



AGENDA
REGULAR BOARD MEETING
REMOTE MEETING HELD VIA TELECONFERENCE
(As permitted by 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/86949973253?pwd=djlHUmwvcFpZak9EZzZrU0pBaEtEQT09>

For online video access, please use the following Meeting ID and Password when prompted:
Meeting ID: 869 4997 3253
Password: 123607

Alternatively, the meeting may be accessed by telephone at:
1-312-626-6799, If prompted for the following items, please enter:
Meeting ID: 869 4997 3253, followed by the # symbol
Password: 123607, 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, January 12, 2022, and sent to joe.deluce@champaignparks.org.

Wednesday, January 12, 2022
7:00 P.M.

A. CALL TO ORDER

B. PRESENTATION

1. Architectural Expressions – Pickleball Complex Design

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

D. COMMUNICATIONS

E. TREASURER’S REPORT

1. Acceptance of the Treasurer’s Report for the Month of December 2021 **(Roll Call Vote)**

F. EXECUTIVE DIRECTOR’S REPORT

1. General Announcements

G. COMMITTEE REPORT

1. Champaign Parks Foundation

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. REPORT OF OFFICERS

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

I. 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. (Roll Call Vote)

1. Approval of Minutes of the Joint CPD/UPD Board Meeting, December 2, 2021
2. Approval of Minutes of the Regular Board Meeting, December 8, 2021

J. NEW BUSINESS

1. Approval of Disbursements
Staff recommends approval of disbursements for the period beginning December 9, 2021 and ending January 12, 2022. **(Roll Call Vote)**
2. Approval of Part-Time and Seasonal Wage Increases
Staff recommends the Board approve the updated seasonal pay rates for FY22 and FY23. **(Roll Call Vote)**
3. Approval of Purchase of Information Technology Equipment for the Martens Center
Staff recommends the Park Board approve the purchase of technology equipment for the Martens Center totaling \$71,270. **(Roll Call Vote)**
4. Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions and Disaster-Related Remote Participation for Regular and Special Meetings
Staff recommends approval of a resolution authorizing, approving and ordering the destruction of the verbatim audio records of the following closed session and disaster-related remote participation Regular and Special meetings: February 12, 2020; March 11, 2020; April 8, 2020 (Disaster); April 20, 2020 (Disaster); May 13, 2020 (Disaster); May 27, 2020 (Disaster) June 10, 2020 (Disaster); June 24, 2020 (Disaster); and July 8, 2020 (Disaster). **(Roll Call Vote)**

K. OLD BUSINESS

1. Approval of Purchase of Furniture, Fixtures, and Equipment for the Wellness Room at the Martens Center
Staff recommends the Board approve the purchase of office furniture and exercise equipment for the wellness room at the Martens Center that have been bid through a cooperative government purchasing program. **(Roll Call Vote)**

L. DISCUSSION ITEMS

1. Park District Facility Fee Schedule
2. FY23-FY25 Mission, Vision, and Strategic Plan
3. FY23 Capital Budget and the 2023-2032 Capital Improvement Plan
4. COVID-19 Protocol at the Virginia Theatre

M. COMMENTS FROM COMMISSIONERS

N. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 120/2 (c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. **(Roll Call Vote)**

O. RETURN TO REGULAR MEETING

P. EXECUTIVE SESSION ACTION ITEM

1. Approval to Make Available for Public Viewing Executive Session Minutes **(Roll Call Vote)**

Q. ADJOURN

PROJECT COST OPINION

Project:	Centennial Park Pickleball Complex - Phase I		DATE:	12/13/2021
Owner:	Champaign Park District		AEX#:	6379
Description:	8 Court Pickleball Complex: 17,338 SF		OWNR#:	
	Court: SF 17,338	\$/SF: \$42.42	REV#:	
ITEM			%	AMOUNT
Pre-Planning Cost				N/A
Site Survey and Soil Investigation				N/A
Site Preparation (Incl. Demolition/Disposal)				
Hazardous Materials Remediation (Allowance)				N/A
Off-Site Work				N/A
WORK ITEM	ESTIMATE	\$/SF:		
GENERAL - Concessions Building Included	113,260.56	6.53		
COURT CONSTRUCTION	223,323.44	12.88		
SHELL				
SUPERSTRUCTURE	-	-		
EXTERIOR CLOSURE	-	-		
ROOFING	-	-		
INTERIORS	-	-		
SERVICES				
CONVEYING	-	-		
PLUMBING	7,983.20	0.46		
HVAC: Alternates 2 & 3	10,500.00	0.61		
FIRE PROTECTION	-	-		
ELECTRICAL	61,652.50	3.56		
Service Upgrade, Site Lighting				
EQUIPMENT & FURNISHINGS	-	-		
SPECIAL CONSTRUCTION	51,166.00	2.95		
Fencing				
SITE WORK	54,858.46	3.16		
Alternate #1: Detention Basin Expansion Phase 2	3,294.00			
Sidewalks, Patios				
Site Preparation Demolition Disposal by CPD Excluding grading				
Total Construction Contracts	522,744.16	30.15	\$	522,744.16
General Contractor Markups (General Conditions, Overhead, and Profit)		15%	\$	78,411.62
SUBTOTAL CONSTRUCTION RELATED ITEMS		34.67	\$	601,155.78
Fixtures, Furnishings and Equipment (FFE)				
Architectural/Engineering Fees (Estimated)			\$	67,500.00
Owner's Rep			\$	-
Other Reimbursables (Printing)				
Bonds, Permits and Fees (not included in construction contracts)				
Fixed Capital Equipment (not in construction contracts)				
Building or Property Acquisition				
Archeological Investigation				
Audit				
SUBTOTAL PROJECT RELATED ITEMS		38.57	\$	668,655.78
Contingency		10%	\$	66,865.58
TOTAL FOR PROJECT		42.42	\$	735,521.36

Need to determine grade and fill requirements
Baseball fencing and dugouts by CPD

GENERAL - Concessions Building Included

Main Bldg.: 576 SF

Pavilion/Breezeway:

Breezeway:

Total:

DESCRIPTION	576 QUANTITY	SF U	UNIT COST	COST	
Custom 1-Story w/ brick veneer, solid masonry	576	SF	\$135.00	\$77,760.00	\$135.00 */ SF
Specialties					
Toilet Partitions (Custom w/ CMU)	3	Units	\$1,500.00	\$4,500.00	
Bathroom Accessories, Grab Bars	1	LS	\$1,000.00	\$1,000.00	
Plumbing					
First WC, battery, wall mounted, side by side	2	EA	\$3,733.00	\$7,466.00	
Additional WC	1	EA	\$3,570.00	\$3,570.00	
Wall Hung Urinal	1	EA	\$1,554.00	\$1,554.00	
Wall Hung Lavatory	2	EA	\$1,460.00	\$2,920.00	
Mop Sink	1	EA	\$1,900.00	\$1,900.00	
Water Cooler	1	EA	\$1,992.00	\$1,992.00	
Water Htr.	1	EA	\$1,500.00	\$1,500.00	
Electric					
Hand Dryer	2	EA	\$500.00	\$1,000.00	
11 Fixtures per 600 SF	576	SF	\$10.70	\$6,163.20	
Electric Service-Refer to Electric Section					
Receptacles and Switches	576	SF	\$3.36	\$1,935.36	
CONSTRUCTION COST				\$113,260.56	\$ 196.63 */ SF

COURT CONSTRUCTION (8 Courts)

DESCRIPTION	QUANTITY	U	UNIT COST	COST
Aggregate Base Course 2" Ave.	210	TON	\$51.00	\$10,710.00
Bit. Mtls. Prime Coat MC-30	478	GAL	\$6.00	\$2,868.00
HMA Bit. Binder Course 2"	259	TON	\$130.00	\$33,670.00
Bit. Mtls. Tack Coat NTEA	215	GAL	\$8.00	\$1,720.00
HMA Bit. Surface Course 1 1/2"	240	TON	\$160.00	\$38,400.00
Install Foundations/Post/Anchors/Nets/Etc.	8	SET	\$2,200.00	\$17,600.00
Paint Court Color System/Stripping/Nets/Posts/Anchors	17,408	SF	\$2.60	\$45,260.80
Construction Layout	1	LS	\$6,750.00	\$6,750.00
Mobilization of Equipment	1	LS	\$5,000.00	\$5,000.00
				\$0.00
Court Surface System (All Weather Court)	17,408	SF	\$1.46	\$25,415.68
				\$0.00
Conc.Paved Walk Areas between courts	3456	SF	\$8.66	\$29,928.96
Specialty Asphalt Patching & Leveling	1	SF	\$5,000.00	\$5,000.00
Specialty Asphalt Cutting joints	1	LS	\$1,000.00	\$1,000.00
CONSTRUCTION COST				\$223,323.44

\$ 23,382.00 */SF

PLUMBING

DESCRIPTION	QUANTITY	U	UNIT COST	COST	
Sanitary Sewer- Connect @ north side John St.					
Trenching 4' x6' Deep	160	LF	\$23.65	\$3,784.00	Assume no new manhole
Piping 4" Diameter PVC	160	LF	\$6.16	\$985.60	
Repair Roadway Pavement	240	SF	\$7.14	\$1,713.60	
Water Service-2" existing					
Remove Existing Water Fountain					By CPD
New Connection to Building	1	Allowance	\$1,500.00	\$1,500.00	
CONSTRUCTION COST				\$ 7,983.20	

HVAC: Alternates 2 & 3

DESCRIPTION	QUANTITY	U	UNIT COST	COST
Alternate #2: Minisplit in Vending Area	1	LS	\$6,000.00	\$6,000.00
Alternate #3: Bathroom Exhaust System Timer	1	LS	\$4,500.00	\$4,500.00
CONSTRUCTION COST				\$ 10,500.00

ELECTRICAL

DESCRIPTION	QUANTITY	U	UNIT COST	COST	
Provide 200A with Load Center	1	LS	\$8,270.00	\$8,270.00	
Underground Service Conductor	250	LF	\$26.73	\$6,682.50	From Horticulture Bldg.
Trenching for Service Conductor	250	LF	\$2.80	\$700.00	From Horticulture Bldg.
LED Site Lighting Courts, cut off low mast 22'	8	LS	\$5,000.00	\$40,000.00	
LED Site Lot, 22' Alum. Pole	2	EA	\$3,000.00	\$6,000.00	
CONSTRUCTION COST				\$ 61,652.50	

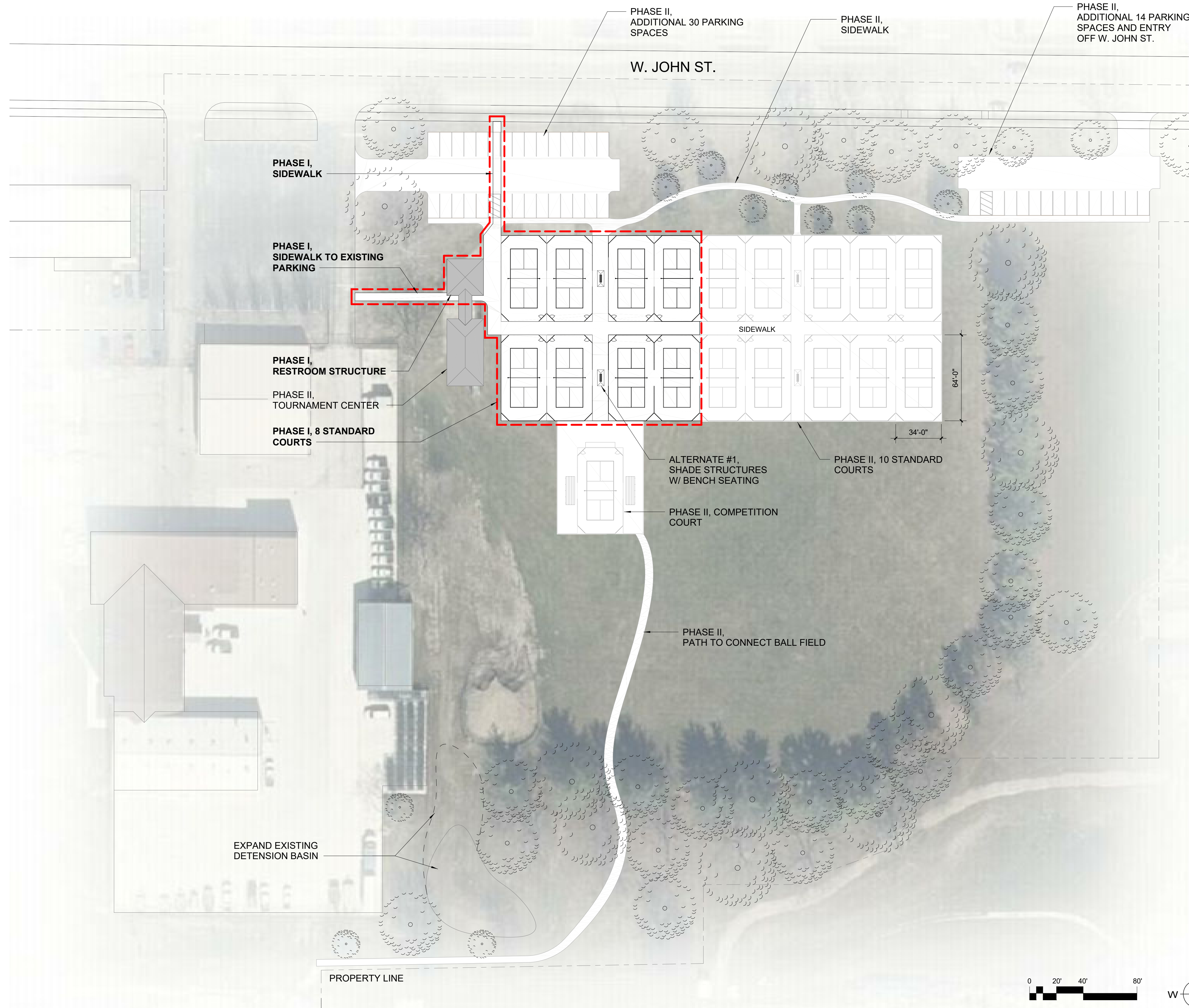
SPECIAL CONSTRUCTION

DESCRIPTION	QUANTITY	U	UNIT COST	COST
Future-Shade Structure Structure; Shading 4 Courts	9250	SF		
Future Grandstand - 90 seats: Permanent closed deck, steel, composite design	90	SEATS		
Future-Flagpoles	2	EA		
New Fence Screen 8' high	920	LF	\$42.00	\$38,640.00
New Fence Screen 4' High Acoustic Screen	512	LF	\$23.00	\$11,776.00
Wind Screening				
Future-Shade Canopies	4	LS		
Signage-Court Numbers & Bathrooms	1	LS	\$750.00	\$750.00
CONSTRUCTION COST				\$51,166.00

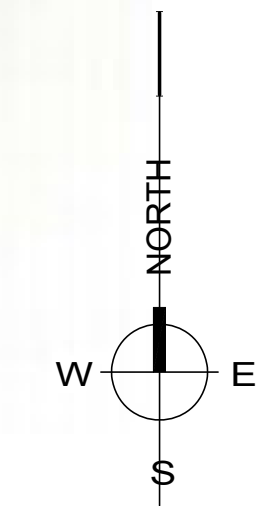
SITE WORK

DESCRIPTION	QUANTITY	U	UNIT COST	COST
Expand Detension Basin-Phase 1	10,980	CF	\$0.30	\$3,294.00
Alternate 1 - Expand Detension Basin - Phase 2	10,980	CF	\$0.30	\$3,294.00
Temporay Construction Fence		LF	\$13.00	
Clean and Grub Site	0.88	ACRE	\$11,902.00	\$10,473.76
Bulk Excavation	3690	CY	\$2.95	\$10,885.50
Spread and compact dumped materials	3704	CY	\$3.39	\$12,556.56
Deletede-Parking Lot for 8 cars, 8' Base, 3" Bit.		PER CAR	\$1,683.00	\$0.00
Concrete Sidewalks, 5' w., 6"	195	SF	\$8.66	\$1,688.70
Concrete Sidewalks, 12' w., 6"	768	SF	\$8.66	\$6,650.88
Fine Grading & Seeding	1422	SY	\$4.23	\$6,015.06
CONSTRUCTION COST				\$54,858.46

Gross site 109,000 sf not including Green Park Development
adust by .67% for 12 courts



1 SITE PLAN
1" = 40'-0"



ARCHITECTURAL EXPRESSIONS, LLP
100 CHESTNUT, SUITE 300,
CHAMPAIGN, IL 61820
PHONE: 217-378-5300 FAX: 217-378-8512
www.aexllp.com
IL DESIGN FIRM No. 184-001487

DATE: _____
LIC. EXP.: _____

SITE PLAN
**CENTENNIAL PARK PICKLEBALL
COMPLEX- PHASE I**
CHAMPAIGN PARK DISTRICT
CHAMPAIGN, IL

No.	Description	Date

PRELIMINARY

Project Number	6379
Date	01/06/22
Drawn By	JLK
Checked By	AEX

SP101

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – CHAMPAIGN-URBANA SPECIAL RECREATION JOINT BOARD MEETING
 THURSDAY, DECEMBER 2, 2021
 5:30 PM**

The Champaign-Urbana Special Recreation (CUSR) Joint Board Meeting of the Urbana Park District Board of Commissioners and Champaign Park District Board of Commissioners was held Thursday, December 2, 2021 at the CUSR Center, 2212 Sangamon Dr., Champaign, and online via Zoom, at 5:30 pm. The notice and agenda of the meeting were posted at the park district administrative office and at the location of the meeting. Copies of the notice and agenda were received by each commissioner of the district and by local newspapers, radio, and television stations at least forty-eight hours before the meeting in compliance with the Open Meetings Act of the State of Illinois. A copy of the notice and agenda is attached to the minutes.

UPD COMMISSIONERS	PRESENT	ABSENT
President Michael Walker	X	
Vice-President Nancy Delcomyn		X
Commissioner Cedric Stratton	X	
Commissioner Roger Digges	X	
Commissioner Meredith Blumthal	X	

CPD COMMISSIONERS	PRESENT	ABSENT
President Kevin Miller	X	
Vice-President Craig Hays	X	
Commissioner Jane Solon	X	
Commissioner Barbara Kuhl		X
Commissioner Tim McMahon		X

Also present were:

Tim Bartlett, Executive Director, UPD;
 Corky Emberson, Recreation Superintendent, UPD;
 Joe DeLuce, Executive Director, CPD;
 Jameel Jones, Director of Recreation CPD;
 Grace Tissier, Manager, CUSR;
 Nikiaya Brandon, Adult & Events Coordinator, CUSR;
 Christina Mott, Athletics & Volunteer Coordinator, CUSR;
 Amanda Carrington, CUSR Receptionist;
 Andrea Wallace, Director of Finance; CPD;
 Dan Olson, Director of Operations, CPD;
 Jarrod Scheunemann, Director of Administrative Services, CPD;
 Kevin Weaver, Network Administrator, CPD
 Allison Jones served as Recorder.

A. CALL TO ORDER

President Miller called the meeting to order at 5:35 PM.

B. INTRODUCTIONS

1. Introduction of CUSR staff
2. Introduction of Board Members

Staff and Board for UPD, CPD, and CUSR introduced themselves.

C. PUBLIC COMMENTS

There were no comments from members of the public.

D. PRESENTATIONS

1. CUSR Year in Review

CUSR staff provided updates on multiple projects and events over the last year, including Strategic Planning, the new CUSR Center, Inclusion Aids, Virtual Programming, Youth & Teen Programming, Mustang Athletics, Volunteers, Adult Programming, Special Events, Participant Numbers, Scholarships, and Fundraising.

E. NEW BUSINESS

1. Approval of setting December 1, 2022 at 5:30pm as the date and time for the next Joint Champaign & Urbana Park Districts Board Meeting.

COMMISSIONER HAYS MADE A MOTION WITH A SECOND BY COMMISSIONER SOLON TO APPROVE 12/1/22 AS THE NEXT JOINT CUSR BOARD MEETING DATE. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE 12/1/22 AS THE NEXT JOINT CUSR BOARD MEETING DATE. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

F. COMMENTS FROM COMMISSIONERS

Commissioner Digges and Walker commented positively on the new CUSR Center.

Commissioner Solon and Hays noted their appreciation for the hard-working CUSR staff.

Commissioner Miller commented on the adaptability of CUSR staff to continue serving the community during this challenging time.

G. ADJOURN

COMMISSIONER HAYS MADE A MOTION WITH A SECOND BY COMMISSIONER SOLON TO ADJOURN THE MEETING. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

President Walker declared the meeting adjourn at 6:22 PM.

URBANA PARK DISTRICT

Michael W. Walker, President
Urbana Park District

Tim Bartlett, Secretary
Urbana Park District

Date Approved: _____

CHAMPAIGN PARK DISTRICT

Kevin J. Miller President
Champaign Park District

Jarrod Scheunemann, Secretary
Champaign Park District

Date Approved: _____

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

December 8, 2021

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, December 8, 2021 at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's 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 Miller presided over the meeting. Citizens were given the opportunity to participate in the teleconference at the web address: <https://us02web.zoom.us/j/86949973253?pwd=djlHUmwvcFpZak9EZzZrU0pBaEtEQT09> 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 Miller 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 December 8, 2021 to be sent to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: President Kevin J. Miller, Vice President Craig W. Hays, Commissioners Jane L. Solon and Barbara J. Kuhl, Treasurer Brenda Timmons, Attorney Guy C. Hall, Joseph DeLuca, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.
Present electronically: Timothy P. McMahon.

Staff present in-person: Andrea Wallace, Director of Finance, Chelsea Norton, Director of Marketing and Communications, Heather Miller, Interim Director of Human Resources, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, Alexis Webb, Youth Theatre Director, Bret Johnson, Assistant Director of Operations, Cody Flowers, Sport Coordinator, Erin Dietmeier, Horticulture Supervisor, Grace Tissier, CUSR Manager, Jimmy Hutchcraft, Maintenance Specialist, Joe Kearfott, Assistant Director of Administrative Services, Justice Miller, Sports Manager, Katy Denight, Graphic Designer, Misty Stocking, Leonhard Recreation Center Facility Coordinator, Rachel Voss, Marketing Manager, Ryan Musgrove, Grounds Worker, Sean Hurst, Springer Cultural Center Facilities Coordinator, Shannon Clarkson, Accounts Payable Coordinator, Stacey Cornell, Tennis Manager, and Tommy Buhr, Grounds Supervisor.

Staff present electronically: Steven Bentz, Director of the Virginia Theatre, Bailey Walden, Horticulture Worker 1, Brandon Martin, Leonhard Recreation Center Manager, Brittany Fairfield, Aquatics and Fitness Manager, Dannon Dripps, Leonhard Recreation Center Facility Coordinator, Josh Borchardt, Special Project Specialist, Shannon Walter, Leonhard Recreation Center Program Manager, and Thomas Albers, Horticulture Specialist.

Brian Holding attended the meeting in-person to receive the Honorary Commissioner Award.

Additionally, Jean Flood from the League of Women's Voters virtually attended the meeting.

Call to Order

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

Presentation

President Miller presented the Champaign Park District's Honorary Commissioner Award to Brian Holding for his exemplary service in connection with Human Kinetics Park, the Martens Center, and the Parks Foundation.

Mr. DeLuce and several Department Heads presented the 2021 Outstanding Employee Awards to the following staff: Bret Johnson, Assistant Director of Operations, Cody Flowers, Sport Coordinator, Grace Tissier, CUSR Manager, Jarrod Scheunemann, Director of Administrative Services, Joe Kearfott, Assistant Director of Administrative Services, Justice Miller, Sports Manager, Katy Denight, Graphic Designer, Sean Hurst, Springer Cultural Center Facilities Coordinator, Shannon Clarkson, Accounts Payable Coordinator, and Tommy Buhr, Grounds Supervisor.

Comments from the Public

None.

Communications

President Miller stated that the Board had received and reviewed the communications.

Treasurer's Report

Treasurer Timmons presented the Treasurer's Report for the month of November 2021. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

Discussion ensued regarding PayCom's customer service and technical support.

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

Executive Director's Report

None.

Committee and Liaison Reports

Champaign Parks Foundation

President Miller presented the report. He congratulated the Foundation and CUSR staff for their efforts in the Doublegood Popcorn fundraiser for CUSR scholarships. He commended their efforts that achieved over \$10,000 in popcorn sales, totaling over \$5,000 in donations for CUSR toward its scholarship funds.

President Miller also thanked Foundation for serving hot chocolate to solicit donations and raise awareness for the Parks Foundation at the Prairie Farm Holiday Lights show.

Report of Officers

Attorney's Report

Attorney Hall reported that he had been working on several routine matters for the Park District. He updated the Board on the Park District's course of action regarding its Human Kinetics Park IDNR grant matter.

President's Report

None.

Consent Agenda

President Miller stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion.

1. Approval of Minutes of the Regular Board Meeting, November 10, 2021.

2. Acceptance of the FY21 Audit Report as presented.

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

New Business

1. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning November 11, 2021 and ending December 8, 2021.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning November 11, 2021 and ending December 8, 2021. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Vice President Hays – yes; Commissioner McMahon – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

2. Approval of Staff Wage and Wage Classifications

Vice President Hays reported that inflation, minimum wage increases, and hiring and retention concerns had led the Board and staff to research possibilities to address wage compression for full-time employees. He stated that the Board's approach would comprehensively address wage compression through updates to its fee schedule, consolidation, and performance metrics to attempt to limit the effect upon youth programming and resident taxpayers in the process. Vice President Hays added that staff members are the Park District's greatest assets and he hoped this opportunity would provide its leadership with another tool to help attract and retain high-quality staff.

President Miller noted the impact of wage compression, especially for front-line staff, and the Board's desire to offer a competitive employee compensation program.

Commissioner Solon made a motion to approve amounts for full-time staff wage adjustments and wage classification (excluding assistant directors, department heads, and the executive director) updates totaling \$62,500 effective December 1, 2021 through April 30, 2022, and \$150,000 from May 1, 2022 through April 30, 2023. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner McMahon – yes; President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

3. Approval of Resolution to Appoint Illinois Municipal Retirement Fund (IMRF) Authorized Agent

Mr. DeLuce reported that due to a recent resignation, staff recommends Board approve a resolution appointing Heather Miller as the IMRF Authorized Agent. He stated that IMRF requires participating public bodies to appoint an authorized agent by adoption of a resolution by the governing Board.

Commissioner Solon asked if this appointment would require training. Mr. DeLuce responded that staff would investigate if training is necessary and offered his support to Ms. Miller, if needed.

Commissioner Kuhl made a motion to approve a resolution appointing Heather Miller as the IMRF Authorized Agent. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; President Miller - yes; and Commissioner Solon – yes. The motion passed 5-0.

4. Approval of Resolution to Appoint MissionSquare Retirement Plans Coordinator

Staff recommends Board approval of the resolution appointing the Human Resources Manager as Plans Coordinator (457b and Roth IRA). MissionSquare Retirement requires the governing board of participating public bodies to appoint a plan coordinator by adoption of a resolution.

Discussion and clarifications ensued about benefits distribution, fees, and number of participants. Commissioner Kuhl requested an evaluation of retirement plans offered by MissionSquare.

Vice President Hays made a motion to approve the resolution appointing the Human Resources Manager as the district's plans coordinator (457b and Roth IRA) for MissionSquare. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; Commissioner Kuhl - yes; and Commissioner Solon – yes. The motion passed 5-0.

5. Approval of Purchase of Furniture, Fixtures, and Equipment for the Wellness Room at the Martens Center

Mr. DeLuce reported that the Board had established a \$300,000 budget to supply furniture, fixtures, and equipment (FF&E) for the Martens Center. He noted that the budget for FF&E at the Martens Center was calculated from the FF&E budget for the construction of the Leonhard Recreation Center, which is a smaller facility that opened seven years ago.

Mr. Jones added that staff had received several quotes through the Park District's joint purchasing program agreement. He reported that the cumulative total of the estimates exceeds the current FF&E budget. He noted that staff expect long pandemic-related lead times when purchases are executed.

Discussion and clarifications ensued related to the terms of the joint cooperative purchasing program agreement, the comprehensive FF&E requirements for the Martens Center, FF&E items included in the construction agreement, projected protocols and use patterns due to the pandemic, the terms of the Don Moyer Boys and Girls Club agreement, public health department requirements for the pandemic and instructional kitchen, solicitation of donors for additional expenses, timelines, projected opening date for the Martens Center, and Ratio Architect's opinions on FF&E in light of the pandemic.

The Commissioners requested that staff contact the Don Moyer Boys and Girls Club to reconsider its operational needs based upon pandemic protocols, review and prioritize the Martens Center FF&E needs within a \$310,000 budget, and prepare a phasing strategy for the remaining requested FF&E items.

Commissioner Kuhl made a motion to approve furniture, fixture, and equipment purchases for the Martens Center not to exceed \$310,000. Staff are requested to prioritize needs and seek approval for items prior to purchase. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon - yes; and President Miller – yes. The motion passed 5-0.

Discussion Items

1. Strategic Plan

Mr. DeLuce requested the Board review the first draft of the Park District's next strategic plan and prepare comments or questions for the next Regular Board meeting.

2. Annual Report, Summer Youth Program

Mr. DeLuce reported that staff had included an annual report about the Summer Youth Program for the Board to review and offered to answer any questions.

3. Annual Report, Revenue Facilities

Mr. DeLuce reported that staff had included an annual report about the Department of Revenue Facilities for the Board to review and offered to answer any questions.

Comments from Commissioners

Commissioner Solon expressed her excitement for the turnout at the Leonhard Recreation Center pickleball tournament and the Winter Nights at Prairie Farm. She shared her appreciation for the quality display of lights at the Winter Nights event.

President Miller also noted that the Winter Nights event had been well received by the community.

Adjourn

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; President Miller – yes; Commissioner McMahon – yes; and Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 5-0 and the meeting was adjourned at 8:19 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

Department	Position	Dates of Employment	1/1/2021	1/1/2022
Aquatics				
	Pool Manager	April - Sept	\$14.00	\$15.00
	Assistant Pool Manager	April - Sept	\$13.50	\$14.50
	Lifeguard	May - Sept	\$12.50	\$13.50
	Swim Lesson Manager	May - Sept	\$12.50	\$14.00
	Assistant Swim Lesson Manager	May - Sept	\$11.50	\$13.00
	Swim Lesson Instructor	June - Aug	\$11.00	\$12.00
	Swim Team Coach	May - July	\$13-20 (DOQ)	\$15-\$22 (DOQ)
	Swim Team Assistant Coach	May - July	\$11.50	\$12.50
	Customer Service Manager (FD/Concessions)	Mar - Sept	\$13.50	\$14.50
	Customer Service Assistant Manager (FD/Concessions)	May-Sept	\$11.50	\$13.50
	Concession Worker	May - Sept	\$11.00	\$12.00
	Front Desk Worker	May - Sept	\$11.00	\$12.00
Summer Programs				
	*Director	May - Aug	\$13.00	\$14.00
	*Assistant Director	May - Aug	\$12.00	\$13.00
	Summer Youth Program Leader	May - Aug	\$11.00	\$12.00
	Bus Driver	May - Aug	\$20.00 - 25.00	\$20.00-\$25.00
	*Plus \$1 for teaching certificate			
Youth Theatre				
	Assistant Director	Ongoing	\$12.00	\$13.00
	Choreographer	Ongoing	\$12.00	\$13.00
	Music Director	Ongoing	\$12.00	\$13.00
Operations				
	Seasonal			
	Horticulture Worker	April – Nov	\$12.00	\$13.00
	Natural Areas Worker	April – Nov	\$12.00	\$13.00
	Operations Worker	April – Nov	\$12.00	\$13.00
	Sports Field Worker	April - Nov	\$12.00	\$13.00
Prairie Farm				
	*Director	April - Sept	\$13.00	\$14.00
	*Assistant Director - animal care	April - Sept	\$12.00	\$13.00
	*Assistant Director - children's programming	April - Sept	\$12.00	\$13.00
	Leader	May - Sept	\$11.00	\$12.00
	*Plus \$1.00 for degree in Animal Sciences/Vet-Med/related degree			
Special Events				
	Special Events Assistant Director	Mar - Aug	\$13.00	\$14.00
	Driver (Showmobile/Bus)	Mar - Aug	\$21.00-\$31.00	\$20.00-\$30.00
	Inflatables Worker	Mar - Aug	\$11.00	\$12.00
CUSR				
	Program Director	May - Aug	\$14.00	\$15.00
	Summer Youth Program Assistant Director	May - Aug	\$12.25	\$13.25
	*Summer Youth Program Leader	May - Aug	\$11.25	\$12.25
	Inclusion/Program Specialist	Year Round	\$15.00	\$16.00
	*Inclusion Assistant	May-Aug	\$11.25	\$12.25
	*Sports and Community Support Staff	May-Aug	\$11.25	\$12.25
	Sports & Community Leader	May-Aug	\$14.00	\$15.00
	Bus/Van Driver	Year Round	\$15.00-\$20.00	\$15.00-\$20.00
	After School Leader*	Part-time	\$11.25	\$12.25
	*Plus \$1 for teaching certificate or CTRS			

Sports				
	Youth Sports Instructor	Ongoing	\$12.00	\$13.00
	Sports Site Manager	Ongoing	\$12.00	\$13.50
	Sports Site Worker	Ongoing	\$11.50	\$12.00
	Sports Concession Manager	March– Oct	N/A	\$14.00
	Sports Concessions Worker	April - Oct	\$11.00	\$12.00
	Youth Soccer Official	April - May & Sept - Oct	Youth Trainee (under 18): \$14/game Adult Trainee (18+): \$18/game U8/10 - Unlicensed: \$20/game U8/10 - Licensed: \$30/game U12/14 - Unlicensed: \$25/game U12/14 - Licensed: \$35/game	Youth Trainee (under 18): \$15/game Adult Trainee (18+): \$18/game 4 v 4 - Unlicensed: \$20/game Licensed: \$30/game 7 v 7 - Unlicensed: \$20/game Licensed: \$30/game 9 v 9 - Unlicensed: \$25/game Licensed: \$35/game 11 v 11 - Unlicensed: AR -\$25/game CR - \$35/game Licensed: AR -\$35/game CR - \$45/game (4 v 4 – 1-man crew, 7 v 7 & 9 v 9 – 2-man crew, 11 v 11 – 3-man crew)
	Youth Softball Official	May - July	Youth Trainee (under 18): \$30/game Adult Trainee (18+): \$40/game Unlicensed: \$45/game Licensed: \$55/game	Youth Trainee (under 18): \$35/game Adult Trainee (18+): \$45/game Unlicensed: \$50/game Licensed: \$60/game
	Youth Hoops Official	Jan - Mar	Youth Trainee: \$15/game Adult Trainee: \$18/game Unlicensed: Cross Court- \$30/game, Full Court - \$20 Licensed: Cross Court -\$35/game, Full Court - \$30	Youth Trainee: \$17/game Adult Trainee: \$20/game Unlicensed: Cross Court- \$35/game, Full Court - \$30 Licensed: Cross Court -\$45/game, Full Court - \$35
	Adult Softball Official	Apr -Oct	Licensed: \$27/game	Licensed: \$30/game
	Adult Volleyball Official	Sept - April	Trainee: \$17/game Unlicensed: \$20 /game Licensed: \$25/game	Trainee: \$17/game Unlicensed: \$20 /game Licensed: \$25/game
Afterschool				
	*Afterschool Program Director	Part-time	\$13.00	14.00
	*Afterschool Assistant Director	Part-time	\$12.00	13.00
	Afterschool Leader	Part-time	\$11.00	12.00
	School Out Leader	Part-Time	\$11.00	12.00
	*Plus \$1 for teaching certificate			
Finance				
	Accounting Clerk/Specialist	Part-time	N/A	\$13.00
Cultural Arts				
	Dance Instructor	Part-time	\$15.00 to \$27.00 (DOQ)	\$15.00 to \$27.00 (DOQ)
	Dance Private Lessons	Part-time		\$21.00 per half hour
	Special Interest Instructor	Part-time	Paid on per class basis, a percentage of class fees	Paid on per class basis, a percentage of class fees
	Pottery Instructor	Part-time	\$15.00 to \$23.00 (DOQ)	\$15.00 to \$23.00 (DOQ)
	Pottery Supervisor	Part-time	\$18.00 to \$26.00 (DOQ)	\$18.00 to \$26.00 (DOQ)
	Guitar Lessons	Part-time		\$20.26 per hour
	Drum Lessons	Part-time		\$20.00 per hour
	Pottery Private Lessons	Part-time		\$25.00 per hour

Facilities				
	Building Openers	Part-time	\$11.75	\$12.75
	Receptionist	Part-time	\$12.00	\$13.00
	Building Service Worker	Part-time	\$12.00	\$13.00
	Recreation Leaders/Site Supervisors	Part-time	\$11.00	\$12.00
	Teen Recreation Leader	Part-time	\$12.00	\$13.00
	Facility Supervisor	Part-time	\$12.50	\$14.00
Marketing				
	Marketing Assistant	Part-time	\$16.00	\$17.00
	Graphic Artists	Part-time	\$16.00 to \$24.00 (DOQ)	\$16.00 to \$24.00 (DOQ)
Operations				
	Part Time			
	Horticulture Worker I	Part-time	\$14.00	\$15.00
	Horticulture Worker II	Part-time	\$15.00	\$16.00
	Natural Areas Worker I	Part-time	\$14.00	\$15.00
	Natural Areas Worker II	Part-time	\$15.00	\$16.00
	Operations Worker I	Part-time	\$14.00	\$15.00
	Operations Worker II	Part-time	\$15.00	\$16.00
	Sports Field Worker I	Part-time	\$14.00	\$15.00
	Sports Field Worker II	Part-time	\$15.00	\$16.00
Preschool				
	Preschool Instructor	Part-time	\$12.00	\$13.00
Virginia Theatre				
	Concessions Worker	Part-time	\$11.00	\$12.00
	Box Office Receptionist	Part-time	\$12.25	\$13.50
Senior Program				
	Senior Recreation Leader	Part-time	\$14.00	\$15.00
	Assistant Senior Recreation Leader		\$13.00	\$14.00
Special Events				
	Volunteer Coordinator	Part-time	\$14.00	\$15.00
Sports				
	Sports Assignor	Part-time	Paid on a per game rate:	
			\$8/game for youth and adult soccer	\$8/game for youth and adult soccer
			\$7/game - youth & adult basketball	\$8/game - youth & adult basketball
			\$3.50/game - youth & adult softball	\$4.50/game - youth & adult softball
			\$7/game for youth & adult volleyball	\$7/game for youth & adult volleyball
	Group Fitness Instructor	Part-time	\$16.00 to 31.00	\$17.00 to 32.00 (DOQ)
	Birthday Party Leader	Part-time	\$11.00	\$12.00
	Tennis Private Lesson Instructor	Part-time	\$15.00 - \$31.00 (DOQ)	\$17.00 to \$32.00 (DOQ)
	Tennis Instructor	Part-time	\$12.00-\$27.00 (DOQ)	\$13.00 to \$28.00 (DOQ)
Technology				
	Technology Specialist	Part-time	\$17.00-\$27.00 (DOQ)	\$17.00-\$27.00 (DOQ)
	Human Resources Clerk	Part-time	\$11.25	\$12.25



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: January 5, 2022

SUBJECT: Technology Equipment for the Martens Center

Introduction

Construction of the Martens Center is underway. This multipurpose facility, owned and operated by the Champaign Park District (Park District), will provide a destination where people of all ages can gather and experience life-changing opportunities.

Background

Community donors, non-profit partners, and the Park District Board of Commissioners and staff led grass roots efforts to fulfill a shared vision to build a state-of-the-art community center located on the north side of Champaign. From the beginning, the Martens Center has been intended to be fully integrated with technology, not only to provide the community with attractive and modern recreational amenities, but also to utilize the latest technology to create a safer and more efficient environment.

In order to meet this standard, the Park District's technology team met with Jameel Jones, Director of Recreation and Joe DeLuce, Executive Director to review the Martens Center technology equipment needs based upon site, program, and staffing plans.

Prior Board Action

Per discussion at the December 8th Regular Board meeting, \$310,000 has been approved by the Park Board to purchase furniture, fixtures and equipment (FF&E) needs for the Martens Center. Updated estimated figures from the proposed vendors are provided for Board review at the January 12, 2022 Regular Board meeting.

Budget Impact

Staff compiled the following list of technology equipment needs for the Martens Center with estimated pricing. Please note equipment pricing includes best estimates in light of volatile availability and extended lead times [up to sixteen (16) weeks in some cases] due to the pandemic.

Item	Quantity	Price	Comments
75-inch TVs	10	\$9,000	Please see Exhibit A & B for distribution plan. The TVs will be utilized in high traffic locations for advertising and updates (lobby) and for programming and instruction in eight rooms.

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.

Desktop PCs	22	\$16,500	Please see Exhibit A & B for distribution plan. Ten of the PCs will outfit the lab (8) and 3D printers (2). Staff reduced this number from the recommended eighteen (18) computers necessary to program this space to accommodate current social distancing best practices and to reduce expenses. Five desktops will accommodate administrative needs (2-staff, 2-front desk, 1-clock in station). The remaining seven (7) will serve the needs of the kitchen (1), media room (1), art room (1), and four (4) multipurpose rooms.
Monitors	23	\$5,300	The monitors support the PCs with one additional monitor for the clock-in station.
Laptops	6	\$5,000	The laptops and docking stations (below) will support CPD staff, rentals, and instructors.
Wireless Access Points	20	\$3,000	Utilized to project Wi-Fi signals throughout the building.
Security Cameras	30	\$6,000	
IR extenders	30	\$2,500	"Infrared remote extenders" aid in remote control of security cameras.
NVR	1	\$1,300	Network video recorder.
Network Switch	6	\$3,000	Similar to a router in concept.
Interactive Whiteboard	1	\$3,500	Will aid instruction in the innovation lab.
Color Copier	1	\$4,000	One machine to support the printing, copying, and scanning needs of CPD staff, DMB&GC will provide their own copier.
Honeywell Scanner	2	\$500	Barcode scanner for members.
Credit Card printer	2	\$500	Support for front desk.
Desktop Webcams	6	\$270	Support for staff.
Antivirus	28	\$1,500	Support all computers.
MS Office	28	\$2,000	Support all computers.
Deep Freeze Software	21	\$1,100	Support all computers.
Laptop docs	3	\$600	Support for staff computers.
3D Printer	2	\$3,000	Two printers to outfit the innovation center.
Laptop Charging Cart	1	\$700	Support for laptops.
Cisco Routing Switch	1	\$1,000	Routing and switching tech allow staff to have equal access to business applications throughout the building, including IT staff from remote locations.
Network Supplies		\$1,000	General supplies.
Total		\$71,270	

IT staff also recommended the purchase of a new server at \$2,500, but will shift Park District resources to reduce expenses for the budget. Please note, these estimates do not include credit card readers to be purchased by the finance department. Also, the estimates only include the stationary hardware/software for the technology needs of the innovation center (i.e. Desktop PCs, 3D printers, and smartboard) and do not include mobile technology pieces such as the makey

makey, robotics, cricut, raspberry pis, etc. These items will need to be selected by future instructors and experts with more enhanced product knowledge.

Upon Board approval, the tech team will quote the equipment with multiple vendors to secure lowest, responsible pricing for each item to do everything possible to stay within the approved budget.

Recommended Action

Staff recommends the Park Board approve the purchase of technology equipment for the Martens Center totaling \$71,270.

Prepared by:

Jameel Jones
Director of Recreation

Jarrod Scheunemann
Director of Administrative Services

Reviewed by:

Joe DeLuce
Executive Director



MEETING SUMMARY

RATIO

Project: Martens Community Center
RATIO Project No.: 19163.000
Date/Time: 07/15/2020 9:00 AM
Purpose: Innovation Center Programming
Held at: Teleconference
Participants: Joe DeLuca, Rachel Nodine, Jameel Jones, Tammy Hoggatt, Danielle Young Brawner, Ryan Hinz

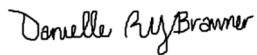
Innovation Center

- Utilizing the perimeter of the room is important to maintain flexibility at the center of the room.
- At least one full time staff member with knowledge of the systems should be present. Two staff members would be best.
- (1) Smartboard with pen(s) for interactive teaching.
- Wireless access points and networks drops available throughout the space.
- Acoustics need to be controlled, as activities can be noisy.
- A sink is not necessary but would be used for more science type activities.
- The room should be locked when staff are not available, so that storage can remain open and inviting.
- There should be a system for reserving the room.
- Public Use Computers
 - Laptops are adequate, as long as they have needed software installed.
 - Could be kept in a charging cart and checked in and out.
- Robotics
 - Two types of robots (dependent on age group) teach coding via iPads.
 - (6) “Dashes” for 7-12-year-olds and (4) “Cues” for high schoolers would be appropriate.
 - The robots will need a home base where they can charge and be checked in and out.
 - Would likely be used on the floor in an open area.
 - Robots are a big draw to visitors, so should be visible when not in use.
- Build Space
 - Hands-on area with Legos, Play Doh, K’nex, and building blocks in open storage.
 - Works with Idea Library but keep the two areas separate so that children use their imagination before defaulting to predesigned activities.
 - Within eyesight of one another, but not on top of each other.
 - Differentiate flooring to help contain the items in one area.
 - Legos and K’nex can be washed inside a mesh bag in the sink.
- Idea Library
 - Holds challenges/ideas to get visitors started on activities.
 - Depending on type of activity, some may be kept in plastic bins on the shelves.

- “Makey Makey” circuit boards would be good to include.
- Should include showcase of built items, whether three-dimensional models or images.
- Product / user manuals would be kept here to be checked in and out.
- Upholstered stools and/or other seating should be available in addition to the reading nooks to give visitors choice and comfort.
- Kidney / semi-circle tables provide workspace and allow for instructor assistance and demonstration.
- 3D Printers
 - (2) are adequate for the space.
 - Should be located somewhat remotely so that other activities are less distracting.
 - Printers must be on a stable and stationary worksurface.
 - Dedicated computers are recommended.
- Cricut Machines
 - (2) are adequate for the space.
 - Should be placed on mobile carts with material storage below.
 - Laptops with appropriate software are adequate.

Any additions or corrections to these Minutes should be submitted in writing to RATIO Architects, Inc., within ten (10) days of receipt. Otherwise, these Minutes stand as correct.

Respectfully submitted,



Danielle Young Brawner, RID
RATIO

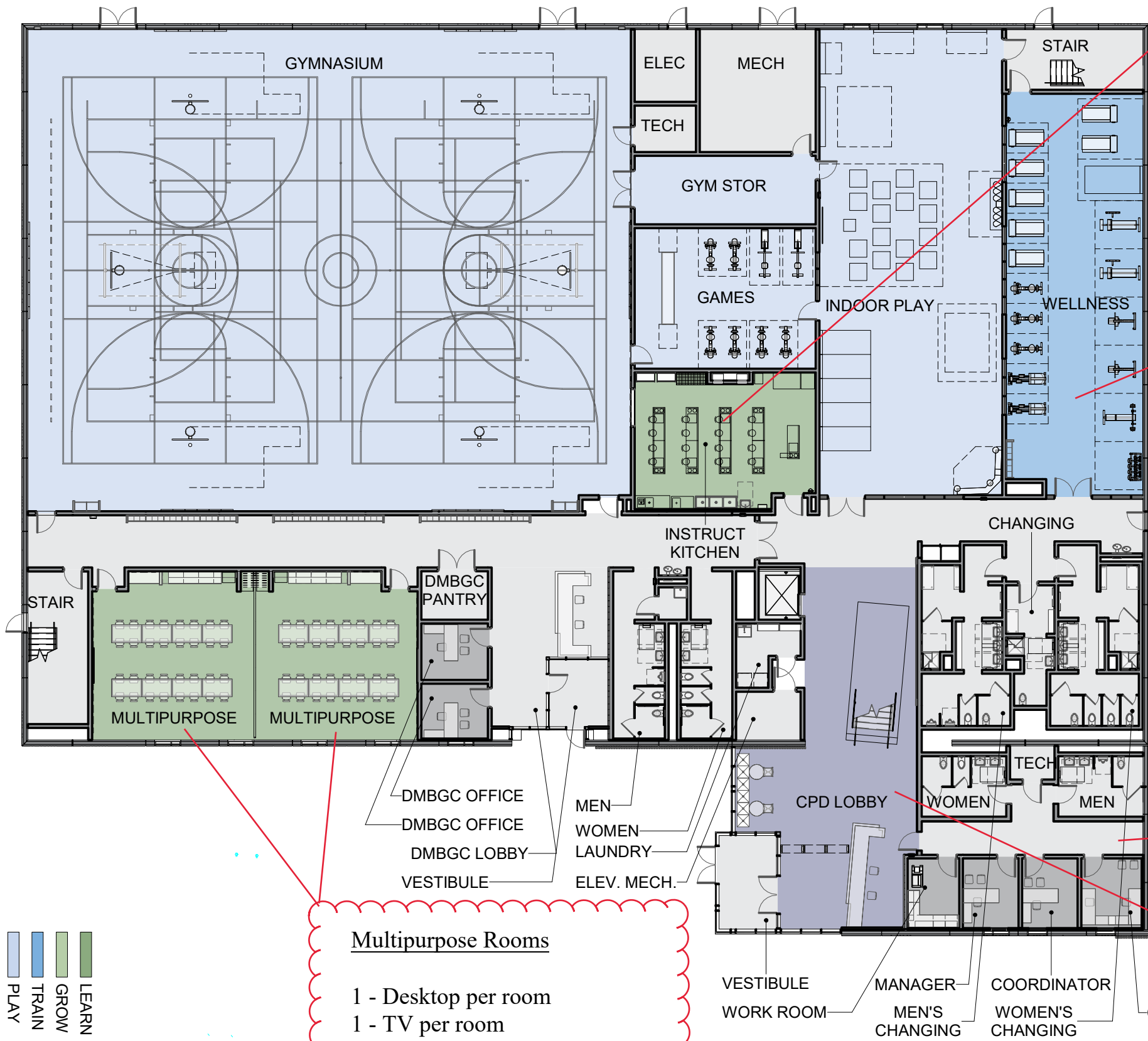
cc: Client Personnel – CPD

Exhibit A: TV & Desktop Recommendations

1st Floor: Martens Center

8/12/2020 1:43:49 PM 19163.000

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Kitchen
 1 - Desktop
 1 - TV

Wellness Room
 2 - TVs

CPD Office
 2 - Desktops, Office
 2 - Desktops, Front Desk
 1 - Desktop, Clock-in

Lobby
 2 - TVs

Multipurpose Rooms
 1 - Desktop per room
 1 - TV per room

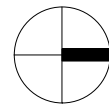
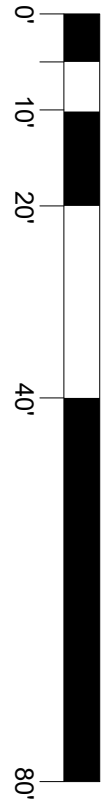
- LEARN
- GROW
- TRAIN
- PLAY
- GATHER
- WORK
- SUPPORT

FIRST LEVEL FLOOR PLAN

MARTENS CENTER

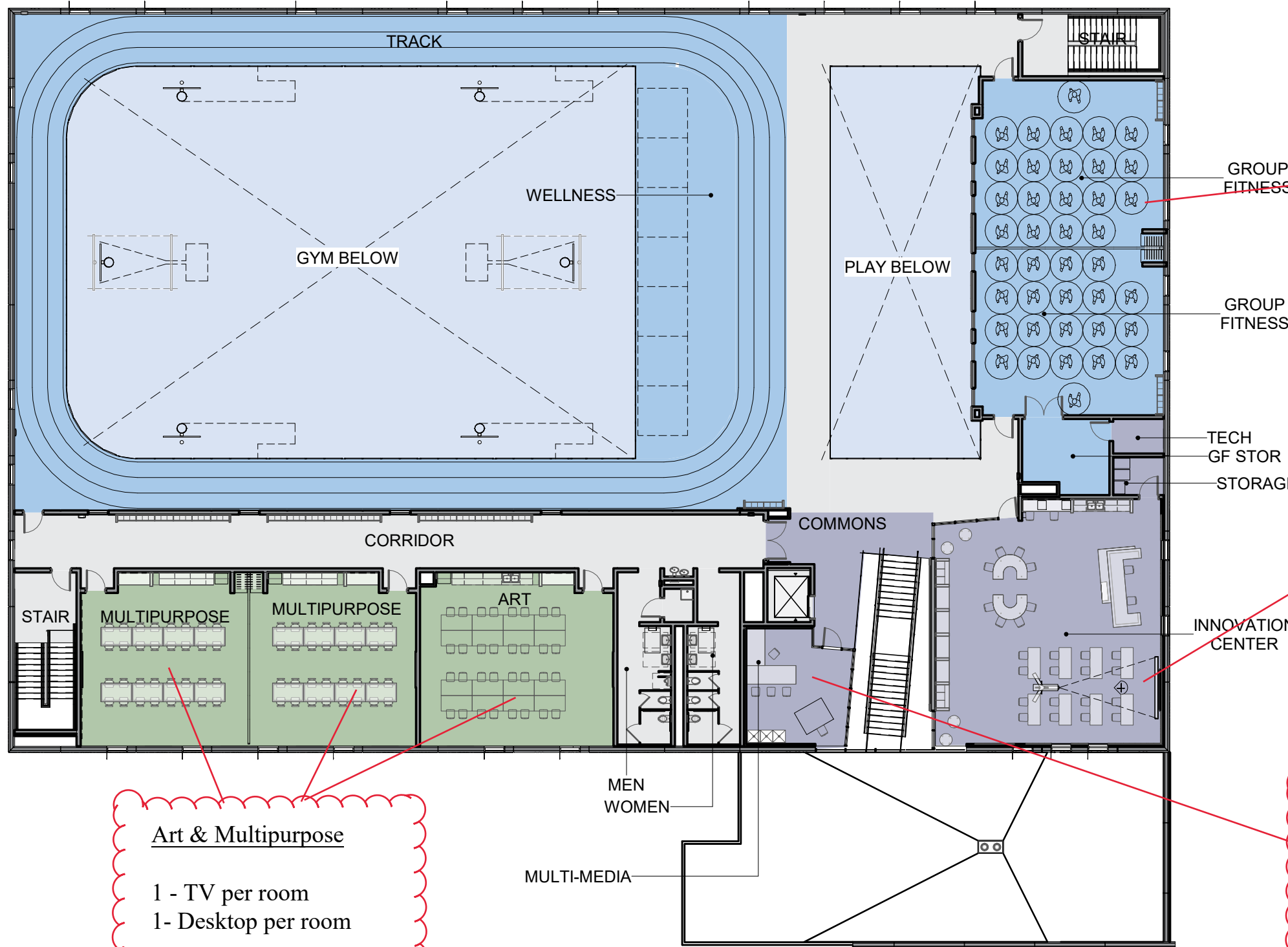


Exhibit B: TV/Desktop Recommendations 2nd Floor - Martens Center



SECOND LEVEL FLOOR PLAN

MARTENS CENTER



Fitness
2 - TVS

Innovation Center
8 - Lab desktops
2 - 3D printer desktops

Media Room
1 - Desktop

Art & Multipurpose
1 - TV per room
1 - Desktop per room



**CHAMPAIGN PARK DISTRICT
RESOLUTION**

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

WHEREAS, there exists an Illinois law known as the Open Meetings Act (Act) (5 ILCS 120/1.02, et seq.), which provides in part for the recording of minutes and verbatim records of closed meetings in the form of audio or video recording; and

WHEREAS, an Illinois law known as the Public Act 101-0640 amended the Open Meetings Act (Act) (5 ILCS 120/1.02, et seq.), which provides in part for the recording of minutes and verbatim records of remote meetings in the form of audio or video recording when the President of the Park District 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; and

WHEREAS, in compliance with the Open Meetings Act and amendments thereto, the Champaign Park District has audio recorded closed session meetings and remote meetings pursuant to COVID-19 disaster declaration; and

WHEREAS, the Open Meetings Act and amendments thereto permit public bodies such as the Champaign Park District to destroy the verbatim audio records of closed meetings without notification to or the approval of a Records Commission or the State Archivist under the Local Records Act no less than eighteen (18) months after completion of recorded meeting, but only after:

1. The Park District Board of Commissioners approves of the destruction of a particular recording; and
2. The Park District Board of Commissioners approves the written minutes of the closed or remote meeting; and

WHEREAS, at least eighteen (18) months have passed since the minutes of the verbatim audio recording of the closed or remote meeting(s) set forth in Section 1 of this Resolution were completed, and the Champaign Park District has approved the written minutes for each such meeting(s) or portions thereof; and

WHEREAS, the Champaign Park District may order the destruction of the verbatim recordings even if it continues to withhold the approved written minutes of the closed session until some later period of time.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Champaign Park District pursuant to Section 2.06 of the Open Meetings Act as follows:

Section 1: Based upon the recitals set forth in the preamble to this Resolution, the Champaign Park District hereby authorizes, approves, and orders the destruction of the verbatim audio records of the following closed session meetings: February 12, 2020; March 11, 2020; April 8, 2020 (Disaster); April 20, 2020 (Disaster); May 13, 2020 (Disaster); May 27, 2020 (Disaster) June 10, 2020 (Disaster); June 24, 2020 (Disaster); and July 8, 2020 (Disaster).

Approved this 12th day of January, 2022.

CHAMPAIGN PARK DISTRICT

By: _____
Kevin J. Miller, President

Attest:

By: _____
Jarrod Scheunemann, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: January 7, 2021

SUBJECT: Martens Center Furniture, Fixtures, and Equipment

Introduction

The Champaign Park District is constructing a new facility on the north end of Champaign in Human Kinetics Park called the Martens Center.

Background

Donations from the Martens initiated discussions and helped drive the project to date. The facility will be jointly used by both the Champaign Park District (CPD) and the Don Moyer Boys & Girls Club to provide events, recreation, health/wellness and arts program opportunities for residents of Champaign.

Per discussion at the December 8th Regular Board meeting, \$310,000 has been approved by the Park Board to purchase furniture, fixtures and equipment (FF&E) needs for the Martens Center. Below are the updated estimated figures from the proposed vendors.

Supplier	Original estimate	CPD (updated estimate)	Savings
Stocks	\$156,953.33	\$98,703.67	\$58,249.66
Direct Fitness Solutions Fitness Equipment	\$152,860.75	\$132,372.75	\$20,488.00
Total	\$309, 814.08	\$231,076.42 *\$25,000 donation from HK (\$206,076.42)	\$78,737.66

Additional explanations on the updated pricing below:

Stocks – the new figure represents tables, chairs, benches, desks, etc. for the CPD’s needs at the Martens Center. The attached floor plans will depict the rooms and items that staff members plan to purchase. Furniture needed by the Don Moyer’s Boys and Girls Club (DMBGC) will be purchased for its specific needs to help reduce the Park District’s furniture expenses.

Direct Fitness Solutions (DFS) – the updated figure represents items for the 1st floor’s Wellness Room only. Staff members received confirmation from Human Kinetics that it is willing to provide \$25,000 in funding towards the fitness equipment. This reduces the updated figure to \$107,372.75 if CPD chooses to purchase the equipment per the quote.

**Stocks and Direct Fitness Solutions staff have re-confirmed that they will be able to house all purchased items at their locations until time of delivery to the facility. Both entities will provide training and assist with placement of each item upon arrival.*

Estimated Total Costs

Once the necessary equipment is selected for the instructional kitchen, and media room staff will bring those items back to the board for approval. The current estimate for the remaining equipment includes \$125,000 for the Exergame Equipment, \$71,270 for technical equipment, \$30,000 for kitchen equipment and \$30,000 for the media room for a total estimated additional cost of \$256,270.

The total cost for FF&E would be \$487,346.42. The board has approved \$310,000 for FF&E and staff members also have secured an additional donation of \$25,000 toward FF&E. The current total for FF&E including the \$25,000 donation is estimated to be \$462,346.42.

Staff did meet with OSF staff to see if they would also be willing to donate towards the fitness equipment but they were not in a position to do so at this time. Staff will work very hard to reduce this amount if at all possible!

Recommendation

Staff seeks approval from the Park Board to purchase furniture in the amount of \$98,703.67 from Stocks Office Furniture and the fitness equipment in the amount of \$132,372.75 from Direct Fitness Solutions for a total expenditure of \$231,076.42. This amount will also be reduced by \$25,000 from the donation from Human Kinetics.

Prepared by:

Jameel Jones
Director of Recreation

Reviewed by:

Joe DeLuce
Executive Director

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR
 CHAMPAIGN, IL 61821
 ph:(217)359-1661

PROPOSAL: 51093C

DATE: 12/14/21

PROJECT#: 2-590

PROPOSAL FOR:

INSTALL AT:

Champaign Park District

Champaign Park District

706 KENWOOD DR
 CHAMPAIGN IL 61821

706 KENWOOD DR
 CHAMPAIGN ILLINOIS 61821

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

Maggie McGuire

HON Order

/ /

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			Please issue po to Stocks Office Furniture		
			HON OMNIA contract number, R191804		
			Champaign Park Dist OMNIA MEMBER # _____		
			SHIP PRODUCT TO: Stocks Office Furniture Warehouse		
1	1	Installation	Stocks Office Furniture PREVAILING WAGE	8,500.00	8,500.00
			BEGIN 1st floor		
2	7	HSLVTMM	HON Company SOLVE TASK MID BACK MESH BACK	319.94	2,239.58
		.Y2	Ctrl: SynchroTilt w/ Multi POS		
		.A	Arm: Height/Width Adjustable		
		.S	Soft Caster		
		.IC	Charcoal Ilira Mesh		
		\$(3)	Grade 3 Fabric		
		.SX	Moxie--Pineapple		
		42	Suboption 01		
		.TL	Titanium Adjustable Lumbar		
		.SB	Standard Base		
		.TI	FRAME: Titanium		
			Tag(s): Desk chairs CPD		
			List Price: 831.00		
3	2	HCWTSFTS30J	HON Company 30 SOFT SQUARE TOP W/ KNIFE EDGE	209.38	418.76
		.N	No Grommet		
			CONTINUED...		

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		\$(L1STD) .D .D	Grd L1 Standard Laminate LAM: Natural Maple LAM: Natural Maple Tag(s): Lobby C105 List Price: 551.00		
4	2	HCWTSBM29 \$(P2) .PR8	HON Company 29H SINGLE PEDESTAL MEDIUM P2 Paint Opts Silver Texture Tag(s): Lobby C105 List Price: 751.00	285.38	570.76
5	3	HLSLR3066 \$(L1STD) .D D .G T1	HON Company VOI 30D X 66IN W RECTANGLE WORKSURFACE Grd L1 Standard Laminates LAM: Natural Maple--EDGE: Natural Maple Suboption 01 Grommets--Clr: Platinum Flat Suboption 01 Tag(s): Offices 1000B and C List Price: 532.00	204.82	614.46
6	3	HLSLR2448 \$(L1STD) .D D .G T1	HON Company VOI 24D X 48IN W RECTANGLE WORKSURFACE Grd L1 Standard Laminates LAM: Natural Maple--EDGE: Natural Maple Suboption 01 Grommets--Clr: Platinum Flat Suboption 01 Tag(s): Offices 1000B and C List Price: 370.00	142.45	427.35
7	3	HLSL2428B \$(L1STD) .D \$(L1STD) .D .T1	HON Company 24D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT Grd L1 Standard Laminates LAM: Natural Maple Grd L1 Standard Laminates LAM: Natural Maple Clr: Platinum Tag(s): Offices 1000B and C List Price: 937.00	360.75	1,082.25
8	2	HLSL30280 \$(P2) .T1	HON Company 30D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG) P2 Paint Opts Platinum Metallic Tag(s): Offices 1000B and C CONTINUED...	168.25	336.50

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			List Price: 437.00		
9	3	HLSSL3070	HON Company 30D X 7H O-LEG SUPPORT FOR LOW CRED (SINGLE LEG) \$(P2) P2 Paint Opt .T1 Platinum Metallic Tag(s): Offices 1000B and C List Price: 338.00	130.13	390.39
10	3	HLSSL3614MM	HON Company HLSSL3614MM .FT01 CLR: Frost .P Color: Black Tag(s): Offices 1000B and C List Price: 894.00	344.19	1,032.57
11	2	HLSSL2060LL2	HON Company LOW CREDENZA (LH DRWS) 20X60X21.5 \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple .T1 Clr: Platinum Tag(s): Offices 1000B and C List Price: 1547.00	595.60	1,191.20
12	1	HLSSL2060LR2	HON Company LOW CREDENZA (RH DRWS) 20X60X21.5 \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple .T1 Clr: Platinum Tag(s): Offices 1000B and C List Price: 1547.00	595.60	595.60
13	3	HLSSL2030CH2	HON Company CRED CUSHION 20X30X1 \$(3) Grade: III Upholstery .SX Moxie--Pineapple 42 Suboption 01 Tag(s): Offices 1000B and C List Price: 530.00	204.05	612.15
14	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM .N No Grommets \$(L1STD) Grd L1 Standard Laminates CONTINUED...	514.88	8,238.08

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		.D	Natural Maple		
		.D	Natural Maple		
		.C	Caster		
		\$(P2)	P2 Paint Opts		
		.T1	Platinum Metallic		
			Tag(s): 1011A Classroom		
			List Price: 1373.00		
15	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM	514.88	8,238.08
		.N	No Grommets		
		\$(L1STD)	Grd L1 Standard Laminates		
		.D	Natural Maple		
		.D	Natural Maple		
		.C	Caster		
		\$(P2)	P2 Paint Opts		
		.T1	Platinum Metallic		
			Tag(s): 1011B Classroom		
			List Price: 1373.00		
16	2	HMVR-2472G- NS	HON Company MOTIVATE RECT TABLE	558.38	1,116.76
		.N	No Grommets		
		\$(L1STD)	Grd L1 Standard Laminates		
		.D	Natural Maple		
		.D	Natural Maple		
		.C	Caster		
		\$(P2)	P2 Paint Opts		
		.T1	Platinum Metallic		
			Tag(s): GYM		
			List Price: 1489.00		
			1st floor HON furniture		35,604.49
17	2	HSLVTMM	HON Company SOLVE TASK MID BACK MESH BACK	319.94	639.88
		.Y2	Ctrl: SynchroTilt w/ Multi POS		
		.A	Arm: Height/Width Adjustable		
		.S	Soft Caster		
		.IC	Charcoal Ilira Mesh		
		\$(3)	Grade 3 Fabric		
		.SX	Moxie--Pineapple		
		42	Suboption 01		
		.TL	Titanium Adjustable Lumbar		
		.SB	Standard Base		
		.TI	FRAME: Titanium		
			Tag(s): 2000 Innovation Center		
			List Price: 831.00		
18	2	HESH6066E	HON Company BUILD 60X66 HORSESHOE TABLE TOP	351.12	702.24
		.N	No Grommets		
			CONTINUED...		

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		\$(L1STD) .D .D	Grd L1 Standard Laminates LAM: Natural Maple LAM: Natural Maple Tag(s): 2000 Innovation Center List Price: 924.00		
19	2	HEB4LEG	HON Company BUILD 4 PACK ADJUSTABLE POST LEGS (22-34IN) \$(P2) .T1 P2 Paint Opts Platinum Metallic Tag(s): 2000 Innovation Center List Price: 230.00	87.40	174.80
20	8	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM .N No Grommets \$(L1STD) .D Grd L1 Standard Laminates Natural Maple .D Natural Maple .C Caster \$(P2) .T1 P2 Paint Opts Platinum Metallic Tag(s): 2000 Innovation Center List Price: 1373.00	514.88	4,119.04
21	16	HMVR-2460G- NS	HON Company MOTIVATE RECT TABLE .N No Grommets \$(L1STD) .D Grd L1 Standard Laminates Natural Maple .D Natural Maple .C Caster \$(P2) .T1 P2 Paint Opts Platinum Metallic Tag(s): ART 2009 List Price: 1437.00	538.88	8,622.08
22	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM .N No Grommets \$(L1STD) .D Grd L1 Standard Laminates Natural Maple .D Natural Maple .C Caster \$(P2) .T1 P2 Paint Opts Platinum Metallic Tag(s): 2011A Classroom List Price: 1373.00	514.88	8,238.08

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
23	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM .N No Grommets \$(L1STD) Grd L1 Standard Laminates .D Natural Maple .D Natural Maple .C Caster \$(P2) P2 Paint Opts .T1 Platinum Metallic Tag(s): 2011B Classroom List Price: 1373.00	514.88	8,238.08
24	1	HLSLR3084	HON Company VOI 30D X 84IN W RECTANGLE WORKSURFACE \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .G Grommets--Clr: Platinum Flat T1 Suboption 01 Tag(s): 2005 Multimedia List Price: 787.00	303.00	303.00
25	1	HLSL4814MM	HON Company HLSL4814MM .FT01 CLR: Frost .P Color: Black Tag(s): 2005 Multimedia List Price: 1105.00	425.43	425.43
26	1	HLSL3028B	HON Company 30D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple .T1 Clr: Platinum Tag(s): 2005 Multimedia List Price: 1054.00	405.79	405.79
27	1	HLSLR3066	HON Company VOI 30D X 66IN W RECTANGLE WORKSURFACE \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .G Grommets--Clr: Platinum Flat T1 Suboption 01 Tag(s): 2005 Multimedia List Price: 532.00	204.82	204.82

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
28	1	HLSL3028E	HON Company 30D X 28IN END PANEL SUPPORT \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple Tag(s): 2005 Multimedia List Price: 267.00	102.80	102.80
29	1	HLSL3028SL	HON Company 30DX28H SHARED O-LEG SUP FOR WKSF (SINGLE LEG) \$(P2) P2 Paint Opts .T1 Platinum Metallic Tag(s): 2005 Multimedia List Price: 542.00	208.67	208.67
30	1	HLSL30280	HON Company 30D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG) \$(P2) P2 Paint Opts .T1 Platinum Metallic Tag(s): 2005 Multimedia List Price: 437.00	168.25	168.25
31	1	HLSLZ5SC66	HON Company 54W EXTERNAL STIFFENER .P Color: Black Tag(s): 2005 Multimedia List Price: 128.00	49.28	49.28
			2nd floor HON furniture		32,602.24

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 68,206.73

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

PAGE 7 OF 7

68,206.73
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S T O C K S O F F I C E F U R N I T U R E

602 S. COUNTRY FAIR DR
 CHAMPAIGN, IL 61821
 ph:(217)359-1661

PROPOSAL: 51093A

DATE: 12/15/21

PROJECT#: 2-590

PROPOSAL FOR:

INSTALL AT:

Champaign Park District

Champaign Park District

706 KENWOOD DR
 CHAMPAIGN IL 61821

1515 N MARKET ST
 CHAMPAIGN ILLINOIS 61821
 MARTENS CENTER

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

/ /

Maggie McGuire

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			KI Sourcewell Quote # 21BDM-561230		
1	1	Special	Krueger International Upcharge for Strive poly match 4 colors	2,000.00	2,000.00
2	1	KI surchrg	Krueger International Surcharge	1,357.00	1,357.00
			Subtotal Charges for special paint and surcharge		3,357.00
3	16	624A /WG	Krueger International 600 Series Industrial Stool,Steel Seat,Adj Ht,25-33"H Warm Grey Tag(s): KITCHEN List Price: 123.00	62.73	1,003.68
4	2	SPDNAP /WG /NFR /PWG /S	Krueger International Strive Task Armless Chair,Poly Warm Grey No Fire Retardant Warm Grey Hard floor casters (black only) Tag(s): 1011A and B Multipurpose rooms List Price: 398.00	202.98	405.96
5	32	SWNA /SX /NFR SPECIAL	Krueger International S21310865 Strive High Density Armless Chair,Poly Starlight Silver Metallic No Fire Retardant VCP81499UV BLUE CONTINUED...	117.81	3,769.92

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		/S	Stainless steel glides Tag(s): 1011B Classroom List Price: 231.00		
6	32	SWNA	Krueger International S21310864 Strive High Density Armless Chair,Poly	117.81	3,769.92
		/SX	Starlight Silver Metallic		
		/NFR	No Fire Retardant		
		SPECIAL	VCP71395UV TEAL		
		/S	Stainless steel glides Tag(s): 1011A Classroom List Price: 231.00		
7	2	SLNAU	Krueger International Strive Four-Leg Armless Chair,Uph Seat	212.05	424.10
		/SX	Starlight Silver Metallic		
		/S	Steel glides		
		/NFR	Compliance to TB 117-2013		
		/KOM	KOM (KI Ordered Material-Additional Fees Required)		
		-NFR	No Fire Retardant		
		/PWG	Warm Grey		
		SUPPLIER	CF Stinson		
		*	Bandwidth Color Bit BDW50 Tag(s): Lobby C105 List Price: 311.00		
8	4	SLNAP	Krueger International Strive Four-Leg Armless Chair,Poly	119.85	479.40
		/SX	Starlight Silver Metallic		
		/NFR	No Fire Retardant		
		/PRK	Rubber Ducky		
		/S	Steel glides Tag(s): Off 1000 B- C -D side chair List Price: 235.00		
			Subtotal 1st floor		9,852.98
9	8	SPDNAP	Krueger International Strive Task Armless Chair,Poly	202.98	1,623.84
		/WG	Warm Grey		
		/NFR	No Fire Retardant		
		/PWG	Warm Grey		
		/S	Hard floor casters (black only) Tag(s): 2nd fl Classrm teacher chair List Price: 398.00		
10	4	CSD.BL	Krueger International Transport Dolly for Maestro and Strive HD Chairs CONTINUED...	261.12	1,044.48

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			Tag(s): 2nd floor storage 2002C List Price: 512.00		
11	4	SWNA	Krueger International Strive High Density Armless Chair, Poly /SX Starlight Silver Metallic /NFR No Fire Retardant /PRK Rubber Ducky /S Stainless steel glides Tag(s): 2005 Multimedia List Price: 236.00	120.36	481.44
12	24	SWNA	Krueger International S21310862 Strive High Density Armless Chair, Poly /SX Starlight Silver Metallic /NFR No Fire Retardant SPECIAL VCP41476UV Pinnacle pink /S Stainless steel glides Tag(s): 2000 Innovation Center List Price: 231.00	117.81	2,827.44
13	32	SWNA	Krueger International S21310863 Strive High Density Armless Chair, Poly /SX Starlight Silver Metallic /NFR No Fire Retardant SPECIAL VCP71396UV Green /S Stainless steel glides Tag(s): ART 2009 List Price: 231.00	117.81	3,769.92
14	32	SWNA	Krueger International S21310864 Strive High Density Armless Chair, Poly /SX Starlight Silver Metallic /NFR No Fire Retardant SPECIAL VCP71395UV TEAL /S Stainless steel glides Tag(s): 2011A Classroom List Price: 231.00	117.81	3,769.92
15	32	SWNA	Krueger International S21310865 Strive High Density Armless Chair, Poly /SX Starlight Silver Metallic /NFR No Fire Retardant SPECIAL VCP81499UV BLUE /S Stainless steel glides Tag(s): 2011B Classroom CONTINUED...	117.81	3,769.92

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			List Price: 231.00		
			Subtotal 2nd fl		17,286.96

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 30,496.94

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

30,496.94
=====

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR
 CHAMPAIGN, IL 61821
 ph:(217)359-1661

PROPOSAL: 51093DMBGC

DATE: 12/14/21

PROJECT#: 2-615

PROPOSAL FOR:

INSTALL AT:

Don Moyer Boys & Girls Club

 201 E PARK AVE

Don Moyer Boys & Girls Club

 201 E PARK AVE

 MARTENS CENTER

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

Maggie McGuire

HON

/ /

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			Please issue po to Stocks Office Furniture		
			HON OMNIA contract number		
			OMNIA MEMBER # _____		
			SHIP PRODUCT TO: Stocks Office Furniture Warehouse		
1	1	Installation	Stocks Office Furniture PREVAILING WAGE	1,500.00	1,500.00
2	2	HSLVTMM	HON Company SOLVE TASK MID BACK MESH BACK .Y2 Ctrl: SynchroTilt w/ Multi POS .A Arm: Height/Width Adjustable .S Soft Caster .IC Charcoal Ilira Mesh \$(3) Grade 3 Fabric .SX Moxie--Pineapple 42 Suboption 01 .TL Titanium Adjustable Lumbar .SB Standard Base .TI FRAME: Titanium Tag(s): 1st floors DMBGC List Price: 831.00	319.94	639.88
3	2	HLSLR3066	HON Company VOI 30D X 66IN W RECTANGLE WORKSURFACE \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .G Grommets--Clr: Platinum Flat CONTINUED...	204.82	409.64

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
		T1	Suboption 01 Tag(s): 1005 1007 DMBGC offices List Price: 532.00		
4	2	HLSL30280	HON Company 30D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG) \$(P2) P2 Paint Opts .T1 Platinum Metallic Tag(s): 1005 1007 DMBGC offices List Price: 437.00	168.25	336.50
5	2	HLSL3028B	HON Company 30D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple .T1 Clr: Platinum Tag(s): 1005 1007 DMBGC offices List Price: 1054.00	405.79	811.58
6	2	HLSLR2448	HON Company VOI 24D X 48IN W RECTANGLE WORKSURFACE \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .G Grommets--Clr: Platinum Flat T1 Suboption 01 Tag(s): 1005 1007 DMBGC offices List Price: 370.00	142.45	284.90
7	2	HLSL2428F	HON Company 24D X 28IN FILE/FILE PEDESTAL SUPPORT \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple .T1 Clr: Platinum Tag(s): 1005 1007 DMBGC offices List Price: 937.00	360.75	721.50
8	2	HLSL4214MM	HON Company HLSL4214MM .FT01 CLR: Frost .P Color: Black Tag(s): 1005 1007 DMBGC offices List Price: 999.00	384.62	769.24

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
9	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM	514.88	8,238.08
		.N	No Grommets		
		\$(L1STD)	Grd L1 Standard Laminates		
		.D	Natural Maple		
		.D	Natural Maple		
		.C	Caster		
		\$(P2)	P2 Paint Opts		
		.T1	Platinum Metallic		
			Tag(s): 2002A Classroom		
			List Price: 1373.00		
10	16	HMVR-1860G- NS	HON Company MOTVT RECT TBL 2MM	514.88	8,238.08
		.N	No Grommets		
		\$(L1STD)	Grd L1 Standard Laminates		
		.D	Natural Maple		
		.D	Natural Maple		
		.C	Caster		
		\$(P2)	P2 Paint Opts		
		.T1	Platinum Metallic		
			Tag(s): 2002B Classroom		
			List Price: 1373.00		

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 21,949.40

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

21,949.40
=====

STOCKS OFFICE FURNITURE

602 S. COUNTRY FAIR DR
CHAMPAIGN, IL 61821
ph:(217)359-1661

PROPOSAL: 51093AB

DATE: 12/15/21

PROJECT#: 2-615

PROPOSAL FOR:

INSTALL AT:

Don Moyer Boys & Girls Club

Don Moyer Boys & Girls Club

201 E PARK AVE
CHAMPAIGN IL 61820

201 E PARK AVE
CHAMPAIGN ILLINOIS 61820
MARTENS CENTER

SALESPERSON

CUSTOMER P/O..:

QUOTE VALID

/ /

Maggie McGuire

KI

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
			KI Sourcewell Quote # 21BDM-561231		
1	1	KI surchrg	Krueger International Surcharge	579.67	579.67
2	2	CSD.BL	Krueger International Transport Dolly for Maestro and Strive HD Chairs Tag(s): GYM List Price: 512.00	261.12	522.24
3	24	SWNA	Krueger International Strive High Density Armless Chair,Poly /SX Starlight Silver Metallic /NFR No Fire Retardant /PPR Poppy Red /S Stainless steel glides Tag(s): GYM List Price: 236.00	120.36	2,888.64
4	4	SLNAP	Krueger International Strive Four-Leg Armless Chair,Poly /SX Starlight Silver Metallic /NFR No Fire Retardant /PRK Rubber Ducky /S Steel glides Tag(s): DMBGC Offices List Price: 235.00	119.85	479.40

<u>#</u>	<u>QTY</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>SELL</u>	<u>EXTENDED</u>
5	32	SWNA	Krueger International Strive High Density Armless Chair, Poly	120.36	3,851.52
		/SX	Starlight Silver Metallic		
		/NFR	No Fire Retardant		
		/PNE	Nemo		
		/S	Stainless steel glides		
			Tag(s): 2002A Classroom		
			List Price: 236.00		
6	32	SWNA	Krueger International Strive High Density Armless Chair, Poly	120.36	3,851.52
		/SX	Starlight Silver Metallic		
		/NFR	No Fire Retardant		
		/PNE	Nemo		
		/S	Stainless steel glides		
			Tag(s): 2002B Classroom		
			List Price: 236.00		

Stocks Office Furniture - "We're known by the companies we keep!"

SUBTOTAL.....: 12,172.99

ACCEPTED BY _____

DATE ACCEPTED _____

TOTAL

12,172.99
=====

Customer Information

Sold To:

Champaign Park District
 706 Kenwood Road
 Champaign, Illinois 61821

Billing Point of Contact:

Jameel Jones
 Ph: (217) 390-5656
 jameel.jones@champaignparks.org

Ship To:

Champaign Park District

Delivery Point of Contact:

Jameel Jones
 Ph:(217) 390-5656
 jameel.jones@champaignparks.com

Direct Fitness Sales Team:

Dave Munson- Regional Sales Manager
 Ph: (847) 224-9232
 Fax: (847) 278-4588
 dmunson@directfitnesssolutions.com

Andrew Miller- Inside Sales

Ph: (847) 680-9300
 Fax: (847) 278-4588
 salesorders@directfitnesssolutions.com

ACCESS

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
3.00	TAG CHEX-10	TAG FITNESS 10 lb Colored Orange Rubber HEX Dumbbell (Pair)		\$ 58.00	\$ 40.00	\$ 120.00
3.00	TAG CHEX-3	TAG FITNESS 3 lb Colored Green Rubber HEX Dumbbell (Pair)		\$ 17.40	\$ 12.00	\$ 36.00
1.00	TAG HEX-12	TAG FITNESS 12 lb Rubber HEX Dumbbell (Pair)		\$ 57.60	\$ 40.00	\$ 40.00
3.00	TAG CHEX-5	TAG FITNESS 5 lb Colored Blue Rubber HEX Dumbbell (Pair)		\$ 29.00	\$ 20.00	\$ 60.00
3.00	TAG CHEX-12	TAG FITNESS 12 lb Colored Purple Rubber HEX Dumbbell (Pair)		\$ 69.60	\$ 48.00	\$ 144.00
1.00	TAG HEX-10	TAG FITNESS 10 lb Rubber HEX Dumbbell (Pair)		\$ 48.00	\$ 33.00	\$ 33.00
1.00	TAG HEX-15	TAG FITNESS 15 lb Rubber HEX Dumbbell (Pair)		\$ 72.00	\$ 50.00	\$ 50.00
2.00	TAG RKETL-25	TAG FITNESS Logo 25 lb Rubber Encased Kettlebell w/Chemical Chrome Handle		\$ 72.50	\$ 50.00	\$ 100.00
1.00	TAG RKETL-SET	TAG FITNESS 12 Ball Rubber Encased Kettlebell Set (5/8/10/12/15/20/25/30/35/40/45/50)		\$ 855.50	\$ 595.00	\$ 595.00
2.00	TAG RKETL-10	TAG FITNESS Logo 10 lb Rubber Encased Kettlebell w/Chemical Chrome Handle		\$ 29.00	\$ 20.00	\$ 40.00
2.00	TAG RKETL-20	TAG FITNESS Logo 20 lb Rubber Encased Kettlebell w/Chemical Chrome Handle		\$ 58.00	\$ 40.00	\$ 80.00

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
2.00	TAG RKETL-15	TAG FITNESS Logo 15 lb Rubber Encased Kettlebell w/Chemical Chrome Handle		\$ 43.50	\$ 30.00	\$ 60.00
4.00	TAG RBR-10	TAG FITNESS 10 lb Rubber Olympic Plate		\$ 25.00	\$ 17.00	\$ 68.00
4.00	TAG RBR-5	TAG FITNESS 5 lb Rubber Olympic Plate		\$ 12.50	\$ 8.00	\$ 32.00
6.00	TAG RBR-45	TAG FITNESS 45 lb Rubber Olympic Plate		\$ 112.50	\$ 78.00	\$ 468.00
4.00	TAG RBR-25	TAG FITNESS 25 lb Rubber Olympic Plate		\$ 62.50	\$ 43.00	\$ 172.00
2.00	TAG RBR-2.5	TAG FITNESS 2.5 lb Rubber Olympic Plate		\$ 6.25	\$ 4.00	\$ 8.00
1.00	TR TLS-PAC-C	TROY Light Workout Club Pack w/Colored Interlocking Grip Plates (Loaded w/20ea TLW-40GC Weight Sets & 1ea TLS-20 Display Rack)		\$ 4,279.60	\$ 3,195.00	\$ 3,195.00
4.00	BOSU 72-10850-5P	BOSU BALL PRO W/PUMP ONLY		\$ 189.99	\$ 145.00	\$ 580.00
1.00	TAG BP-MB-20	TAG FITNESS 20lb 14" Bullet Proof Wall Ball		\$ 164.00	\$ 110.00	\$ 110.00
2.00	TAG XERTONE-SET	TAG FITNESS XERTONE Complete Set - One Toning Tube of each resistance level		\$ 74.50	\$ 52.00	\$ 104.00
12.00	TAG ACC-EMS	TAG FITNESS Deluxe Eyelet Mat 3/8 in x 24 in x 52 in		\$ 40.00	\$ 28.00	\$ 336.00
3.00	TAG ACC-FMRLR18	TAG Fitness 18" x 6" High Density Round Foam Roller		\$ 33.98	\$ 20.00	\$ 60.00
3.00	TAG ACC-65cm	TAG FITNESS 65 cm Fitness Ball		\$ 21.00	\$ 14.00	\$ 42.00
5.00	POWER 91120	POWER SYSTEMS Original Health Club Step - Black/Gray		\$ 109.95	\$ 109.95	\$ 549.75

CARDIO

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
2.00	AS-AirRunner Elite	Assault Air Runner Treadmill Elite		\$ 3,999.00	\$ 3,395.00	\$ 6,790.00
4.00	PRE TRM 781.P82.Media (BG)	PRECOR TRM 781 Treadmill - P82 Console w/ Media Adapter - 15"		\$ 11,795.00	\$ 7,555.00	\$ 30,220.00

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
		Touchscreen/TV, USB/audio (PHRCT781BG4611EN) - Black Pearl				
2.00	PRE EFX 665.P62.Media (BG)	PRECOR 665 Elliptical w/Adjustable CrossRamp, Moving Arms; P62 console w/ Media Adapter - 10" Touchscreen/TV, USB/Audio (PHRCE665BG4690EN) - Black Pearl		\$ 9,045.00	\$ 5,675.00	\$ 11,350.00
1.00	PRE AMT 865.P62.Media (BG)	PRECOR AMT 865 Adaptive Motion Trainer Open Stride; P62 w/ Media Adapter 10" Touchscreen/TV, USB/audio (PHRCA865BG4660EN) - Black Pearl		\$ 12,845.00	\$ 7,815.00	\$ 7,815.00
2.00	NUSTEP T5	NuStep T5 Recumbent Cross Trainer (05001-HB)		\$ 5,995.00	\$ 5,625.00	\$ 11,250.00
1.00	PRE RBK 665.P62.Media (BG)	RBK 665 Recumbent Cycle P62 console w/ Media Adapter 10" Touchscreen/TV, USB/Audio (PHRCB665BG4670EN) - Black Pearl		\$ 5,645.00	\$ 3,555.00	\$ 3,555.00
1.00	PRE UBK 665.P62.Media (BG)	PRECOR UBK 665 Upright Cycle P62 console w/ Media Adapter 10" Touchscreen/TV, USB/audio (PHRCB665BG4690EN) - Black Pearl		\$ 5,395.00	\$ 3,395.00	\$ 3,395.00
3.00	KEISER 005506BBC	KEISER M3i Indoor Cycle BLK-BLK-COMP-FTB HB Computer		\$ 1,995.00	\$ 1,485.00	\$ 4,455.00
2.00	STAIR 9-5285-10G-LCD	StairMaster 10 Series Gauntlet W/LCD		\$ 11,599.00	\$ 6,425.00	\$ 12,850.00

STRENGTH

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	PRE PWSRL10NR9919EN	PRECOR C010ES Vitality S-Line Leg Press/Calf Extension ** Replaced with PWSVSLC010NR9923EN		\$ 4,200.00	\$ 2,875.00	\$ 2,875.00
1.00	PRE PWSRL25NR9919EN	PRECOR C025ES Vitality S-Line Bicep/Tricep ** Replaced with PWSVSLC025NR9923EN		\$ 3,800.00	\$ 2,655.00	\$ 2,655.00
1.00	PRE PWSRL27NR9919EN	PRECOR C027ES Vitality S-Line Leg Extension/ Curl **Replaced with PWSVSLC027NR9923EN		\$ 3,900.00	\$ 2,725.00	\$ 2,725.00

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	PRE PWSRL24NR9919EN	PRECOR C024ES Vitality S-Line Multi Press **Replaced with PWSVSLC024NR9923EN		\$ 3,900.00	\$ 2,725.00	\$ 2,725.00
1.00	PRE FTSG	PRECOR FTS Glide Functional Strength Trainer Icarian Series, User Defined Line (PWSFTSGMR9919EN)		\$ 4,045.00	\$ 3,075.00	\$ 3,075.00
1.00	TAG RCK-ACR45	TAG FITNESS Large Storage Rack		\$ 1,798.00	\$ 1,255.00	\$ 1,255.00
1.00	TAG SMITH-B	TAG FITNESS Smith Machine - Black		\$ 3,198.00	\$ 2,285.00	\$ 2,285.00
1.00	TAG RCK-HDR-B	TAG FITNESS 3 Tier Horizontal Dumbbell Rack - Black		\$ 758.00	\$ 530.00	\$ 530.00
1.00	TAG R8DB-5-50 SET	TAG 5-50 set 8 Sided Virgin Rubber Dumbbell (10 pairs)		\$ 1,859.00	\$ 1,300.00	\$ 1,300.00
2.00	TAG BNCH-FID-S	TAG FITNESS Flat/Incline/Decline Dumbbell Bench - Silver		\$ 578.00	\$ 405.00	\$ 810.00

FREIGHT

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	FREIGHT	Freight		\$ 0.00	\$ 8,125.00	\$ 8,125.00

INSTALL

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	INSTALLATION	Product Installation		\$ 0.00	\$ 5,250.00	\$ 5,250.00

SubTotal	\$ 132,372.75
Estimated Tax	
Grand Total	\$ 132,372.75



SOLUTIONS

600 Tower Road . Mundelein . IL 60060

Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

SALES PROPOSAL

Quote: 00031845
Date: 12/10/2021
Expires: 1/9/2022

Notes



SOLUTIONS

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Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

SALES PROPOSAL

Quote: 00031845

Date: 12/10/2021

Expires: 1/9/2022

Terms & Conditions

PAYMENT TERMS:

PAYMENT IS DUE IN ADVANCE. Any other payment terms are subject to credit approval. Authorized purchase orders required for: Leases, Hospitals, Military, School Systems, Municipalities and Corporate Facilities. Proof of tax-exempt status required if applicable. Estimated sales tax - final tax will be billed at the time of shipment based on the prevailing rates.

ESTIMATED DELIVERY DATE:

Due to fluctuating supply chains, please check with your Regional Sales Manager to confirm a realistic lead time for your order.

DISCLAIMER:

No representation or statements and no warranties, expressed or implied, other than Manufacturers Warranty, arises apart from this quote concerning the above items except as stated in writing on this quote. All quotes are valid for 30 days.

TERMS AND CONDITIONS OF SALE:

Customer is responsible for the following on Entertainment, Cardio & Strength products: TV's with fixed or variable analog audio output jack and speaker off functions (if digital audio output, a converter will need to be purchased). Live cable and dedicated electrical to each TV/Personal Viewing Screen location prior to installation. Installation is not included unless specified. XTV receivers require a CSafe port for power or 110 VAC outlet per piece Confirmation of treadmill electrical requirements (dedicated 20amp branch circuit to each treadmill).

GC or Owner is responsible for the following: • Dumpster for all garbage. • HVAC system up and running prior and during installation with a room temperature of 70 degrees. • Moisture Test done on concrete slab. RH Test; must be at or below 85% RH or Stauf adhesive must be used • Levelness of concrete slab checked for high/low spots, control joints, expansion joints, no paint overspray on concrete slab, etc. • Any major prep work:(grinding, self-leveling, etc.) • All original lighting on during installation of rubber floor. No temporary lighting. • All Doors and electrical outlets that are in the ground need to be removed prior to removal of old flooring and placed back once the new floor is installed; Any doors that swing into room or electrical outlets that are recessed must be properly installed to account for flooring thickness • GC or Owner is responsible for protecting and washing the new installed sports rubber flooring.

One year installation Warranty.

Please note: Unless product is defective or the return is a direct result of a Direct Fitness Solutions error, a 10% restocking fee for all orders and a 20% restocking fee on all custom orders will be charged. All shipping and installation costs are nonrefundable.

Quote Acceptance:

These prices, specifications and conditions are satisfactory and are hereby accepted.

Payment Terms:

Account Name: Champaign Park District

Print Name: _____

Signature: _____

Title: _____

Date: _____

Company Name: _____

Print Name: _____

Signature: _____

Title: _____

Date: _____



SOLUTIONS

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SALES PROPOSAL

Quote: 00031845
 Date: 12/10/2021
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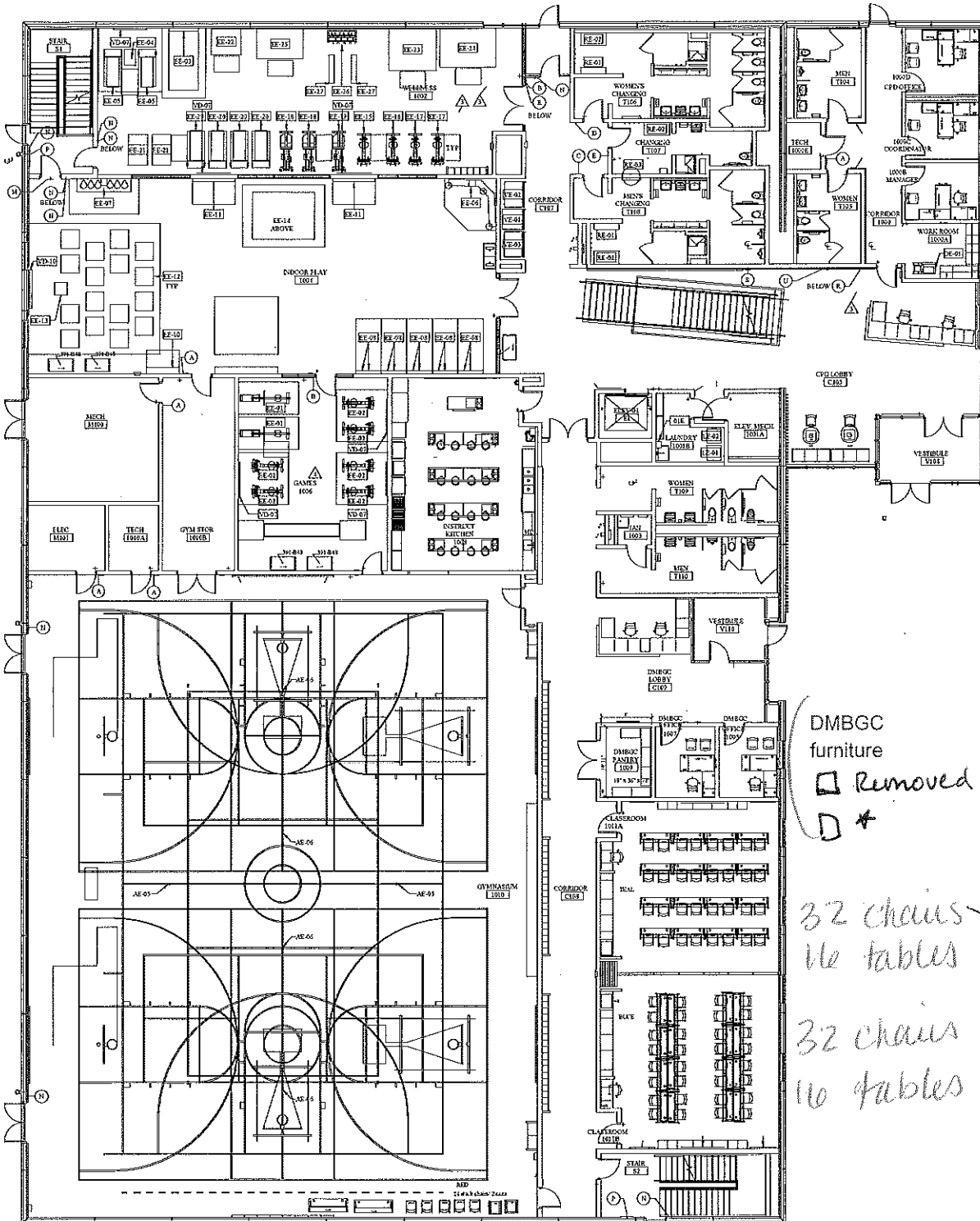
Email or Fax Signed Proposal To:

Andrew Miller
 Inside Sales
 Phone: (847) 680-9300
 Fax: (847) 278-4588
 salesorders@directfitnesssolutions.com

***Please include all applicable purchasing documents. If tax exempt please include exemption certificate.*

Delivery Information	
Requested Delivery Date: 8/2/2021	Payment Type:
Hours Available to Accept Delivery: 8-5	Purchase Order #:
Ship Via: DFS Truck	Site Survey Date:
Ship Via Other:	Floor Plan Included:
Delivery Point of Contact Name: Jameel Jones	Dimensions of Access Ways:
Delivery Point of Contact Phone: (217) 390-5656	Stairs:
Delivery Point of Contact Email: jameel.jones@champaignparks.com	Elevator:
Multiple Delivery Locations:	Color of Upholstery:
Locations:	Color of Frames:
Possible Delays in Delivery Time?	Trade-In's?
Delay Reasons:	Third Party Involved?
	Third Party Purchase Order #:

1st Floor



CPD Office Furniture



(DMBGC furniture
 Removed from quote
 *

32 chairs
 16 tables
 32 chairs
 16 tables

CPD

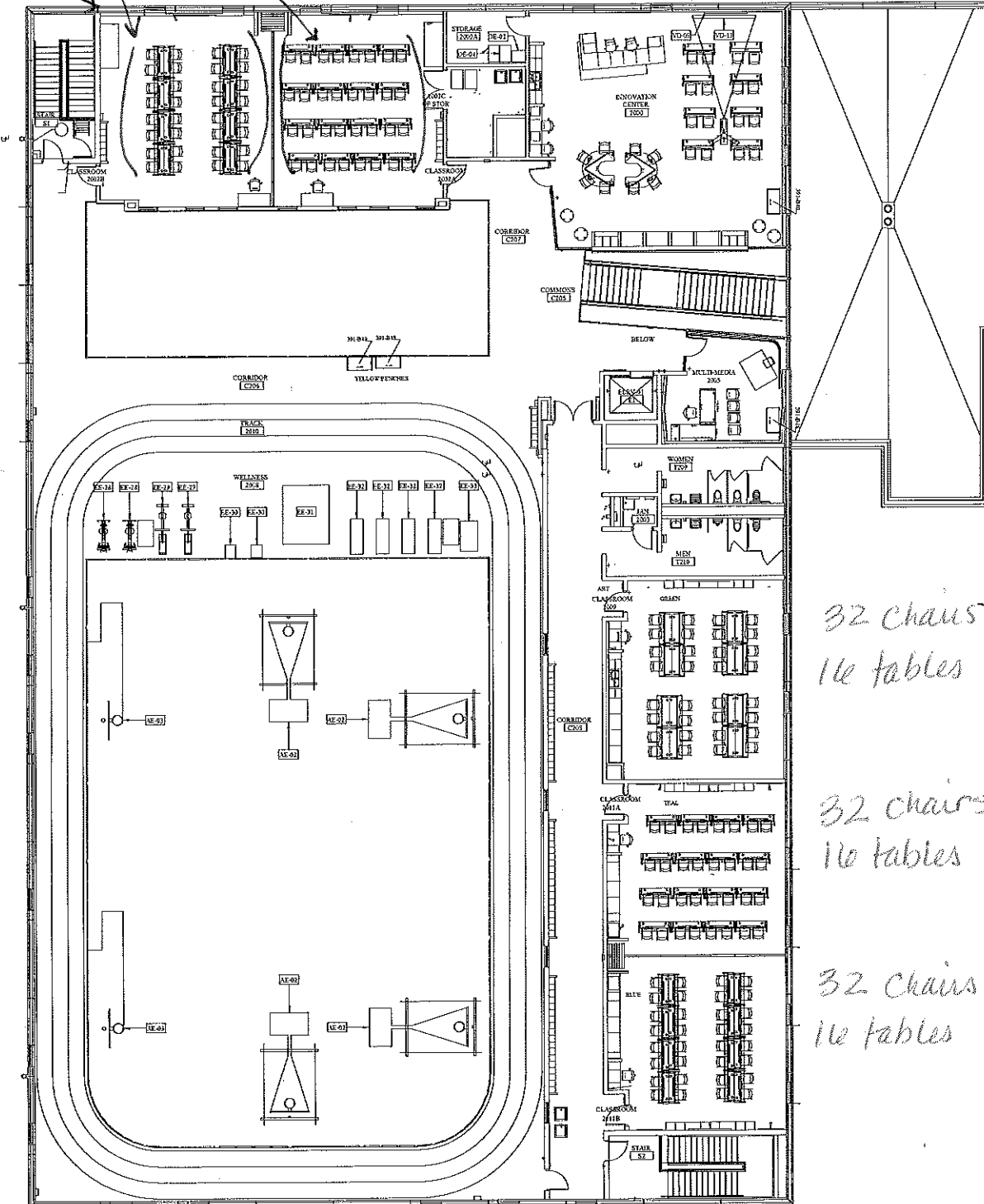
DMBGC KI tables and chairs / 2 carts
 Removed from quote
 *

2nd Floor

- ☐ Tables and chairs removed. * Placed on quote for Club's consideration. *
- ☐ Removed from quote

Club

10 tables, 22 chairs (CPD)



32 chairs
16 tables

32 chairs
16 tables

32 chairs
16 tables

Part of
CPD's
quotes
w/ stocks



Fee Schedule

January 1, 2022 to December 31, 2022

Facility	Fees - CPD Residents	Recommended	Fees - Non-Profits	Recommended
Bresnan Center	\$50 per hour	\$55 per hour	\$40 per hour	\$45 per hour
Douglass Annex	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Douglass Annex Kitchen	\$50 per hour	\$55 per hour	\$40 per hour + room rental	\$45 per hour + room rental
Douglass Library	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Douglass Library Kitchen	\$45 per hour	\$50 per hour	\$40 + room rental	\$45 per hour + room rental
Douglass Gymnasium	\$65 per hour	\$70 per hour	\$50 per hour (\$35 ½ gym)	\$55 per hour (\$40 ½ gym)
Hays Center	\$60 per hour	\$65 per hour	\$45 per hour	\$50 per hour
Hays Center Kitchen	\$40 per hour	\$45 per hour	\$35 per hour + room rental	\$40 per hour + room rental
Kaufman Lake Boathouse	\$45 per hour	\$50 per hour	\$35 per hour	\$40 per hour
Kaufman Lake Fire Ring	\$50 flat rate	\$55 flat rate	\$40 flat rate	\$45 flat rate
Springer Cultural Center	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Springer Cultural Center	\$40 per hour per add'l room	\$50 per hour	\$35 per add'l room	\$40 per hour
Springer Cultural Kitchen	\$50 per hour + room rental	\$55 per hour	\$45 + room rental	\$50 per hour
Leonhard Activity Room	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Leonhard Gymnasium	\$140 per hour full gym	\$150 per hour	\$110 per hour full gym	\$125 per hour
Leonhard Gymnasium	\$75 per hour half gym	\$85 per hour	\$60 per hour half gym	\$65 per hour
Leonhard Gymnasium	\$45 per hour ¼ gym	\$50 per hour	\$35 per hour ¼ gym	\$40 per hour
Leonhard Group Fitness	\$35 per hour	\$40 per hour	\$25 per hour	\$30 per hour
Leonhard Party Room	\$55 per hour	\$60 per hour	\$40 per hour	\$45 per hour
West Side Park Gazebo	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour
Hessel Pavilion	\$35 per hour	\$45 per hour	\$30 per hour	\$40 per hour

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

<u>Facility</u>	<u>Fees - CPD Residents</u>	<u>Recommended</u>	<u>Fees - Non-Profits</u>	<u>Recommended</u>
Centennial Pavilion	\$35 per hour	\$45 per hour	\$30per hour	\$40 per hour
Douglass Pavilion	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour
Bristol Park	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour

<u>Facility</u>	<u>Fees</u>	<u>Recommended</u>
Porter Park Shelter	First come first serve or \$20 reservation fee	\$30
Hessel Park Small Shelters	First come first serve or \$20 reservation fee	\$30
Toalson Park Shelter	First come first serve or \$20 reservation fee	\$30
Sunset Ridge Park Shelter	First come first serve or \$20 reservation fee	\$30
Zahnd Park Shelter	First come first serve or \$20 reservation fee	\$30
Powell Park Shelter	First come first serve or \$20 reservation fee	\$30
Scott Park Shelter	First come first serve or \$20 reservation fee	\$30
Turnberry Ridge Park Shelter	First come first serve or \$20 reservation fee	\$30
Spalding Park Shelter	First come first serve or \$20 reservation fee	\$30
Mulikin Park Shelter	First come first serve or \$20 reservation fee	\$30
Millage Park Shelter	First come first serve or \$20 reservation fee	\$30
Mattis Park Shelters	First come first serve or \$20 reservation fee	\$30
Morrissey Park Shelter	First come first serve or \$20 reservation fee	\$30
Hayrack Ride Rental	\$85 for the first hour and \$60 for each additional hour	\$95 for the first hour and \$75 for each additional hour
Trolley Ride Rental	\$110 for the first hour and \$85 for each additional hour	\$120 for the first hour and \$100 for each additional hour

- ~~If an individual or groups would like to can make sure they have~~ reserve a smaller shelter in our a CPD parks they can pay a for a \$20 \$30 reservation fee or take a chance on a first come first serve opportunity basis. ~~If they pay the~~ A written permit is issued with the \$20 \$30 reservation fee, ~~they would receive a written permit~~ that states the day and time ~~they have~~ the shelter has been reserved. Shelters are rented in two-hour increments. Each additional hour ~~after beyond~~ the minimum requirement for shelter rentals is \$10 ~~\$15~~ per hour.
- All non-residents pay 50% more for any shelter rental.
- Urbana ~~r~~Residents are considered CPD Residents.
- Appropriate facility staff are included in the rental for any indoor facility. ~~Additional staff hours fees may be charged for staffing rentals hours outside of normal operating hours.~~
- There is no damage deposit for shelter rentals, except for the West Side Park Gazebo and the Pavilions.

All Facility and Pavilion rentals ~~have require~~ a two hour minimum ~~+ plus a~~ \$100 damage deposit ~~for large rentals. (more than 30 people) rentals larger than 30 individuals.~~
A \$50 damage deposit is required for smaller er party facility rentals- (less than 30 people).

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

Governmental ~~a~~Agencies are provided free use of facilities when no CPD staff ~~is~~ are required to be on site. ~~Agencies included: These~~ These Governmental agencies include, but are not limited to: 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~~ on ~~their~~ upon requests.

Portable Potty-House Unit Fees

Acquiring portable potty-houses ~~are is~~ is the sole responsibility of permit holder and/or renter. ~~and must be approved by the Champaign Park District".~~ Renter(s) must use are required to use the Champaign Park District's ~~strongly suggests use of its~~ current approved vendor for this service.

Indoor Facilities Holiday Fees

Rental fees are Double the cost twice the rate of normal ~~rates fees~~ listed above ~~and;~~ requires that CPD staff ~~are available~~ availability. Holidays include New Year's Eve, New Year's Day, MLK Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve and Christmas Day. Other days/dates that are deemed ~~Holidays~~ holidays by the CPD will ~~also apply~~ require holiday fee rates.

Park Use & Wedding Permits

Up to 100 persons per day \$125
Up to 200 persons per day \$200
Up to 400 persons per day \$300
Up to 800 persons per day \$600
Up to 1000 persons per day \$700

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

Special Use Items (Extra charges for specific park permit/pavilion/shelter needs)

Trash/Waste Management	\$75 for events larger than 200 people
Water Access	\$50
Picnic Tables	\$30 per table
Bounce Houses	\$50

Tent Permit Fee - \$35 ~~\$35~~ **\$50** 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:

A deposit of 50% of the estimated total rental fee total is due at time of reservation. ~~(The deposit will apply toward the total rental fee.)~~

\$600 rental fee ~~for one per~~ day **\$700 rental fee for one per day**
\$150 ~~for flat fee for~~ show mobile staff ~~(this starts the~~ These fees incur from moment the stage leaves the shop until it returns to the shop) **\$175 for show mobile staff**

If additional staff are requested or required, additional fees will apply.
Additional charges may ~~be added~~ apply if additional equipment is ~~needed~~ required.

\$450 ~~per~~ day for large generator **\$550 per day for large generator**
\$50 ~~per~~ day for sound equipment **\$75 per day for sound equipment**
\$50 ~~per~~ day for Showmobile Theatrical Lighting **\$75 per day for Showmobile Theatrical Lighting**

Movie Truck Rentals:

Rental includes movie screen, projector, and sound equipment
\$30 deposit ~~(subtracted from~~ applies toward the rental fee) **\$50 deposit (applies toward the rental fee)**
\$65 rental fee per day **\$75 rental fee per day**
+\$20 ~~per hour~~ staff fee **+\$25 per hour staff fee**

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$20/2hrs \$25/2hrs	\$40/2hrs \$55/2hrs	\$12/hr \$15/hr	\$15/hr
Zahnd Little League	\$20/2hrs \$25/2hrs	\$50/2hrs \$55/2hrs	\$12/hr \$15/hr	\$15/hr
Zahnd Pony	\$20/2hrs \$30/2hrs	\$60/2hrs \$66/2hrs	\$12/hr \$15/hr	\$15/hr
Dodds 3-Plex	\$25/2hrs \$30/2hrs	\$70/2hrs \$66/2hrs	\$12/hr \$15/hr	\$15/hr
Dodds 4-Plex	\$50/2hrs \$30/2hrs	\$90/2hrs \$76/2hrs	\$12/hr \$15/hr	\$15/hr
Seaman	\$15/2hr	\$40/2hr	N/A	N/A
Dodds Soccer 4v4	\$7.50/hr \$10/hr	\$15/hr \$18/hr	\$12/hr \$15/hr	\$15/hr.
Dodds Soccer 9v9 or 7v7	\$12.50/hr \$15/hr	\$25/hr \$28/hr	\$12/hr \$15/hr	\$15/hr.
Dodds Soccer 11v11	\$20/hr \$25/hr	\$40/hr \$44/hr	\$12/hr \$15/hr	\$15/hr

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

Tournament fees are provided per request ~~or~~. Contractual agreements may ~~have~~require different fees per the agreement.

Dodds Tennis Center Fees (Effective fall of 2022)

Memberships

Individual (Ages 18-54)	R/\$50 NR/\$75	R/\$60 NR/\$90
Family (2-4 members)	R/\$80 NR/\$120	R/\$90 NR/\$135
Each additional family member	R/\$10 NR/\$15	R/\$10 NR/\$15
Senior (Ages 55+)	R/\$30 NR/\$45	R/\$40 NR/\$60
Full-time Students	R/\$30 NR/\$45	R/\$40 NR/\$60

Rental fee for all the courts/tennis facility \$150 per hour

Rental fee for all the courts/tennis facility \$175 per hour

Permanent Court Time

M-F	18-week fee
7:30-9a	\$306 \$342
9a-5:30p	\$342 \$378
5:30-10p	\$414 \$450

Weekends	18-week fee
All times	\$342 \$378

Random Court Time (As of September 2021)

Time: M-F, 7:30 a-5:30p, Member fee: \$21/hour \$23/hour	Guest fee: \$23/hour \$25/hour
Time: M-F, 5:30-10p, Member fee: \$25/hour \$27/hour	Guest fee: \$27/hour \$29/hour
Time: Sa-Su, All day, Member fee: \$21/hour \$23/hour	Guest fee: \$23/hour \$25/hour

Sholem Aquatic Center Fees (We will assess May 2023 pricing after the close of the 2022 season)

Daily Admission Fees	May 2022 (R/NR)
Individual	\$9/\$13.50
3 & under	Free
Twilight Rate	\$6/9
Active/Retired Military	\$6/9
Friday Rate	\$6/9
10 Punch Card	\$80/\$120

Season Pool Pass

Season Pool Pass	Sale Price <u>Valid through April 30, 2022</u>	Regular Fee (R/NR)
Individuals	\$90/\$135	\$106/\$159
Family of 2-3	\$175/\$260	\$204/\$306
Add family members	\$40/\$60	\$40/\$60
Senior (Ages 55+)	\$73/\$110	\$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): \$500/\$750 per hour
 - “Surf’s Up!” (limited to the river and the three slides). Fee (R/NR): \$350/525 per hour
 - “Summer Nights” (limited to the main pool and lap lanes). Fee (R/NR): \$250/375 per hour
- Each has a minimum two-hour rental

Leonhard Recreation Center Fees

<u>Annual membership rates</u>	January 1, 2022	January 1, 2023
Non-walking infants are free		
Individual (R/NR)	\$110/\$165	\$120/\$180
Family of 2 or 3 (R/NR)	\$220/\$330	\$240/\$360
Each additional family member after 3 (R/NR)	\$45/\$67.50	\$50/\$75
Senior Age 55+ (R/NR)	\$85/\$127.50	\$90/\$135
Replacement Fob Fee (R/NR)	\$5 per family member	

Monthly Option for LRC Memberships

MEMBERSHIP TYPE	R	NR
Individual	\$12/\$14	\$18/\$21
Family of 2-3	\$24/\$26	\$36/\$39
Additional Family Member	\$5.50/\$6	\$8.25/\$9
Senior	\$10/\$11	\$15/\$16.50

Daily Admission Fee (As of January 2022)

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.

Martens Center Fees (As of June 1, 2022)

Annual membership rates

Non-walking infants are free		
Individual (R/NR)	\$60/\$90	
Family up to 3 (R/NR)	\$120/\$180	
Each additional family member after 3 (R/NR)	\$20/\$30	
Senior Age 55+ (R/NR)	\$50/\$75	
Replacement Fob Fee (R/NR)	\$5 per family member	

Monthly Option for Martens Center Memberships

MEMBERSHIP TYPE	R	NR
Individual	\$6	\$9
Family of 2-3	\$11	\$17
Additional Family Member	\$3	\$5
Senior	\$2	\$3

Daily Admission Fee (As of June 1, 2022)

For those without a membership, there is a \$2/\$3 (R/NR)

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

Program Tree Fees (As of January 2022)

A donation of \$275 ~~\$300~~ to the Champaign Parks Foundation, ~~covers~~includes the cost of the tree, the installation by staff, and ~~the tree~~ maintenance ~~of the tree for the duration of~~ its lifespan. An additional donation of \$200 ~~\$220~~ 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~~December 2021 through the summer of 2022.
~~Flower Islands \$16.00 per square foot, beginning in December of 2022 through the summer of 2023.~~

Eddie Albert Garden Plots Fees (Beginning ~~August~~December 2021 for Summer 2022)

Date	Location	Plot Size	Fee (R/NR)	Fee (R/NR)
8/1/21-10/28/22	Dodds Park	11' x 3' Raised	\$15/\$20	\$20/\$30
8/1/21-10/28/22	Dodds Park	20' x 20' plot	\$35/\$50	\$40/\$60
8/1/21-10/28/22	Dodds Park	20' x 30' plot	\$45/\$65	\$50/\$75
8/1/21-12/31/22	Dodds Park	20' x 20' plot	\$45/\$65	\$50/\$75

Dog Park Fees

Memberships are good for one year from date of purchase

Dog (Resident): \$41 ~~\$46~~

One Dog (Non-resident): \$61 ~~\$69~~

Each Additional Dog: \$6 ~~/\$9 non-resident~~

Initial/Replacement Fob: \$10

Monthly Trial/Visitor Pass: \$10

Urbana Dog Park members can receive a CPD Bark District Membership for \$10/~~\$15 for non CPD or UPD Resident~~. CPD Dog Park members can receive a UPD membership add on for \$10 as well

Virginia Theatre Fees

Public Events:	Current, effective 5/1/21	
Touring Commercial Attraction	\$4,250.00 FLAT	\$4,750.00 FLAT
Touring Commercial Attraction Rehearsal	\$1,000.00 FLAT	\$1,250.00 FLAT
Local Commercial Attraction	\$3,250.00 FLAT	\$3,650.00 FLAT
Local Commercial Attraction Rehearsal	\$850.00 FLAT	\$950.00 FLAT
Not-for-Profit Event*	\$2,250.00 FLAT	\$2,500.00 FLAT
Not-for-Profit Event Rehearsal*	\$550.00 FLAT	\$650.00 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)	\$65.00 FLAT
Lobby Meeting, 31-100 attending	\$250.00 FLAT (4 hour max, single lobby use, outside catering/non-alcoholic drink service allowed)	\$275.00 FLAT
Meetings in auditorium	\$1,950.00 FLAT (incl. lobby and stage use)	\$2,250.00 FLAT
Photo Shoots (no stage use)	\$75.00 FLAT (2 hour max)	\$85.00 FLAT
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Private Party/Reception, Mezzanine Lobby	\$300.00 FLAT (4 hour max, single lobby use)	\$350.00 FLAT
Private Party/Reception, Front-of-House	\$1,000.00 FLAT (4 hour max, auditorium not incl.)	\$1,250.00 FLAT
Private party, Stage	\$1,500.00 FLAT (incl. lobby use)	\$1,750.00 FLAT
Private Screening (film rights not included)	\$1,000.00 FLAT (parties of 100 or fewer, no public promotion or ticketing allowed)	\$1,250.00 FLAT

Marketing Fee:	\$250 FLAT (brochure, website listing, social media & eBlast marketing)	\$275.00 FLAT
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*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	\$825.00 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]	\$550.00 FLAT

House Sound (L-Acoustics KARA II flown line array, 10 boxes per side plus fill speakers and subs):

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Local Commercial Attraction	\$950.00 FLAT	\$1,050.00 FLAT
Not-for-Profit Event*	\$500.00 FLAT	\$550.00 FLAT
Intelligent Lighting:	\$45.00 FLAT (per Martin MAC Aura) or \$95.00 FLAT (per Martin MAC Quantum Profile) plus stagehand time	\$50.00 FLAT or \$110.00 FLAT
Projection Systems:	\$350.00 FLAT (includes <i>either</i> Christie 4K Digital or twin Norelco AA 35mm projectors) plus stagehand time [no change]	\$395.00 FLAT
Theatrical Hazer:	\$50.00 FLAT plus haze fluid [no change]	\$55.00 FLAT
Spot Light:	\$125.00 FLAT (per fixture – Robert Juliat Topaze model) plus stagehand time	\$140.00 FLAT

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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)
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Performance/Rehearsal	\$85.00 \$93.50	\$125.00 \$140.00

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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.

Summer of 2022 through the spring of 2023: All program fees will be increased by 10%



Fee Schedule

January 1, 2022 to December 31, 2022

Facility	Fees - CPD Residents	Recommended	Fees - Non-Profits	Recommended
Bresnan Center	\$50 per hour	\$55 per hour	\$40 per hour	\$45 per hour
Douglass Annex	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Douglass Annex Kitchen	\$50 per hour	\$55 per hour	\$40 per hour + room rental	\$45 per hour + room rental
Douglass Library	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Douglass Library Kitchen	\$45 per hour	\$50 per hour	\$40 + room rental	\$45 per hour + room rental
Douglass Gymnasium	\$65 per hour	\$70 per hour	\$50 per hour (\$35 ½ gym)	\$55 per hour (\$40 ½ gym)
Hays Center	\$60 per hour	\$65 per hour	\$45 per hour	\$50 per hour
Hays Center Kitchen	\$40 per hour	\$45 per hour	\$35 per hour + room rental	\$40 per hour + room rental
Kaufman Lake Boathouse	\$45 per hour	\$50 per hour	\$35 per hour	\$40 per hour
Kaufman Lake Fire Ring	\$50 flat rate	\$55 flat rate	\$40 flat rate	\$45 flat rate
Springer Cultural Center	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Springer Cultural Center	\$40 per hour per add'l room	\$50 per hour	\$35 per add'l room	\$40 per hour
Springer Cultural Kitchen	\$50 per hour + room rental	\$55 per hour	\$45 + room rental	\$50 per hour
Leonhard Activity Room	\$55 per hour	\$60 per hour	\$45 per hour	\$50 per hour
Leonhard Gymnasium	\$140 per hour full gym	\$150 per hour	\$110 per hour full gym	\$125 per hour
Leonhard Gymnasium	\$75 per hour half gym	\$85 per hour	\$60 per hour half gym	\$65 per hour
Leonhard Gymnasium	\$45 per hour ¼ gym	\$50 per hour	\$35 per hour ¼ gym	\$40 per hour
Leonhard Group Fitness	\$35 per hour	\$40 per hour	\$25 per hour	\$30 per hour
Leonhard Party Room	\$55 per hour	\$60 per hour	\$40 per hour	\$45 per hour
West Side Park Gazebo	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour
Hessel Pavilion	\$35 per hour	\$45 per hour	\$30 per hour	\$40 per hour

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

<u>Facility</u>	<u>Fees - CPD Residents</u>	<u>Recommended</u>	<u>Fees - Non-Profits</u>	<u>Recommended</u>
Centennial Pavilion	\$35 per hour	\$45 per hour	\$30per hour	\$40 per hour
Douglass Pavilion	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour
Bristol Park	\$30 per hour	\$35 per hour	\$25 per hour	\$30 per hour

<u>Facility</u>	<u>Fees</u>	<u>Recommended</u>
Porter Park Shelter	First come first serve or \$20 reservation fee	\$30
Hessel Park Small Shelters	First come first serve or \$20 reservation fee	\$30
Toalson Park Shelter	First come first serve or \$20 reservation fee	\$30
Sunset Ridge Park Shelter	First come first serve or \$20 reservation fee	\$30
Zahnd Park Shelter	First come first serve or \$20 reservation fee	\$30
Powell Park Shelter	First come first serve or \$20 reservation fee	\$30
Scott Park Shelter	First come first serve or \$20 reservation fee	\$30
Turnberry Ridge Park Shelter	First come first serve or \$20 reservation fee	\$30
Spalding Park Shelter	First come first serve or \$20 reservation fee	\$30
Mulikin Park Shelter	First come first serve or \$20 reservation fee	\$30
Millage Park Shelter	First come first serve or \$20 reservation fee	\$30
Mattis Park Shelters	First come first serve or \$20 reservation fee	\$30
Morrissey Park Shelter	First come first serve or \$20 reservation fee	\$30
Hayrack Ride Rental	\$85 for the first hour and \$60 for each additional hour	\$95 for the first hour and \$75 for each additional hour
Trolley Ride Rental	\$110 for the first hour and \$85 for each additional hour	\$120 for the first hour and \$100 for each additional hour

- Individuals or groups can reserve a smaller shelter in a CPD park for a \$20 **\$30** reservation fee or on a first come first serve basis. A written permit is issued with the \$20 **\$30** reservation fee, that states the day and time the shelter has been reserved. Shelters are rented in two-hour increments. Each additional hour beyond the minimum requirement for shelter rentals is \$10 **\$15** per hour.
- **All non-residents pay 50% more for any shelter rental.**
- Urbana residents are considered CPD Residents.
- Appropriate facility staff are included in the rental for any indoor facility. **Additional fees may be charged for staffing rentals outside of normal operating hours.**
- There is no damage deposit for shelter rentals, except for the West Side Park Gazebo and the Pavilions.

All Facility and Pavilion rentals require a two hour minimum plus a \$100 damage deposit for rentals larger than 30 individuals.

A \$50 damage deposit is required for smaller party facility rentals (less than 30 people).

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

Governmental agencies are provided free use of facilities when no CPD staff are required to be on site. These Governmental agencies include, but are not limited to: City of Champaign, Unit 4 Schools, CU Public Health, Champaign Public Library, MTD, and the CU Sanitary District. Governmental agencies must provide a \$100 damage deposit on all rentals and may be charged additional fees depending upon request.

Portable Potty-House Unit Fees

Acquiring portable potty-houses is the sole responsibility of permit holder and/or renter. **Renter(s) are required to use** the Champaign Park District's approved vendor for this service.

Indoor Facilities Holiday Fees

Rental fees are twice the rate of normal fees listed above and requires that CPD staff availability. Holidays include New Year's Eve, New Year's Day, MLK Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve and Christmas Day. Other days/dates that are deemed holidays by the CPD will also require holiday fee rates.

Park Use & Wedding Permits

Up to 100 persons per day	\$125
Up to 200 persons per day	\$200
Up to 400 persons per day	\$300
Up to 800 persons per day	\$600
Up to 1000 persons per day	\$700

Additional fees may be required for large events to cover various logistics and Park District expenses.

Special Use Items (Extra charges for specific park permit/pavilion/shelter needs)

Waste Management	\$75 for events larger than 200 people
Water Access	\$50
Picnic Tables	\$30 per table
Bounce Houses	\$50

Tent Permit Fee - \$35 ~~\$35~~ **\$50** 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:

A deposit of 50% of the estimated total rental fee is due at time of reservation. The deposit will apply toward the total rental fee.

\$600 rental fee per day ~~\$600~~ **\$700 rental fee per day**

\$150 flat fee for show mobile staff (These fees incur from moment the stage leaves the shop until it returns to the shop) ~~\$150~~ **\$175 for show mobile staff**

If additional staff are requested or required, additional fees will apply.

Additional charges may apply if additional equipment is required.

\$450 per day for large generator ~~\$450~~ **\$550 per day for large generator**

\$50 per day for sound equipment ~~\$50~~ **\$75 per day for sound equipment**

\$50 per day for Showmobile Theatrical Lighting ~~\$50~~ **\$75 per day for Showmobile Theatrical Lighting**

Movie Truck Rentals:

Rental includes movie screen, projector, and sound equipment

\$30 deposit (applies toward the rental fee) ~~\$30~~ **\$50 deposit (applies toward the rental fee)**

\$65 rental fee per day ~~\$65~~ **\$75 rental fee per day**

+\$20 per hour staff fee ~~\$20~~ **+\$25 per hour staff fee**

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$20/2hrs \$25/2hrs	\$40/2hrs \$55/2hrs	\$12/hr \$15/hr	\$15/hr
Zahnd Little League	\$20/2hrs \$25/2hrs	\$50/2hrs \$55/2hrs	\$12/hr \$15/hr	\$15/hr
Zahnd Pony	\$20/2hrs \$30/2hrs	\$60/2hrs \$66/2hrs	\$12/hr \$15/hr	\$15/hr
Dodds 3-Plex	\$25/2hrs \$30/2hrs	\$70/2hrs \$66/2hrs	\$12/hr \$15/hr	\$15/hr
Dodds 4-Plex	\$50/2hrs \$30/2hrs	\$90/2hrs \$76/2hrs	\$12/hr \$15/hr	\$15/hr
Seaman	\$15/2hr	\$40/2hr	N/A	N/A
Dodds Soccer 4v4	\$7.50/hr \$10/hr	\$15/hr \$18/hr	\$12/hr \$15/hr	\$15/hr.
Dodds Soccer 9v9 or 7v7	\$12.50/hr \$15/hr	\$25/hr \$28/hr	\$12/hr \$15/hr	\$15/hr.
Dodds Soccer 11v11	\$20/hr \$25/hr	\$40/hr \$44/hr	\$12/hr \$15/hr	\$15/hr

Baseball/softball fields require rentals in 2-hour increments. Dodds Soccer requires rentals in hour increments with a 2-hour minimum.

Tournament fees are provided per request. Contractual agreements may require different fees per the agreement.

Dodds Tennis Center Fees (Effective fall of 2022)

Memberships

Individual (Ages 18-54)	R/\$50 NR/\$75	R/\$60 NR/\$90
Family (2-4 members)	R/\$80 NR/\$120	R/\$90 NR/\$135
Each additional family member	R/\$10 NR/\$15	R/\$10 NR/\$15
Senior (Ages 55+)	R/\$30 NR/\$45	R/\$40 NR/\$60
Full-time Students	R/\$30 NR/\$45	R/\$40 NR/\$60

Rental fee for all the courts/tennis facility \$150 per hour
facility \$175 per hour

Rental fee for all the courts/tennis

Permanent Court Time

M-F	18-week fee
7:30-9a	\$306 \$342
9a-5:30p	\$342 \$378
5:30-10p	\$414 \$450

Weekends	18-week fee
All times	\$342 \$378

Random Court Time (As of September 2021)

Time: M-F, 7:30 a-5:30p, Member fee: \$21/hour \$23/hour	Guest fee: \$23/hour \$25/hour
Time: M-F, 5:30-10p, Member fee: \$25/hour \$27/hour	Guest fee: \$27/hour \$29/hour
Time: Sa-Su, All day, Member fee: \$21/hour \$23/hour	Guest fee: \$23/hour \$25/hour

Sholem Aquatic Center Fees (We will assess May 2023 pricing after the close of the 2022 season)

	May 2022
<u>Daily Admission Fees</u>	<u>(R/NR)</u>
Individual	\$9/\$13.50
3 & under	Free
Twilight Rate	\$6/9
Active/Retired Military	\$6/9
Friday Rate	\$6/9
10 Punch Card	\$80/\$120

Season Pool Pass

Season Pool Pass	Sale Price	Regular
	<u>Valid through April 30, 2022</u>	<u>Fee (R/NR)</u>
Individuals	\$90/\$135	\$106/\$159
Family of 2-3	\$175/\$260	\$204/\$306
Add family members	\$40/\$60	\$40/\$60
Senior (Ages 55+)	\$73/\$110	\$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): \$500/\$750 per hour
 - "Surf's Up!" (limited to the river and the three slides). Fee (R/NR): \$350/525 per hour
 - "Summer Nights" (limited to the main pool and lap lanes). Fee (R/NR): \$250/375 per hour
- Each has a minimum two-hour rental

Leonhard Recreation Center Fees

<u>Annual membership rates</u>	January 1, 2022	January 1, 2023
Non-walking infants are free		
Individual (R/NR)	\$110/\$165	\$120/\$180
Family of 2 or 3 (R/NR)	\$220/\$330	\$240/\$360
Each additional family member after 3 (R/NR)	\$45/\$67.50	\$50/\$75
Senior Age 55+ (R/NR)	\$85/\$127.50	\$90/\$135
Replacement Fob Fee (R/NR)	\$5 per family member	

Monthly Option for LRC Memberships

MEMBERSHIP TYPE	R	NR
Individual	\$12/\$14	\$18/\$21
Family of 2-3	\$24/\$26	\$36/\$39
Additional Family Member	\$5.50/\$6	\$8.25/\$9
Senior	\$10/\$11	\$15/\$16.50

Daily Admission Fee (As of January 2022)

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.

Martens Center Fees (As of June 1, 2022)

Annual membership rates

Non-walking infants are free		
Individual (R/NR)	\$60/\$90	
Family up to 3 (R/NR)	\$120/\$180	
Each additional family member after 3 (R/NR)	\$20/\$30	
Senior Age 55+ (R/NR)	\$50/\$75	
Replacement Fob Fee (R/NR)	\$5 per family member	

Monthly Option for Martens Center Memberships

MEMBERSHIP TYPE	R	NR
Individual	\$6	\$9
Family of 2-3	\$11	\$17
Additional Family Member	\$3	\$5
Senior	\$2	\$3

Daily Admission Fee (As of June 1, 2022)

For those without a membership, there is a \$2/\$3 (R/NR)

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

Program Tree Fees (As of January 2022)

A donation of \$275 ~~\$300~~ to the Champaign Parks Foundation, includes the cost of the tree, the installation by staff, and tree maintenance its lifespan. An additional donation of \$200 ~~\$220~~ will purchase a 9 x 5 cast bronze plaque to personalize the tree in the park.

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CHAMPAIGN PARK DISTRICT
**STRATEGIC
PLAN**

2022-2025



**MAKE.
CHANGE.
HAPPEN.**



**CHAMPAIGN
PARK DISTRICT**

Adopted by Board of Commissioners, January 2022

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INTRODUCTION

In the fall of 2021, the Champaign Park District (CPD) developed its next three-year strategic plan (2022-2025) to establish and communicate the agency's priorities and to identify action steps to focus energy and resources to realize these goals. Staff organized and orchestrated several techniques and methods to facilitate engagement and input to achieve the following objectives for the strategic planning process:

1. Situational analysis - Engage and involve Commissioners and staff to better understand the Park District's current environment.
2. Review and affirm vision, mission, values, and workplace culture statements.
3. Strategy map - Identify priorities, short-term and long-term goals, and action steps for the next three years.
4. Establish timeline and performance metrics to measure outcomes and align the Strategic Plan with the Comprehensive Plan, Capital Improvement Plan, Budget, and other important documents within the CPD operations portfolio.

PROFILE OF THE PARK DISTRICT

Parks and recreation have always been a first priority of the residents of Champaign. Public open space even preceded the City's official founding in 1855 when land for the community's first park was identified in 1854. This 12.7-acre parcel was officially dedicated in 1859 as "White Park" in honor of the property owner's name (now called West Side Park) and predated the renaming of the City to "Champaign" when it acquired a city charter in 1860.

Resident support for public parks and recreation established dedicated taxpayer funding to enhance the quality of life for all citizens through positive experiences in parks, recreation, and cultural arts through the organization of a Township Park District in 1911 and its reorganization to a General Park District in 1955. The Champaign Park District is led by a Board of Commissioners (Board) composed of five elected officials who serve staggered six-year terms. The daily administrative functions of the Park District are the responsibility of the Executive Director who is appointed by the Board.

In its 100+ year existence, the CPD has grown to better serve the needs of its more than 88,000 residents. The Park District maintains 64 park sites, totaling over 700 acres. Its staff manage thirteen, unique recreation facilities, including several historic properties (the Virginia Theatre and Springer Cultural Center), an administrative center, Sholem Aquatic Center, a seasonal petting zoo, a tennis center, a boat house and soon-to-be four recreation/community centers (Martens Center opening in 2022). These facilities and parks provide space for the Park District to offer approximately 1,500 programs each year; such as youth theatre, swim team/swim lessons, dance, fitness, visual arts, and a wide variety of sport.

CPD is also a member of Champaign Urbana Special Recreation and recently worked with its partner, the Urbana Park District to open a recreation center entirely dedicated to meeting the recreation needs of individuals with disabilities.

EXECUTIVE SUMMARY & PRINCIPLES OF GOVERNANCE

Mission Statement:

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

Vision Statement:

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

Option A: The Champaign Park District strives to be a leader in parks, recreation, and cultural arts by providing and promoting high-quality experiences and facilities at a great value for all residents.

Option B: The Champaign Park District strives to provide life-changing opportunities through memorable parks and recreation experiences.

Strategic Priorities & Goals:

Customer & Community Focus	Financial Strength	Organizational Excellence	Board & Staff Excellence	Quality Infrastructure Management
To engage the community	To efficiently and effectively align resources	To grow through support of staff	To mutually value and support each other	To maintain our standards
To program for diverse needs	To optimize cost recovery methods	To improve internal communications	To retain and offer training opportunities	To systematically approach future development
To encourage customer loyalty	To safeguard financial standards and best practices	To evaluate and explore our partnerships	To foster innovation and creativity	To incorporate environmental sustainability practices and preservation
To become a customer-focused organization	To ensure financial stewardship	To strive for operational and organizational excellence	To create a nimble and responsive staffing plan	To leverage technology
To ensure participant/user safety				To improve trail system
To create the "wow" factor				

Values:

1. *Stewardship*

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

2. *Organizational Excellence*

- We know and respect our roles and responsibilities and work together to accomplish our goals.
- We encourage all residents to participate in planning, designing, and advocating for parks and recreation.
- We promote staff development.
- We follow best practices in providing quality parks, recreation, and cultural arts.
- We assure safety through a comprehensive risk management program.
- We strive to effectively communicate with each other and the public.

3. *Innovation*

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

4. *Customer Service*

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

5. *Diversity, Equity & Inclusion*

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

6. *Collaboration*

- We collaborate with other agencies and groups throughout the community to accomplish our goals.
- We focus on building a better community every day.
- We work together to provide a safe environment for our staff and community.

Our Workplace Culture:

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

SUPPORTIVE: Staff and Board Members support and value each other.

CREATIVE: Unafraid of failure, staff are willing to try new ideas and programs.

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

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

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

PROCESS

Stage 1. Framework

At the outset of the project, CPD staff identified a strategic plan framework in order to define necessary action steps, direct staff, and set an accurate timeline to complete the plan. David Michael Moore, graphic facilitator, was hired as a consultant to lead several planning sessions with the Board and staff.

Stage 2. Implementation

One questionnaire and ten total planning sessions were organized to engage the Board and staff in the strategic planning process.

Staff-led questionnaire and planning sessions.

The questionnaire and six, foundational planning workshops were organized by the Administrative staff (Executive Director and Department Heads) to collect information from staff regarding CPD's mission, vision, values, and workplace culture statements and organizational strengths, weaknesses, opportunities, and threats (SWOT analysis). The survey was used to confidentially collect individual view points and to prepare the staff for larger group discussions. After the survey results were anonymously collected by the Department Head team, each Department Head organized and lead their own staff team's discussion about the aforementioned topics.

Human Resources, IT, Planning, Finance, Administration, Risk, and Marketing (HIPFARM), participated in a joint, in-person teambuilding workshop. Recreation, Revenue Facilities, and the Virginia Theatre held individual Department strategic planning sessions. The Operations Department divided its staff into groups and held three in-person sessions to allow more space for participants to share.

Results from the questionnaire and staff-led planning sessions were organized by theme to include in the strategic plan and also to inform the four graphic facilitator led planning sessions.

Graphic facilitator led planning sessions.

Four additional planning sessions were facilitated by David Michael Moore to review CPD workplace culture statements and determine the strategic plan's initiatives, goals, and action steps. The first two workshops included 37 staff members in management or supervisory roles. The administrative team was excluded from these discussions to allow for open dialogue. A report highlighting the results of the previous sessions was shared with the Board prior to the third workshop. This session included the Board, Executive Director, and Department Heads to engage with this group about the Park District's future strategies through the Balanced Scorecard approach.

The final culminating session with the administrative team ensued shortly thereafter to synthesize the results of the previous workshops. Four banners were created to represent the outcomes of the sessions (Figures 2 through 6).

Stage 3. Data Analysis

In this stage, Executive Director and the Assistant to the Executive Director reviewed the planning sessions reports and banners, consolidated themes, and systematically arranged the results to share with the administrative team for review and feedback.

Results – Review & Affirmation of Mission, Vision, & Values | SWOT Analysis.

MISSION

The Board and staff reviewed the mission statement and felt that it was relevant, positive, appropriate, and all-encompassing. A majority affirmed the current mission statement. Discussion included requests to expand the use of the term safety within the Park District's principles of governance, which was updated in the value statements.

VISION

A majority of staff also affirmed the current CPD vision statement. However, when engaged with the defining features of a vision statement, several staff agreed that it may be too similar to the mission statement and lacks an inspirational quality. Multiple recommendations for updating the vision statement were presented to the Board for review and comment.

VALUES

Overall, the Board and staff did not request any major updates to the Park District's value statements. Several minor value statement revisions were recommended and are reflected on page 4.

SWOT ANALYSIS

The SWOT matrix offers a methodology to facilitate connections between internal factors (strengths and weaknesses) and external factors (opportunities and threats), mitigate and plan for current and future challenges (weaknesses and threats), and leverage assets and favorable circumstances (strengths and opportunities) at the organizational, local, state, and national levels. Staff were requested to consider and respond to a series of questions to determine their internal and external perspectives. Their responses were compiled and synthesized within the SWOT analysis framework to identify and formulate strategic objectives and performance indicators for the Park District (see figure 1 on the next page).

Strengths	Weaknesses
Champaign Park District Brand	Internal communication
Community Partnerships	Keeping programs after their life span
CU Special Recreation/center	Teen programming
Desirable place to work	Competition for minimum wage employees
Development of staff	Staff turnover
Engaged Park Board	Staff training
Cultural Arts	Programs that support working parents
Excellent Staff	Salary compression
Financial position and stability	Interdepartmental relationships
Gold Medal Winning Agency	Staff cross training on systems/procedures
Illinois Accredited Agency	Staff pay not competitive
Infrastructure well maintained	
Intergovernmental collaboration	
Leadership and management	
New Community Centers	
Parks Foundation	
Parks, programs, and services	
Use of technology	
Opportunities	Threats
Advance equity and inclusion	Community safety
Foster new community partnerships	Competition for programs and services
Develop nature-based amenities and programs	Environmental concerns
Sponsorships	Homelessness
Enhance the variety of public input	Imbalanced partnerships
Leverage support from increased use of parks	Increased litter/trash in parks
Innovative programming	Increased maintenance without additional staff
Older adult programming	Instability of the State of Illinois
Mobile technology	Long-term impacts of COVID-19
Pickleball	Loss of Park District knowledge
Envision access for all	Minimum wage/Compression
Grow cultural of positivity and unity	Outside agencies/companies paying more
	Rising health care costs
	Technological attacks
	The public's sentiments about taxes and fees
	Vandalism

Figure 1. SWOT Analysis results

Stage 4. Workplace Culture Analysis

The graphic facilitator produced multiple banners to represent themes from his planning sessions with staff. These banners were reviewed by the Board and administrative team prior to their own planning sessions and were also utilized for comparative purposes. Overall, staff did not request updates to the main tenets of the Park District's workplace culture. However, several minor revisions occurred to more clearly define each belief. The revised workplace culture statements can be viewed in Appendix A.

Stage 5. Development of Priorities - Balanced Scorecard Approach

The Board and staff were asked to discuss the Park District's priorities during the planning sessions that were graphically facilitated. The Executive Director applied the Balanced Scorecard approach to clarify selection of priorities and shared four foundational initiatives for the facilitator to build upon. The Balanced Scorecard approach is a strategic management system that focuses the Park District in five main areas, Financial, Customer, Internal Processes, Learning and Growing, and Infrastructure. Each area is specifically defined through representative strategic objectives of the Park District, which are aligned with its mission, vision and values. The strategic objectives are the foundation of strategy mapping for developing SMART goals at the short-term (departmental level) and the long-term (agency) levels. Focus team members were asked to consider and build upon the following strategic objectives: Customer and Community Focused, Financial Strength, Organizational Excellence, Board and Staff Excellence, and Quality Infrastructure Management.

Banners representing the results of planning sessions highlighting Board and administrative team priorities can be found in Appendix A. These banners were analyzed to formulate the strategic plan's initiatives, goals, action items, and ongoing efforts. Other Park District plans and budgets were consulted to craft practical and affordable applications and initiatives.

Stage 6: Board Discussion & Approval

In this stage, the public and Board are presented a draft of the 2022-2025 Champaign Park District Strategic Plan as a discussion item at the December 8, 2021 Regular Board Meeting. At this time, the Board will have the opportunity to provide feedback on the strategic plan. Requested revisions will be completed prior to the January 12, 2022 Regular Board meeting, in which staff will seek acceptance of the strategic plan.

Stage 7: Implementation, Reporting, & Evaluation

The Board and staff will achieve its strategic plan outcomes through their shared management, time, and resources. Evaluative measures are also critical components of the plan's success. In order to meet these goals, staff will report plan progress to the Board on a quarterly basis. Additionally, the strategic plan goals should be enacted in concert with capital planning, budgeting, determining representative performance metrics and subsequent reporting, and any other feasibility studies or planning efforts.

2022-2025 Priorities, Goals, & Action Items

Prioritization instills clarity, provides focus, sets realistic expectations, establishes milestones, and motivates Board members and staff to achieve the desired outcomes in a timebound manner. The CPD strategic initiatives were grounded through a modified balanced scorecard approach concentrated on five diverse perspectives that will serve to unite the Park District’s Board, staff, and community: **customer**, **financial**, **organizational**, **learning and growing**, and **infrastructure**. Each priority is supported by goals and actions items that are critical components of the priority’s success.

Customer & Community Focus		
To engage the community		
<i>Community engagement implies frequent interaction with residents in a manner that best suits their preferred form of communication. The Park District should strive to reach as many people as possible to provide opportunities for residents to contribute to the decision-making process and build/improve relationships and capacity.</i>		
2022-2023	2023-2024	2024-2025
Create a team of staff to evaluate engagement with the community.	Develop and implement a plan to increase staff’s involvement with community service organizations.	Create a community task force to assist with specific Park District initiatives.
Determine and implement methods and best practices to receive, evaluate, and respond to community communications.		

To program for diverse needs		
<i>The Park District should enhance current programs that provide opportunities to meet its community's diverse recreation needs and also develop new programs and services to creatively reflect the vibrance and diversity of the community it serves.</i>		
2022-2023	2023-2024	2024-2025
Identify underserved populations and develop strategies to create opportunities for their participation in programs, facilities, and services.	Align all rental operations under one set of uniform procedures, one central contact, and sales strategies.	Identify future opportunities for programs and services; based on demographic changes, performance of existing programs and services, and industry trends.
Evaluate current programs and services to determine if they meet the diverse needs of the community.	Implement new programs and services that enhance the diversity of the offerings of the Park District.	Evaluate community partnerships for diversity.
To encourage customer loyalty		
<i>The Park District will build trust and relationships with residents by prioritizing product quality and customer service. These efforts will impact retention, referrals, revenue, and repeat purchases.</i>		
2022-2023	2023-2024	2024-2025
Create a team to evaluate current datasets and determine best system for tracking customer loyalty.	Develop a system-wide approach to measuring customer satisfaction and loyalty including mystery shopping, focus groups, program evaluations, and surveys.	Develop a customer loyalty program that includes a reward system to recognize, reward, and encourage extraordinary program service.

To become a customer-focused organization		
<i>Establishing a positive and welcoming environment is an essential goal to fulfill for the Park District to achieve its mission for all residents.</i>		
2022-2023	2023-2024	2024-2025
Review and implement customer service standards.	Conduct a community survey on the parks and recreation needs, desires, and interests of the Park District residents.	Implement the initiatives that were developed from the results of the community survey.
To ensure participant/user safety		
<i>The Park District is committed to providing safe parks and recreation and cultural arts experiences. Ensuring safety for participants, users, and staff is tantamount to success.</i>		
2022-2023	2023-2024	2024-2025
Utilize the safety committee to assess the safety of CPD parks and facilities and make recommendations.	Implement recommendations from interdepartmental safety evaluation team.	Track and provide supporting evidence of success or failure.
To create the "wow factor"		
<i>Programs, events, and services that exceed community expectations.</i>		
2022-2023	2023-2024	2024-2025
Create interdepartmental team to study how staff can add a "wow factor" to CPD programs, events, and services.	Implement initiatives for identifying ways to exceed customer expectations.	Evaluate "wow factors" of success and decide to retain or revise ideas.

Financial Strength		
To efficiently and effectively align resources		
<i>The Park District should seek to improve all of its financial systems and processes to increase effectiveness and amplify efficiencies.</i>		
2022-2023	2023-2024	2024-2025
Explore new options for payment methods.	Develop new budget manual and training.	Strive to achieve a 60/40 tax/revenue budget mix.
Develop and implement signage sponsorship program throughout the Park District.	Develop Foundation plan to determine sponsorship and donation needs.	Develop plan for funding long-term capital projects (i.e. Sholem Aquatic Center).
To optimize cost recovery methods		
<i>The Park District should monitor and identify ways to optimize its cost recovery.</i>		
2022-2023	2023-2024	2024-2025
Evaluate Virginia Theatre rentals vs. self-produced shows.	Evaluate programs and services based upon financial revenue goals / revenue policy.	Implement new processes that create ways for the District to generate more revenues, but also reduce expenses.

To safeguard financial standards and best practices		
<i>The development of financial plans and processes support standards and best practices for budgeting to ensure future financial success.</i>		
2022-2023	2023-2024	2024-2025
Create a pricing process along with a cost of service study to ensure appropriate and consistent approach to pricing.	Create a plan to study district-wide purchasing standards and policies.	Assess outside contractual services to enhance cost efficiencies.
To ensure financial stewardship		
<i>Financial stewardship represents the care, conservancy, planning, attention, upkeep, and management of the Park District's financial resources</i>		
2022-2023	2023-2024	2024-2025
Transform and reengineer CPD's financial system to provide robust analysis of financial results as well as financial forecasting.	Align bidding and selection of professional contractual services with the budgeting process and seasonal timing for projects.	When the current revenue bond has been remunerated, establish a fund that will reserve \$250,000 per year for future Sholem Aquatic Center renovations.

Organizational Excellence		
To grow through supporting staff		
<i>Staff desire to be held in high regard for their knowledge, skills, and abilities and seek opportunities to boost and exercise their career capital. Exceptional customer service is a direct result of fair treatment in the workplace. Staff expect their workload, compensation, and culture to be equal or better than the competition.</i>		
2022-2023	2023-2024	2024-2025
Develop a compensation plan that supports and values all staff.	Provide ongoing educational opportunities for all staff to grow and learn.	Evaluate the last two years of staff growth and support by the Park Board to determine new goals.
To improve internal communication		
<i>Internal communication should be the foundation of the Park District's culture and engagement. Job performance is directly tied to how information is shared and received within the Park District.</i>		
2022-2023	2023-2024	2024-2025
Improve communication of the organization's priorities across the Park District.	Develop a cross-departmental communication team to meet on a regular basis.	Evaluate internal communications and set new goals for the next strategic plan.
To evaluate our partnerships		
<i>Sustainable and equitable partnerships should foster mutually beneficial outcomes for each partner and most importantly, achieve desirable results for residents.</i>		
2022-2023	2023-2024	2024-2025
Evaluate all partnerships to make sure they are win-win.	Explore new partnerships with a variety of organizations that meet the mission of the District.	Create a cross-departmental team to evaluate partnerships and make recommendations.

To strive for operational and organizational excellence

One of the keys for a park district to be excellent is to meet the standards set by the IAPD/IPRA Distinguished Agency Accreditation process and the NRPA CAPRA process.

2022-2023	2023-2024	2024-2025
Complete the Distinguished agency process.	Develop a plan to complete the CAPRA process.	Complete the CAPRA process.

Board & Staff Excellence		
To mutually value and support each other		
<i>Parks and recreation are proactive solutions to society's challenges and key components of a thriving community. Each member of the Park District team should be recognized for their valuable role in these outcomes and should receive the necessary support to thrive in their own way. Park District staff who thrive build thriving teams who lead thriving communities.</i>		
2022-2023	2023-2024	2024-2025
Create a team composed of Board members and staff to determine how the workplace culture can be improved and made stronger alongside adherence to Park District values.	Create a process to transfer knowledge among staff and Board members.	Develop annual retreat for staff and Board members to discuss issues, initiatives, and the future of the Park District.
To retain and offer training opportunities		
<i>The Park District currently offers a myriad of training and education opportunities. Staff should work to raise awareness of these opportunities and enhance its internal training program.</i>		
2022-2023	2023-2024	2024-2025
Develop and implement additional year-round training program for new employees.	Develop and implement a Supervisor's Management Training program for all supervisors.	Expand opportunities for staff to achieve certifications and attend conferences, trainings, and seminars related to their special job functions.
Explore opportunities to expand benefits (non-healthcare) to part-time staff to incentivize part-time positions.	Create a cross-departmental team to develop and implement a high-quality onboarding program.	Develop a system to connect all seasonal and part-time employees and volunteers with the mission, vision and expectations of the Park District.

To foster innovation and creativity		
<i>The Park District should focus on building a culture of growth that includes focuses on an environment in which everyone feels safe; is continuously learning; has an opportunity to participate in time-limited, innovative experimentation; and receives continuous feedback.</i>		
2022-2023	2023-2024	2024-2025
Develop a training program to foster creativity and innovation for CPD programs, parks, and services.	Create a process to reward staff for being innovative and creative.	Promote and celebrate staff efforts to be more creative and innovative.
To create a nimble and responsive staffing plan		
<i>The job market has significantly fluctuated with the long-lasting effects of the pandemic and changes in state and federal wage regulations and tax payer incentives. A nimble and responsive compensation plan coupled with an assessment of workplace culture should be considered.</i>		
2022-2023	2023-2024	2024-2025
Review and analyze labor allocations to evaluate the best use of CPD resources: staff time and taxpayer dollars.	Create a system to measure organizational and departmental performance.	Develop a process to measure employee satisfaction on an ongoing basis.

Quality Infrastructure Management		
To maintain our standards		
<i>The Park District should continue to maintain its current parks, open space, trails, facilities, playgrounds, and recreation amenities according to management best practices.</i>		
2022-2023	2023-2024	2024-2025
Maintain parks, facilities and amenities at a high-quality standard.	Research processes and methods to improve maintenance standards.	Develop staff skill sets to complete more projects in-house.
Develop a small-scale items capital plan and budget for maintenance projects that do not meet the minimum threshold to be included in the capital improvements plan.	Develop a financial ten-year plan to address maintenance needs.	Focus on maintaining parks, facilities and amenities.
To systematically approach future development		
<i>The Park District should invest time and resources in feasibility and planning studies to establish a clear path for the future.</i>		
2022-2023	2023-2024	2024-2025
Finalize the plan for the future of Prairie Farm; begin construction. Create a committee to evaluate partnering on a children's museum.	Evaluate sports fields, lights, turf, usage and make recommendations.	Evaluate adding an outdoor adventure park (bike pump track, climbing boulders, RC vehicles, etc.).
Develop feasibility study for the long-term sustainability of current facilities and potential future use.	Create a committee to evaluate purchasing land for parks.	Evaluate adding a nature center and environmental programs.

To Incorporate environmental sustainability practices and preservation

Park District capital improvements, maintenance, and operational practices should incorporate and encourage sustainable practices in terms of environmental, financial, and operational practices.

2022-2023	2023-2024	2024-2025
Monitor electricity, natural gas, water, and fuel consumption.	Track waste of recyclable materials and trash.	Investigate converting impervious surfaces to pervious paving materials.
Evaluate Park District recycling programs.	Evaluate solar energy for Park District energy needs.	Evaluate the conversion to electric vehicles/charging stations.

To leverage technology

The Park District should use technology to improve services, communication and operations.

2022-2023	2023-2024	2024-2025
Continue to add cameras throughout the Park District.	Continue to add WIFI throughout the parks and facilities.	Evaluate and implement new technologies to improve services.
Evaluate and implement new phone system for the Park District.	Evaluate Park District APP to improve communication with residents.	Evaluate ticket software at the Virginia Theatre.

Evaluate the effectiveness of social media channels and investigate any new opportunities.	Update Websites.	Evaluate various software for success: Paycom, RecTrac, Purchasing software, etc.
To improve trail system		
<i>Park District trails and paths continue to be the most requested amenities by residents.</i>		
2022-2023	2023-2024	2024-2025
Update and combine City/Park District Trail Plans (2011 & 2017).	Evaluate the installation of new trails and paths to support recreation needs and increase access and connectivity.	Begin work on improving existing trails and paths.
Complete the Greenbelt Bikeway Trail connection.	Evaluate current trails and paths/develop a plan/budget to improve trails.	Investigate trail road crossings to review and recommend safety measures to protect trail users.

Champaign Park District's Ongoing Best Practice Efforts

Marketing & Public Relations

1. Expand recruitment efforts to specifically target groups
2. Continue involvement in the City planning meetings
3. Engage in the Champaign County First meetings
4. Be involved in the Metropolitan Intergovernmental Council Meeting
5. Be a member of the Champaign County Coalition group
6. Be involved in local community service organizations
7. Evaluate, manage, and refine partnership opportunities
8. Communicate, collaborate, and activate partnership efforts
9. Seek partners to deliver programs and services
10. Facilitate intergovernmental cooperation
11. Host meetings with various governmental groups to identify partner opportunities (programming, communication, and shared services)
12. Continue to build and cultivate strong working relationships at the staff level with the City, University, school districts, library, and other agencies
13. Investigate and implement community relations and marketing plan

Facility & Land Use Management

1. Continue to maintain parks and facilities at a level no less than the current standards
2. Ensure pathway quality, durability, connectivity, signage, and navigation
3. Enhance walking and biking amenities
4. Assess and pursue park, open space, trail, and recreation acquisition and development opportunities

5. Conduct turf, field, horticulture, tree, and natural area maintenance management schedule
6. Complete fleet maintenance schedule
7. Conduct playground safety schedule
8. Review and implement repair and replacement schedule
9. Investigate recycling or zero waste plan

Planning, Design & Development

1. Annually update the capital improvement plan
2. Update and implement plans, ADA transition plan, manuals
3. Align master plans with park system standards to achieve at least the minimum per 1,000 population standards
4. Develop and implement Park District historical and cultural resource management plan
5. Design parks with well-thought-out plans that offer a variety of elements that meet current trends
6. Design site plans and complete feasibility studies

Organization & Administration

1. Continue to monitor legislative initiatives on local governmental consolidation, property tax freezes, minimum wage increases, and unfunded mandates
2. Reinforce transparency
3. Identify and communicate operational efficiencies and effectiveness
4. Assess and incorporate trending and innovative recreation amenities and activities into future improvements
10. Evaluate Park District sustainability opportunities
11. Review policies, rules, regulations, and operational procedures

12. Coordinate and oversee operational and cooperation agreements
13. Oversee records retention procedures
14. Ensure compliance with OMA, FOIA, and other state statutes and laws

Programs & Services Management

1. Increase Park District participation levels
2. Create and support cultural arts opportunities
3. Integrate the arts into parks, facilities, and programs
4. Offer a comprehensive variety of programs and services in line with market trends that meet the needs and desires of the community

Human Resources & Professional Development

1. Hire and retain diverse staff
2. Evaluate and revise job descriptions as needed
3. Support employee training and development
4. Investigate and recommend options for various HR workforce functions, including but not limited to: compensation, health and wellness, performance evaluation, discipline, grievance, and recognition programs
5. Participate in CIRCLE educational workshops, seminar, and Board.
6. Participate in IPRA, NRPA, and their professional development organizations

Information Technology

1. Analyze information systems to ensure long-term use and standardization
2. Continue to enhance the Park District's security systems
3. Evaluate and update data management systems

4. Evaluate and update Park District's work order, work assignment, financial, ticketing, and registration systems

Parks Foundation

1. Expand outreach for scholarship opportunities
2. Identify and apply for grant funding

Evaluation, Assessment & Research

1. Complete park, trail, and facility report cards
2. Track progress in performance measurement reports
3. Apply for the NRPA Gold Medal Awards
4. Apply for GFOA award of excellence.
5. Submit applications for the IAPD Best of the Best Awards Program
6. Submit entries to the IPRA/IAPD Conference annual Marketing Awards programs
7. Apply for awards, recognitions, and accreditations that validate and support results of the Park District's mission and strategic initiatives

Financial Management

1. Complete grant procedures
2. Oversee fiscal management, purchasing, and accounting procedures
3. Develop budgetary and capital planning guidelines
4. Develop recommendations for the budget and capital plans
5. Complete financial status reports and updates
6. Organizes procedures for inventory control of property, equipment, and other assets

Public Safety, Risk, & Security

1. Evaluate and update general safety and emergency management plans
2. Assesses safety needs of parks, trails, facilities, programs, and events
3. Investigate risk management plan and procedures
4. Oversee accident and incident report procedures

Appendix A: Planning Session Banners

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

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

CREATIVE
Unafraid of failure, staff are willing to try new ideas and programs w/o risk.

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

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

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

Have fun at work means I WANT TO COME TO WORK
It should be a place of enjoyment & fun → LEADS TO TRUST
CUSTOMER Patrons Participants (P)

I feel supported by coworkers
FORMING MEANINGFUL COMMUNITIES within departments and CPD as a whole.
WELCOMING APPRECIATED
TASKS SHARED
COMFORTABLE
Respecting Boundaries
"I feel fulfilled when I know management appreciates & recognizes the work I put in"

WORKPLACE CULTURE
ACCOUNTABILITY "Closing the loop"
EMPATHY
DECISION-MAKING HOW TO DO THINGS PUSH and PULL
long term staff → new staff
Salaried → hourly
COMMUNICATION & PRIVILEGE

WELCOMING TO ALL
feeling SAFE
"BEING COMFORTABLE IN YOUR OWN SKIN IS VERY IMPORTANT. THE ABILITY TO BE YOURSELF AND BE ACCEPTED BRINGS FULFILLMENT IN LIFE!"
COMMUNICATION
Respecting Boundaries (Sharing)
EMAIL
TIME OFF
SCHEDULES

Customer and Community Focused

Financial Strength and Responsibility

Empowered and Prepared Team

Organizational Excellence

Demographics w/ in CPD Programs (Attendance)

Questionnaire (POLL SURVEY)

MUSEUM
OTHER TYPES OF MUSEUMS TO PARTNER WITH?
MAKE MULTI-USE
• PERFORMANCE SPACE
• SPEAKERS
• CONFERENCES
STAFFING?
Interactive SCIENCE
ART
CHILDREN'S
"Why did the previous museum close?"
"How do other similar museums find success?"
CAN WE GIVE MORE TO THE COMMUNITY?

PAVILION @ PRAIRIE FARM
INDOOR
STAFF?
MAINTAIN / IMPROVE EXISTING FACILITIES FIRST
- RENTAL
- STORAGE
- RESTROOMS
? SEASONAL YES, BUT NOT YEAR-ROUND

LAND
Forested Community Gardens
PURCHASING
Investment for the future
Sports Facilities
Operations needs room to grow
CAN BE PROFITABLE

ONBOARDING PROCESS
WELCOMING WHO ARE YOU?
GUIDE TO WHO TO TALK TO... WHO HAS THIS INFO?
meet & learn

PROFESSIONAL DEVELOPMENT
NEED TO KNOW: Incentivize > Motivate
learning about others in CPD & WHERE TO FIND THAT INFO
MORE TRAINING Seasonal Staff (everyone)
PROTOCOL for retaining staff
ENVISION YOUR CAREER HERE
CAREER PROGRESSION
MOVING UP

DEGREES & EXPERIENCE time w/ the CPD
STAYING ON TOP OF COMPRESSION RATES
LEADING COMPETITIVE
ADDITIONAL PERKS
SCHOLARSHIPS FOR EMPLOYEES
ADDING WAYS TO ATTRACT

ART PROGRAMS are affordable!
UP TO 50% SUCCESS
SCHOLARSHIP KNOWLEDGE
WHO WE ARE BE THE EXAMPLE
STAYING ON TOP OF COMPRESSION RATES

QUALITY & AFFORDABILITY

Figure 2. Banner – Focus Team Planning Session #1

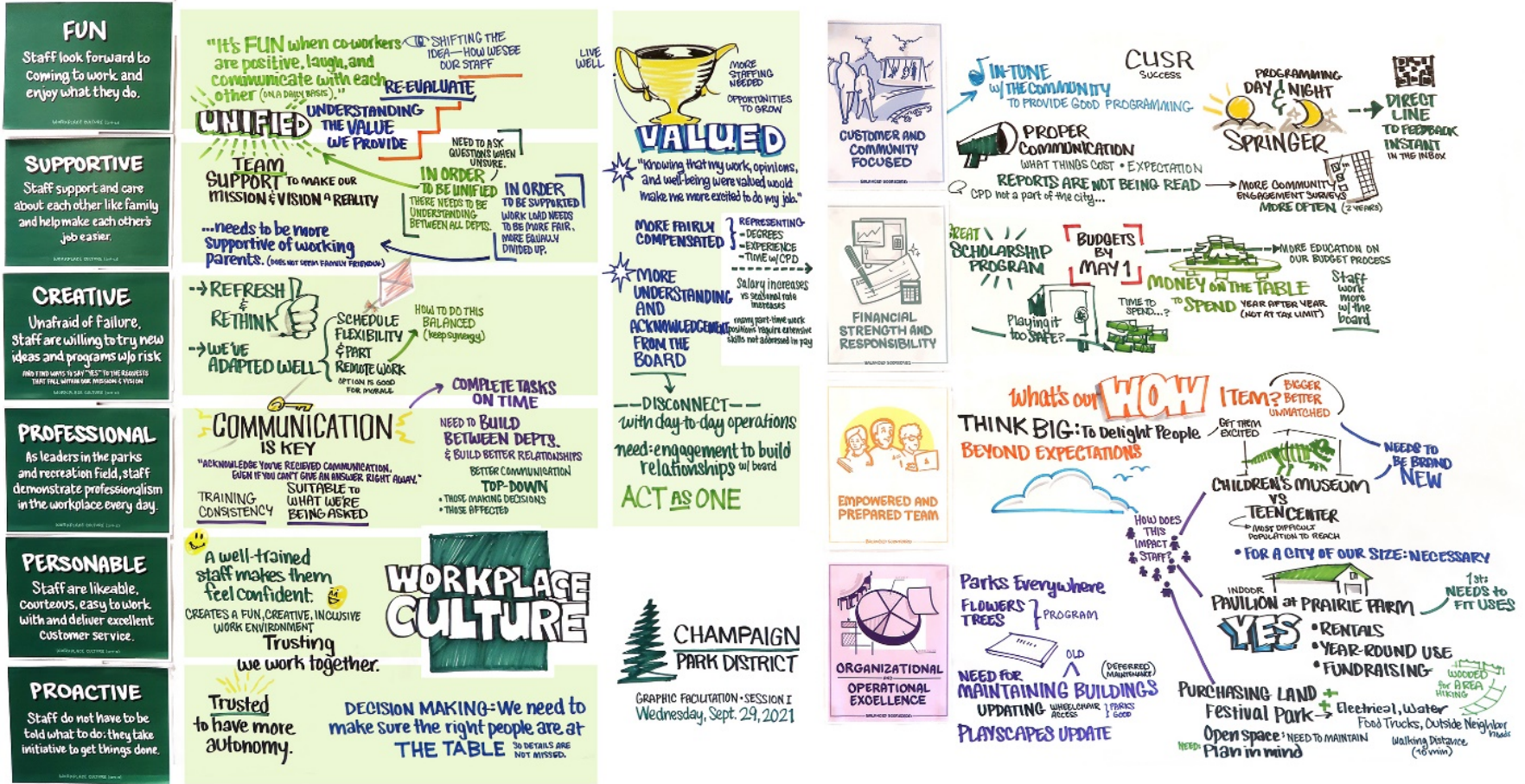


Figure 3. Banner – Focus Team Planning Session #2

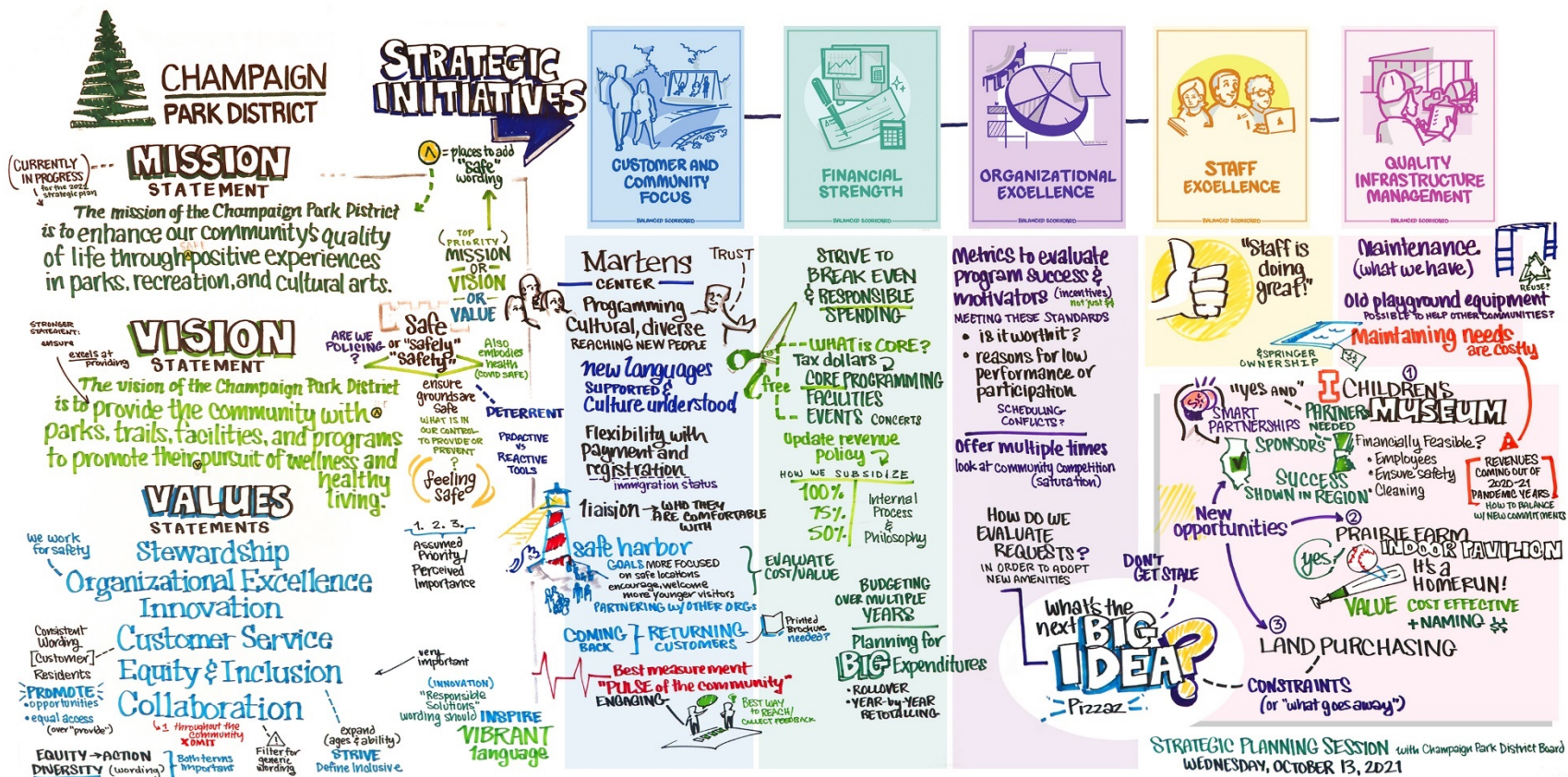


Figure 4. Banner – Board Planning Session

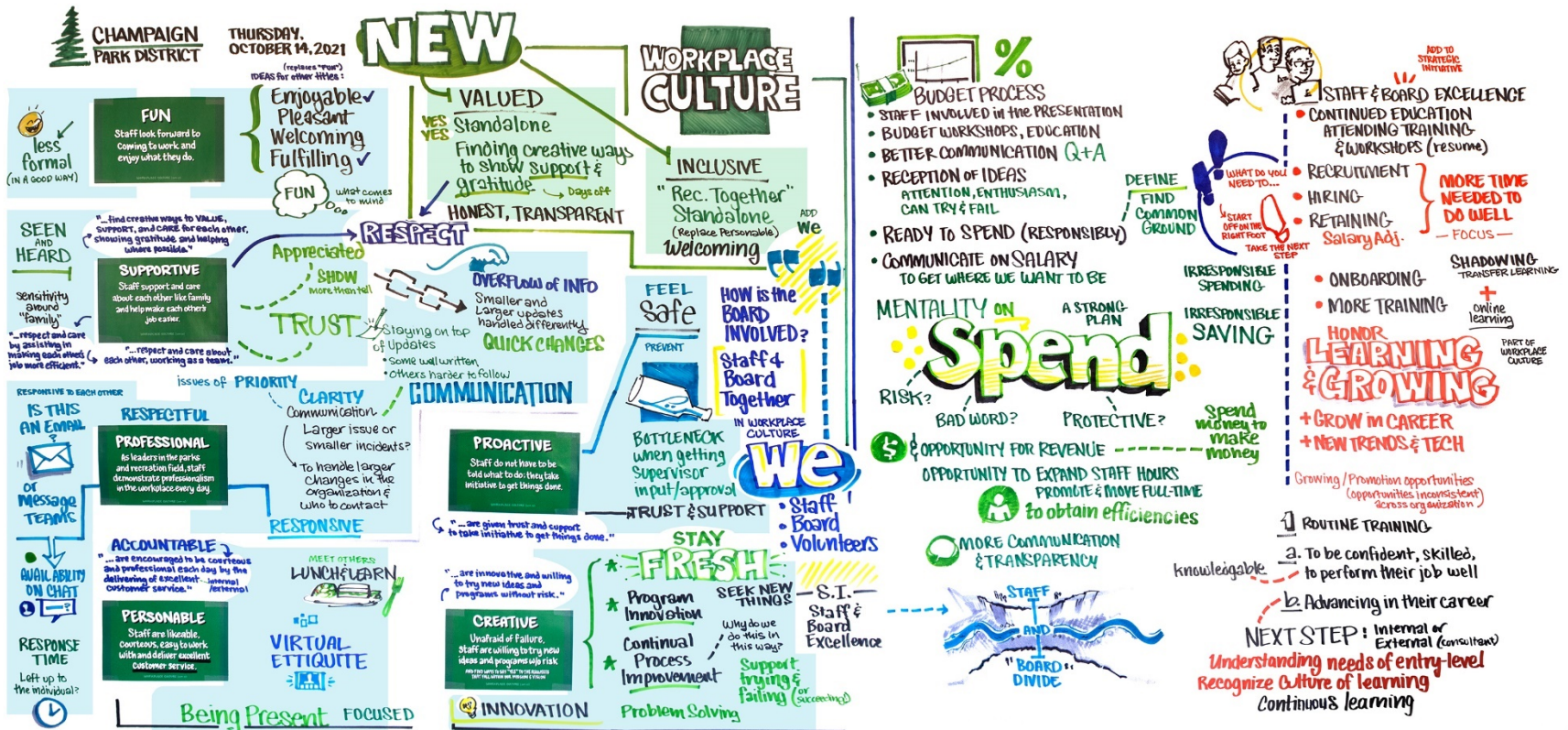


Figure 5. Banner – Department Head Planning Session

STRATEGIC INITIATIVES



Figure 6. Banner – Final Outcomes



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: January 5, 2022

SUBJECT: Discussion FYE2023 Capital Budget and 2023-2032 Capital Improvement Plan

Background

The Capital Improvement Plan (CIP) and subsequent budget that arises from it, provides the basis for control of expenditures for the acquisition of Park District assets, new construction and renovation of facilities, parks and equipment. The Board of Commissioners typically discusses capital as a first step in the overall budget process in order to make decisions on large expenditures.

The draft CIP projects list is structured differently from in the past. This structure was chosen in order to make the review and editing by the Executive Director and the Board much simpler, as well as making updates easier for the staff. Highlighting some of the differences:

- The CIP is a ten-year outlook. Previously a six year.
- We grouped annual expenditures together to provide you a view of the “cost of doing business”.
- Projects funded in whole or part from the Special Recreation Fund (ADA) or grant funding are noted with symbols.
- Projects that will require funding from the operational budget to complete the capital project are also noted with a symbol.

Process

Development of the CIP and Capital Budget began with facility and park tours and meeting with key staff that oversee those areas. A comprehensive projects list was developed from these meetings and requests from all staff. The projects list includes repairs and replacements but also includes new concepts and construction. Well over 400 projects were submitted for consideration and this list will be available to add to throughout the year. From the projects list, the below CIP was developed and then reviewed by the Executive Director.

Prior Board Action

No previous action or discussion.

Budget Impact

The draft capital budget for FYE2023 is \$1,878,000 as presented. An additional \$2,379,000 in carryover or multi-year projects that have been previously approved is also included.

Recommended Action

The Capital Budget and Capital Improvement Plan are presented for discussion only at this time. However, final Board approval of the CIP Plan and the Capital Budget would be ideal no later than March 9, 2022.

Prepared by:

Daniel Olson
Director of Operations

Reviewed by:

Joe DeLuce
Executive Director

Champaign Park District 2023 to 2032 Capital Improvement Plan

Updated January 7, 2022

* Denotes Special Recreation/ADA Funding in part or whole.

^ Denotes grant funding in part or whole.

~ Denotes project has architectural/design/engineering costs associated in an operating budget.

ANNUAL PROJECTS AND PURCHASES								
Project Name	Short Description	2023	2024	2025	2026	2027	2028	2029-2032
Annual Vehicle Purchase/Replacement	Three replacements. Replacement of new vehicles assessed quarterly.	\$ 95,000	\$ 185,000	\$ 180,000	\$ 150,000	\$ 170,000	\$ 150,000	\$ 13,000
Annual Rolling Stock Purchase/Replacement	Pull-behind mower replacement in 2023.	\$ 30,000	\$ 115,000	\$ 100,000	\$ 50,000	\$ 25,000	\$ 40,000	\$ 40,000
Annual Painting	Interior and exterior painting needs are evaluated multiple times per year. Painting done in-house.	\$ 40,000	\$ 20,100	\$ 20,100	\$ 15,000	\$ 15,000	\$ 12,000	\$ 12,000
Annual Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000
Annual HVAC	Small HVAC replacements. Hays in 2023.	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Annual Flooring	General carpeting, tile, or epoxy, baseboard, etc. Operations break room, hall and offices in 2023.	\$ 25,000	0	\$ 20,100	\$ 19,000	\$ 12,000	\$ 12,000	\$ 12,000
Annual Asphalt Sealcoating and Striping	Maintenance on asphalt areas.	\$ 40,000	\$ 30,100	\$ 32,100	\$ 15,000	\$ 20,000	\$ 20,000	\$ 22,000
Annual Roadway~	Parkland Way repair and District patching.	\$ 106,000	\$ 106,000	\$ 108,000	\$ 110,000	\$ 108,000	\$ 108,000	\$ 3,000
Annual Park Amenities*	Benches, signs, water fountains, pet stations, trash and recycle bins, etc.	\$ 40,000	\$ 20,000	\$ 22,000	\$ 22,000	\$ 25,000	\$ 20,000	\$ 20,000
Annual Playground Surfacing*	Fibar Purchase and pour-in-place repair.	\$ 37,000	\$ 38,110	\$ 39,300	\$ 40,200	\$ 40,200	\$ 42,000	\$ 44,000
Annual Sports Field Mix	Infield mix and outfield/foul tracks warning areas.	\$ 15,000	\$ 10,000	\$ 10,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 15,000
Annual Fencing Replacement	Small fencing projects new and replacement.	\$ 25,000	\$ 25,000	\$ 15,000	\$ 15,000	\$ 18,000	\$ 10,000	\$ 10,000
Annual Playground Replacement*	Davidson Park in-house installation in 2023.	\$ 75,000	\$ 210,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 250,000	\$ 250,000
Annual Technology Replacement	Replacement and new servers, security cameras, computers, copiers, laptops, software, computer cameras, phones, etc.	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Annual Fitness/Weight Equipment Replacement/New	For 2023, LRC original treadmill replaced, two dumbbell benches replaced, rack for medicine ball, mat and dumbbell storage replacement.	\$ 14,000	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 25,000	\$ 15,000
Annual Roofing Projects	General shingle and metal roof replacements. Dodds Tennis Center in 2023.	\$ 450,000	\$ 108,000	\$ 490,000	\$ 22,000	0	0	0
Annual Tables/Chairs/Furniture Replacement*	For 2023, LRC original tables and chairs from opening. 24 new tables. Old tables used in preschool/daycamp room replacing ones falling apart.	\$ 7,000	\$10,000	\$5,000	\$7,000	\$10,000	\$10,000	5000
Contingency	Unexpected expenditures related to capital items. Five percent of total capital.	\$ 70,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 85,000
Annual Project and Purchases Totals		\$ 1,204,000	\$ 1,112,310	\$ 1,486,600	\$ 922,200	\$ 900,200	\$ 921,000	\$ 686,000
Proposed Capital Projects 2023 to 2032								
Project Name	Short Description	2023	2024	2025	2026	2027	2028	2029-2032
Stormwater Drain Break Fountain Outflow West Side Park	Scope line. Address break/plug between Prayer for Rain and drop drain.	\$ 10,000	0	0	0	0	0	0
Band Shell Renovation West Side Park~	Design for cabling and iron exclusions by Architectural Expressions.	\$ 26,000	0	0	0	0	0	0
West Shop Back Gutters	Cut off rotted beams and add covers. Add gutters and downspouts with possible pop-ups done in house.	\$ 18,000	0	0	0	0	0	0
Robeson Meadows West ADA Walk and Fountain*	Entry sidewalk, fountain, etc. not to ADA standards.	\$ 24,000	0	0	0	0	0	0
Electric Power into Porter Family Park~	Dan has estimates from Illinois Power Engineers.	\$ 33,000	0	0	0	0	0	0
Facility Security Equipment with new company	Replace current security vendor and do limited upgrades.	\$ 55,000	0	0	0	0	0	0
Network Upgrades Douglass CC and Annex	Pushed out from 21/22 to trade with District-wide phones.	\$ 95,000	0	0	0	0	0	0
Outdoor Basketball Courts Resurface Douglass Park (2 courts)	Outdoor basketball courts are in bad shape.	\$ 110,000	0	0	0	0	0	0
East Lobby Renovation at Virginia Theatre^~	Only if grant is IDNR Public Museum Grant is approved.	\$ 200,000	0	0	0	0	0	0
Lindsay Garden Renovation	Includes plant renovation, expansion of path, ID placards.	\$ 10,000	0	0	0	0	0	0

Dodds ADA Crosswalks Construction*~	ADA compliance with sidewalk crossings throughout Dodds Park.	\$ 30,000	0	0	0	0	0	0	0
Carle at the Fields Trail Nodes*	Activity nodes along trail. New build in planning stages in agreement with Carle.	\$ 25,000	0	0	0	0	0	0	0
Equipment Purchases no outside installation fees									
Dog Park Agility Stations	Replacement of old handmade stations.	\$ 12,000	0	0	0	0	0	0	0
Outdoor Sports Goal Replacement	Dodds soccer goals. Dodds Lacrosse Goals.	\$ 15,000	0	0	0	0	0	0	0
Douglass CC Gym Scoreboards (2 boards)	Two boards replaced.	\$ 11,000	0	0	0	0	0	0	0
Carryover Projects from FY22									
Martens Center^~	Final Payment to contractor May or June 2022.	\$ 500,000							
Spalding Tennis Court renovations~	Remove, replace existing and add two. New fencing, lights, bleachers, etc.	\$ 335,000	0	0	0	0	0	0	0
Pickleball Complex Contracted Construction~	New complex on Seaman Field.	\$ 750,000	0	0	0	0	0	0	0
Leonhard Access Drive Construction~	Construction to install access drive to back of Leonhard.	\$ 44,000	0	0	0	0	0	0	0
Greenbelt Bikeway Trail^~	Connection between Heritage and Kaufman parks.	\$ 750,000	0	0	0	0	0	0	0
Project Name	Short Description								
Wayfinding Signs Design and Architectural Virginia Theatre*	Internal directional signage including ADA.	0	\$ 10,000	0	0	0	0	0	0
Outdoor Trashcan Replacement Sholem	Outdoor Trashcan Replacement Sholem.	0	\$ 20,000	0	0	0	0	0	0
Shade Structures Phase 2 Dog Park	Includes adding two additional shade areas without sidewalks to compliment the phase 1 ADA compliant shade with walkway.	0	\$ 22,000	0	0	0	0	0	0
Web Site Upgrade - CPD and CUSR*~	Periodic Upgrade to main website technologies, accessibility and mobility. Strategic Plan item for 23-24.	0	\$ 25,000	0	0	0	0	0	0
Shade Cloth Replacement at Sholem	Shade Cloth Replacement at Sholem.	0	\$ 28,000	0	0	0	0	0	0
Bus/Van/Car Pull-in on Sangamon Ave. CUSR*~	Would need to work directly with the city. Broeren Russo had a quick concept drawn. Will need engineering and city sign-offs.	0	\$ 42,000	0	0	0	0	0	0
Tennis Court Refurbish Sunset Ridge (1 court)	Surfacing.	0	\$ 70,000	0	0	0	0	0	0
Powell Park Path Additions*~	Expansion of internal paths including linking existing connections to city sidewalks.	0	\$ 80,000	0	0	0	0	0	0
Douglass CC Gym Basketball Risers Replacement	Four total baskets are movable. The north two are permanently attached to the wall. Old systems antiquated and not safe. Need keyed wall motorized access and fall safety harnesses. Four total to replace. Parts no longer available.	0	\$ 92,000	0	0	0	0	0	0
Stage Automation (Fly) Control Components Virginia~	Currently older Daktronics model. No longer supports technology and parts.	0	\$ 100,000	0	0	0	0	0	0
Lighting Dodds Soccer Fields 7 and 10	Uses two existing poles. Will need four other new poles.	0	\$ 180,000	0	0	0	0	0	0
Parking Lot renovation Hessel Lot A	Milling, replace, adding parking spots including ADA.	0	\$ 220,000	0	0	0	0	0	0
Pools Repainted (4 pools) Sholem	Estimate does not include blasting to concrete. Tnemec asked for quotes.	0	\$120,000+	0	0	0	0	0	0
Parking Lot renovation Lot L and M at Centennial	Lot L, Prairie Farm west, mill, expand parking spaces to the south, paint. Lot M, Prairie Farm east, mill, new asphalt, paint.	0	\$ 240,000	0	0	0	0	0	0
Project Name	Short Description								
Outdoor Sports Goal Replacement	Dodds soccer goals.	0	0	\$ 14,000	0	0	0	0	0
Lightboard (ION) for Virginia Theatre	Technology and parts no longer supported or available.	0	0	\$ 50,000	0	0	0	0	0
Tennis Court Refurbish Hessel (4 courts)	Surfacing.	0	0	\$ 150,000	0	0	0	0	0
Clark Park Renovation Construction*~	ADA sidewalks, basketball court, playground, sand play, tennis steps, etc.	0	0	\$ 250,000	0	0	0	0	0
Lighting Zahnd Baseball Fields (2 Fields)	Move to LED.	0	0	\$ 300,000	0	0	0	0	0

Lighting Dexter Field	Replaces wooden poles and fixtures to LED.	0	0	\$ 220,000				
Springer Flooding Construction~	Construction to fix Springer flooding.	0	0		0	0	0	0
Douglass CC Lift Access Construction*~	Construction for ADA access to gym and classroom.	0	0		0	0	0	0
Project Name	Short Description							
S2 Lock Douglass Annex	Security and limited entry.	0	0	0	\$ 15,000	0	0	0
S2 Lock Douglass Community Center	Security and limited entry.	0	0	0	\$ 20,000	0	0	0
Interior Plaster and Painting Work	Wear, tear, humidity on plaster. Will need this amount every three years.	0	0	0	\$ 20,000	0	0	0
Warranty Tennis Court Refurbish (4 courts)	Surfacing at Morrissey Park.	0	0	0	\$ 30,000	0	0	0
Kitchen Remodel at Hays Construction*~	Construction to address ADA, aging equipment and cabinetry, rental use, etc.	0	0	0	\$ 80,000	0	0	0
Hazel Park Path Extensions*~	Expansion and link to city sidewalks.	0	0	0	\$ 150,000	0	0	0
Project Name	Short Description							
Basketball Court Replacement Powell (1 court)	Concrete court. May hold up longer.	0	0	0	0	\$ 60,000	0	0
Tennis Court Renovation Eisner (1 court)	Asphalt, surfacing, fencing, posts, nets, etc.	0	0	0	0	\$ 65,000	0	0
Douglass Park North Block Fencing Replacement	North section is need of fencing repair.	0	0	0	0	\$ 70,000	0	0
Digital Projector Replacement Virginia~	Main projector and components.	0	0	0	0	\$ 200,000	0	0
Project Name	Short Description							
Douglass Annex Kitchen Remodel*~	Upgrade cabinets and counter depths if possible. Maybe dishwasher. To meet public health and ADA, may need designer.	0	0	0	0	0	\$ 55,000	0
Kitchen Remodel Springer (Instructional Kitchen)*~	Remodel to an instructional kitchen and new appliances and ADA.	0	0	0	0	0	\$ 68,000	0
Project Name	Short Description							
TBD	TBD	0	0	0	0	0	0	0
Project Totals		\$ 3,053,000	\$ 1,129,000	\$ 984,000	\$ 315,000	\$ 395,000	\$ 123,000	\$0



REPORT TO BOARD

FROM: Joe DeLuce, Executive Director

DATE: January 12, 2022

SUBJECT: Discussion of Vaccination Requirement at the Virginia Theatre

Introduction

With Champaign County's recent record increases in active COVID-19 cases, the CDC's classification of the area as "High Risk for Community Transmission", and the broad availability of vaccinations for individuals age five (5) and above, staff seeks direction from the Park Board on the matter of requiring proof of COVID-19 vaccination or a negative COVID-19 test for entry at Virginia Theatre events.

Prior Board Action

None. On Friday, July 30, 2021, the Champaign Park District implemented a requirement that all individuals wear masks when inside Park District facilities, including the Virginia Theatre.

Background

While researching implementing a vaccination requirement at the Virginia Theatre, Park District staff consulted with PDRMA, IPRA, legal counsel, and local public health authorities.

IPRA and PDRMA advised neither for nor against requiring proof of vaccination status or negative test results as a condition for entry at events, in effect leaving it to the Park District's discretion.

In an August conference call between Park District staff, attorney Guy Hall, and doctors Awais Vaid of CUPHD and Robert Healy of Carle Health, Dr. Vaid remarked that he thought requiring proof of vaccination or negative test status—when paired with a mask requirement—would be an effective step to take at theatre events to mitigate the spread of COVID-19. The doctors also discussed other institutions in Champaign-Urbana that are requiring vaccinations for staff and/or participants, including Carle, OSF, and the University of Illinois at Urbana-Champaign.

The number of active COVID-19 cases in Champaign County, after dropping in the summer of 2021, has recently increased many-fold, rising from three hundred (300) in October to over nine hundred (900) in November and over four thousand (4,000) in December. 63% of Champaign County residents (all ages) are reported to be fully vaccinated.

COVID-19 Vaccination Requirements at other Theatres

On November 16, 2021, Krannert Center for the Performing Arts, Urbana, began requiring proof of either a COVID-19 vaccination or a negative test for entry at all events.

On January 1, 2022, State Farm Center began requiring proof of either vaccination or a negative test for entry by individuals twelve (12) and older at university-sponsored events with more than two hundred (200) attending.

On January 3, 2022, the City of Chicago began mandating that all indoor public spaces—including

theatres, restaurants, bars, and gyms—require proof of COVID-19 full vaccination for entry by individuals five (5) and older.

Regionally, the following theatres have implemented a COVID-19 vaccination requirement: Auditorium Theatre (Chicago), Broadway In Chicago (all theatres), Chicago Shakespeare Theater, Chicago Symphony Orchestra, Lyric Opera of Chicago, Oak Park Festival Theatre, Old Town School of Folk Music (Chicago), The Paramount Theatre (Aurora), Chicago Theatre (selected events), Second City (Chicago), Steppenwolf Theatre (Chicago), Victory Gardens Theater (Chicago), Indianapolis Symphony Orchestra, The Center for the Performing Arts (Carmel), Old National Centre/Murat Theatre (Indianapolis), and The Fox Theatre (St. Louis). To date, over 75 Illinois theatres and theatre companies have implemented a vaccine requirement (source: *Chicago Sun-Times*, NBC News). On July 31, 2021, all 41 of New York’s Broadway theatres implemented a vaccination requirement.

Budget Impact

It is unknown if requiring patrons to show proof of vaccination status or a negative test will inhibit or improve participation at Virginia Theatre events. While many patrons may appreciate the extra steps being taken by the Park District to address the risk of COVID-19 transmission, the public’s anxiety surrounding the now record-high infection rate makes assessing FY22 budget outcomes difficult.

Implementation

To successfully bring about a COVID-19 vaccine/test requirement at the Virginia Theatre, staff offer the following draft strategies for consideration:

- Vaccine/test requirement to apply at Virginia Theatre events to all Park District staff, volunteers, patrons, artists, stagehands, and any other individuals age five (5) and older.
- COVID-19 vaccination must have been fully-administered in its second dose no less than two weeks prior to the date of entry, or the individual must instead provide proof of a negative COVID-19 test administered within the past seventy-two (72) hours.
- Individuals who refuse to show evidence of full vaccination or negative testing will not be admitted unless they offer the Park District a letter of exemption from a medical provider.
- All individuals entering the theatre for any purpose must wear a face mask at all times, with an exception being made for employees or contractors working alone without others around, or in the case of a medical or religious exemption, or while actively eating or drinking.
- The checking of vaccination status and test results for the public will be done by Park District volunteers and staff stationed in areas immediately in front of the theatre on event days.
- Individuals may show their proof of vaccination or negative test results in printed form, on a vaccination card, or on a mobile app such as the Safer Community App, the U of I Safer Illinois App, or myCarle. Staff will also explore offering advance check-in procedures through a website such as joinbindle.com or fancheckin.com.

Prepared by:

Reviewed by:

Steven Bentz
Director, Virginia Theatre

Joe DeLuce, CPRP
Executive Director