-54250 COVID-19 HESSEL PK PORTA POTTY - AUG			75.00			
	01-20-073-54250 COVID-19 HESSEL PK PORTA POTTY SERVICES-JULY			312.62			
	15-25-001-58003 COVID-19 HESSEL PK ADA PORTA POTTY-JULY			112.50			
	15-25-001-58003 COVID-19 TWO HESSEL PK ADA PORTA POTTYS-AUG			300.00			
	15-25-001-58003 COVID-19 HESSEL PK ADA PORTA POTTYS SERVICES-JULY			513.59			
40304 162898	ILLINOIS PORTABLE TOILETS ZAHND ADA PORTA POTTY 8/5-9/4/20	08/05/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/05/2020
	15-25-001-58003 COVID-19 ZAHND ADA PORTA POTTY 8/5-9/4/20			150.00			
40460 162899	ILLINOIS PORTABLE TOILETS K WEST ADA PORTA POTTY 8/15-9/14/20	08/15/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/15/2020
	15-25-001-58003 COVID-19 KENWEST ADA PORTA POTTY 8/15-9/14/20			150.00			
40461 162900	ILLINOIS PORTABLE TOILETS DODDS ADA PORTA POTTY 8/15-9/14/20	08/15/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/15/2020
	15-25-001-58003 COVID-19 DODDS ADA PORTA POTTY 8/15-9/14/20			150.00			
40339 162903	ILLINOIS PORTABLE TOILETS LINDSAY TC ADA PORTA POTTY 8/8-9/6/20	08/08/2020 shannon.clarkson	09/09/2020	307.50	0.00	Paid	Y 08/18/2020
	15-25-001-58003 LINDSAY TC ADA PORTA POTTY 8/8-9/6/20			150.00			
	15-25-001-58003 LINDSAY TC PORTA POTTY SERVICES 7/9-8/5			157.50			
40545 162997	ILLINOIS PORTABLE TOILETS SOCCER ADA PORTA POTTY 8/24-9/23/20	08/21/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/21/2020
	15-25-001-58003 COVID-19 SOCCER ADA PORTA POTTY 8/24-9/23/20			150.00			
40542 162998	ILLINOIS PORTABLE TOILETS CENTENNIAL PAVILLION PORTA POTTY 8/21-9/20/20	08/21/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/27/2020
	15-25-001-58003 COVID-19 CENT PAVILLION PORTA POTTY 8/21-9/20/20			150.00			
40683 163000	ILLINOIS PORTABLE TOILETS DOUGLASS PK ADA PORTA POTTY 8/28-9/27/20	08/28/2020 shannon.clarkson	09/09/2020	150.00	0.00	Paid	Y 08/28/2020
	15-25-001-58003 COVID-19 DOUGLASS ADA PORTA POTTY 8/28-9/27/20			150.00			



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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
40757 163054	GL Distribution GRANT ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-SEPTEMBER 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40748 163055	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT- SEPTEMBER 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40769 163056	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-SEPTEMBER 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40758 163057	ILLINOIS PORTABLE TOILETS DEXTER ADA PORTA POTTY - SEPT 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40754 163058	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY-SEPT 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40755 163059	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY-SEPTEMBER 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40756 163060	ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY-SEPTEMBER 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	150.00 150.00	0.00	Paid	Y 09/01/2020
40724 163061	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY-SEPTEMBER 15-25-001-58003 15-25-001-58003	09/01/2020 shannon.clarkson	09/09/2020	290.00 150.00 140.00	0.00	Paid	Y 09/01/2020
40720 163079	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTYS/SERVICE-SEPT 15-25-001-58003 01-20-073-54250 15-25-001-58003 01-20-073-54250	09/01/2020 shannon.clarkson	09/09/2020	1,387.86 300.00 150.00 580.58 357.28	0.00	Paid	Y 09/01/2020
40887 163369	ILLINOIS PORTABLE TOILETS ZAHND PORTA POTTY 9/5-10/4/20 15-25-001-58003	09/05/2020 shannon.clarkson	10/14/2020	150.00 150.00	0.00	Paid	Y 09/05/2020

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40928 163370	GL Distribution GRANT ILLINOIS PORTABLE TOILETS LINDSAY TC ADA PORTA POTTY 9/8-10/6/20	09/08/2020 shannon.clarkson	10/14/2020	290.00	0.00	Paid	Y 09/08/2020
	15-25-001-58003 LINDSAY TC ADA PORTA POTTY 9/8-10/6/20			150.00			
	15-25-001-58003 LINDSAY TC PORTA POTTY SERVICES 8/10-9/4			140.00			
41017 163417	ILLINOIS PORTABLE TOILETS 3-PLEX ADA PORTA POTTY 9/15-10/14/20	09/15/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 09/15/2020
	15-25-001-58003 COVID-19 3-PLEX ADA PORTA POTTY 9/15-10/14/20			150.00			
41016 163418	ILLINOIS PORTABLE TOILETS K WEST ADA PORTA POTTY 9/15-10/14/20	09/15/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 09/15/2020
	15-25-001-58003 COVID-19 K WEST ADA PORTA POTTY 9/15-10/14/20			150.00			
41097 163454	ILLINOIS PORTABLE TOILETS CENTENNIAL PAVILLION PORTA POTTY 9/21-10/20/20	09/21/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 09/22/2020
	15-25-001-58003 COVID-19 CENT PAVILLION PORTA POTTY 9/21-10/20/20			150.00			
41131 163559	ILLINOIS PORTABLE TOILETS SOCCER ADA PORTA POTTY 9/24-10/23/20	09/24/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 09/24/2020
	15-25-001-58003 COVID-19 SOCCER ADA PORTA POTTY 9/24-10/23/20			150.00			
41153 163554	ILLINOIS PORTABLE TOILETS DOUGLASS PK ADA PORTA POTTY EOS FEES	09/28/2020 shannon.clarkson	10/14/2020	190.00	0.00	Paid	Y 09/28/2020
	15-25-001-58003 COVID-19 DOUGLASS PK ADA PORTA POTTY DEL/PU FEE			50.00			
	15-25-001-58003 COVID-19 DOUGLASS PK ADAPORTA POTTY SERVICES-SEPT			140.00			
41216 163567	ILLINOIS PORTABLE TOILETS SUNSET RIDGE PK PORTA POTTY-OCTOBER	10/01/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	15-25-001-58003 SUNSET RIDGE PK PORTA POTTY-OCTOBER			150.00			
41217 163568	ILLINOIS PORTABLE TOILETS EA GARDENS PORTA POTTY-OCTOBER	10/01/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	15-25-001-58003 EA GARDENS PORTA POTTY-OCTOBER			150.00			
41218 163569	ILLINOIS PORTABLE TOILETS PORTER PK PORTA POTTY-OCTOBER	10/01/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	15-25-001-58003 PORTER PK PORTA POTTY-OCTOBER			150.00			
41316 163570	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY-OCTOBER	10/01/2020 shannon.clarkson	10/14/2020	307.50	0.00	Paid	Y 10/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-OCTOBER			150.00			
	15-25-001-58003 KL PORTA POTTY SERVICES-SEPTEMBER			157.50			
41211 163571	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY - OCTOBER	10/01/2020 shannon.clarkson	10/14/2020	150.00	0.00	Paid	Y 10/01/2020

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	GL Distribution GRANT						
	15-25-001-58003	DOG PK PORTA POTTY - OCTOBER		150.00			
41219 163572	ILLINOIS PORTABLE TOILETS	10/01/2020	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	SPALDING SKATE PK PORTA POTTY-OCTOBER	shannon.clarkson					
	15-25-001-58003	SKATE PK PORTA POTTY-OCTOBER		150.00			
41229 163573	ILLINOIS PORTABLE TOILETS	10/01/2020	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	EISNER PK ADA PORTA POTTY-OCTOBER	shannon.clarkson					
	15-25-001-58003	EISNER PK ADA PORTA POTTY-OCTOBER		150.00			
41220 163574	ILLINOIS PORTABLE TOILETS	10/01/2020	10/14/2020	150.00	0.00	Paid	Y 10/01/2020
	DEXTER ADA PORTA POTTY-OCTOBER	shannon.clarkson					
	15-25-001-58003	COVID-19 DEXTER ADA PORTA POTTY - OCT		150.00			
41324 163575	ILLINOIS PORTABLE TOILETS	10/01/2020	10/14/2020	1,521.84	0.00	Paid	Y 10/01/2020
	HESSEL PK PORTA POTTYS-OCTOBER	shannon.clarkson					
	15-25-001-58003	COVID-19 HESSEL PK - 2 ADA PORTA POTTYS - OCT		300.00			
	01-20-073-54250	COVID-19 HESSEL PK 2 STANDARD PORTA POTTYS - OCT		150.00			
	15-25-001-58003	COVID-19 HESSEL 2 ADA PORTA POTTY SERVICES - SEPT		535.92			
	01-20-073-54250	COVID-19 HESSEL 2 STANDARD PORTA POTTY SERV-SEPT		535.92			
41360 163972	ILLINOIS PORTABLE TOILETS	10/05/2020	11/10/2020	150.00	0.00	Paid	Y 10/05/2020
	ZAHND ADA PORTA POTTY 10/5-11/4/20	shannon.clarkson					
	15-25-001-58003	COVID-19 ZAHND ADA PORTA POTTY 10/5-11/4/20		150.00			
41405 163974	ILLINOIS PORTABLE TOILETS	10/08/2020	11/10/2020	307.50	0.00	Paid	Y 10/08/2020
	LINDSAY TC ADA PORTA POTTY 10/8-11/6/20	shannon.clarkson					
	15-25-001-58003	LINDSAY TC ADA PORTA POTTY 10/8-11/6/20		150.00			
	15-25-001-58003	LINDSAY TC PORTA POTTY SERVICES 9/8-10/5		157.50			
41175 163922	ILLINOIS PORTABLE TOILETS	09/29/2020	11/10/2020	140.00	0.00	Paid	Y 10/14/2020
	SPALDING SKATE PK PORTA POTTY EXTRA	shannon.clarkson					
	15-25-001-58003	EXTRA CLEANINGS-STM GIRLS TENNIS MATCHES		140.00			
41537 163970	ILLINOIS PORTABLE TOILETS	10/15/2020	11/10/2020	75.00	0.00	Paid	Y 10/15/2020
	3-PLEX ADA PORTA POTTY 10/15-10/30/20	shannon.clarkson					
	15-25-001-58003	COVID-19 3-PLEX ADA PORTA POTTY 10/15-10/30/20		75.00			
41538 163971	ILLINOIS PORTABLE TOILETS	10/15/2020	11/10/2020	75.00	0.00	Paid	Y 10/15/2020
	K WEST ADA PORTA POTTY 10/15-10/31/20	shannon.clarkson					
	15-25-001-58003	COVID-19 K WEST ADA PORTA POTTY 10/15-10/31/20		75.00			
41645 163973	ILLINOIS PORTABLE TOILETS	10/21/2020	11/10/2020	150.00	0.00	Paid	Y 10/21/2020
	CENTENNIAL PAVILLION PORTA POTTY 10/21-	shannon.clarkson					
	15-25-001-58003	COVID-19 CENT PAVILLION PORTA POTTY 10/21-11/20		150.00			

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41739 164123	GL Distribution GRANT ILLINOIS PORTABLE TOILETS LINDSAY TC PORTA POTTY SERVICES-OCT	10/30/2020 shannon.clarkson	11/10/2020	175.00	0.00	Paid	Y 10/30/2020
	15-25-001-58003 LINDSAY TC PORTA POTTY SERVICES-OCT			175.00			
41813 164124	ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	150.00	0.00	Paid	Y 11/01/2020
	15-25-001-58003 EISNER PK ADA PORTA POTTY-NOV			150.00			
41812 164125	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT- NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	150.00	0.00	Paid	Y 11/01/2020
	15-25-001-58003 DOG PK PORTA POTTY RENT- NOVEMBER			150.00			
41816 164126	ILLINOIS PORTABLE TOILETS SPALDING SKATE PK PORTA POTTY-NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	150.00	0.00	Paid	Y 11/01/2020
	15-25-001-58003 SKATE PK PORTA POTTY RENT-NOVEMBER			150.00			
41817 164127	ILLINOIS PORTABLE TOILETS PARK PORTA POTTY RENTALS - NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	150.00	0.00	Paid	Y 11/01/2020
	15-25-001-58003 SUNSET RIDGE PK PORTA POTTY-NOVEMBER			150.00			
41815 164128	ILLINOIS PORTABLE TOILETS PARK PORTA POTTY RENTALS-NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	150.00	0.00	Paid	Y 11/01/2020
	15-25-001-58003 PORTER PK PORTA POTTY-NOVEMBER			150.00			
41968 164129	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTYS-2 ADA/2 STANDARDS	11/01/2020 shannon.clarkson	11/10/2020	1,611.16	0.00	Paid	Y 11/01/2020
	15-25-001-58003 COVID-19 HESSEL PK - 2 ADA PORTA POTTYS - NOV			300.00			
	01-20-073-54250 COVID-19 HESSEL PK 2 STANDARD PORTA POTTYS - NOV			150.00			
	15-25-001-58003 COVID-19 HESSEL PK ADA PORTA POTTY SERVICES-OCT			580.58			
	01-20-073-54250 COVID-19 HESSEL PK STANDARD PORTA POTTY SERV-OCT			580.58			
41814 164130	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORTA POTTY-NOVEMBER	11/01/2020 shannon.clarkson	11/10/2020	307.50	0.00	Paid	Y 11/01/2020
	15-25-001-58003 KAUFMAN LK PORTA POTTY-NOVEMBER			150.00			
	15-25-001-58003 KL PORTA POTTY SERVICES-OCTOBER			157.50			
42284 164494	ILLINOIS PORTABLE TOILETS KAUFMAN LK PORT POTTY SERVICES-NOVEMBER	11/29/2020 shannon.clarkson	12/09/2020	122.50	0.00	Paid	Y 11/30/2020
	15-25-001-58003 KAUFMAN LK PORT POTTY SERVICES-NOVEMBER			122.50			
42489 164523	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTY SERVICES-NOVEMBER	12/01/2020 shannon.clarkson	12/09/2020	1,875.72	0.00	Paid	Y 11/30/2020
	15-25-001-58003 COVID-19 HESSEL PK ADA PORTA POTTY SERVICES-NOV			937.86			
	01-20-073-54250 COVID-19 HESSEL PK STANDARD POTTY SERVICES-NOV			937.86			

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
42335 164518	GL Distribution GRANT ILLINOIS PORTABLE TOILETS EISNER PK ADA PORTA POTTY-DECEMBER	12/01/2020 shannon.clarkson	12/09/2020	150.00	0.00	Paid	Y 12/01/2020
	15-25-001-58003 EISNER PK ADA PORTA POTTY-DECEMBER			150.00			
42334 164519	ILLINOIS PORTABLE TOILETS DOG PK PORTA POTTY RENT- DECEMBER	12/01/2020 shannon.clarkson	12/09/2020	150.00	0.00	Paid	Y 12/01/2020
	15-25-001-58003 DOG PK PORTA POTTY RENT- DECEMBER			150.00			
42550 165248	ILLINOIS PORTABLE TOILETS HESSEL PK PORTA POTTY RENT/SERV 12/1-1	12/07/2020 shannon.clarkson	01/13/2021	292.64	0.00	Paid	Y 12/07/2020
	15-25-001-58003 COVID-19 HESSEL ADA PORTA POTTY SERV 12/1-12/7			89.32			
	15-25-001-58003 COVID-19 HESSEL ADA PORTA POTTY RENT 12/1-12/7			76.00			
	01-20-073-54250 COVID-19 HESSEL PORTA POTTY SERV 12/1-12/7			89.32			
	01-20-073-54250 COVID-19 HESSEL PORTA POTTY RENT 12/1-12/7			38.00			
42581 164976	ILLINOIS PORTABLE TOILETS HESSEL PK ADA PORTA POTTY RENT 12/10-1	12/10/2020 shannon.clarkson	01/13/2021	195.00	0.00	Paid	Y 12/29/2020
	15-25-001-58003 HESSEL PK ADA PORTA POTTY RENT 12/10-1/9			195.00			
42813 165019	ILLINOIS PORTABLE TOILETS DOG PK ADA PORTA POTTY - JANUARY	01/01/2021 shannon.clarkson	01/13/2021	150.00	0.00	Paid	Y 01/01/2021
	15-25-001-58003 DOG PK ADA PORTA POTTY - JANUARY			150.00			
	Total for vendor 70917 - ILLINOIS PORTABLE TOILETS:			<u>23,948.05</u>	<u>0.00</u>		
# of Invoices:	100 # Due: 0	Totals:		23,948.05	0.00		
# of Credit Memos:	0 # Due: 0	Totals:		<u>0.00</u>	<u>0.00</u>		
Net of Invoices and Credit Memos:				23,948.05	0.00		
--- TOTALS BY FUND ---							
	01 - GENERAL			3,451.58	0.00		
	15 - SPECIAL RECREATION FUND			20,496.47	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	20-073 - OPERATIONS - PARK MAINTENANCE			3,451.58	0.00		
	25-001 - CUSR - ADMINISTRATION			20,496.47	0.00		



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 7, 2021

**SUBJECT:** Toalson Park Turf Improvements Bid Award

### Background

As part of FYE 21 Capital Projects, a carryover of \$34,440 from the Toalson Park Sidewalk and Earthwork Project is to be used toward final grading/positive site drainage and turf seeding and establishment/maintenance at the east end of the park.

### Prior Board Action

*April 22, 2020 Special Board Meeting*—Board approved FYE 21 Capital Budget.

### Bid Results

Sealed bids were opened 10:30am Wed 7 Apr 2021 with results as shown:

<b>Bidding Contractor</b>	<b>Bid (\$)</b>
Dig It, Champaign IL	17,500.00
Cross Construction, Urbana IL	18,295.84
A and A Concrete, Ludlow IL	18,928.00
Mid Illinois Concrete, Urbana IL	22,840.00
Petry Kuhne, Champaign IL	24,300.00
Duce Construction, Champaign IL	26,578.00
Wick Concrete, Tolono IL	73,469.80

### Budget Impact

Project Number 190014 (Toalson Park Sidewalk and Earthwork) is \$34,440.

### Recommendation

Staff recommends awarding the Toalson Park Turf Improvements construction contract to Dig It of Champaign Inc, Champaign IL, in the amount of \$17,500 and to authorize the Executive Director to enter into the contract. *Timeline*—start construction in April 2021 with project completion in May 2021.

Prepared by:

Reviewed by:

Andrew Weiss  
Director of Planning

Joe DeLuce  
Executive Director



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 9, 2021

**SUBJECT: Approval of a Resolution Ratifying Playground Equipment and Splashpad Equipment Purchases for Human Kinetics Park Development**

### Background

In an effort to reduce construction cost for the Human Kinetics Park project, equipment purchases are being made directly through the Park District. In order to expedite the purchase of these longer lead time items of playground equipment and splashpad equipment, on March 27, 2021, staff requested Board consensus and approval to purchase the equipment as shown (attachment 1) for Playworld playground equipment and Waterplay splashpad equipment. The quotes are provided through Sourcewell, a cooperative purchasing organization. The construction documents call out owner provided/GC installed so the installation of the equipment is included with the GC's bid. The resolution is attached.

### Prior Board Action

The Board approved a resolution to allow the use of cooperative purchasing agreements, which includes Sourcewell (formerly NJPA), at the October 14, 2020 regular meeting. The Board also awarded Duce Construction's bid for the construction of Human Kinetics Park at the January 13, 2021 regular meeting.

### Budget Impact

The direct equipment purchases are accounted for in the Project 200018 budget.

### Recommended Action

Staff recommends approval of a resolution ratifying playground equipment and splashpad equipment purchases for Human Kinetics Park Development.

Prepared by:

Reviewed by:

Andrew Weiss  
Director of Planning

Joe DeLuce  
Executive Director

**RESOLUTION**

**CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS**

**Ratification of Human Kinetics Park Development  
Playground Equipment and Splashpad Equipment Purchases**

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

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

WHEREAS, Champaign Park District did enter into an agreement for Human Kinetics Park Construction with Duce Construction (executed January 13, 2021) whereupon Champaign Park District would purchase Playground and Splashpad Equipment to be installed by Duce Construction; and

WHEREAS, Champaign Park District and equipment manufacturer's representative determined the total costs associated with both purchases totals \$78,862 as shown in Exhibit "A"; and

WHEREAS, Purchase of Playground Equipment and Splash Pad Equipment is germane to the original construction documents; and Purchases are in the best interests of the Champaign Park District and authorized by law;

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

1. That the Human Kinetics Park Development construction documents indicate Champaign Park District make Playground Equipment and Splashpad Equipment Purchases for General Contractor to install; the purchases are necessary to proceed in the best interests of the Champaign Park District, and is authorized by law. Accordingly, the equipment purchases made in March are hereby ratified for the sum of \$78,862 as reflected in Exhibit "A".

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14th day of April, 2021.

(SEAL)

APPROVED

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Jarrold Scheunemann, Secretary

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Craig W. Hays, President



**Imagine Nation, LLC**

WBE CERTIFIED  
Westchester, IL 60154

# QUOTATION

Quote Number: 1818-1  
Quote Date: Mar 25, 2021  
Page: 1

847-640-0904

Quoted To:
Champaign Park District 706 Kenwood Rd Champaign, IL 61821
David Price 217-819-3815

Customer ID	Good Thru	Payment Terms	Sales Rep
Champaign	4/24/21	Net 30 Days	Alyssa Heppe

Quantity	Item	Description	Unit Price	Amount
1.00	ZZXX0198	Playworld Unity Swing Frame w/Basket Swing	7,242.00	7,242.00
1.00	ZZXX0815	Playworld 3.5in OD Steel Arch Swing, 8 ft Top Rail with 2 belt seats, 1 infant seat and 1 ADA seat	4,387.00	4,387.00
4.00	ZZXX0480	Playworld Playtown Butterfly Climber	523.00	2,092.00
1.00	ZZXX0887	Playworld Chatterly Play House	5,435.00	5,435.00
1.00	ZZXX0911	Playworld Cone Spinner w/Floor	11,495.00	11,495.00
1.00	ZZXX0346	Playworld Unity Slide Climber	11,384.00	11,384.00
1.00	Berliner	Berliner IKO Large	19,932.00	19,932.00
1.00	Discount	Discount to Customer	13,498.00	-13,498.00
		<b>HUMAN KINETICS PARK</b>		
		Price does not include installation, truck unloading or storage.		
		Sourcewell #030117-LTS		
			<b>Subtotal</b>	<b>48,469.00</b>
			<b>Sales Tax</b>	
			<b>Freight</b>	<b>2,470.00</b>
			<b>TOTAL</b>	<b>50,939.00</b>



# QUOTE

Waterplay Solutions  
 805 Crowley Ave  
 Kelowna, British Columbia  
 V1Y 7G6 Canada

SOURCEWELL CONTRACT  
 no. 010521-WTR

Prepared For:  
 Quote No: QUO-03029  
 Revision: 3  
 Title: Human Kinetics Park, Champaign, IL  
 Quote v.3

Phone: 1.250.712.3393  
 Fax: 1.250.861.4814  
 Toll Free: 1.800.590.5552 (USA & CAN)  
 Website: [www.waterplay.com](http://www.waterplay.com)

Quote Date: 3/24/2021  
 Expiry Date: 6/22/2021  
 Sales Rep: Evelyn Hernandez  
 Email: [evelyn.hernandez@waterplay.com](mailto:evelyn.hernandez@waterplay.com)

## Customer Information

Customer: Champaign Park District  
 Telephone: 217-3982550  
 Payment Terms: NET30 (100% Net 30)  
 Currency: USD  
 Project Name: Human Kinetics Park, Champaign, IL  
 Freight Terms: FCA-Origin Kelowna BC  
 PO Number:

Bill To: Champaign Park District  
 706 Kenwood Rd  
 Champaign IL  
 61821 USA  
 Main Freight Quoted To:  
 1515 North Market St.  
 Champaign IL  
 61820 USA

Notes:  
 Sourcewell Quote  
 Dealer: Imagine Nation LLC.

Preship Freight Quoted To:  
 1515 North Market St.  
 Champaign IL  
 61820 USA

## LINE ITEMS

Part ID	Qty	Description	Preship	MSRP	Extended Price
PLB-06074	1.00	Double Check Valve Brass 2 0-150 grm 2 inch	N	\$745.00	\$745.00
0002-1105	1.00	Reduced Pressure Zone Bronze 2in	N	\$1,116.85	\$1,116.85
0010-0507	1.00	playPHASE Base	Y	\$460.00	\$460.00
0010-7499	1.00	GS Team Effect Mini	Y	\$2,980.00	\$2,980.00
0010-7475	2.00	GS Charlottes Web	Y	\$595.00	\$1,190.00
0010-7476	1.00	GS Confetti Spray	Y	\$595.00	\$595.00
0010-7489	3.00	GS Tulip	Y	\$595.00	\$1,785.00
0010-1854	1.00	Activator Power Post	N	\$1,650.00	\$1,650.00
0010-1954	1.00	Controller Potable 12 Outputs	N	\$5,015.00	\$5,015.00



# QUOTE

Waterplay Solutions  
 805 Crowley Ave  
 Kelowna, British Columbia  
 V1Y 7G6 Canada

Prepared For:  
 Quote No: QUO-03029  
 Revision: 3  
 Title: Human Kinetics Park, Champaign, IL  
 Quote v.3

LINE ITEMS					
C06-AG006	1.00	Cabinet 6 Valve AGU Forest RAL 6001	N	\$11,110.00	\$11,110.00
DRA-00003	2.00	Drain 12in square 3-4in Outlet Grey	Y	\$285.00	\$570.00
FREIGHT-US	1.00	Freight USA Pre Ship- Price will be re-quoted at time of order.	Y	\$450.00	\$450.00
FREIGHT-US	1.00	Freight USA Main Ship- Price will be re-quoted at time of order.	N	\$1,250.00	\$1,250.00
				<b>MSRP:</b>	<b>\$28,916.85</b>
				<b>Discount:</b>	<b>\$2,993.85</b>
				<b>Total MSRP:</b>	<b>\$25,923.00</b>
				<b>Deposit Required (0%):</b>	<b>\$0.00</b>

Waterplay has partnered with Marlin Capital Solutions to provide flexible product financing options to our customers, moving your project from a capital cost to an operational expense.

If interested in financing your aquatic play project, please visit our website at [www.waterplay.com/en/marlin-financing-options/](http://www.waterplay.com/en/marlin-financing-options/) and click the "Calculate a Finance Quote" button to view quote estimates and submit a preliminary application. Our financing expert will get in touch with you to discuss financing details and next steps. Once approved, Marlin will provide the documentation for you to sign with the agreed-upon monthly payment and term. It's really that easy!

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#### **WATERPLAY EQUIPMENT DOES NOT INCLUDE**

Unless otherwise specified, Waterplay equipment DOES NOT include the following:

- Engineered drawings;
- Installation of equipment or other site amenities;
- Speciality fittings, flex couplers or other similar types of joining;
- Field piping/plumbing, double check valves, in-line strainer;
- Power supply, electrical conduit, wiring, connection fittings;
- Electronic solenoid valves (only included with the purchase of a Waterplay manifold).

#### **COMPLIANCE WITH CODES AND STANDARDS**

Waterplay Solutions Corp. is an equipment manufacturer. We participate in ASTM panels for the aquatics industry and make every effort to ensure that our product will meet or exceed the ASTM standards. Waterplay also aims to ensure that most of our features are ADA compliant but some structures will fall outside of this compliance. It is the Customer's responsibility to ensure that any requirements to meet ADA compliance are duly noted prior to placing the order.

Waterplay products are purchased and installed all over the world; unfortunately it is not possible for Waterplay to know all local standards, codes and/or municipal by-laws that may apply to the equipment we provide. Waterplay will work with our Customers to ensure compliance with applicable codes and standards but it is the Customer's responsibility to identify those requirements prior to the signed purchase contract. Failure to do so may result in additional charges to the Customer should modifications be required after the order is placed.

#### **TERMS AND CONDITIONS**

##### **PURCHASE CONTRACT TERMS & CONDITIONS OF SALES:**

The following terms and conditions (the "Terms and Conditions") form part of the purchase contract (the "Purchase Contract") between yourself (the "Customer") and Waterplay Solutions Corp. ("Waterplay"). The Customer's acceptance and understanding of these Terms and Conditions and all other supporting documentation provided as part of this package is evidenced by signing of the Purchase Contract.

##### **PAYMENT TERMS AND FINANCIAL CONSIDERATIONS:**

Unless otherwise specified in the Purchase Contract, payment by the Customer of the purchase price specified in the Purchase Contract (together with all applicable taxes, the "Purchase Price") shall be on the following terms: 50% of the Purchase Price to be paid prior to Waterplay commencing production on the Customer's order and the balance of the Purchase Price to be paid prior to Waterplay shipping the order (or any part thereof) to the Customer. Any overdue balances are subject to interest charges of 2% per month.

Unless otherwise specifically stated, all sales taxes or any other personal property taxes, use taxes, duties, excises, levies or tariffs imposed by any government authority and incurred by Waterplay through performance of the Purchase Contract will be the Customer's responsibility and are not included in the Purchase Price. Without limiting the generality of the foregoing, applicable Canadian taxes will be applied to all taxable goods and services included in the Purchase Contract based on the Canada Revenue Agency's GST/HST Place of Supply rules, as amended from time to time.

Customers are advised to consult with their financial and tax advisors to obtain further information regarding taxes applicable to their purchase.

Waterplay maintains a no return policy and asks all Customers to determine feature and colour selection carefully. If a Customer cancels an order after production has commenced, Waterplay reserves the right to charge (and the Customer agrees to pay) a 20% re-stocking fee.

Cheque, Wire Transfer, Irrevocable Letter of Credit or Credit Card (note: an administrative fee of 3.5% may apply to payments made via Credit Card) are considered acceptable payment methods.

##### **TITLE**

Except where title to the products contained in the Customer's order is explicitly transferred by Waterplay to the Customer and the Purchase Price is paid in full, property in, title to and right to possession of such products shall remain in Waterplay until the Purchase Price and all sums due or to become due from the Customer are fully paid.

Should the goods comprising the Customer's order be connected with the ground or real property or buildings because of foundations or mechanical parts, then this connection is to be considered as transitory in nature until payment in full of the Purchase Price.

Unless otherwise agreed, for projects where Waterplay is supplying goods without installation, risk of loss of the goods, or any part of the goods, shall pass to the Customer when the goods or any part of the goods is delivered to the Customer or its agent or to a carrier for delivery to the Customer or its agent, whichever event shall first occur.

In the event of a "turnkey" projects (where Waterplay is supplying and installing goods), risk of loss of the goods shall pass to the Customer upon

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**Prepared For:**  
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Quote v.3

completion of the project.

#### DESIGN CHANGES

If the Customer requests any changes in the design specifications, or if changes in such specifications are either required by an authority having jurisdiction or necessitated by material differences between the physical conditions upon which the specifications are based and actual on site physical conditions, the Purchase Price shall be increased accordingly.

In the event that changes are made to the delivery schedule after the Customer's order is confirmed and the expected shipping date and delivery date have been determined, Waterplay reserves the right to request payment of (and the Customer agrees to pay) the outstanding balance of the Purchase Price, effective the initially determined shipping date. Waterplay also reserves the right to request payment of, and the Customer agrees to pay, a storage fee of \$250.00 (CAD) per week.

#### LEAD TIMES & LOGISTICS:

Waterplay strives to complete orders within the Customer's requested timeline. However, production lead times are impacted by multiple factors, some of which are out of Waterplay's control, including, but not limited to, product mix and plant capacity at the time of order. Expected timing for order completion and shipment from the Waterplay factory will be communicated to the Customer at the time a Purchase Contract is accepted by Waterplay.

Transit time from Waterplay's warehouse to the final shipping destination is in ADDITION to the estimated production lead times indicated by Waterplay in a Purchase Contract. Estimated production lead times assume that all necessary documentation and payments have been received by Waterplay.

In order to facilitate production lead times, colour and graphic selection must be provided to Waterplay within 5 business days of signing of the Purchase Contract.

Delivery of Waterplay product shall be either FCA Origin for all truck deliveries, or CIF Destination Port for all marine shipments. All products will be carefully wrapped and packaged to mitigate loss or damage during shipment and meet local regulations for import. All shipments must be inspected upon delivery and any damage, errors or omissions on parts must be reported to Waterplay and the transport company within 48 hours of receipt of goods.

Where transportation costs are included in the Purchase Price, if Customer requests a transportation method other than the most economical one, the excess transportation cost shall be paid by the Customer. No credit or deduction shall be allowed to the Customer for any transportation charges beyond any point at which the Customer accepts delivery.

#### FEATURE ACCEPTANCE:

The Customer has reviewed local codes/standards as they may apply to the products contained in this order and has noted its acceptance of the design and related product specifications, by signing the Purchase Contract.

Where custom features have been included, the Customer has indicated acceptance of the custom feature by initialing the enclosed custom product specification pages.

For orders including Water Treatment Systems ("WTS"), the Customer is responsible for ensuring the accepted system meets local standards and codes and that all appropriate approvals are obtained. The Customer has reviewed the WTS drawings and accepts the design by initialing each page of the drawing package.

#### SERVICE & SUPPORT:

Waterplay shall communicate the delivery shipment date with the general contractor (the "Contractor") identified by the Customer in this Purchase Contract in order to permit material unloading and handling preparations by the Contractor.

Waterplay is responsible for providing telephone product technical assistance and system start-up support to ensure the proper operation of the Waterplay park systems. Operations and maintenance manuals will be provided at the completion of the project installation.

In the event that the Purchase Contract includes a provision for on-site service from Waterplay, the Customer is responsible for arranging such services at least 14 calendar days prior to the date a Waterplay representative is first required to be on site. Waterplay reserves the right to bill the Customer for (and the Customer agrees to pay) any additional expenses incurred if travel must be booked with shorter notice.

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**Prepared For:**  
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Quote v.3

Waterplay is responsible for communicating on-site service requirements to the Customer in advance of commencing a service trip.

The Customer is responsible for coordinating installation schedules with Waterplay to ensure that the site is ready for Waterplay's services upon arrival. Waterplay reserves the right to bill the Customer for (and the Customer agrees to pay) any additional time on site and any additional expenses incurred as a result of the site not being ready for the planned services.

The Customer is responsible for ensuring a safe working environment for any on-site Waterplay or Waterplay contracted service technicians. Waterplay contractors and staff have the right to discontinue work if a work environment is deemed by them (in their sole discretion) to be unsafe until such time as the safety concern(s) has been resolved to Waterplay's satisfaction. Waterplay reserves the right to bill the Customer for (and the Customer agrees to pay) any additional time on site as well as any additional expenses incurred as a result of waiting to rectify an unsafe work condition.

#### GENERAL TERMS & CONDITIONS

**Acceptance of Order:** Waterplay may refuse to accept any order for any reason whatsoever without incurring any liability from the Customer.

**Change Orders:** No change to this Agreement will be enforceable unless the customer has signed a Waterplay Change Order.

**Collection Costs:** The Customer agrees to pay on demand the amount of all expenses reasonably incurred by Waterplay in efforts to collect the Purchase Price. The Customer shall pay reasonable legal costs (fees and disbursements) on a solicitor and own client basis, including fees incurred in both trial and appellate courts or fees incurred without suit and all court costs.

**Confidentiality:** The pricing, design details and specifications of the products included in the Customer's order, including without limitation, fabrication drawings, samples, sketches, photographs, foundation drawings, approval drawings, shipping lists, manuals and any other technical details (collectively, the "Confidential Information") supplied are the property of Waterplay and are confidential. The Customer shall not, without prior written consent of Waterplay, use the Confidential Information except in connection with the installation and operation of the goods supplied or disclose such Confidential Information to third parties unless compelled by law.

**Limitation of Liability:** The aggregate liability of Waterplay, its affiliates, and their respective employees, directors, officers, agents and contractors (collectively, the "Waterplay Group") for any claim, whether in contract, tort (including negligence) or otherwise, for any loss or damage arising out of, connected with, or resulting from the manufacture, sale, delivery, installation, resale, repair, replacement or use of any product will in no case exceed the actual portion of the Purchase Price paid by the Customer for that product, or part thereof, which gives rise to the claim. In no event will the Waterplay Group be liable for special, indirect or consequential damages.

The limitation of liability contained herein shall survive the termination or expiration of the Purchase Contract.

**Governing Law:** This Purchase Contract and all amendments, modifications, alterations or supplements to this Purchase Contract shall be governed by the laws of the Province of British Columbia, as to the nature, validity and interpretation of the Purchase Contract. Acceptance of the Customer's order is subject to the condition that Waterplay's obligation under any laws or government orders, rules or regulations issued thereunder whether now in force or hereafter made effective, shall be no greater as a result of such accepted order and no greater than required by such laws, and Waterplay expressly disclaims assumption of any of the Customer's obligations under such laws.

**Time:** Time shall be of the essence of this Agreement and of each and every part hereof.

**Dispute Resolution:** All disputes arising out of, or in connection with, this Agreement shall be referred to and finally resolved by a single arbitrator (the "Arbitrator") pursuant to the Arbitration Act, R.S.B.C. 1996, c. 55, as amended from time to time or any successor statutes, with such arbitration being held in Kelowna, British Columbia. The decision of the Arbitrator on all issues or matters submitted to the Arbitrator for resolution shall be conclusive, final and binding on all of the parties. The Arbitrator shall determine who shall bear the costs of arbitration.

**Enurement:** This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective executors, administrators, successors and assigns.

**Force Majeure:** Neither the Customer nor Waterplay shall be liable for any failure to perform its obligations where such failure is as a result of Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, blockage, embargo, labour dispute, strike, lockout or interruption or failure of electricity or telephone service, and no other party will have a right to terminate the agreement evidenced by the Purchase Contract in such circumstances. Any party asserting Force Majeure as an excuse shall have the burden of proving that reasonable steps were taken (under the circumstances) to minimize delay or damages caused by foreseeable events,



# QUOTE

**Waterplay Solutions**  
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V1Y 7G6 Canada

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**Title:** Human Kinetics Park, Champaign, IL  
Quote v.3

that all non-excused obligations were substantially fulfilled, and that the other party was timely notified of the likelihood or actual occurrence which would justify such an assertion, so that other prudent precautions could be contemplated.

Acceptance of Quote Terms and Conditions of Sale as outlined:

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

\_\_\_\_\_ Printed Name & Title

Please initial/sign each page of this agreement, scan and return all pages to Waterplay via fax, email or mail with confirmation of deposit (if applicable).

Thank you for your order!



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 9, 2021

**SUBJECT:** Approval of a Resolution Ratifying Change Order 1 for Martens Center Construction

### Background

Construction has started on the Martens Center with Broeren Russo Builders; excavation for building slab is underway. Contractor encountered unsuitable soils in local areas of excavation and estimates 955 cubic yards of earth need to be exchanged for suitable material. Broeren Russo's unit price for soil replacement is \$58.50 per cubic yard. In the interest of time the change order (attached) was needed to proceed with the work prior to authorization at April Regular Board Meeting.

### Prior Board Action

The Board awarded Broeren Russo Builders the Martens Center construction contract at the January 13, 2021 regular meeting.

### Budget Impact

The change order adds \$55,867.50 to the contract for a total contract amount of \$9,519,267.50.

### Recommended Action

Staff recommends approval of a resolution ratifying Change Order 1 to the Broeren Russo construction contract for the Martens Center.

Prepared by:

Reviewed by:

Andrew Weiss  
Director of Planning

Joe DeLuce  
Executive Director



**RESOLUTION**

**CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS**

**Ratification of Martens Center Construction Contract Change Order 1**

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

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

WHEREAS, Champaign Park District did enter into a construction contract with Broeren Russo Builders for construction of the Marten Center, effective January 27, 2021; and

WHEREAS, Broeren Russo Builders presented estimate pricing for replacing suitable earth for construction bearing whereupon Ratio Architects authored Change Order 1; and

WHEREAS, Champaign Park District representatives, Ratio Architects, and Broeren Russo Builders determined that the costs associated with Change Order 1 are \$55,867.50; and

WHEREAS, the construction contract includes unit pricing at \$58.50 per cubic yard for replacing suitable soils contingency; and

WHEREAS, Change Order 1 to the Construction Contract is germane to the original agreement as signed; and such change is in the best interests of the Champaign Park District and authorized by law;

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

1. Ratify authorization of Change Order 1 to the Martens Center construction contract with Broeren Russo Builders hereby passed, confirmed and ratified for the sum of \$55,867.50 as reflected in Change Order 1, which is attached hereto as Exhibit "A".

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14th day of April, 2021.

(SEAL)

APPROVED

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Jarrold Scheunemann, Secretary

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Craig W. Hays, President

**CHANGE ORDER**

Owner: Joe DeLuce, Champaign Park District  
Architect: Ryan Hinz, Ratio Architects, LLC.  
Contractor: Schuyler Sanborn, Broeren Russo Builders, Inc.  
Other: Andrew Weiss, Champaign Park District  
File: 19163\CA\CO

PROJECT: Martens Center  
1515 N. Market Street  
Champaign, IL 61820

**CHANGE ORDER NO.: 01**

DATE OF ISSUANCE: (Date)

OWNER: Champaign Park District  
706 Kenwood Road  
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.  
1027 South Neil Street  
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.  
602 N. Country Fair Drive  
Champaign, IL 61821

CONTRACT FOR: A101-2017

CONTRACT DATE: January 27, 2021

The Contract is changed as follows:

Excavate unsatisfactory soil and dispose off-site. Replace with satisfactory fill material or engineered fill from off-site, as required, in accordance with Section 312000 Earth Moving in the Contract Documents. Change in Contract Sum for this change order shall not exceed \$55,867.50. Contractor is to maintain tickets and the total quantity of soils measured in cubic yards. Cost of this work shall be based on the unit cost of \$58.50 per cubic yard of soil excavated based on in-place surveys of volume before and after removal.

The Geotechnical Engineer Field Report dated April 2, 2021 recommends stripping depths of 18 inches below finished sub-grade in areas that will support slab-on-grade.

**Not valid until signed by Owner, Architect and Contractor.**

The original Contract Sum .....	\$9,463,400.00
Net change by previously authorized Change Orders .....	\$0.00
The Contract Sum prior to this Change Order was .....	\$9,463,400.00
The Contract Sum will be increased by this Change Order in the amount of .....	\$55,867.50
The new Contract Sum including this Change Order will be .....	<b>\$9,519,267.50</b>
The Contract Time will be unchanged by .....	0 Days
The Date of Substantial Completion as of the date of this Change Order is .....	March 31, 2022

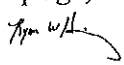
(NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directives.)

Authorized:

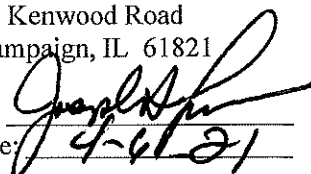
Ratio Architects, LLC.  
102 South Neil Street  
Champaign, IL 61820

Broeren Russo Builders, Inc.  
602 N. Country Fair Drive  
Champaign, IL 61821

Champaign Park District  
706 Kenwood Road  
Champaign, IL 61821

By:   
Date: 04/06/2021

By: \_\_\_\_\_  
Date: \_\_\_\_\_

By:   
Date: 4-6-21



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 9, 2021

**SUBJECT:** Approval of Change Order 1 to Human Kinetics Park Construction Contract with Duce Construction

### Background

Construction at Human Kinetics Park is underway with approximately 12% complete. The project was put out to bid late last year with bid documents authored by Hitchcock Design Group (HDG) 11/17/2021. The construction contract was awarded to Duce Construction at the January 13, 2021 Regular Board Meeting. At the same time, City of Champaign Building Permit application and permit drawings were submitted. Based on comments by City plan review HDG issued a permit response and construction set 3/5/2021 incorporating additions and modifications to the plan, among other permitting/administrative items. Duce Construction was asked to provide pricing for the work reflected between the bid issue and the permit/construction issue, and Change Order 1 is attached. It's worth noting that while the majority of the work is based on City permit review requirements, a portion of site grading was revised for improved drainage in the construction issue.

### Prior Board Action

The Board awarded Duce Construction the Human Kinetics Park contract at the January 13, 2021 regular meeting.

### Budget Impact

The \$6,769 change order will change the contract price to \$662,051 as shown in the attached document.

### Recommended Action

Staff recommends approval of Change Order 1 to the Human Kinetics Park construction contract.

Prepared by:

Reviewed by:

Andrew Weiss  
Director of Planning

Joe DeLuce  
Executive Director

## CHANGE ORDER FORM

### General Description

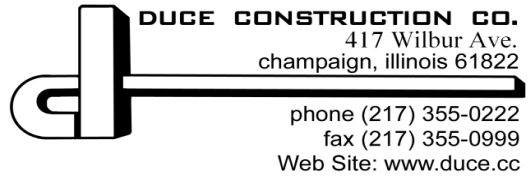
<b>Project</b> Human Kinetic Park Development	
<b>Contract Date</b> 1/14/2021	<b>Change Order Number</b> 1
<b>Date of Issue</b> 4/9/2021	<b>Change Order Amount</b> \$6769.00
<b>Description of Work</b> Additional work included on issue for permit/construction drawing set.	

### Change of Contract

Original Contract Sum	\$655,282.00
Contract Sum Net Change by Previous Change Orders	.00
Change in Contract Sum	\$6,769.00
New Contract Sum	\$662,051.00
Change in Contract Time	Zero Days
Substantial Completion Date	5/28/2021

### Approval

Owner	Contractor	Consultant
Champaign Park District 706 Kenwood Road Champaign, IL 61821		
Owner approval:  _____	Contractor approval:  _____	Consultant approval:  _____
Date of approval:  _____	Date of approval:  _____	Date of approval:  _____



**RFP # 001**

**Description** Revisions made to the contract based on the issued for construction drawings that were provided to Duce on 3/23/21. Added 60 SF of concrete sidewalk, additional grading for the swale revision on the NW corner of the project, added kick plates to both sides of two entry gates, and revisions to the foundations for all of the sport equipment goal posts.

**ADDITIONS**

<b>MATERIAL</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>Extended Price</b>
Additional Kick Plates (installed)	4	EA	\$ 330.00	\$ 1,320.00
Concrete	5	CY	\$ 110.00	\$ 550.00
Reinforcing Bar	185	LBS	\$ 0.60	\$ 111.00
Misc. Forms & Consumables	1	LS	\$ 49.00	\$ 49.00
<b>Total Materials</b>				<b>\$ 2,030.00</b>

<b>LABOR</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>Extended Price</b>
Laborer	12	HRS	\$ 78.00	\$ 936.00
Cement Mason	4	HRS	\$ 78.00	\$ 312.00
Ironworker	4	HRS	\$ 85.00	\$ 340.00
Operator	12	HRS	\$ 92.00	\$ 1,104.00
<b>Total Labor</b>				<b>\$ 2,692.00</b>

<b>EQUIPMENT</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>Extended Price</b>
Deere 310 Backhoe	4	HRS	\$ 36.00	\$ 144.00
CAT 320 Excavator	8	HRS	\$ 90.00	\$ 720.00
Truck w/ Small Tools	12	HRS	\$ 25.00	\$ 300.00
<b>Total Equipment</b>				<b>\$ 1,164.00</b>

<b>SUBTOTAL ADDITIONS</b>	<b>\$</b>	<b>5,886.00</b>
<b>15% P &amp; O</b>	<b>\$</b>	<b>883.00</b>
<b>GRAND TOTAL</b>	<b>\$</b>	<b>6,769.00</b>

## Andrew Weiss

---

**From:** Danny Wilson <dwilson@duce-construction.com>  
**Sent:** Thursday, April 8, 2021 07:56  
**To:** Andrew Weiss  
**Cc:** 'Joseph Brusseau'; Joe DeLuce  
**Subject:** [External Email]->RE: Human Kinetics Park - Issued for Construction Drawing Changes Cost  
**Attachments:** IFC Drawing Revisions Change Order.pdf

Andrew,

My apologies as I had a mistake on the RFP. The operator hours should have been 12 hours. A corrected copy is attached. Specific answers are as follows:

- The additional kick plates are made of 1/8" thick, hot dip galvanized steel diamond plate that are then painted to match the block PVC coated fencing and gates.
- 8 hrs of Laborer, Truck w/ Small Tools, Operator and CAT 320 is attributed to the additional grading on the northwest corner of the site.
- 3 hrs of Laborer, Truck w/ Small Tools, Operator and Deere 310 Backhoe as well as 4 hrs for the Ironworker is attributed to the additional work relating to foundation changes for the sport equipment posts.
- Remaining labor and equipment is attributed to the additional grading, forming, pouring and striping of forms for the added sidewalk step offs
- Truck w/ Small Tools always follows the Labor Foreman and is a direct expense. It covers the use of demo saws, leveling lasers, hammer drills, drills, and any other hand tools that may be needed for the work. As such this value is included as a line item on all change order breakdowns and not part of overhead expense. Overhead expense would be office personnel like myself, my field superintendent who schedules the daily work and all needed items to carry out the administrative work on this project.

Let me know if you have any other questions sir.

Daniel Wilson  
Project Manager  
Duce Construction Company  
217.355.0222 OFFICE  
217.202.5728 CELL

---

**From:** Andrew Weiss <andrew.weiss@champaignparks.org>  
**Sent:** Wednesday, April 7, 2021 5:30 PM  
**To:** Danny Wilson <dwilson@duce-construction.com>  
**Cc:** 'Joseph Brusseau' <jbrusseau@hitchcockdesigngroup.com>; Joe DeLuce <joe.deluce@champaignparks.org>  
**Subject:** RE: Human Kinetics Park - Issued for Construction Drawing Changes Cost

Good Afternoon Danny—

Finally got a chace to look over RFP #1 today—I'm requesting some addtional detail/explanation related to some of the items please:

**MATERIAL—**What material are the additional kickplates?

**LABOR/EQUIPMENT—**I presume the Operator is on the CAT Excavator; the Equipment time 8hr is double that of the Operator 4hr? The last item, tool truck, why isn't that a basic part of the 15% P&O?

The additional sidewalk as well as the grading at NW of the property appear ok, but I'm concerned with the above.

Thank you for addressing—Andrew.

---

**From:** Andrew Weiss  
**Sent:** Wednesday, April 7, 2021 07:58  
**To:** Danny Wilson <[dwilson@duce-construction.com](mailto:dwilson@duce-construction.com)>  
**Cc:** 'Joseph Brusseau' <[jbrusseau@hitchcockdesigngroup.com](mailto:jbrusseau@hitchcockdesigngroup.com)>  
**Subject:** RE: Human Kinetics Park - Issued for Construction Drawing Changes Cost

Thanks Danny,

I'll prepare formal change order for signatures, you can expect it by COB today.

Sincerely, Andrew.

**ANDREW WEISS**

*Director of Planning*

Bresnan Meeting Center | 706 Kenwood Road, Champaign IL 61821

t 217.819.3822 | c 217.377.9536 | f 217.355.8421

e [andrew.weiss@champaignparks.org](mailto:andrew.weiss@champaignparks.org) | [champaignparks.com](http://champaignparks.com)

**CHAMPAIGN PARK DISTRICT**

2307 Sangamon Drive | Champaign IL 61821

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**Support:** [Champaign Parks Foundation](http://ChampaignParksFoundation.org)

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**From:** Danny Wilson [<mailto:dwilson@duce-construction.com>]  
**Sent:** Wednesday, April 7, 2021 07:50  
**To:** Andrew Weiss <[andrew.weiss@champaignparks.org](mailto:andrew.weiss@champaignparks.org)>  
**Cc:** 'Joseph Brusseau' <[jbrusseau@hitchcockdesigngroup.com](mailto:jbrusseau@hitchcockdesigngroup.com)>  
**Subject:** [External Email]-->Human Kinetics Park - Issued for Construction Drawing Changes Cost

Andrew & Joe,

Attached is breakdown of change order for the changes made within the issued for construction drawings that were provided to Duce Construction on 3/23/21. Please process a formal change order for signature for the dollar amount shown.

Daniel Wilson  
Project Manager  
Duce Construction Company  
217.355.0222 OFFICE  
217.202.5728 CELL



March 9, 2021

Mr. Nick Schubach  
Plans Reviewer  
City of Champaign  
307 Randolph Street  
Champaign, Illinois 61820

**RE: Permit #BS21-0174, 1501 N. Market Street, Human Kinetics Park**

Dear Mr. Schubach,

Reference is made to the above permit and project and your Review #1 comments dated February 5, 2021. We have revised our plans based on your comments. Please see our responses below to your specific comments:

1. Subcontractor List provided by Contractor under separate cover.
2. Not Applicable as the Splash Pad is a water-to-waste system.
3. Understood. The Champaign Park District (CPD) will provide when a sign design and location is determined.
4. Project Address Updated.
5. Applicable Codes included on Cover Sheet.
6. Gate Hardware identified on details.
7. Understood.
8. Understood.
9. Total Volume of Gazebo is 3,551 Cubic Feet.
10. Signed and Sealed Engineering Plans for the Shelter were submitted by CPD.
11. Use and Occupancy Classification for Shelter included on Cover Sheet.
12. Level landings at gates provided.
13. Address to be included at the site by CPD.
14. Accessible Parking Spaces will be provided in Martens Center Parking Lot near the park entrance.
15. Maneuvering clearance provided at garden area gate.
16. Smooth surface added at bottom of gate.
17. Wheelchair companion spaces included on plan.

We trust that the enclosed revised Construction Plans will meet with your approval. Please review the plans and feel free to contact me with any questions. Any efforts that you can provide to complete this review and issue a permit would be greatly appreciated as this project is partially funded by an OSLAD Grant which has a firm completion deadline that is quickly approaching.

Sincerely,  
**Hitchcock Design Group**

Joseph Brusseau, Principal





Page 2

cc: Joe DeLuce, Executive Director, Champaign Park District  
Andrew Weiss, Director of Planning, Champaign Park District  
File



# BUILDING PLAN REVIEW RECORD

## Permit No. BS21-0174

**Fire Department  
Building Safety**  
307 S. Randolph Street  
Champaign, IL 61820

Phone: (217) 403-6100  
Fax: (217) 403-6114  
[www.champaignil.gov](http://www.champaignil.gov)

**Project Address:** 1501 N Market St **Date:** 2/15/2021  
**Architect/Engineer:** Hitchcock Design Group **Reviewer:** Nick Schubach  
**General Contractor:** Duce Construction Company **Version:** Review #1  
**Project Type:** (NC) New Construction

STATUS OF OTHER REVIEWS (DATE INDICATES WHEN REVIEW WAS COMPLETED)					
Planning/Zoning	Approved	2/11/2021	Engineering	Approved	2/5/2021
Plumbing	Approved	2/8/2021	Right of Way	Not Applicable	
HVAC	Not Applicable		Grading	Approved	2/5/2021
Electrical	Approved	2/3/2021	Erosion	Approved	2/5/2021
Fire Alarm <sup>a</sup>	Not Applicable		Recycling	Not Applicable	
Fire Dept	Approved	2/5/2021	Sump Pump	Not Applicable	

a – Where a fire alarm system is provided, fire alarm drawings may be a deferred submittal (except high-rise buildings)

The comments below are for the **BUILDING** and **FIRE DEPARTMENT** plan review only. This list does not include comments for any of the other reviews listed above. Those comments are available on the City’s website (<https://etrakit.champaignil.gov/etrakit/Search/permit.aspx>) and will be communicated to the appropriate member of the design team by telephone or e-mail unless otherwise requested.

Your responses to comments provided by other reviewers shall be directed to their attention; responses to the comments below will only be sent to the plan reviewer listed above.

This plan review is limited to those code sections specifically identified herein. It does not reference all code provisions that may be applicable to specific buildings. It is the responsibility of the design professional to review all code sections and determine if there are other sections contained in the code which require evaluation.

**B = 2015 International Building Code (IBC) ▪ F = 2015 International Fire Code (IFC)**  
**E = 2018 Illinois Energy Conservation Code (IECC) ▪ A = 2018 Illinois Accessibility Code (IAC)**

ITEM	CODE SECTION	COMMENT
<b>Items below relate to missing information on the Building Permit Application or to related projects</b>		
1	Application	Provide completed subcontractor list on application. Information may be submitted with drawing revisions or provided when General Contractor picks up building permit.
2	Application; B 3109.2 amended	NOTE: A separate permit application and drawings are required for the swimming pool. Plans approved by the Illinois Department of Public Health and a copy of the State of Illinois Swimming Pool Permit shall be provided prior to the issuance of a building permit for the swimming pool. No response required for this item.
3		NOTE: A separate sign permit is required for exterior building signage and/or freestanding signage. Contact the City of Champaign’s Planning/Zoning Department at (217) 403-8800. No response required for this item.
<b>Items below reference the 2015 International Building Code (with Champaign local amendments)</b>		
4	B 105.3; B 107.2.1 amended	Indicate project address (including suite number, if applicable) on the cover sheet. Our records indicate the project address is 1501 N Market St. Coordinate address with Champaign Public Works - Brandon Haist, (217) 403-4700.

**To expedite the plan review process, drawing revisions should be clouded and tagged with the revision number.  
Please return two (2) hard copies of this document with a response below each review comment.**

ITEM	CODE SECTION	COMMENT
5	B 107.2.1 amended	Provide/update list of <u>applicable</u> codes on the cover sheet (some codes may not apply to your project): <ol style="list-style-type: none"> <li>2015 International Building Code (with local amendments)</li> <li>2015 International Fire Code (with local amendments)</li> <li>2014 National Electrical Code (with local amendments)</li> <li>2014 Illinois Plumbing Code (with local amendments)</li> <li>2018 Illinois Accessibility Code</li> </ol>
6	B 107.2.1 amended	Provide door hardware schedule.
7	B 107.2.1 amended	NOTE: Submit "permit set" at the completion of the project. The permit set is an electronic copy of the plans from which the project was built (prepared and signed/sealed by the licensed design professional of record) including all addenda and plan changes. A Certificate of Occupancy will not be issued until the Permit Set has been received by the Building Safety Division. No response required for this item.
8	B 107.4	NOTE: Provide two (2) hard copies of changes made during construction (after permit is issued) or field revisions that do not comply with the approved construction documents. One copy will be retained by Building Safety; the other copy will be for the contractor to keep on-site with the approved "Job Site Set". <ol style="list-style-type: none"> <li>All revisions shall include design professional's signature and seal</li> <li>All revisions shall include the permit number and address of the project</li> <li>All revisions shall be accompanied by a summary letter indicating the changes (all changes shall be clouded and reference the detail number(s) that are being modified) – when submitting complete sets (see item 'e' below), include each sheet number affected and the change(s) shown on each sheet as part of the summary letter</li> <li>Include unique number to identify revision (ASI, RFI, etc.)</li> <li>If revised drawings replace more than two full sheets of approved drawings, submit two (2) complete sets of drawings (ALL disciplines) incorporating original approved set and all approved post-permit changes to-date</li> <li>If revised drawings replace a maximum of two full sheets of approved drawings, submit two (2) unbound copies of revised sheets</li> </ol> No response required for this item.
9	B 109.2.1 amended	Provide total volume of gazebo (in cubic feet).
10	B 110.3.1 amended	Provide note(s) on cover sheet to indicate that third-party testing will be provided for the following (indicate test and responsible party on the cover sheet): <ol style="list-style-type: none"> <li>Structural steel connections (welds and bolts)</li> </ol>
11	B 302.1	Indicate use and occupancy classification(s).
12	B 1010.1.5	Provide level landing at doors (maximum 2 percent slope allowed at exterior landings).
<b>Items below reference the 2015 International Fire Code (with Champaign local amendments)</b>		
13	F 505.1 amended; B 501.2	Provide address number. Address shall be Arabic numerals or letters a minimum of 4 inches in height with a minimum stroke width of 1/2 inch AND shall be placed in a position that is plainly visible and legible from the street or road fronting the property (larger numbers/letters may be required depending on distance from front of building to public way). Coordinate location(s) with Robert Simmons, Deputy Fire Marshal, (217) 403-7200.
<b>Items below reference the 2018 Illinois Accessibility Code</b>		

To expedite the plan review process, drawing revisions should be clouded and tagged with the revision number.  
Please return two (2) hard copies of this document with a response below each review comment.

ITEM	CODE SECTION	COMMENT
14	A 202.3.3; A 208	Provide accessible parking space(s) and accessible route between parking and accessible entrance.
15	A 206.5; A 404.2	Provide maneuvering clearances at doors: a. Pull side at door to fenced garden area
16	A 206.5.2; A 404.2.10	Clarify smooth surface at bottom 10 inches of push side of door/gate extending the full width of the door/gate.
17	A 249.2.1; A 1011.2.1	Provide wheelchair companion space near one bench at each outdoor location. Clear floor space shall be on accessible route.

**END OF BUILDING PLAN REVIEW**

To expedite the plan review process, drawing revisions should be clouded and tagged with the revision number.  
Please return two (2) hard copies of this document with a response below each review comment.



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 14, 2021

**SUBJECT:** Approval of a Resolution authorizing Additional Services Agreement No. 1, an amendment to the Farnsworth Group Professional Service Agreement for additional services regarding fire escape repairs at the Virginia Theatre

### Background

The Park District and Farnsworth Group signed an agreement for professional services for masonry and fire escape repairs at the Virginia Theatre. The agreement scope only included an observation report documenting the conditions, conclusions, and general recommendations for the repair of the fire escape structure located on the east side of the building. The assessment was visual and tactile only, with observations being made by exposed and readily accessible structural elements. Design and detail preparation for the structural repairs were excluded from the agreement.

On March 9, 2021, Farnsworth Group provided a written condition assessment of the fire escape. This report concluded that the fire escape should be repaired immediately and that additional structural analysis and design work was needed in order to proceed with construction bid documents. Therefore, an amendment to their agreement was needed for additional services to keep the project moving forward.

Dan Olson was authorized to sign on behalf of Joe DeLuce on March 23, 2021 pursuant to the I.4 Administrative Succession Policy, which provides for the orderly appointment of an authorized replacement to act on the Executive Director's behalf during their absence.

### Prior Board Action

The Park Board authorized the Executive Director to enter into an agreement with Farnsworth Group at the November 10, 2020 regular meeting, in the amount of \$16,350 for professional services at the Virginia Theatre.

### Budget Impact

The additional services amount is \$9,800 for the analysis and design and \$750 for the administration services, making the total agreement with Farnsworth Group, \$26,900. Funds will come from Bond proceeds (22-01-001-61508), for FY21.

### Recommended Action

Staff recommends approval of a resolution authorizing Additional Services Agreement No. 1, an amendment to the professional service agreement with Farnsworth Group, for additional services, in the amount of \$10,550.

Prepared by:

Bret Johnson  
Assistant Director of Operations

Reviewed by:

Steven Bentz  
Virginia Theatre Director

## RESOLUTION

### CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS

#### **Additional Services Agreement for Virginia Theatre Fire Escape Repairs**

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

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

WHEREAS, a priority of the Champaign Park District Board of Commissioners is maintaining safe and accessible facilities throughout the Champaign Park District; and

WHEREAS, Champaign Park District did enter into an agreement for professional engineering services, effective on or about January 8, 2021 (executed on February 8, 2021), with Farnsworth Group, Inc regarding the Virginia Theatre Masonry and Fire Escape Repairs at the Virginia Theatre, 203 West Park Ave, in Champaign, IL; and

WHEREAS, after the Professional Services Agreement was entered into, but prior to any construction contract award, it was determined that additional and alternative services would be required by the Champaign Park District; and

WHEREAS, Champaign Park District representatives and Farnsworth Group, Inc. representatives have determined that the costs associated with the additional and alternative services is the lump sum amount of \$10,550;

WHEREAS, the additional and alternative services were not known and reasonably foreseeable at the time the Professional Services Agreement was signed; and

WHEREAS, an amendment to the Professional Services Agreement is germane to the original agreement as signed; and such change is in the best interests of the Champaign Park District and authorized by law;

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

1. That after the execution of the Professional Services Agreement with Farnsworth Group, Inc. effective on January 8, 2021 (executed on February 8, 2021), it was determined that certain additional and alternative services were necessary in order to comply with the requirements of the Champaign Park District to complete professional services for the Virginia Theatre Masonry and Fire Escape Repair Project of the Virginia Theatre for the benefit of the citizens of the Champaign. That proposed Additional Services Agreement No. 1 is germane to the original Professional Services Agreement. The proposed changes are due to circumstances which were not reasonably foreseeable at the time of contracting. The amendment is necessary to proceed in the best interests of the Champaign Park District, and is authorized by law. Accordingly, staff and officials of the Champaign Park District are hereby authorized to execute such Additional Services

Agreement No. 1 to the Professional Services Agreement with Farnsworth Group, Inc. Such approval is hereby passed, confirmed and ratified for the sum of \$10,550, as reflected in Additional Services Agreement No 1, which is attached hereto as Exhibit "A".

APPROVED by the President and Board of Commissioners of the Champaign Park District this 14th day of April, 2021.

(SEAL)

APPROVED

\_\_\_\_\_  
Jarrod Scheunemann, Secretary

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

**ADDITIONAL SERVICES AGREEMENT****ADDITIONAL SERVICES AGREEMENT NO. 01****UNDER THE PROJECT SERVICES AGREEMENT NAME & DATE:**

AIA B101 dated January 8, 2021

This Additional Services Agreement is effective this 26 day of March in the year 2021, between Farnsworth Group, Inc. (“**Farnsworth Group**”), and the Champaign Park District, (“**Client**”), under the Project Services Agreement (“**Agreement**”) referenced above between Farnsworth Group and Client.

All provisions of the Project Services Agreement are incorporated into and made a part of this Additional Services Agreement.

By signing this Additional Services Agreement, Client retains Farnsworth Group to provide services in connection with “CPD Virginia Theater Additional Structural Work”, hereinafter referred to as PROJECT.

The scope of Farnsworth Group’s services on this Additional Services Agreement is as follows:

The original agreement between Farnsworth Group and the Champaign Park District provided structural analysis of the existing fire escape at the Virginia Theater to determine if any structural repairs were required. General recommendations were provided in verbiage form. The agreement did not include design and structural detailing to resolve any discovered issues since the magnitude of damage was unknown. This add service covers design and construction documentation required to provide instructions to prospective bidders how to implement the recommendations in the initial report.

**Analysis and Design (Option 1):**

1. Establish design criteria for fire escape.
2. Analyze existing framing, grating and supports of fire escape for capacity and compare to design criteria and code requirements.
3. Determine extent of repairs or modifications to the fire escape, including partial demolition of brick and clay tile or masonry wall for fire escape removal and reinstallation.
4. Design of supplemental support brackets, should it be determined the existing hanger brackets do not have adequate capacity. Supplemental brackets will be similar to those currently installed beneath the fire escape.
5. Prepare plans for removal and refurbishment of the fire escape, including General Note specifications.

**Analysis and Design (Option 2):**

1. Items #1 through #4 from Option #1 will be completed in Option #2.
5. Prepare plans for removal and replacement of the fire escape, including General Note specifications.



**Construction Administration:**

1. Answer questions from contractors during the construction process.

**Assumptions**

- Option #1 includes refurbishment of the existing fire escape. Option #2 includes replacement of the fire escape in-kind.
- Analyzing the existing framing, grating, and supports will help us establish whether the existing structural supports are sufficient in size. We have assumed they are which will eliminate significant rework inside the exterior wall cavity required to attach larger structural members.
- The fire escape meets geometric code requirements for width and stairway.
- Fire escape railing meets code requirements for location of rails and size of openings.

**Exclusions**

- Design of repairs or strengthening of any building component to which the fire escape is supported or that otherwise contributes to the support of the fire escape.
- Coordination with historic preservation or other city or state agencies or groups that might have an interest in the final design.

The estimated schedule for Farnsworth Group’s services on this Additional Services Agreement is as follows:

We propose to have the design work completed in conjunction with the masonry work already under contract. We estimate the scope of work taking 2-3 weeks.

Client agrees to compensate Farnsworth Group for providing the above services and expenses on this Additional Services Agreement as follows:

We are proposing a Lump Sum fee for the Analysis and Design scope of work outlined above. The total Lump Sum fee for Farnsworth Group’s services including estimated expenses on this Additional Services Agreement is per the table below.

Option 1	\$9,800
Option 2	\$7,500

We are proposing a time and material not-to-exceed amount for the Construction Administration scope of work defined above. The estimated T & M NTE amount for Farnsworth Group’s services and expenses, as set forth in the Rate Schedule attached to the above referenced PSA, is seven hundred, fifty dollars (\$750).

Farnsworth Group and Client hereby agree to and accept the terms and conditions stated above.

**FARNSWORTH GROUP, INC.**

**CHAMPAIGN PARK DISTRICT**

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Signature

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Signature

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Typed Name

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Typed Name

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Title

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Title

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Date

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Date



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 14, 2021

**SUBJECT:** Full-Time Staff Wages and Classifications

### Introduction

It has been the policy of the Park Board of Commissioners and the Executive Director to recognize that employees are our greatest resource and to compensate them fairly within the context of the Park District's budget. When fully staffed, the Park District employs 80 Full-time employees, this includes the Executive Director and CUSR staff. This past year the staff have excelled during difficult circumstances and have put their health at risk by coming into work! I feel they have merited a percentage increase, so I am recommending the Park Board consider an annual wage increase to reward full time staff for their exceptional accomplishments and efforts.

### Prior Board Action

Fiscal Year	Approved Increase Percentage	Approved Increase Pool		Estimated Additional IMRF Costs
2008-09	4.00%	\$ 90,000		
2009-10	2.50%	\$ 62,965		
2010-11	2.30%	\$ 57,500		
2011-12	2.20%	\$ 59,343		
2012-13	3.20%	\$ 96,707		
2013-14	3.50%	\$ 90,968		
2014-15	3.00%	\$ 97,000		
2015-16	3.00%	\$ 90,500		
2016-17	2.50%	\$ 73,955		
2017-18	2.50%	\$ 76,188		
2018-19	3.00%	\$ 96,308		
2019-20	3.00%	\$ 96,927		
2020-21		\$75,000	One-time bonus check	
2021-22	3.25%	\$ 93,103.81	Merit and wage classification increase	\$5,480.71
	3.0%	\$ 85,658.03		\$5,042.41
	2.5%	\$ 71,556.27		\$4,212.27
	2.0%	\$ 57,457.84		\$3,382.35
2020-21	This was a one-time bonus to eligible employees as determined by the Executive Director			
NOTE	Each year wage increases include all FT1 and FT2 positions, except the Executive Director and CUSR staff. The IMRF additional contribution is based on the 6.1% employer rate for 2021, and the preliminary employer rate for 2022 of 5.46%			

## Background

Last fiscal year the Board approved a one-time bonus check in November of 2020 for all staff with a total pool of \$75,000. Current annual wages are at \$3,361,969.79, which includes all Park District staff positions except the Executive Director and CUSR staff, those positions were included in the FY 21 bonuses.

The proposed wage increase excludes the seven full-time 2 positions that were recently approved to be reclassified to full-time 1, any position that has been hired in the past six months. Additionally, any position filled within the last year will be pro-rated on the amount of their increase based on the number of months worked in the past 12 months.

In addition, the Executive Director and CUSR positions are not included in the proposed increase. We currently have several full-time positions still open and yet to be advertised until we know the facility they work in will open; a good example is the Front of House Coordinator at the Virginia Theatre and the Douglass Senior Program Coordinator.

So out of the current 80 full time positions only 59 positions will be eligible for a wage increase in FY 22.

Numerous District staff have provided exceptional work this year to help carry the Park District through a difficult time. Staff continued to work through the pandemic, risking their own health, providing the needed creativity during COVID-19, and working to ensure the safety and health of our buildings, parks and residents remained a top priority. We anticipate additional revenues this spring and summer due to more open programs and facilities when compared to last year. We plan to open the Sholem Aquatic Center, Prairie Farm, day camps, sports programs and many other summer events and programs.

The District has also had numerous staff who moved on to other higher paying jobs during the past year and the minimum wage gap between the full-time and part-time staff continues to become closer and closer each year. The District has not increased the bottom of the wage classifications in years. So, in order to hopefully reduce the number of staff that are leaving the District for new opportunities and attract new staff, we are recommending an 8% increase to the bottom and top of the wage classification to be effective on May 1, 2021. All staff are currently at or above the proposed starting wage for their classification, therefore there will not be any increases necessary to bring the classifications up by the proposed amount. Any staff who are at the top of the range will receive a bonus in lieu of a wage increase.

## Proposed Wage Classification Chart

The proposed wage classification increases of 8% was chosen to allow the lowest class to experience a \$1/hour increase. Staff feels this is necessary since we have experienced almost a \$3 increase in the minimum wage over the past few years. Staff have not proposed to increase the bottom of the wage chart during those years. Staff normally have proposed an increase for the top of the wage chart, but staff feel it would be important to make sure our full-time staff is making more than our part-time and seasonal staff. No current staff will receive an automatic increase based on the 8% increase to the bottom of the wage chart. In addition the mid-range of the classifications was changed to be 50% between the bottom and the cap for each class level.

<b>POSITION CLASSIFICATION</b>	<b>FY19-20/20- 21 STARTING WAGE RANGE</b>	<b>FY19-20/20- 21 WAGE MAXIMUM</b>	<b>FY21-22 STARTING WAGE RANGE</b>	<b>FY21-22 WAGE MAXIMUM</b>
<b>CLASSIFICATION I</b>				
<b>Building Service Worker</b> <b>Dance Arts Director</b> <b>Grounds Worker I</b> <b>Horticulture Worker I</b> <b>Maintenance Worker I</b> <b>Receptionist I</b> <b>Special Projects Worker I</b> <b>Sports Field Worker I</b> <b>Trash/Recycling Worker</b>	<b>\$12.50/hour</b> <b>(\$26,000)</b> <b>TO</b> <b>\$15.00/hour</b> <b>(\$31,200)</b>	<b>\$20.71/hour</b> <b>(\$43,077)</b>	<b>\$13.50/hour</b> <b>(\$28,080)</b> <b>TO</b> <b>\$17.61/hour</b> <b>(\$36,629)</b>	<b>\$21.71/hour</b> <b>(\$45,219)</b>
<b>CLASSIFICATION II</b>				
<b>Accounting and Procurement Clerk</b> <b>Senior Coordinator</b> <b>Administrative Assistant</b> <b>Facility Coordinator I</b>  <b>Grounds Worker II</b> <b>Horticulture Worker II</b> <b>Maintenance Worker II</b> <b>Receptionist II</b> <b>Special Projects Worker II</b> <b>Sports Field Worker II</b> <b>Youth Theatre Director</b>	<b>\$13.31/hour</b> <b>(\$27,693)</b> <b>TO</b> <b>\$15.71/hour</b> <b>(\$32,683)</b>	<b>\$21.52/hour</b> <b>(\$44,767)</b>	<b>\$14.37/hour</b> <b>(\$29,900)</b> <b>TO</b> <b>\$18.80/hour</b> <b>(\$39,104)</b>	<b>\$23.24/hour</b> <b>(\$48,343)</b>

CLASSIFICATION III				
Accounts Payable Coordinator	\$16.13/hour (\$33,554)	\$26.09/hour (\$54,267)	\$17.42/hour (\$36,234)	\$28.18/hour (\$58,609)
Box Office Manager	TO		TO	
Building Service Worker Supervisor	\$19.36/hour (\$40,269)		\$22.80/hour (\$47,424)	
Facility Coordinator II				
Cultural Arts Coordinator				
CUSR Adult Program Coordinator				
CUSR Athletics & Volunteer Coordinator				
CUSR Inclusion Coordinator				
Douglass Park Program Coordinator				
Front-of-House Coordinator				
Graphic Designer				
Grounds Specialist				
Horticulture Specialist				
Maintenance Specialist				
Marketing Coordinator				
Natural Areas Coordinator				
Park Planner I				
Preschool Supervisor				
Special Events/Volunteer Coordinator				
Special Project Specialist				
Sports Coordinator				
Sports Field Foreman				
Trade Specialist				

<b>CLASSIFICATION IV</b>				
Aquatics Manager	\$18.14/hour (\$37,738)	\$29.34/hour (\$61,035)	\$19.59/hour (\$40,750)	\$31.69/hour (\$65,909)
Cultural Arts Manager	TO		TO	
CUSR Program Manager	\$21.76/hour (\$45,261)		\$25.64/hour (\$53,331)	
Douglass Park Manager				
Head Tennis Professional				
Horticulture Specialist II				
Human Resources Manager				
Park Planner II				
Revenue Program Manager				
Special Events/Volunteer Manager				
Sports Manager				
Tennis Center Manager				
Trade Specialists II				
VT Sales & Public Relations Manager				
VT Technical Manager				
<b>CLASSIFICATION V (Salaried)</b>				
Development Director	\$20.73/hour (\$43,118)	\$33.52/hour (\$69,722)	\$46,567	\$75,300
Grounds Supervisor	TO		TO	
Horticulture Supervisor	\$24.87/hour (\$51,733)		\$60,933	
Leonhard Recreation Center Manager				
Maintenance Supervisor				
Martens Center Manager				
Risk Manager				
Special Projects Supervisor				
<b>DEPARTMENT DIRECTORS AND ASSISTANT DIRECTORS</b>				
	Market	Market	Market	Market

Important Items to Note:

- No employees will require an additional increase with the wage classification increase because they are already paid within the new range.
- Since the last Full-Time wage increase in May of 2019, minimum wage has increased by \$2.75/hour.
- In January of 2022 minimum wage will increase again by \$1.00/hour.
- The Full-Time wage classifications have not changed since May of 2019, and the staff are requesting an 8% increase to attempt to keep up with wage compression of the minimum wage staff.
- There was a large turnover of positions in 2020 and 72% of those who left, moved on to higher paying positions.
- The Park District Staff were notified the IMRF Employer rate for 2022 will decrease to 5.46% from the current 6.1% for 2021.

Potential Budget Impact

The potential budget impact on the District's budget depends on the final amount approved by the Park Board for FY22 wage increases.

Discussion

Staff would like to hear the board member's thoughts on the wage increase and position classifications and then bring back the item for consideration at the April 28, 2021 Special Board Meeting.

Prepared by:

Tammy Hoggatt  
Director of HR, IT and Risk

Reviewed by:

Joe DeLuce  
Executive Director





**CHAMPAIGN  
PARK DISTRICT**  
Champaign Park District (CPD)  
Fee Schedule  
May 1, 2021 to April 30, 2022

**Current Fees**

**Facility**

Bresnan Center  
Douglass Annex  
Douglass Annex Kitchen  
Douglass Library  
Douglass Library Kitchen  
Douglass Gymnasium  
Hays Center  
Hays Center Kitchen  
Kaufman Lake Boathouse  
Kaufman Lake Fire Ring  
Springer Cultural Center  
Springer Cultural Center  
Springer Cultural Kitchen  
Leonhard Activity Room  
Leonhard Gymnasium  
Leonhard Gymnasium  
Leonhard Gymnasium  
Leonhard Group Fitness  
Leonhard Party Room  
Hayrack Ride Rental  
Trolley Ride Rental

**Current/Proposed Fees**

**CPD Residents**

\$50 per hour  
\$50 per hour /**\$55**  
\$45 per hour /**\$50**  
\$50 per hour /**\$55**  
\$40 per hour /**\$45**  
\$65 per hour  
\$55 per hour /**\$60**  
\$35 per hour /**\$40**  
\$45 per hour  
\$50 flat rate  
\$50 per hour /**\$55**  
\$35 per hour per add'l room /**\$40**  
\$45 per hour + room rental /**\$50**  
\$55 per hour  
\$125 per hour full gym /**\$140**  
\$65 per hour half gym /**\$75**  
\$35 per hour ¼ gym /**\$45**  
\$35 per hour  
\$55 per hour  
\$80 (**\$85**) for the first hour and \$55 (**\$60**) for each additional hour  
\$105 (**\$110**) for the first hour and \$80 (**\$85**) for each additional hour

**Current/Proposed Fees**

**Non-Profits**

\$40 per hour  
\$40 per hour /**\$45**  
\$35 per hour + room rental /**\$40**  
\$40 per hour /**\$45**  
\$35 + room rental /**\$40**  
\$50 per hour (\$35 ½ gym  
\$40 per hour /**\$45**  
\$30 + room rental /**\$35**  
\$35 per hour  
\$40 flat rate  
\$40 per hour /**\$45**  
\$30 per add'l room /**\$35**  
\$40 + room rental /**\$45**  
\$45 per hour  
\$95 per hour full gym /**\$110**  
\$50 per hour half gym /**\$60**  
\$25 per hour ¼ gym /**\$35**  
\$25 per hour  
\$40 per hour

**Facility**

West Side Park Gazebo  
Hessel Pavilion  
Centennial Pavilion  
Douglass Pavilion  
**Bristol Park**  
Porter Park Shelter  
Hessel Small Shelters  
Toalson Shelter  
Sunset Ridge Park Shelter  
Zahnd Park Shelter  
Powell Park Shelter  
Scott Park Shelter

**Current Fees/Proposed Fees**

**CPD Residents**

\$30 per hour  
\$35 per hour  
\$35 per hour  
\$30 per hour  
**\$30 per hour**  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee  
First come first serve or \$20 reservation fee

**Current Fees/Proposed Fees**

**Non-Profits**

\$25 per hour  
\$30 per hour  
\$30 per hour  
\$25 per hour  
**\$25 per hour**

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Turnberry Ridge Shelter	First come first serve or \$20 reservation fee
Spalding Park Shelter	First come first serve or \$20 reservation fee
Mullikin Park Shelter	First come first serve or \$20 reservation fee
Millage Park Shelter	First come first serve or \$20 reservation fee
Mattis Park Shelters	First come first serve or \$20 reservation fee
Morrissey Park Shelter	First come first serve or \$20 reservation fee

- If an individual would like to make sure they have a smaller shelter in our parks they can pay a \$20 reservation fee or take a chance on a first come first serve opportunity. If they pay the \$20 reservation fee, they would receive a written permit that states the day and time they have the shelter reserved. Shelters are rented in two-hour increments. **Each additional hour after the minimum requirement for shelter rentals is \$10 per hour.**
- All non-residents pay 50% more for any rental.
- Urbana Residents are considered CPD Residents.
- ~~Site Supervisor~~ **Appropriate facility staff** is included in the rental for any indoor facility.
- University of Illinois is not subject to a damage deposit nor pre-payment.
- There is no damage deposit for shelter rentals, ~~except for the~~ **but is for the** West Side Park Gazebo and the Pavilions.

All Facility and Pavilion rentals have a two hour minimum + \$100 damage deposit for large rentals. (more than 30 people)

\$50 damage deposit for small party facility rentals. (less than 30 people). ~~Each additional hour after the minimum requirement for shelter rental is \$10 per hour.~~

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

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

### **Portable Potty-House Unit Fees**

Acquiring portable potty-houses are the sole responsibility of permit holder and/or renter and must be approved by the Champaign Park District". **The Champaign Park District strongly suggests use of the it's current approved vendor for this service.**

### **Indoor Facilities Holiday Fees**

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

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## Special Event Fees

Up to 25 persons per day	No Fee
Up to 200 persons per day	\$125
Up to 400 persons per day	\$225
Up to 800 persons per day	\$425
Over 1000 persons per day	\$525

Additional fees may be assessed for very large events to cover various logistics and Park District costs.

Staff costs will be charged to hold a special event in any Champaign Park District facility or park to individuals and groups charging fees to produce revenues (concert, fundraiser, charity events, etc.).

Tent Permit Fee - \$35 per tent per day

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

## Showmobile:

~~\$200 refundable deposit to reserve 50% of estimated rental total due at time of reservation~~

A deposit of 50% of the estimated rental total due at time of reservation (the deposit applies toward the rental)

\$550 rental fee for one day

\$600 rental fee for one day

\$100 for show mobile staff (this starts the moment the stage leaves the shop until it returns to the shop) If additional staff is requested, additional fees will apply.

\$150 for show mobile staff

Additional charges may be added if additional equipment is needed.

\$400/day for large generator

\$450/day for large generator

\$35/day for sound equipment

\$50/day for sound equipment

\$35/day Showmobile Theatrical Lighting

\$50/day Showmobile Theatrical Lighting

## Movie Truck Rentals:

Includes movie screen, projector, and sound equipment

\$30 deposit (subtracted from the rental fee)

\$65 rental fee

+\$20/hr staff fee

**As of January 2022**

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$20/2hrs	\$40/2hrs	\$12/hr	\$15/hr
Dodds 3-Plex	\$50/2hr <b>\$25/2hrs</b>	\$90/2hr <b>\$70/2hrs</b>	\$12/hr	\$15/hr
Dodds 4-Plex	\$50/2hr	\$90/2hr	\$12/hr	\$15/hr
Zahnd Little League	\$20/2hr	\$50/2hr	\$12/hr	\$15/hr
Zahnd Pony	\$20/2hr	\$60/2hr	\$12/hr	\$15/hr
Seaman	\$35/2hr <b>\$15/2hrs</b>	\$80/2hr <b>\$40/2hrs</b>	N/A	N/A
<del>Dodds Soccer</del>	<del>\$40/2hr</del>	<del>\$80/2hr</del>	<del>\$12/hr</del>	<del>\$15/hr</del>
Dodds Soccer 11v11	\$20/hr	\$40/hr	\$12/hr	\$15/hr
Dodds Soccer 9v9 or 7v7	\$12.50/hr	\$25/hr.	\$12/hr	\$15/hr.
Dodds Soccer 4v4	\$7.50/hr	\$15/hr.	\$12/hr	\$15/hr.

Baseball/softball fields are rented out in 2-hour increments. Seamen and Dodds Soccer are rented in hour increments with a 2-hour minimum.

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

**Dodds Tennis Center Fees**

Memberships

Individual (Ages 18-54)	R/\$50 NR/\$75
Family (2-4 members)	R/\$80 NR/\$120
Each additional family member	R/\$10 NR/\$15
Senior (Ages 55+)	R/\$30 NR/\$45
Full-time Students	R/\$30 NR/\$45
Rental fee for all the courts/tennis facility	\$100 per hour <b>\$150 per hour</b>

Permanent Court Time

M-F	18-week fee
7-9a	\$270 / <b>\$306</b>
9a-5:30p	\$306 / <b>\$342</b>
5:30-10p	\$342 / <b>\$414</b>

Weekends	18-week fee
All times	\$306 / <b>\$342</b>

Random Court Time (As of September 2021) Proposed Proposed

Time: M-F, 7a-5:30p, Member fee:	\$19/hour	<b>\$21/hour</b>	Guest fee:	\$21/hour	<b>\$23/hour</b>
Time: M-F, 5:30-10p, Member fee:	\$21/hour	<b>\$25/hour</b>	Guest fee:	\$25/hour	<b>\$27/hour</b>
Time: Sa-Su, All day, Member fee:	\$19/hour	<b>\$21/hour</b>	Guest fee:	\$21/hour	<b>\$23/hour</b>

**Sholem Aquatic Center Fees (May 2021)**

Daily Admission Fees	(R/NR)	<u>Proposed May 2022</u>
Individual	\$8/\$12	\$9/\$13.50
3 & under	Free	
Twilight Rate	\$6/9	
Active/Retired Military	\$6/9	
Friday Rate	\$6/9	
5 Punch Card	\$35/\$52.50	\$40/\$60
10 Punch Card	\$70/\$105	\$80/\$120

**Season Pool Pass**

**Season Pool Pass (May 2022)**

	Sale Price		Regular	
	Valid through	<u>Proposed May 2022</u>	Fee (R/NR)	<u>Proposed May 2022</u>
Individuals	\$86/\$129	\$90/\$135	\$98/\$147	\$106/\$159
Family of 2-3	\$160/\$240	\$175/\$260	\$188/\$282	\$204/\$306
Family of 4	<del>\$195/\$292.5</del>		<del>\$223/\$334.50</del>	
Family of 5	<del>\$230/\$345</del>		<del>\$258/\$387</del>	
Add family members	\$35/\$52.50	\$40/60	\$35/\$52.5	\$40/\$60
Senior (Ages 55+)	\$66/\$99	\$73/\$110	\$78/\$117	\$86/\$129
Replacement Fob	\$5/\$5		\$5/5	

50% off all pool passes on or after **7/11/22**

After-Hours Rentals at Sholem Aquatic Center (2022 season)

- “Ultimate Beach Party” (full-facility rental). Fee (R/NR): \$420/\$630 per hour **\$500/\$750**
  - “Surf’s Up!” (limited to the river and the three slides). Fee (R/NR): \$290/435 per hour **\$350/\$525**
  - “Summer Nights” (limited to the main pool and lap lanes). Fee (R/NR): \$230/245 per hour **\$250/\$375**
- Each has a minimum two-hour rental.

**Leonhard Recreation Center Fees (As of January 1, 2022)**

Annual membership rates

Non-walking infants are free

Individual (R/NR)	\$96/\$144	<b>\$110/\$165</b>
Family of 2 or 3 (R/NR)	\$192/\$288	<b>\$220/\$330</b>
Each additional family member after 3 (R/NR)	\$40/\$60	<b>\$45/\$67.50</b>
Senior Age 55+ (R/NR)	\$76/\$114	<b>\$85/\$127.50</b>
Replacement Fob Fee (R/NR)	\$5 per family member	

Monthly Option for LRC Memberships

MEMBERSHIP TYPE	R	NR
Individual	\$11 <b>\$12</b>	\$16.50 <b>\$18</b>
Family of 2-3	\$22 <b>\$24</b>	\$33 <b>\$36</b>
Additional Family Member	\$5 <b>\$5.50</b>	\$7.50 <b>\$8.25</b>
Senior	\$9 <b>\$10</b>	\$13.50 <b>\$15</b>

### Daily Admission Fee (As of January 2021)

For those without a membership, there is a \$6/\$9 (R/NR)

Daily Admission Fee, but a \$5/\$7.50 rate for military.

The daily admission fee includes the use of the indoor playground, walking track, open gym, and weight room.

### **Program Tree Fees (As of January 2022)**

A donation of \$250 **\$275** to the Champaign Parks Foundation, covers the cost of the tree, the installation by staff, and the maintenance of the tree for the duration of its life. An additional donation of \$200 will purchase a 9 x 5 cast bronze plaque to personalize the tree in the park.

### **Flower Island Fees (New fees will take effect in August 2021 for Summer of 2022)**

Flower Islands \$14.05 per square foot, beginning in August 2021.

\*\$13 per square foot for summer of 2021

### **Eddie Albert Garden Plots Fees (Beginning August 2021 for Summer 2022)**

Date	Location	Plot Size	Fee (R/NR)
8/1/21-10/28/22	Dodds Park	11' x 3' Raised	N/A \$15/\$20
8/1/21-10/28/22	Dodds Park	20' x 20' plot	\$30/\$45 \$35/\$50
8/1/21-10/28/22	Dodds Park	20' x 30' plot	\$40/\$60 \$45/\$65
8/1/21-12/31/22	Dodds Park	20' x 20' plot	\$40/\$60 \$45/\$65

### **Dog Park Fees**

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

~~Fees are not pro-rated, with exception to midseason discount.~~

**Memberships are good for one year from date of purchase**

Dog (Resident): \$38 **\$41**

One Dog (Non-resident): \$57 **\$61**

Each Additional Dog: \$6

**Initial/Replacement Fob: \$10**

**Monthly Trial/Visitor Pass: \$10**

~~August 1 – November 30 memberships are discounted half price.~~

**Urbana Dog Park members can receive a CPD Bark District Membership for \$10. CPD Dog Park members can receive a UPD membership add on for \$10 as well.**

## Virginia Theatre Fees

### **Public Events:**

	<b>Current, effective 5/1/20</b>	<b><u>Proposed for 5/1/21 forward</u></b>
Touring Commercial Attraction	\$4,250.00 FLAT	
Touring Commercial Attraction Rehearsal	\$1,050.00 FLAT	\$1,000.00 FLAT
Local Commercial Attraction	\$3,250.00 FLAT	
Local Commercial Attraction Rehearsal	\$850.00 FLAT	
Not-for-Profit Event*	\$2,250.00 FLAT	
Not-for-Profit Event Rehearsal*	\$550.00 FLAT	

### **Private Events:**

Lobby Meeting, 30 or fewer attending	\$50.00 FLAT (2 hour max, single lobby use, no outside catering or drink service allowed)
Lobby Meeting, 31-100 attending	\$250.00 FLAT (4 hour max, single lobby use, outside catering/non-alcoholic drink service allowed)
Meetings in auditorium	\$1,950.00 FLAT (incl. lobby and stage use)
Photo Shoots (no stage use)	\$75.00 FLAT (2 hour max)
Private Party/Reception, East Lobby	\$250.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Mezzanine Lobby	\$300.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Front-of-House	\$1,000.00 FLAT (4 hour max, auditorium not included)
Private party, Stage	\$1,500.00 FLAT (incl. lobby use)
Private Screening (film rights not included)	\$1,000.00 FLAT (parties of 100 or fewer, no public promotion or ticketing allowed)

### **Marketing Fee:**

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

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

### **Ticketing Fees:**

Box Office Staffing Fee:	\$750.00 FLAT
Restoration (Facility) Fee:	\$1.00 Per Paid Admission—inside ticket face value
Credit Card Fee:	Patrons charged by venue “on top” of ticket face value
Ticketing Fee:	Patrons charged by venue “on top” of ticket face value

### **Technical Fees:**

Standard Technical Package:	\$500.00 FLAT (incl. house lighting—3 color wash and select “specials”—plus power tie ins, basic stage microphone package, light console, sound console, and digital snake) [no change]
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House Sound (L-Acoustics KARA II flown line array, 10 boxes per side plus fill speakers and subs):

Touring Commercial Attraction \$1,950.00 FLAT

Local Commercial Attraction \$950.00 FLAT

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

**Not-for-Profit Event\***

**\$500.00 FLAT**

**Intelligent Lighting:**

**\$45.00 FLAT (per Martin MAC Aura) or \$95.00 FLAT (per Martin MAC Quantum Profile) plus stagehand time**

**Projection Systems:**

**\$350.00 FLAT (includes either Christie 4K Digital or twin Norelco AA 35mm projectors) plus stagehand time [no change]**

**Theatrical Hazer:**

**\$50.00 FLAT plus haze fluid [no change]**

**Spot Light:**

**\$125.00 FLAT (per fixture – Robert Juliat Topaze model) plus stagehand time**

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

**STAGE HANDS**

The Virginia Theatre has an Agreement with I.A.T.S.E. Local No. 482 and will make final determinations on union stagehand requirements at the following rates:

	<u>Straight</u>	<u>Overtime</u> (After 8 hrs/Sundays/Holidays)
High Riggers	\$34.00	\$50.00
Truck Loaders	\$30.00	\$45.00
Stagehands/Wardrobe	\$24.00	\$34.00
Performance/Rehearsal	\$85.00	\$125.00

**Resident/Non Resident Fees**

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

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

**Program Fees**

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

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# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 7, 2021

**SUBJECT:** Champaign Park District (District) 3<sup>rd</sup> Quarter Financial Analysis for FYE2021

### Background

This is a financial update for the nine months ended January 31, 2021 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 – not included this quarter
- 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

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

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED 1/31/2021	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 01 - GENERAL</b>											
Total Revenue:	6,581,828	6,495,219	561,024	6,491,885	6,152,343	339,542	5.5%	-	89,943	98.6%	96.3%
Total Expenditure:	4,069,790	3,062,889	877,916	2,909,019	2,977,084	(68,065)	-2.3%	84,518	1,076,252	73.6%	67.3%
Total Transfers-Out:	300,000	300,000	-	300,000	2,650,000	(2,350,000)	-88.7%	-	-	100.0%	100.0%
NET OF REVENUES & EXPENDITURES	2,212,038	3,132,330	(316,892)	3,282,865	525,259	2,757,607		(84,518)	(986,309)		

Total revenue is slightly under budget projections through end of 3rd quarter. Property taxes received is 98.6% of budget with minimal expectation to receive any additional payments this fiscal year and make up all of the revenue shortfall through 1/31/21. Expenditures are in line with budget with anticipated new revenue added from COVID-19 grants to offset expenditures incurred of ~\$26,000 not including payroll expenditures related to emergency sick leave for COVID.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 02 - RECREATION</b>											
Total Revenue:	3,116,520	2,925,446	255,190	2,540,428	3,889,146	(1,348,718)	-34.7%	-	576,092	81.5%	89.4%
Total Expenditure:	1,925,439	1,424,207	424,109	1,158,898	2,317,474	(1,158,576)	-50.0%	10,951	755,590	60.8%	70.4%
Total Transfers-Out:	334,200	334,200	-	334,200	400,000	(65,800)	-16.5%	-	-	100.0%	100.0%
NET OF REVENUES & EXPENDITURES	856,881	1,167,039	(168,919)	1,047,330	1,171,672	(124,342)		(10,951)	(179,498)		

Total revenues are in under budget for first nine months of the fiscal year. Charges for services revenue for the dog park has exceeded budget as it is one of the facilities that has remained open during the pandemic. With access control, membership sales have increased exponentially. Total charges for service revenue is currently at 34% of budget through end of January, compared to 75%. Part of this lower figure is planned activities not scheduled to occur through January. Interest income is down ~68% of original budget as rates are near 0% with some accounts earning higher rates on long-term certificates of deposit. Expenditures are under budget at with 66% expended through the end of 3rd quarter. Of the expenditures related to COVID-19 potential grant-eligible reimbursements account for \$6,000 not including any COVID-related emergency sick leave through payroll that may also be reimbursed.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 03 - MUSEUM</b>											
Total Revenue:	2,305,817	2,190,116	173,559	1,800,076	2,641,008	(840,932)	-31.8%	-	505,741	78.1%	87.1%
Total Expenditure:	1,370,867	1,005,458	234,799	645,689	1,538,869	(893,180)	-58.0%	4,741	720,437	47.4%	64.4%
Total Transfers-Out:	358,800	358,800	-	358,800	280,000	78,800	28.1%	-	-	100.0%	100.0%
NET OF REVENUES & EXPENDITURES	576,151	825,857	(61,239)	795,587	822,140	(26,553)		(4,741)	(214,696)		

Revenues and expenditures are under projected expectations through January 31 as reduced charge for service revenue also comes with reduced programming expenditures. Total charge for service revenue is budgeted at \$505,666 for the year; modified to exclude the Virginia Theatre budgeted revenue is set at \$234,500 of which collected \$63,750. Anticipate minimal increase in fee revenue for the last quarter as well. Expenditures are below expectations but follow the decrease in charge for service revenues. Staff continually monitor programs to make necessary changes with the ongoing pandemic and the changing restrictions.

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 04 - LIABILITY INSURANCE</b>											
Total Revenue:	365,700	359,710	30,883	358,428	342,248	16,179	4.7%	-	7,272	98.0%	98.7%
Total Expenditure:	333,058	220,366	77,729	206,716	196,242	10,474	5.3%	-	126,342	62.1%	59.8%
Total Capital Outlay:	70,000	39,000	13,200	54,067	16,357	37,709	230.5%	-	15,933	77.2%	25.3%
NET OF REVENUES & EXPENDITURES	(37,358)	100,344	(60,046)	97,645	129,649	(32,004)		-	(135,003)		

Total revenues is trending to be just under budget for the remaining of the fiscal year with revenue shortfall consisting of property taxes and lower interest rates. Expenditures are in line with budget through end of 3rd quarter as capital projects for access control and security has been a focus this fiscal year.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 06 - IMRF FUND</b>											
Total Revenue:	282,400	277,299	23,643	276,219	314,460	(38,241)	-12.2%	-	6,181	97.8%	99.0%
Total Expenditure:	210,000	161,538	55,036	149,782	168,654	(18,872)	-11.2%	-	60,218	71.3%	57.4%
NET OF REVENUES & EXPENDITURES	72,400	115,761	(31,393)	126,437	145,806	(19,369)		-	(54,037)		

Revenues consist of property taxes and interest, both will fall short of budget through end of fiscal year. Expenditures are lower than planned given the number of employees currently IMRF eligible and enrolled. For January 2021, there are 87 active participants compared to 108 participants in January 2020.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 08 - AUDIT FUND</b>											
Total Revenue:	24,610	24,365	2,069	24,219	23,114	1,105	4.8%	-	391	98.4%	103.3%
Total Expenditure:	22,800	22,800	5,300	23,780	22,300	1,480	6.6%	-	(980)	104.3%	91.8%
NET OF REVENUES & EXPENDITURES	1,810	1,565	(3,231)	439	814	(375)		-	1,371		

Revenue and expenditures are in line with budget expectations.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR		YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						% BDGT USED
<b>Fund 09 - PAVING AND LIGHTING FUND</b>											
Total Revenue:	95,950	94,766	8,008	93,429	91,163	2,266	2.5%	-	2,521	97.4%	101.3%
Total Expenditure:	58,300	43,725	-	619	3,944	(3,325)	-84.3%	-	57,681	1.1%	10.4%
Total Capital Outlay:	-	-	-	-	50,000	(50,000)	-100.0%	-	-	0.0%	100.0%
NET OF REVENUES & EXPENDITURES	37,650	51,041	8,008	92,810	37,219	55,591		-	(55,160)		

Revenue consists of property taxes and minimal interest income. Minimal activity for current year to date through end of 3rd quarter for expenditures.

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 11 - ACTIVITY AND AFFILIATES FUND</b>											
Total Revenue:	7,300	5,985	3,677	5,221	11,895	(6,674)	-56.1%	-	2,079	71.5%	126.2%
Total Expenditure:	8,410	6,472	2,501	3,170	17,966	(14,796)	-82.4%	-	5,240	37.7%	89.6%
NET OF REVENUES & EXPENDITURES	(1,110)	(487)	1,176	2,051	(6,072)	8,122		-	(3,161)		

Minimal activity other than interest income, revenue share payments from p-cards, and recycling.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 12 - SPECIAL DONATIONS FUND</b>											
Total Revenue:	59,600	45,309	2,143	7,240	60,557	(53,317)	-88.0%	-	52,360	12.1%	92.6%
Total Expenditure:	65,100	54,339	3,223	7,258	50,707	(43,449)	-85.7%	-	57,842	11.1%	77.5%
NET OF REVENUES & EXPENDITURES	(5,500)	(9,031)	(1,079)	(18)	9,849	(9,868)		-	(5,482)		

Revenues are lagging but expected as \$1 for every program fee is collected to fund this line item. With the decrease in programming, it is expected the total revenue in this fund will be significantly less than budgeted through the end of the fiscal year. Expenditures are also behind, as this coincides with programming so minimal scholarships awarded in the 2nd quarter.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 14 - SOCIAL SECURITY FUND</b>											
Total Revenue:	397,200	393,957	33,434	391,075	342,674	48,400	14.1%	-	6,125	98.5%	97.7%
Total Expenditure:	348,000	259,538	79,581	223,867	310,830	(86,963)	-28.0%	-	124,133	64.3%	74.5%
NET OF REVENUES & EXPENDITURES	49,200	134,419	(46,147)	167,207	31,844	135,363		-	(118,007)		

Revenues are 98.5% of budget, with minimal change anticipated through the end of the fiscal year. Expenditures are in also under budget given personnel changes and expect to remain under for the rest of the fiscal year.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 15 - SPECIAL RECREATION FUND</b>											
Total Revenue:	1,069,958	991,201	67,151	988,016	1,087,194	(99,178)	-9.1%	-	81,942	92.3%	94.3%
Total Expenditure:	535,420	384,186	86,120	212,860	523,565	(310,704)	-59.3%	81,500	241,060	55.0%	73.6%
Total Capital Outlay:	1,329,474	974,104	380,570	598,258	341,742	256,516	75.1%	389,024	342,192	74.3%	32.5%
NET OF REVENUES & EXPENDITURES	(794,936)	(367,089)	(399,539)	176,898	221,887	(44,989)		(470,524)	(501,310)		

Total revenues to date are in line with expectations. Revenue includes a one-time revenue of \$6,312 for insurance refund of premium plus bid bond on the CUSR facility project. Capital outlay is on track with budget for Bi-Centennial renovation project and to be completed before fiscal year end. Total expenditures are under budget and expected to remain for the remainder of the fiscal year. Minimal change in programming through end of 3rd quarter, anticipate further savings in salaries and benefits as nine months year-to-date expended is \$165,100 and there is \$176,500 remaining for the last three months of the year. Capital outlay planned to carry over into FYE22 is \$100,000 for the completion of the Bicentennial Center project.

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR			YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020	% BDGT USED						
<b>Fund 16 - CAPITAL IMPROVEMENTS FUND</b>												
Total Revenue:	1,484,000	1,128,398	132,546	352,228	545,764	(193,535)	-35.5%	-	1,131,772	23.7%	39.6%	
Total Expenditure:	16,000	16,000	-	16,000	10,338	5,663	54.8%	-	-	100.0%	150.2%	
Total Transfers-In:	693,000	693,000	-	693,000	2,880,000	(2,187,000)	-75.9%	-	-	100.0%	100.0%	
Total Transfers-Out:	-	-	-	55,107	74,723	(19,617)	-26.3%	-	(55,107)	-	100.0%	
Total Capital Outlay:	2,397,975	1,424,054	122,142	944,847	3,554,404	(2,609,557)	-73.4%	142,956	1,310,172	45.4%	58.6%	
NET OF REVENUES & EXPENDITURES	(236,975)	381,344	10,404	29,274	(213,701)	242,975		(142,956)	(123,293)			

Revenue received is for the personal property replacement taxes (PPRT), proceeds from sale of land parcel and minimal interest income. PPRT received through end of 3rd quarter is \$168,445 with another \$97,778 received through April 6; \$266,223 total PPRT received to date and \$16,200 more than budgeted despite original expectations of a decrease in funding originally provided by the State. Not included in revenue is the first approved reimbursement request for the VT Sound Public Museum grant in the amount of \$472,199 not yet received. Expenditures to date are on track to carry over \$1,300,000 in capital projects into FYE22 that were red lined or were delayed for other reasons. Revenues and transfers-out are for the lot sold at Trails at Abbey Fields, which proceeds were transferred into the land acquisition fund as directed by the Board.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR			YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020	% BDGT USED						
<b>Fund 19 - POLICE PROTECTION</b>												
Total Revenue:	15,600	15,325	1,292	15,026	24,065	(9,039)	-37.6%	-	574	96.3%	97.8%	
Total Expenditure:	5,000	4,295	-	15,508	15,862	(355)	-2.2%	-	(10,508)	310.2%	85.6%	
NET OF REVENUES & EXPENDITURES	10,600	11,030	1,292	(481)	8,203	(8,684)		-	11,081			

Property tax and interest revenues only. Expenditures are for the park ambassadors that were contracted with starting in July 2020. Total amount has been submitted to FEMA public assistance COVID grant for consideration of reimbursement as it was specific to the pandemic. If approved, grant revenue will be added to this budget once received to offset these expenditures.

FUND	2021	BUDGET	ACTIVITY FOR	PRIOR			YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020	% BDGT USED						
<b>Fund 21 - BOND AMORTIZATION FUND</b>												
Total Revenue:	1,194,800	1,153,326	100,246	1,174,519	1,134,184	40,336	3.6%	-	20,281	98.3%	97.1%	
Total Transfers-Out:	1,201,900	1,201,900	106,272	1,191,272	1,142,055	49,217	4.3%	-	10,628	99.1%	97.8%	
NET OF REVENUES & EXPENDITURES	(7,100)	(48,574)	(6,026)	(16,753)	(7,872)	(8,881)		-	9,653			

Property tax revenue and minimal interest revenues only. Transfers below budget due to less property tax receipts in current year. Do not anticipate receiving the balance of \$16,760 in tax revenues.

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 22 - BOND PROCEEDS FUND</b>											
Total Revenue:	12,000	8,126	365	2,861	22,944	(20,083)	-87.5%	-	9,139	23.8%	77.3%
Total Transfers-In:	1,201,900	1,201,900	106,272	1,191,272	1,142,055	49,217	4.3%	-	10,628	99.1%	97.8%
Total Expenditure:	3,518	3,518	3,000	3,428	3,428	-	0.0%	-	90	97.4%	97.1%
Total Capital Outlay:	875,620	718,538	287,751	400,280	442,006	(41,727)	-9.4%	53,960	421,380	51.9%	80.9%
Total Debt Service:	558,250	552,903	506,378	543,503	547,477	(3,974)	-0.7%	-	14,747	97.4%	96.6%
NET OF REVENUES & EXPENDITURES	(223,488)	(64,933)	(690,493)	246,921	172,087	74,834		(53,960)	(416,449)		

Revenue is interest income only which is projected to be 32% of original budget. Transfers in include funds received to date from bond amortization fund to cover the annual GO Bond obligation debt service payment due in November. A short-fall of \$10,600 property tax revenue occurred and consequently those funds were not able to be transferred. Expenditures to date are in lagging with budget expectations mostly as projects were red-lined and will carry over into the next fiscal year.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 24 - LAND ACQUISITION FUND</b>											
Total Revenue:	6,900	4,682	320	1,891	15,527	(13,636)	-87.8%	-	5,009	27.4%	108.6%
Total Transfers-In:	100,000	100,000	-	155,107	174,723	(19,617)	-11.2%	-	(55,107)	155.1%	100.0%
NET OF REVENUES & EXPENDITURES	106,900	104,682	320	156,998	190,250	(33,252)		-	(50,098)		

Additional transfer of \$55,107 made from sale of land parcel at Trail of Abbey Fields.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 25 - PARK DEVELOPMENT FUND</b>											
Total Revenue:	354,100	5,325	329	1,985	16,915	(14,930)	-88.3%	-	352,115	0.6%	89.5%
Total Transfers-In:	100,000	100,000	-	100,000	100,000	-	0.0%	-	-	100.0%	100.0%
Total Capital Outlay:	668,000	40,000	3,363	3,363	-	3,363	0.0%	14,137	650,500	2.6%	0.0%
NET OF REVENUES & EXPENDITURES	(213,900)	65,325	(3,033)	98,622	116,915	(18,293)		(14,137)	(298,385)		

Interest income only received. Revenue includes grant funds related to Spalding Park development. The Park District did receive a 50% advance payment of \$173,500 that has been recorded as deferred revenue until expenditures are incurred on the project. Expenditures will also be carried forward for this project into FYE2022.

FUND	2021	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 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020						
<b>Fund 26 - TRAILS AND PATHWAYS FUND</b>											
Total Revenue:	2,500	1,374	124	703	5,735	(5,032)	-87.7%	-	1,797	28.1%	119.5%
Total Transfers-In:	100,000	100,000	-	100,000	100,000	-	0.0%	-	-	100.0%	0.0%
Total Capital Outlay:	195,000	30,000	-	29,650	53,500	(23,850)		-	165,350	15.2%	0.0%
NET OF REVENUES & EXPENDITURES	(92,500)	71,374	124	71,053	52,235	18,818		-	(163,553)		

All activity in line with expectations and interest income is targeted to be 32% of original budget.

**CHAMPAIGN PARK DISTRICT  
3RD QUARTER FINANCIAL ANALYSIS BY FUND  
FOR THE NINE MONTHS ENDED 1/31/2021**

**ATTACHMENT A**

FUND	2021	BUDGET	ACTIVITY FOR		PRIOR							PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	% BDGT USED	
<b>Fund 27 - MARTENS CENTER PARK DEVELOPMENT FUND</b>												
Total Revenue:	4,403,870	1,054,300	242,694	956,696	779,571	177,125	22.7%	-	3,447,174	21.7%	74.8%	
Total Transfers-In:	-	-	-	-	150,000	(150,000)	-100.0%	-	-	0.0%	100.0%	
Total Expenditure:	265,645	57,381	92,767	134,605	74,401	60,204	80.9%	171,183	(40,143)	115.1%	104.5%	
Total Capital Outlay:	5,148,150	1,168,337	48,106	526,722	395,015	131,707		550	4,620,878	10.2%	35.3%	
NET OF REVENUES & EXPENDITURES	(1,009,925)	(171,418)	101,821	295,370	460,155	(164,785)		(171,733)	(1,133,561)			

Total revenue includes \$350,000 in payments received on new pledges in current year, reimbursements from the Foundation to cover A&E expenditures for Martens Center capital project, and a small portion for the matching funds on Human Kinetics Park OSLAD grant. Grant revenue recorded to date for the OSLAD grant for Human Kinetics Park improvements is \$29,436 to date. The majority of the capital outlay will be carried over into FYE22 as construction started in April 2021.

TOTALS OF ALL FUNDS COMBINED												
ALL FUNDS COMBINED	2021	BUDGET	ACTIVITY FOR		PRIOR							PREV YEAR
	ORIGINAL BUDGET	YEAR-TO-DATE 1/31/2021	QUARTER 1/31/2021	YTD 1/31/2021	YTD 1/31/2020	YTD \$ Variance	YTD % Variance	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	% BDGT USED	
<b>TOTAL REVENUES - ALL FUNDS</b>	\$ 23,975,553	\$ 19,369,128	\$ 1,744,970	\$ 17,721,523	\$ 22,047,284	\$ (4,325,761)	-19.6%	\$ -	\$ 6,254,030	73.9%	90.5%	
<b>TOTAL EXPENDITURES - ALL FUNDS</b>	\$ 22,674,715	\$ 13,868,548	\$ 3,409,862	\$ 11,051,268	\$ 18,178,946	\$ (7,127,678)	-39.2%	\$ 953,521	\$ 10,669,926	52.9%	67.8%	
<b>OF REVENUES &amp; EXPENDITURES ALL FUNDS</b>	\$ 1,300,838	\$ 5,500,580	\$ (1,664,892)	\$ 6,670,255	\$ 3,868,338	\$ 2,801,917		\$ (953,521)	\$ (4,415,896)			

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
 % Fiscal Year Completed: 75.62  
 3RD QUARTER FINANCIAL ANALYSIS  
 FOR THE NINE MONTHS ENDED 01/31/2021

**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 01 - GENERAL							
PROPERTY TAX REVENUE	6,421,000.00	6,371,055.60	6,330,861.22	0.00	90,138.78	98.60	96.98
CHARGE FOR SERVICE REVENUE	86,624.00	72,641.09	113,097.90	0.00	(26,473.90)	130.56	112.46
CONTRIBUTIONS/SPONSORSHIPS	0.00	0.00	0.00	0.00	0.00	0.00	20.38
INTEREST INCOME	65,000.00	46,556.40	40,630.23	0.00	24,369.77	62.51	61.63
SPECIAL RECEIPTS	9,204.00	4,966.25	7,295.31	0.00	1,908.69	79.26	59.52
<b>TOTAL REVENUES</b>	<b>6,581,828.00</b>	<b>6,495,219.34</b>	<b>6,491,884.66</b>	<b>0.00</b>	<b>89,943.34</b>	<b>98.63</b>	<b>96.32</b>
SALARIES AND WAGES	2,310,881.00	1,702,486.82	1,722,002.42	0.00	588,878.58	74.52	72.00
FRINGE BENEFITS	404,176.00	292,230.96	285,816.45	0.00	118,359.55	70.72	69.08
CONTRACTUAL	701,897.00	549,611.09	470,584.13	27,300.79	204,012.08	70.93	57.29
COMMODITIES/SUPPLIES	299,117.00	254,147.79	249,971.17	329.20	48,816.63	83.68	68.54
UTILITIES	138,419.00	101,437.41	96,372.77	0.00	42,046.23	69.62	63.46
ROUTINE/PERIODIC MAINTENANCE	215,300.00	162,975.04	84,272.54	56,888.40	74,139.06	65.56	46.21
TRANSFERS TO OTHER FUNDS	300,000.00	300,000.00	300,000.00	0.00	0.00	100.00	100.00
<b>TOTAL EXPENDITURES</b>	<b>4,369,790.00</b>	<b>3,362,889.11</b>	<b>3,209,019.48</b>	<b>84,518.39</b>	<b>1,076,252.13</b>	<b>75.37</b>	<b>79.50</b>
Fund 01 - GENERAL:							
TOTAL REVENUES	6,581,828.00	6,495,219.34	6,491,884.66	0.00	89,943.34	98.63	96.32
TOTAL EXPENDITURES	4,369,790.00	3,362,889.11	3,209,019.48	84,518.39	1,076,252.13	75.37	79.50
NET OF REVENUES & EXPENDITURES	2,212,038.00	3,132,330.23	3,282,865.18	(84,518.39)	(986,308.79)	144.59	73.66
BEG. FUND BALANCE	6,603,169.46	6,603,169.46	6,603,169.46				
END FUND BALANCE	8,815,207.46	9,735,499.69	9,886,034.64				



REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
 % Fiscal Year Completed: 75.62  
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 FOR THE NINE MONTHS ENDED 01/31/2021

**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 02 - RECREATION							
PROPERTY TAX REVENUE	2,298,900.00	2,278,015.14	2,266,599.84	0.00	32,300.16	98.59	96.77
CHARGE FOR SERVICE REVENUE	665,923.00	536,744.59	224,984.90	0.00	440,938.10	33.79	80.78
CONTRIBUTIONS/SPONSORSHIPS	1,800.00	1,503.98	(500.00)	0.00	2,300.00	(27.78)	108.06
MERCHANDISE/CONCESSION REV	5,168.00	3,843.49	587.84	0.00	4,580.16	11.37	78.17
OPERATING GRANTS	0.00	0.00	5,196.56	0.00	(5,196.56)	100.00	0.00
INTEREST INCOME	35,000.00	24,790.15	8,855.98	0.00	26,144.02	25.30	73.26
SPECIAL RECEIPTS	109,729.00	80,548.62	34,702.78	0.00	75,026.22	31.63	96.14
TOTAL REVENUES	<u>3,116,520.00</u>	<u>2,925,445.97</u>	<u>2,540,427.90</u>	<u>0.00</u>	<u>576,092.10</u>	<u>81.51</u>	<u>89.42</u>
SALARIES AND WAGES	1,115,669.00	804,237.64	734,812.78	0.00	380,856.22	65.86	74.68
FRINGE BENEFITS	168,757.00	121,188.07	111,125.85	0.00	57,631.15	65.85	69.80
CONTRACTUAL	211,327.00	159,258.18	69,275.11	10,950.95	131,100.94	37.96	56.39
COMMODITIES/SUPPLIES	151,142.00	115,418.95	64,883.52	0.00	86,258.48	42.93	67.50
UTILITIES	253,544.00	201,603.69	154,459.53	0.00	99,084.47	60.92	69.52
ROUTINE/PERIODIC MAINTENANCE	25,000.00	22,499.98	24,341.22	0.00	658.78	97.36	60.69
TRANSFERS TO OTHER FUNDS	334,200.00	334,200.00	334,200.00	0.00	0.00	100.00	100.00
TOTAL EXPENDITURES	<u>2,259,639.00</u>	<u>1,758,406.51</u>	<u>1,493,098.01</u>	<u>10,950.95</u>	<u>755,590.04</u>	<u>66.56</u>	<u>73.62</u>
Fund 02 - RECREATION:							
TOTAL REVENUES	3,116,520.00	2,925,445.97	2,540,427.90	0.00	576,092.10	81.51	89.42
TOTAL EXPENDITURES	2,259,639.00	1,758,406.51	1,493,098.01	10,950.95	755,590.04	66.56	73.62
NET OF REVENUES & EXPENDITURES	856,881.00	1,167,039.46	1,047,329.89	(10,950.95)	(179,497.94)	120.95	178.02
BEG. FUND BALANCE	4,610,006.47	4,610,006.47	4,610,006.47				
END FUND BALANCE	5,466,887.47	5,777,045.93	5,657,336.36				

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
 % Fiscal Year Completed: 75.62  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 03 - MUSEUM							
PROPERTY TAX REVENUE	1,738,300.00	1,722,322.04	1,713,907.75	0.00	24,392.25	98.60	95.71
CHARGE FOR SERVICE REVENUE	505,666.00	425,841.38	63,743.25	0.00	441,922.75	12.61	76.17
CONTRIBUTIONS/SPONSORSHIPS	4,000.00	2,801.72	1,967.14	0.00	2,032.86	49.18	104.92
MERCHANDISE/CONCESSION REV	8,000.00	5,850.16	2,255.00	0.00	5,745.00	28.19	62.71
INTEREST INCOME	26,000.00	18,210.76	9,275.72	0.00	16,724.28	35.68	74.55
SPECIAL RECEIPTS	23,851.00	15,089.78	8,927.20	0.00	14,923.80	37.43	93.39
TOTAL REVENUES	<u>2,305,817.00</u>	<u>2,190,115.84</u>	<u>1,800,076.06</u>	<u>0.00</u>	<u>505,740.94</u>	<u>78.07</u>	<u>87.12</u>
SALARIES AND WAGES	704,030.13	521,099.04	425,398.22	0.00	278,631.91	60.42	74.13
FRINGE BENEFITS	115,144.00	83,444.92	64,512.02	0.00	50,631.98	56.03	71.61
CONTRACTUAL	330,415.56	245,357.62	65,956.39	4,110.02	260,349.15	21.21	58.54
COMMODITIES/SUPPLIES	71,769.81	45,684.12	24,213.32	631.00	46,925.49	34.62	61.18
UTILITIES	117,007.00	85,494.76	65,608.98	0.00	51,398.02	56.07	53.58
ROUTINE/PERIODIC MAINTENANCE	32,500.00	24,378.02	0.00	0.00	32,500.00	0.00	12.26
TRANSFERS TO OTHER FUNDS	358,800.00	358,800.00	358,800.00	0.00	0.00	100.00	100.00
TOTAL EXPENDITURES	<u>1,729,666.50</u>	<u>1,364,258.48</u>	<u>1,004,488.93</u>	<u>4,741.02</u>	<u>720,436.55</u>	<u>58.35</u>	<u>68.14</u>
Fund 03 - MUSEUM:							
TOTAL REVENUES	2,305,817.00	2,190,115.84	1,800,076.06	0.00	505,740.94	78.07	87.12
TOTAL EXPENDITURES	<u>1,729,666.50</u>	<u>1,364,258.48</u>	<u>1,004,488.93</u>	<u>4,741.02</u>	<u>720,436.55</u>	<u>58.35</u>	<u>68.14</u>
NET OF REVENUES & EXPENDITURES	576,150.50	825,857.36	795,587.13	(4,741.02)	(214,695.61)	137.26	238.65
BEG. FUND BALANCE	3,562,562.14	3,562,562.14	3,562,562.14				
END FUND BALANCE	4,138,712.64	4,388,419.50	4,358,149.27				

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 04 - LIABILITY INSURANCE							
PROPERTY TAX REVENUE	362,400.00	357,367.96	357,302.27	0.00	5,097.73	98.59	99.47
CHARGE FOR SERVICE REVENUE	100.00	75.00	0.00	0.00	100.00	0.00	29.41
INTEREST INCOME	3,200.00	2,267.22	1,125.51	0.00	2,074.49	35.17	74.69
<b>TOTAL REVENUES</b>	<b>365,700.00</b>	<b>359,710.18</b>	<b>358,427.78</b>	<b>0.00</b>	<b>7,272.22</b>	<b>98.01</b>	<b>98.70</b>
SALARIES AND WAGES	52,500.00	40,382.45	40,606.26	0.00	11,893.74	77.35	62.73
FRINGE BENEFITS	13,954.00	9,838.98	9,927.07	0.00	4,026.93	71.14	74.83
CONTRACTUAL	1,198.00	757.91	0.00	0.00	1,198.00	0.00	53.82
COMMODITIES/SUPPLIES	6,700.00	5,201.55	1,736.17	0.00	4,963.83	25.91	24.21
INSURANCE	258,705.78	164,185.21	154,446.46	0.00	104,259.32	59.70	60.94
CAPITAL OUTLAY	70,000.00	39,000.00	54,066.58	0.00	15,933.42	77.24	25.26
<b>TOTAL EXPENDITURES</b>	<b>403,057.78</b>	<b>259,366.10</b>	<b>260,782.54</b>	<b>0.00</b>	<b>142,275.24</b>	<b>64.70</b>	<b>54.13</b>
Fund 04 - LIABILITY INSURANCE:							
TOTAL REVENUES	365,700.00	359,710.18	358,427.78	0.00	7,272.22	98.01	98.70
TOTAL EXPENDITURES	403,057.78	259,366.10	260,782.54	0.00	142,275.24	64.70	54.13
NET OF REVENUES & EXPENDITURES	(37,357.78)	100,344.08	97,645.24	0.00	(135,003.02)	261.38	281.67
BEG. FUND BALANCE	514,848.39	514,848.39	514,848.39				
END FUND BALANCE	477,490.61	615,192.47	612,493.63				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 06 - IMRF FUND							
PROPERTY TAX REVENUE	279,300.00	275,012.95	275,422.45	0.00	3,877.55	98.61	97.07
INTEREST INCOME	3,100.00	2,285.99	796.54	0.00	2,303.46	25.69	100.00
TOTAL REVENUES	282,400.00	277,298.94	276,218.99	0.00	6,181.01	97.81	99.04
FRINGE BENEFITS	210,000.00	161,538.40	149,781.66	0.00	60,218.34	71.32	57.37
TOTAL EXPENDITURES	210,000.00	161,538.40	149,781.66	0.00	60,218.34	71.32	57.37
Fund 06 - IMRF FUND:							
TOTAL REVENUES	282,400.00	277,298.94	276,218.99	0.00	6,181.01	97.81	99.04
TOTAL EXPENDITURES	210,000.00	161,538.40	149,781.66	0.00	60,218.34	71.32	57.37
NET OF REVENUES & EXPENDITURES	72,400.00	115,760.54	126,437.33	0.00	(54,037.33)	174.64	620.45
BEG. FUND BALANCE	402,246.89	402,246.89	402,246.89				
END FUND BALANCE	474,646.89	518,007.43	528,684.22				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 08 - AUDIT FUND							
PROPERTY TAX REVENUE	24,500.00	24,285.12	24,187.83	0.00	312.17	98.73	104.04
INTEREST INCOME	110.00	79.58	30.69	0.00	79.31	27.90	58.89
TOTAL REVENUES	<u>24,610.00</u>	<u>24,364.70</u>	<u>24,218.52</u>	<u>0.00</u>	<u>391.48</u>	<u>98.41</u>	<u>103.28</u>
CONTRACTUAL	22,800.00	22,800.00	23,780.00	0.00	(980.00)	104.30	91.77
TOTAL EXPENDITURES	<u>22,800.00</u>	<u>22,800.00</u>	<u>23,780.00</u>	<u>0.00</u>	<u>(980.00)</u>	<u>104.30</u>	<u>91.77</u>
Fund 08 - AUDIT FUND:							
TOTAL REVENUES	24,610.00	24,364.70	24,218.52	0.00	391.48	98.41	103.28
TOTAL EXPENDITURES	<u>22,800.00</u>	<u>22,800.00</u>	<u>23,780.00</u>	<u>0.00</u>	<u>(980.00)</u>	<u>104.30</u>	<u>91.77</u>
NET OF REVENUES & EXPENDITURES	1,810.00	1,564.70	438.52	0.00	1,371.48	24.23	42.37
BEG. FUND BALANCE	14,735.29	14,735.29	14,735.29				
END FUND BALANCE	16,545.29	16,299.99	15,173.81				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 09 - PAVING AND LIGHTING FUND							
PROPERTY TAX REVENUE	94,400.00	93,654.84	93,043.41	0.00	1,356.59	98.56	97.84
INTEREST INCOME	1,550.00	1,111.54	385.13	0.00	1,164.87	24.85	100.00
TOTAL REVENUES	<u>95,950.00</u>	<u>94,766.38</u>	<u>93,428.54</u>	<u>0.00</u>	<u>2,521.46</u>	<u>97.37</u>	<u>101.29</u>
ROUTINE/PERIODIC MAINTENANCE	58,300.00	43,725.00	618.95	0.00	57,681.05	1.06	10.38
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES	<u>58,300.00</u>	<u>43,725.00</u>	<u>618.95</u>	<u>0.00</u>	<u>57,681.05</u>	<u>1.06</u>	<u>61.30</u>
Fund 09 - PAVING AND LIGHTING FUND:							
TOTAL REVENUES	95,950.00	94,766.38	93,428.54	0.00	2,521.46	97.37	101.29
TOTAL EXPENDITURES	<u>58,300.00</u>	<u>43,725.00</u>	<u>618.95</u>	<u>0.00</u>	<u>57,681.05</u>	<u>1.06</u>	<u>61.30</u>
NET OF REVENUES & EXPENDITURES	37,650.00	51,041.38	92,809.59	0.00	(55,159.59)	246.51	1,860.93
BEG. FUND BALANCE	192,422.68	192,422.68	192,422.68				
END FUND BALANCE	230,072.68	243,464.06	285,232.27				

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 11 - ACTIVITY AND AFFILIATES FUND							
CHARGE FOR SERVICE REVENUE	2,500.00	1,744.55	966.51	0.00	1,533.49	38.66	97.61
INTEREST INCOME	300.00	214.72	71.83	0.00	228.17	23.94	70.69
SPECIAL RECEIPTS	4,500.00	4,025.62	4,182.57	0.00	317.43	92.95	152.89
TOTAL REVENUES	<u>7,300.00</u>	<u>5,984.89</u>	<u>5,220.91</u>	<u>0.00</u>	<u>2,079.09</u>	<u>71.52</u>	<u>126.15</u>
CONTRACTUAL	210.00	210.00	0.00	0.00	210.00	0.00	45.65
COMMODITIES/SUPPLIES	8,200.00	6,261.92	3,170.28	0.00	5,029.72	38.66	90.67
TOTAL EXPENDITURES	<u>8,410.00</u>	<u>6,471.92</u>	<u>3,170.28</u>	<u>0.00</u>	<u>5,239.72</u>	<u>37.70</u>	<u>89.63</u>
Fund 11 - ACTIVITY AND AFFILIATES FUND							
TOTAL REVENUES	7,300.00	5,984.89	5,220.91	0.00	2,079.09	71.52	126.15
TOTAL EXPENDITURES	<u>8,410.00</u>	<u>6,471.92</u>	<u>3,170.28</u>	<u>0.00</u>	<u>5,239.72</u>	<u>37.70</u>	<u>89.63</u>
NET OF REVENUES & EXPENDITURES	(1,110.00)	(487.03)	2,050.63	0.00	(3,160.63)	184.74	57.20
BEG. FUND BALANCE	(6,256.99)	(6,256.99)	(6,256.99)				
END FUND BALANCE	(7,366.99)	(6,744.02)	(4,206.36)				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	USED
Fund 12 - SPECIAL DONATIONS FUND							
CHARGE FOR SERVICE REVENUE	2,000.00	1,595.60	168.50	0.00	1,831.50	8.43	38.69
CONTRIBUTIONS/SPONSORSHIPS	56,500.00	42,961.27	6,789.27	0.00	49,710.73	12.02	97.98
INTEREST INCOME	1,100.00	751.76	282.17	0.00	817.83	25.65	76.54
<b>TOTAL REVENUES</b>	<b>59,600.00</b>	<b>45,308.63</b>	<b>7,239.94</b>	<b>0.00</b>	<b>52,360.06</b>	<b>12.15</b>	<b>92.59</b>
CONTRACTUAL	65,100.00	54,339.43	7,258.34	0.00	57,841.66	11.15	77.53
<b>TOTAL EXPENDITURES</b>	<b>65,100.00</b>	<b>54,339.43</b>	<b>7,258.34</b>	<b>0.00</b>	<b>57,841.66</b>	<b>11.15</b>	<b>77.53</b>
Fund 12 - SPECIAL DONATIONS FUND:							
TOTAL REVENUES	59,600.00	45,308.63	7,239.94	0.00	52,360.06	12.15	92.59
TOTAL EXPENDITURES	65,100.00	54,339.43	7,258.34	0.00	57,841.66	11.15	77.53
NET OF REVENUES & EXPENDITURES	(5,500.00)	(9,030.80)	(18.40)	0.00	(5,481.60)	0.33	100.00
BEG. FUND BALANCE	161,247.38	161,247.38	161,247.38				
END FUND BALANCE	155,747.38	152,216.58	161,228.98				



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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 14 - SOCIAL SECURITY FUND							
PROPERTY TAX REVENUE	396,400.00	393,353.31	390,793.09	0.00	5,606.91	98.59	98.44
INTEREST INCOME	800.00	603.67	281.55	0.00	518.45	35.19	51.20
TOTAL REVENUES	<u>397,200.00</u>	<u>393,956.98</u>	<u>391,074.64</u>	<u>0.00</u>	<u>6,125.36</u>	<u>98.46</u>	<u>97.71</u>
FRINGE BENEFITS	348,000.00	259,538.38	223,867.45	0.00	124,132.55	64.33	74.51
TOTAL EXPENDITURES	<u>348,000.00</u>	<u>259,538.38</u>	<u>223,867.45</u>	<u>0.00</u>	<u>124,132.55</u>	<u>64.33</u>	<u>74.51</u>
Fund 14 - SOCIAL SECURITY FUND:							
TOTAL REVENUES	397,200.00	393,956.98	391,074.64	0.00	6,125.36	98.46	97.71
TOTAL EXPENDITURES	<u>348,000.00</u>	<u>259,538.38</u>	<u>223,867.45</u>	<u>0.00</u>	<u>124,132.55</u>	<u>64.33</u>	<u>74.51</u>
NET OF REVENUES & EXPENDITURES	49,200.00	134,418.60	167,207.19	0.00	(118,007.19)	339.85	47.92
BEG. FUND BALANCE	113,736.92	113,736.92	113,736.92				
END FUND BALANCE	162,936.92	248,155.52	280,944.11				

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
Fund 15 - SPECIAL RECREATION FUND							
PROPERTY TAX REVENUE	755,000.00	748,573.80	744,374.16	0.00	10,625.84	98.59	98.20
CHARGE FOR SERVICE REVENUE	67,968.00	57,401.65	10,730.00	0.00	57,238.00	15.79	79.95
CONTRIBUTIONS/SPONSORSHIPS	230,590.00	172,942.54	221,177.35	0.00	9,412.65	95.92	95.79
INTEREST INCOME	16,000.00	11,999.98	5,387.34	0.00	10,612.66	33.67	76.04
SPECIAL RECEIPTS	400.00	282.81	6,347.49	0.00	(5,947.49)	1,586.87	39.06
<b>TOTAL REVENUES</b>	<b>1,069,958.00</b>	<b>991,200.78</b>	<b>988,016.34</b>	<b>0.00</b>	<b>81,941.66</b>	<b>92.34</b>	<b>94.34</b>
SALARIES AND WAGES	269,456.00	195,096.17	130,345.33	0.00	139,110.67	48.37	73.69
FRINGE BENEFITS	72,198.00	44,467.30	34,724.32	0.00	37,473.68	48.10	64.85
CONTRACTUAL	126,258.00	94,850.83	14,725.84	80,000.00	31,532.16	75.03	77.92
COMMODITIES/SUPPLIES	22,124.00	17,079.51	3,649.05	0.00	18,474.95	16.49	67.36
UTILITIES	9,950.00	7,462.52	0.00	0.00	9,950.00	0.00	0.00
INSURANCE	13,434.00	8,729.52	8,433.84	0.00	5,000.16	62.78	64.60
ROUTINE/PERIODIC MAINTENANCE	22,000.00	16,499.98	20,982.10	1,500.00	(482.10)	102.19	108.65
CAPITAL OUTLAY	1,329,474.00	974,103.55	598,257.84	389,023.77	342,192.39	74.26	32.53
<b>TOTAL EXPENDITURES</b>	<b>1,864,894.00</b>	<b>1,358,289.38</b>	<b>811,118.32</b>	<b>470,523.77</b>	<b>583,251.91</b>	<b>68.72</b>	<b>49.11</b>
Fund 15 - SPECIAL RECREATION FUND:							
TOTAL REVENUES	1,069,958.00	991,200.78	988,016.34	0.00	81,941.66	92.34	94.34
TOTAL EXPENDITURES	1,864,894.00	1,358,289.38	811,118.32	470,523.77	583,251.91	68.72	49.11
NET OF REVENUES & EXPENDITURES	(794,936.00)	(367,088.60)	176,898.02	(470,523.77)	(501,310.25)	36.94	36.41
BEG. FUND BALANCE	2,025,592.20	2,025,592.20	2,025,592.20				
END FUND BALANCE	1,230,656.20	1,658,503.60	2,202,490.22				

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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	USED
Fund 16 - CAPITAL IMPROVEMENTS FUND							
PERSONAL PROPERTY REPLACEMENT TAXES	250,000.00	134,606.02	168,445.54	0.00	81,554.46	67.38	93.18
CONTRIBUTIONS/SPONSORSHIPS	185,000.00	177,825.40	0.00	0.00	185,000.00	0.00	92.24
CAPITAL GRANTS	950,000.00	750,000.00	0.00	0.00	950,000.00	0.00	5.33
INTEREST INCOME	20,000.00	13,360.47	8,406.96	0.00	11,593.04	42.03	131.33
SPECIAL RECEIPTS	79,000.00	52,605.90	175,375.73	0.00	(96,375.73)	221.99	62.75
TRANSFERS FROM OTHER FUNDS	693,000.00	693,000.00	693,000.00	0.00	0.00	100.00	100.00
<b>TOTAL REVENUES</b>	<b>2,177,000.00</b>	<b>1,821,397.79</b>	<b>1,045,228.23</b>	<b>0.00</b>	<b>1,131,771.77</b>	<b>48.01</b>	<b>80.43</b>
CONTRACTUAL	16,000.00	16,000.00	16,000.00	0.00	0.00	100.00	150.23
CAPITAL OUTLAY	2,397,975.00	1,424,053.67	944,847.33	142,956.11	1,310,171.56	45.36	58.61
TRANSFERS TO OTHER FUNDS	0.00	0.00	55,106.82	0.00	(55,106.82)	100.00	100.00
<b>TOTAL EXPENDITURES</b>	<b>2,413,975.00</b>	<b>1,440,053.67</b>	<b>1,015,954.15</b>	<b>142,956.11</b>	<b>1,255,064.74</b>	<b>48.01</b>	<b>59.22</b>
Fund 16 - CAPITAL IMPROVEMENTS FUND:							
TOTAL REVENUES	2,177,000.00	1,821,397.79	1,045,228.23	0.00	1,131,771.77	48.01	80.43
TOTAL EXPENDITURES	2,413,975.00	1,440,053.67	1,015,954.15	142,956.11	1,255,064.74	48.01	59.22
NET OF REVENUES & EXPENDITURES	(236,975.00)	381,344.12	29,274.08	(142,956.11)	(123,292.97)	47.97	11.33
BEG. FUND BALANCE	2,348,046.47	2,348,046.47	2,348,046.47				
END FUND BALANCE	2,111,071.47	2,729,390.59	2,377,320.55				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 19 - POLICE PROTECTION							
PROPERTY TAX REVENUE	15,100.00	14,967.10	14,884.81	0.00	215.19	98.57	99.52
INTEREST INCOME	500.00	357.85	141.57	0.00	358.43	28.31	73.45
TOTAL REVENUES	15,600.00	15,324.95	15,026.38	0.00	573.62	96.32	97.82
CONTRACTUAL	5,000.00	4,294.52	15,507.53	0.00	(10,507.53)	310.15	85.56
TOTAL EXPENDITURES	5,000.00	4,294.52	15,507.53	0.00	(10,507.53)	310.15	85.56
Fund 19 - POLICE PROTECTION:							
TOTAL REVENUES	15,600.00	15,324.95	15,026.38	0.00	573.62	96.32	97.82
TOTAL EXPENDITURES	5,000.00	4,294.52	15,507.53	0.00	(10,507.53)	310.15	85.56
NET OF REVENUES & EXPENDITURES	10,600.00	11,030.43	(481.15)	0.00	11,081.15	4.54	135.36
BEG. FUND BALANCE	73,740.71	73,740.71	73,740.71				
END FUND BALANCE	84,340.71	84,771.14	73,259.56				

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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 21 - BOND AMORTIZATION FUND							
PROPERTY TAX REVENUE	1,191,000.00	1,149,570.09	1,174,239.85	0.00	16,760.15	98.59	97.24
INTEREST INCOME	3,800.00	3,755.62	279.41	0.00	3,520.59	7.35	76.37
TOTAL REVENUES	1,194,800.00	1,153,325.71	1,174,519.26	0.00	20,280.74	98.30	97.11
TRANSFERS TO OTHER FUNDS	1,201,900.00	1,201,900.00	1,191,271.85	0.00	10,628.15	99.12	97.79
TOTAL EXPENDITURES	1,201,900.00	1,201,900.00	1,191,271.85	0.00	10,628.15	99.12	97.79
Fund 21 - BOND AMORTIZATION FUND:							
TOTAL REVENUES	1,194,800.00	1,153,325.71	1,174,519.26	0.00	20,280.74	98.30	97.11
TOTAL EXPENDITURES	1,201,900.00	1,201,900.00	1,191,271.85	0.00	10,628.15	99.12	97.79
NET OF REVENUES & EXPENDITURES	(7,100.00)	(48,574.29)	(16,752.59)	0.00	9,652.59	235.95	100.00
BEG. FUND BALANCE	16,752.59	16,752.59	16,752.59				
END FUND BALANCE	9,652.59	(31,821.70)					

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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
Fund 22 - BOND PROCEEDS FUND							
INTEREST INCOME	12,000.00	8,125.87	2,860.75	0.00	9,139.25	23.84	77.25
TRANSFERS FROM OTHER FUNDS	1,201,900.00	1,201,900.46	1,191,271.85	0.00	10,628.15	99.12	97.79
<b>TOTAL REVENUES</b>	<b>1,213,900.00</b>	<b>1,210,026.33</b>	<b>1,194,132.60</b>	<b>0.00</b>	<b>19,767.40</b>	<b>98.37</b>	<b>97.28</b>
CONTRACTUAL	3,518.00	3,518.00	3,428.00	0.00	90.00	97.44	97.11
CAPITAL OUTLAY	875,620.00	718,538.00	400,279.78	53,960.00	421,380.22	51.88	80.88
DEBT SERVICE PRINCIPAL	460,000.00	460,000.00	460,000.00	0.00	0.00	100.00	100.00
DEBT SERVICE INTEREST/FEES	98,250.00	92,902.99	83,503.41	0.00	14,746.59	84.99	84.27
<b>TOTAL EXPENDITURES</b>	<b>1,437,388.00</b>	<b>1,274,958.99</b>	<b>947,211.19</b>	<b>53,960.00</b>	<b>436,216.81</b>	<b>69.65</b>	<b>88.92</b>
Fund 22 - BOND PROCEEDS FUND:							
TOTAL REVENUES	1,213,900.00	1,210,026.33	1,194,132.60	0.00	19,767.40	98.37	97.28
TOTAL EXPENDITURES	1,437,388.00	1,274,958.99	947,211.19	53,960.00	436,216.81	69.65	88.92
NET OF REVENUES & EXPENDITURES	(223,488.00)	(64,932.66)	246,921.41	(53,960.00)	(416,449.41)	86.34	212.53
BEG. FUND BALANCE	481,251.20	481,251.20	481,251.20				
END FUND BALANCE	257,763.20	416,318.54	728,172.61				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	USED
Fund 24 - LAND ACQUISITION FUND							
INTEREST INCOME	6,900.00	4,681.85	1,890.99	0.00	5,009.01	27.41	108.58
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	155,106.82	0.00	(55,106.82)	155.11	100.00
<b>TOTAL REVENUES</b>	<b>106,900.00</b>	<b>104,681.85</b>	<b>156,997.81</b>	<b>0.00</b>	<b>(50,097.81)</b>	<b>146.86</b>	<b>100.65</b>
Fund 24 - LAND ACQUISITION FUND:							
TOTAL REVENUES	106,900.00	104,681.85	156,997.81	0.00	(50,097.81)	146.86	100.65
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	106,900.00	104,681.85	156,997.81	0.00	(50,097.81)	146.86	100.65
BEG. FUND BALANCE	979,942.75	979,942.75	979,942.75				
END FUND BALANCE	1,086,842.75	1,084,624.60	1,136,940.56				

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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
 PERIOD ENDING 01/31/2021  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	USED
Fund 25 - PARK DEVELOPMENT FUND							
CAPITAL GRANTS	347,000.00	0.00	0.00	0.00	347,000.00	0.00	0.00
INTEREST INCOME	7,100.00	5,325.02	1,984.85	0.00	5,115.15	27.96	89.50
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	100.00
TOTAL REVENUES	<u>454,100.00</u>	<u>105,325.02</u>	<u>101,984.85</u>	<u>0.00</u>	<u>352,115.15</u>	<u>22.46</u>	<u>98.33</u>
CAPITAL OUTLAY	668,000.00	40,000.00	3,362.70	14,137.30	650,500.00	2.62	0.00
TOTAL EXPENDITURES	<u>668,000.00</u>	<u>40,000.00</u>	<u>3,362.70</u>	<u>14,137.30</u>	<u>650,500.00</u>	<u>2.62</u>	<u>0.00</u>
Fund 25 - PARK DEVELOPMENT FUND:							
TOTAL REVENUES	454,100.00	105,325.02	101,984.85	0.00	352,115.15	22.46	98.33
TOTAL EXPENDITURES	<u>668,000.00</u>	<u>40,000.00</u>	<u>3,362.70</u>	<u>14,137.30</u>	<u>650,500.00</u>	<u>2.62</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	(213,900.00)	65,325.02	98,622.15	(14,137.30)	(298,384.85)	39.50	39.42
BEG. FUND BALANCE	1,028,250.75	1,028,250.75	1,028,250.75				
END FUND BALANCE	814,350.75	1,093,575.77	1,126,872.90				



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REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21	BUDGET	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT	PREV YEAR
	ORIGINAL	YEAR-TO-DATE					YTD BALANCE
	BUDGET	THRU 01/31/21	01/31/2021	YEAR-TO-DATE	BALANCE	USED	% BDGT
							USED
Fund 26 - TRAILS AND PATHWAYS FUND							
INTEREST INCOME	2,500.00	1,373.77	703.16	0.00	1,796.84	28.13	119.48
TRANSFERS FROM OTHER FUNDS	100,000.00	100,000.00	100,000.00	0.00	0.00	100.00	100.00
TOTAL REVENUES	102,500.00	101,373.77	100,703.16	0.00	1,796.84	98.25	100.89
CAPITAL OUTLAY	195,000.00	30,000.00	29,650.00	0.00	165,350.00	15.21	21.53
TOTAL EXPENDITURES	195,000.00	30,000.00	29,650.00	0.00	165,350.00	15.21	21.53
Fund 26 - TRAILS AND PATHWAYS FUND:							
TOTAL REVENUES	102,500.00	101,373.77	100,703.16	0.00	1,796.84	98.25	100.89
TOTAL EXPENDITURES	195,000.00	30,000.00	29,650.00	0.00	165,350.00	15.21	21.53
NET OF REVENUES & EXPENDITURES	(92,500.00)	71,373.77	71,053.16	0.00	(163,553.16)	76.81	36.35
BEG. FUND BALANCE	360,916.45	360,916.45	360,916.45				
END FUND BALANCE	268,416.45	432,290.22	431,969.61				

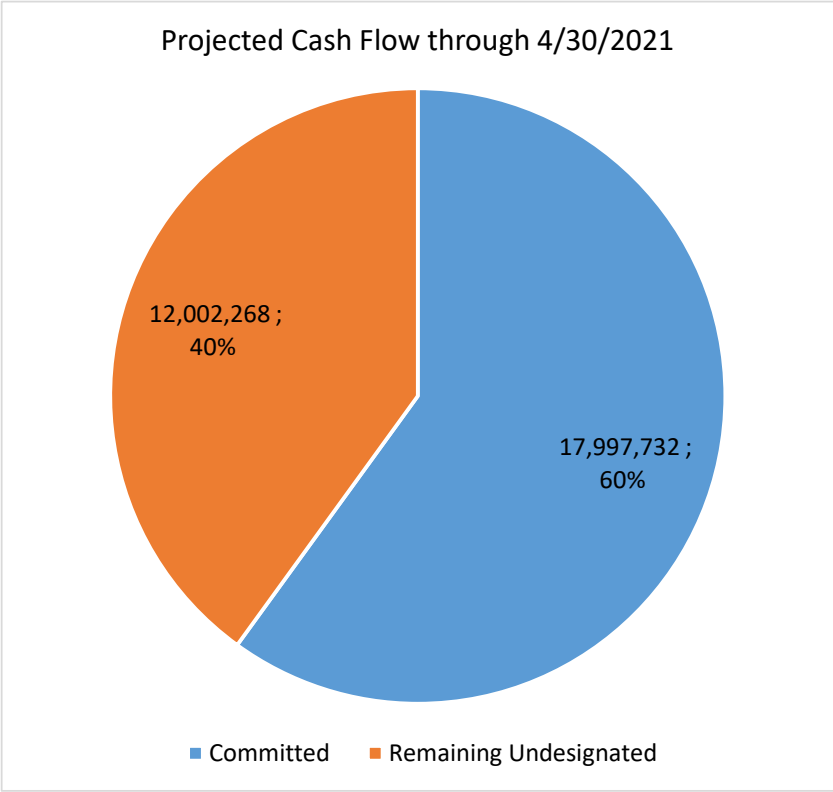
REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT  
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**ATTACHMENT B**

ACCOUNT DESCRIPTION	2020-21 ORIGINAL BUDGET	BUDGET YEAR-TO-DATE THRU 01/31/21	YTD BALANCE 01/31/2021	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED	PREV YEAR % BDGT USED
<b>Fund 27 - HUMAN KINETICS PARK IMPROVEMENT FUND</b>							
CONTRIBUTIONS/SPONSORSHIPS	4,000,000.00	853,967.44	839,455.70	0.00	3,160,544.30	20.99	60.29
CAPITAL GRANTS	384,870.00	184,870.00	29,436.25	0.00	355,433.75	7.65	145.45
INTEREST INCOME	19,000.00	15,462.16	4,682.48	0.00	14,317.52	24.64	100.00
SPECIAL RECEIPTS	0.00	0.00	83,122.00	0.00	(83,122.00)	100.00	0.00
TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	100.00
<b>TOTAL REVENUES</b>	<b>4,403,870.00</b>	<b>1,054,299.60</b>	<b>956,696.43</b>	<b>0.00</b>	<b>3,447,173.57</b>	<b>21.72</b>	<b>78.01</b>
CONTRACTUAL	265,645.00	57,380.86	134,534.72	171,183.12	(40,072.84)	115.09	104.50
COMMODITIES/SUPPLIES	0.00	0.00	70.15	0.00	(70.15)	100.00	0.00
CAPITAL OUTLAY	5,148,150.00	1,168,337.00	526,722.00	550.00	4,620,878.00	10.24	35.25
<b>TOTAL EXPENDITURES</b>	<b>5,413,795.00</b>	<b>1,225,717.86</b>	<b>661,326.87</b>	<b>171,733.12</b>	<b>4,580,735.01</b>	<b>15.39</b>	<b>39.39</b>
<b>Fund 27 - HUMAN KINETICS PARK IMPROVEM</b>							
TOTAL REVENUES	4,403,870.00	1,054,299.60	956,696.43	0.00	3,447,173.57	21.72	78.01
TOTAL EXPENDITURES	5,413,795.00	1,225,717.86	661,326.87	171,733.12	4,580,735.01	15.39	39.39
NET OF REVENUES & EXPENDITURES	(1,009,925.00)	(171,418.26)	295,369.56	(171,733.12)	(1,133,561.44)	12.24	100.00
BEG. FUND BALANCE	2,660,868.91	2,660,868.91	2,660,868.91				
END FUND BALANCE	1,650,943.91	2,489,450.65	2,956,238.47				
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>23,975,553.00</b>	<b>19,369,127.65</b>	<b>17,721,523.00</b>	<b>0.00</b>	<b>6,254,030.00</b>	<b>73.91</b>	<b>90.45</b>
<b>TOTAL EXPENDITURES - ALL FUNDS</b>	<b>22,674,715.28</b>	<b>13,868,547.75</b>	<b>11,051,268.25</b>	<b>953,520.66</b>	<b>10,669,926.37</b>	<b>52.94</b>	<b>67.82</b>
NET OF REVENUES & EXPENDITURES	1,300,837.72	5,500,579.90	6,670,254.75	(953,520.66)	(4,415,896.37)	439.47	155.86
BEG. FUND BALANCE - ALL FUNDS	26,144,080.66	26,144,080.66	26,144,080.66				
END FUND BALANCE - ALL FUNDS	27,444,918.38	31,644,660.56	32,814,335.41				

Note: There is no Attachment C for Q3 update

Champaign Park District			
Projected Cash Flow Through 4/30/21			as of 2/28/2021
Cash/Investments, 4/30/2021 Projected		\$30,000,000	
Plus:			
Projected operating budget surplus	650,000		
VT Expenditure Reductions-closing	314,225		
Net Budgetary Changes known 9/30	62,541		
PPRT Additional Funding	<u>16,200</u>	1,042,966	
Less:			
120-day reserve	2,421,730		
PPRT Removed funding loss \$25K	-		
Revenue deferred to FY22	65,920		
Revenue-Programming Estimated	59,000		
Interest @ 32% Original Budget	144,000		
VT Revenue budgeted in FYE21	282,000		
OSLAD Matching Funds HK+ add'l	505,000		
OSLAD Matching Funds Spalding	347,000		
Martens Center Fund	2,660,869		
Martens Center Start-Up Funds	300,000		
<i>Martens Center Additional CPD Est.</i>	<i>2,810,000</i>		
Capital Project Funds	5,781,324		
Legal/Payroll Restrictions	<u>3,663,855</u>	(19,040,698)	
Excess Funds Remaining		<u><u>\$12,002,268</u></u>	



**MARTENS CENTER**

to 2/28/21

<b>REVENUE</b>	<b>BUDGET</b>	<b>Actual</b>
Rainer & Julie Martens	\$4,000,000.00	\$3,646,817.77
Champaign Park District	\$4,300,000.00	\$2,300,000.00
Capital Campaign	\$2,373,344.84	\$1,648,344.84
Investment/Interest Income	\$130,595.23	\$130,595.23
Land Grant	\$105,674.46	\$105,674.46
<b>Total Revenue</b>	<b>\$10,909,614.53</b>	<b>\$7,831,432</b>

**EXPENSES**

Architectural Fees--Ratio	\$911,472.00	\$748,652.85
Construction Bid--Broeren Russo	\$9,463,800.00	\$0.00
Construction Contingency--5%	\$384,692	
Attorney Fees	TBD	\$39,678.90
Builder's Risk Insurance	\$13,500.00	
Testing Fees	\$19,825.00	
Soil Transfer	\$55,867.50	
Permits	\$67,150.00	\$29,500.00
Grant Fees--IL Department of Resources	\$300.00	\$300.00
Furniture, Fixtures & Equipment	\$300,000.00	
Heart Technology door access	\$24,655.29	\$0.00
Gym Equipment	\$51,411.17	\$0.00
Landscaping	TBD	
Other (includes fundraising)	\$320,000.00	\$29,961.24
<b>TOTAL EXPENSES</b>	<b>\$11,612,673.17</b>	<b>\$848,092.99</b>

**Human Kinetics Park**

<b>REVENUE</b>	<b>BUDGET</b>	<b>Actual</b>
OSLAD Funds	\$400,000.00	\$200,000
Donations and Sponsorships	\$100,056.88	\$100,057
CPD Funds	\$400,000.00	398687.44
<b>Total</b>	<b>\$900,056.88</b>	<b>\$698,744.32</b>

**EXPENSES**

Architectural Fees--Hitchcock	\$91,500.00	\$84,132.94
Construction Bid--Duce Construction	\$655,282.00	
Construction Contingency--5%	\$33,770.00	
Geotechnical Fees	\$3,050.00	\$3,050.00
Permit Fees	\$250.00	\$250.00

**ATTACHMENT E**

Testing Fees	TBD	
Equipment	\$116,950.00	
Landscaping	TBD	
Audit Fees grant	\$3,000.00	
Other Expenses	\$583.22	\$583.22
<b>TOTAL EXPENSES</b>	<b>\$904,385.22</b>	<b>\$88,016.16</b>



## REPORT TO PARK BOARD

**FROM:** Joe DeLuce, Executive Director

**DATE:** April 7, 2021

**SUBJECT:** Champaign Parks Foundation (Foundation) 3<sup>rd</sup> Quarter Financial Analysis for Fiscal Year 2021

### Background

Attached is the Foundation financial update for the nine months ended January 31, 2021 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 nine months ended January 31, 2021 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 down \$52,740 from prior year-to-date through January 31. Of this decrease, \$32,300 is specific to the Virginia Theatre restoration funds that are not being collected with the closure of the theatre. The impact of not having Ties and Tannies fundraiser this year resulted in \$17,180 loss in revenue. The remaining difference is in the investment income as a result of the very low interest rates.

Total expenditures are \$152,008 less than the prior year-to-date through January 31. Total expenditures for the quarter were \$266,281; of which 84% was for the Martens Center. The remaining expenditures included 12% to scholarships, 3% for the annual financial audit and preparation of tax return, with the remaining 1% was for annual operating expenses for donor software, filing fees and credit card processing fees. The current year transfers out are to reimburse the Park District for Martens Center A&E fees associated with the building and outdoor improvement projects.

### Recommended Action

For discussion purposes only.

Prepared by:

Reviewed by:

Andrea N. Wallace  
Director of Finance

Joe DeLuce  
Executive Director

REVENUE AND EXPENDITURE REPORT FOR CHAMPAIGN PARK DISTRICT

PERIOD ENDING 01/31/2021

CHAMPAIGN PARKS FOUNDATION

YTD REVENUES AND EXPENSES

ACCOUNT DESCRIPTION	ACTIVITY FOR QUARTER 01/31/2021	YTD BALANCE 01/31/2021	YTD BALANCE 01/31/2020	YTD BALANCE DIFF 01/31/2021 01/31/2020
CHARGE FOR SERVICE REVENUE	0.00	0.00	1,650.00	(1,650.00)
CONTRIBUTIONS/SPONSORSHIPS	65,216.75	153,782.87	204,337.30	(50,554.43)
INTEREST INCOME	757.36	8,248.32	22,811.63	(14,563.31)
INVESTMENT DIVIDENDS	5,146.91	16,292.10	20,622.78	(4,330.68)
INVESTMENT REALIZED GAINS (LOSSES)	449.84	449.84	14.74	435.10
INVESTMENT UNREALIZED GAINS (LOSSES)	974.58	19,215.98	1,292.53	17,923.45
<b>TOTAL REVENUES</b>	<b>72,545.44</b>	<b>197,989.11</b>	<b>250,728.98</b>	<b>(52,739.87)</b>
CONTRACTUAL	40,911.29	49,286.97	48,220.06	1,066.91
COMMODITIES/SUPPLIES	527.20	29,769.81	26,276.60	3,493.21
INVESTMENT FEES	1,175.09	3,817.92	3,743.39	74.53
CAPITAL OUTLAY	0.00	1,722.23	202,717.35	(200,995.12)
TRANSFERS TO OTHER FUNDS	223,667.67	489,455.70	445,103.50	44,352.20
<b>TOTAL EXPENDITURES</b>	<b>266,281.25</b>	<b>574,052.63</b>	<b>726,060.90</b>	<b>(152,008.27)</b>
TOTAL REVENUES - FUND 98	72,545.44	197,989.11	250,728.98	(52,739.87)
TOTAL EXPENDITURES - FUND 98	266,281.25	574,052.63	726,060.90	(152,008.27)
NET OF REVENUES & EXPENDITURES	(193,735.81)	(376,063.52)	(475,331.92)	99,268.40
BEG. FUND BALANCE		5,802,739.83	6,334,593.44	
END FUND BALANCE		5,426,676.31	5,859,261.52	

**Champaign Parks Foundation**  
**Foundation Funds as of January 31, 2021**

Central Illinois Bank Operating Account	\$ 2,255.81	
Central Illinois Bank Money Market Account .20%	199,330.23	
Commerce Bank Money Market, .03%	43,201.45	
Marine Bank Money Market, .20%	43,581.37	
Midland States Bank - MMA, 0.03%	152,279.44	
12 month CD with BankChampaign at 0.50% (7/10/21)	103,662.93	
18 month CD with First Mid Bank & Trust at 0.25% (8/19/2021)	214,377.15	
First Financial Bank CD, 1.49%, 5 year (8/23/24)	54,388.35	
Cozad Asset Management Investment Account	2,208,303.76	
Cozad Asset Management Investment Account #2345 Martens Pre-payment	1,646,826.51	
Pledge Receivable Current (Martens Center)	475,677.49	
Pledge Receivable Long-Term, net of discount of \$9,574.18	282,921.82	
Total Cash Balance		5,426,806.31
*Less: Accounts Payable as of End of Month		(130.00)
Total Funds Available:		<u>\$ 5,426,676.31</u>

	Audited Balance 4/30/2020	Current Month		Fiscal Year-to-Date		Unaudited Balance 01/31/2021
		Revenues	Expenses	Revenues	Expenses	
Art in the Park	371.10	-	-	-	-	371.10
Art Smart	280.00	-	-	-	-	280.00
Bach's Lunch	200.00	-	-	-	-	200.00
Champaign West Rotary Meditation Garden - Mattis Pk	10,555.77	-	-	-	-	10,555.77
Clark Park - General (Adopt-a-Park \$526.94, Fraker Memorial \$100)	726.94	-	-	50.00	-	776.94
Clark Park Bench	820.00	-	-	-	-	820.00
CUSR Programs	18,876.37	50.00	-	475.00	-	19,351.37
CUSR Scholarships	-	-	-	4,005.00	4,005.00	-
Dodds Park	1,644.00	-	-	-	1,722.23	(78.23)
Dog Park Development	4,725.00	-	-	-	-	4,725.00
Dog Park Amenities	3,209.28	-	-	-	-	3,209.28
Donor Appreciation Lunch/Meals	924.37	-	-	-	-	924.37
Douglas Seniors	1,000.00	-	-	-	-	1,000.00
Douglass Center	1,600.00	-	-	-	-	1,600.00
Douglass Community Gardens	100.00	-	-	-	-	100.00
Environmental Ed Programs	335.00	-	-	75.00	-	410.00
Flower Program	605.00	-	-	50.00	-	655.00
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	4,074.12	-	-	-	3,156.00	918.12
Kaufman Lake	2,633.67	-	-	-	-	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	3,166.00	-	-	1,621.00	-	4,787.00



	Audited Balance 4/30/2020	Current Month		Fiscal Year-to-Date		Unaudited Balance 01/31/2021
		Revenues	Expenses	Revenues	Expenses	
Leonhard Rec Center - Brick Campaign	7,119.26	-	-	500.00	118.26	7,501.00
Lindsay Memorial Garden	3,478.65	-	-	-	-	3,478.65
Martens Center (Includes full pledge not received)	5,077,472.73	1,535.99	1,175.09	143,030.47	493,273.62	4,727,229.58
Mattis Park - Boots	404.00	-	-	-	-	404.00
Memorials	60,464.68	630.00	130.00	19,750.00	19,341.39	60,873.29
Memorials - Hays	1,040.00	-	-	-	-	1,040.00
Memorial-Robert Toalson	2,395.00	-	-	-	-	2,395.00
Mitchell Robinson Memorial	(0.00)	-	-	-	-	(0.00)
Paths & Trails	-	-	-	105.00	-	105.00
Playgrounds	5,160.00	300.00	-	1,671.00	-	6,831.00
Porter Park	-	-	-	100.00	-	100.00
Powell Park	2,246.00	-	-	-	-	2,246.00
Prairie Farm	15,239.08	-	-	20.00	-	15,259.08
Special Events_Fundraiser Ties & Tennies (Scholarship fund)	-	-	-	-	-	-
Scholarships	27,190.00	-	-	4,550.00	31,700.00	40.00
Seniors-Carle Grant	131.33	-	-	-	-	131.33
Sholem Pool Capital Improvements	5,025.00	-	-	100.00	-	5,125.00
Sims Memorial	7,589.24	-	-	-	-	7,589.24
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	219,116.54	1,000.00	-	3,580.48	-	222,697.02
Virginia Theatre Non-Specific	13,408.29	50.00	-	3,558.29	1,013.92	15,952.66
Visual and Performing Art	24,671.58	-	-	-	6,040.25	18,631.33
Westside Park Bench	100.00	-	-	30.00	-	130.00
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	13,710.81	-	-	1,000.00	-	14,710.81
Subtotal - Restricted/Endowment	5,717,342.11	3,565.99	1,305.09	184,271.24	560,370.67	5,341,242.68
Unrestricted	85,397.72	3,049.74	495.74	13,717.87	13,681.96	85,433.63
Total Funds	5,802,739.83	6,615.73	1,800.83	197,989.11	574,052.63	5,426,676.31