



**AGENDA**  
**PUBLIC HEARING IMMEDIATELY FOLLOWED**  
**BY REGULAR BOARD MEETING**  
**BRESNAN MEETING CENTER**  
**706 Kenwood Road**  
**Champaign, Illinois**

Citizens may livestream or listen to the Public Hearing and Regular Meetings by accessing the following web address or phone number:

<https://us02web.zoom.us/j/85889942842?pwd=TWdrNXUxS3NpbURPdmgrd2xpMHBVUT09>

Public comment is not available through online video or telephone at this time. For those who are interested in sharing public comment, please join the meeting in-person at the address, time, and date listed above.

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

Meeting ID: 858 8994 2842

Passcode: 955382

Alternatively, the meeting may be accessed by telephone at:

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

Meeting ID: 858 8994 2842, followed by the # symbol

Password: 955382, followed by the # symbol

**PUBLIC HEARING**  
**Wednesday, April 10, 2024**  
**5:30 p.m.**

**A. ORDINANCE NO. 678, BUDGET AND APPROPRIATION ORDINANCE**

The Public Hearing is to discuss and receive public comments on the Budget and Appropriation Ordinance for FY25. A Notice of Public Hearing was published in The News-Gazette on March 30, 2024. [Link](#)

**B. PUBLIC COMMENTS**

**C. CLOSE THE PUBLIC HEARING**

**REGULAR MEETING**

**A. CALL TO ORDER**

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

**C. COMMUNICATIONS**

**D. TREASURER'S REPORT**

1. Consideration of Acceptance of the Treasurer's Report for the Month of March 2024.

**E. EXECUTIVE DIRECTOR'S REPORT**

**F. COMMITTEE AND LIAISON REPORTS**

1. Champaign Parks Foundation

**G. REPORT OF OFFICERS**

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

**H. CONSENT AGENDA**

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

1. Approval of Minutes of the Special Board Meeting, March 27, 2024. [Link](#)
2. Approval of Minutes of the Executive Session, March 27, 2024.
3. Approval of a Resolution Establishing Authority for the Executive Director to Execute Change Orders. [Link](#)
4. Approval of Bid for General Fencing Repair. [Link](#)
5. Approval of a Resolution Ratifying Change Order #1 for the Douglass Park Ballfields and Concessions Project. [Link](#)

**I. NEW BUSINESS**

1. Approval of Disbursements  
Staff recommends approval of disbursements for the period beginning March 14, 2024, and ending April 10, 2024. *(Roll Call Vote)*
2. Approval of Ordinance No. 678: Budget and Appropriation Ordinance  
Staff recommends adoption of Ordinance No. 678, the Budget and Appropriation Ordinance for FY25 in the amount of \$26,983,229. *(Roll Call Vote)* [Link](#)
3. Approval of FYE2025 Budget Book  
Staff recommends the Board approve the FYE2025 budget book. [Link](#)
4. Approval of Agreement with Consolidated Communications for Douglass Park Concessions Fiber Internet Pull  
Staff recommends approval of the proposal from Consolidated Communications, in the amount of \$33,489.78 and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work. [Link](#)

**J. DISCUSSION ITEMS**

1. Projects Update – 4<sup>th</sup> Quarter [Link](#)

**K. COMMENTS FROM COMMISSIONERS**

**L. ADJOURN**

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

**March 27, 2024**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, March 27, 2024, which commenced at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. Vice President Timothy P. McMahon presided over the meeting.

Present in-person: Vice President Timothy P. McMahon, Commissioners Jane L. Solon and Michael R. Somers, Sarah Sandquist, Executive Director, Jarrod Scheunemann, Secretary and Deputy Executive Director, Attorney Guy C. Hall, and Treasurer Donna Lawson.

Excused absence with prior notice duly given: President Craig W. Hays and Commissioner Barbara J. Kuhl.

Staff present in-person: Chelsea Norton, Director of Marketing and Development, Dan Olson, Director of Operations, Jeannie Robinson, Director of Recreation, Jimmy Gleason, Director of Facilities and Technology, Heather Miller, Director of Human Resources, Steven Bentz, Director of the Virginia Theatre, Cynthia Mattingly, Interim Director of Finance, Andy Heaton, Grounds Specialist, Josh Hughes Patton, Grounds Worker II, Joe Kearfott, Assistant Director of Facilities and Technology, Miguel Gaona, Grounds Specialist – Arbor, and Ryan Musgrove – Grounds Worker.

Rachel Voss and several other family members and friends of the distinguished service awardees were also in attendance.

**Call to Order**

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

**Presentation**

1. Distinguished Service Award – Andy Heaton, Josh Patton, Miguel Gaona, and Ryan Musgrove.

Mr. Olson highlighted the heroic efforts of Andy Heaton, Josh Hughes-Patton, Miguel Gaona, and Ryan Musgrove. These staff members went above and beyond the call of duty by aiding a fellow motorist who had experienced a vehicular accident and medical emergency. Vice President McMahon and the Commissioners applauded their exceptional care and concern for the residents they serve and thanked them for their efforts. Commissioner McMahon presented Andy Heaton, Josh Hughes-Patton, Miguel Gaona, and Ryan Musgrove with the Park District's highest staff honor, the distinguished service award.

**Comments from the Public**

None.

**Communications**

Vice President McMahon circulated the communications for review.

## **Treasurer's Report**

Treasurer Lawson presented the report. She stated the Park District's finances had been reviewed and were found to be in appropriate order and noted several CD's are available for renewal.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of February 2024. The motion was seconded by Commissioner Somers. The motion passed 3-0.

## **Executive Director's Report**

Ms. Sandquist shared highlights from the upcoming Park District schedule including: the Martin Luther King Jr. Peace Walk on April 4<sup>th</sup>, dance art's production of Snow White at the Virginia Theatre on April 5<sup>th</sup> and 6<sup>th</sup>, Champaign Urbana Special Recreation (CUSR) theatre's performance of Cinderella on April 6<sup>th</sup>, the CUSR awards banquet on April 23<sup>rd</sup>, and the Illinois Association of Park District's (IAPD) Legislative Conference on May 7<sup>th</sup> and 8<sup>th</sup>.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Mr. Scheunemann reported that the Foundation has exceeded last year's sponsorship total for the Ties and Tennies gala. Ms. Sandquist reminded the Board that any silent auction basket donations are due by April 1<sup>st</sup>.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that he has been working on several matters for the Park District, including real estate transactions, easements, and numerous agreements.

### President's Report

None.

## **Consent Agenda**

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

1. Approval of Minutes of the Special Board Meeting, February 28, 2024.
2. Approval of Executive Session Minutes, February 28, 2024.
3. Approval of Bid for Playground Surfacing

Commissioner Somers made a motion to approve the consent agenda as presented. The motion was seconded by Commissioner Solon. The motion passed 3-0.

## **New Business**

### 1. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning February 15, 2024, and ending March 13, 2024.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning February 15, 2024, and ending March 13, 2024. The motion was seconded by Commissioner

Somers. Upon roll call, the vote was as follows: Commissioner Solon - yes; Commissioner Somers – yes; and Vice President McMahon – yes. The motion passed 3-0.

2. Approval of Professional Services Agreement with GHR Engineering and Associates for the Fly System Rigging at the Virginia Theatre

Mr. Bentz reported that the fly system computer has exceeded its normal life expectancy. The vendor who developed the system is no longer in operation, which complicates replacement and requires engineering expertise to ensure a new fly system is appropriate and functional.

Discussion and clarification ensued regarding the age of the current system, the overall project cost, and the availability of grants to support the project. Mr. Bentz responded that the current system is eleven years old, the current estimate for replacing the fly system is \$750,000, and the Park District has been anticipating the Illinois Department of Natural Resources Museum grant program may reopen to support similar projects in the future.

Commissioner Solon made a motion to approve accepting the proposal from GHR Engineers & Associates, Inc., of Champaign, IL, in the amount of \$54,000.00 to provide design and construction administration services for the Virginia Theatre rigging control system upgrade and authorize the Executive Director to enter into the provided AIA agreement subject to final review from legal counsel. The motion was seconded by Commissioner Somers and unanimously approved.

3. Approval of Bid for Concessions at Sholem Aquatic Center and Dodds Park Sports Complex.

Mr. Gleason reported that staff recommend approval of a License Agreement with JMB Industries, Inc. to use Sholem Aquatic Center for the purpose of concessions food and beverage.

Commissioner Solon requested clarification about service for other concessions areas. Mr. Gleason responded that JMB Industries and Travelin' Toms food and beverage trucks will be on location to serve at other Park District concession locations.

Commissioner Solon made a motion to approve a License Agreement with JMB Industries, Inc. to use Sholem Aquatic Center for the purpose of concessions food and beverage. The motion was seconded by Somers. The motion passed 3-0.

4. Approval of Purchase of Lighting Console for the Virginia Theatre

Mr. Bentz reported that staff recommends approval of accepting bid and authorize the Executive Director to purchase ETC ION APEX 20 Lighting Console and Peripherals for the Virginia Theatre from the low, responsible bidder, Full Compass Systems, Inc., Madison, WI, in the amount of \$78,782.00.

Vice President McMahon requested more information about the age of the system. Mr. Bentz responded that the system is thirteen (13) years old and it has exceeded its normal life expectancy.

Commissioner Somers made a motion to approve the bid to purchase ETC ION APEX 20 Lighting Console and Peripherals for the Virginia Theatre from the low, responsible bidder, Full Compass Systems, Inc., Madison, WI, in the amount of \$78,782.00 and authorize the Executive Director to enter into the agreement. The motion was seconded by Commissioner Solon. The motion passed 3-0.

5. Approval of Location Partner Agreement with Tivity Health Services, LLC (Silver Sneakers)

Mr. Gleason reported that the Park District's agreement with the Silver Sneakers program began in 2016. Staff investigated an amendment to the agreement after recent resident requests for

expansion of the service. Currently, the Park District serves 320 members. The new agreement increases the per visit cost from \$2.00 to \$3.00 per visit and a cap increase from \$20.00 to \$30.00 per month.

Commissioner Solon made a motion to approve an amendment to the agreement with Tivity Health Services, LLC to add the Martens Center and Sholem Aquatics Center and an increased rate to \$3.00 per visit and an increased cap of \$30.00 per month. The motion was seconded by Commissioner Somers and was unanimously approved.

6. Approval of Bid for West Side Park Mobility Upgrades

Mr. Olson presented this ADA project to their Board for its consideration. He noted that this work will fix cracked pathway panels, add ADA picnic, and trash receptacle spaces, and improve circulation through the expansion of pathway intersections.

Discussion ensued regarding the limited available space to widen the pathway at West Side Park and this project's priority of increasing access and improving circulation within the limitations.

Commissioner Solon verified that staff had engaged with the resident who gave public comment regarding the need for this project.

Commissioner Solon made a motion to award the contract to lowest bidder A + A Concrete of Urbana IL for \$97,475.00 and authorize the Executive Director to enter into the contract. The motion was seconded by Commissioner Somers. The motion passed unanimously.

7. Approval of Bid for Spalding Skate Park Safety Netting

Mr. Olson reported that this project will address errant foul balls that may otherwise land outside of the Spalding Park baseball field.

Discussion ensued regarding the lifespan and warranty of the netting.

Commissioner Solon made a motion to accept the low, responsible bid and authorize the Executive Director to enter into a contract with Midwest Netting Solutions for the purchase and installation of the safety netting for a total of \$76,505.33. Commissioner Somers seconded the motion, and it was unanimously approved.

8. Approval of Bid for the Construction of the Henry Michael Park Shelter

Mr. Olson presented the report. Neighbors of the park requested the shelter. ADA accommodations will be implemented in addition to completing the shelter.

Commissioner Somers made a motion to approve utilizing capital project and ADA funding to undertake the project; accepting the low, responsible bid and authorize the Executive Director to enter into a contract with Concrete, Inc. for the Henry Michael Park Shelter project for a total of \$31,795.61. The motion was seconded by Commissioner Solon. The motion passed 3-0.

## **Discussion Items**

1. FY25 Annual Operating Budget

Staff presented the latest draft of the budget book and each division highlighted respective achievements, future goals, and variances in comparison to the FY24 budget.

Discussion ensued regarding the approval process, an update about marketing's forecasted FY25 budget as compared to the comprehensive FY24 marketing budget total, the availability of gift

certificates for Virginia Theatre tickets, the merger of senior programs, and a new special event and its potential locations, among a number of matters.

2. Champaign Parks Foundation – 3rd Quarter Financial Update

Staff presented packet materials for the Champaign Parks Foundation 3<sup>rd</sup> Quarter Financial Update. No further discussion ensued.

3. Champaign Park District – 3rd Quarter Financial Update

Staff presented packet materials for the Champaign Park District 3<sup>rd</sup> Quarter Financial Update. No further discussion ensued.

**Comments from Commissioners**

Commissioner Solon shared her appreciation for the format of the budget presentations. Vice President McMahon concurred. Commissioner Solon commented that she had received input from residents that have noticed improvements in the CUSR programs and services, and she thanked staff for their related efforts.

Vice President McMahon commented about the budget format and ease of navigation of the online software.

**Executive Session**

Commissioner Solon moved pursuant to the basis set forth below to convene into Executive Session. The motion was seconded by Commissioner Somers and unanimously approved. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.

**Return to Regular Meeting**

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

**Adjourn**

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner Somers. The motion passed 3-0 and the meeting was adjourned at 7:15 p.m.

Approved:

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Timothy P. McMahon, Vice President

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Jarrod Scheunemann, Secretary

**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, the Board of Commissioners of the Champaign Park District has approved various capital projects;

WHEREAS, the Board of Commissioners of the Champaign Park District award contracts for specific projects to the lowest responsible bidder;

WHEREAS, the Board of Commissioners of the Champaign Park District has determined that the Executive Director may, from time to time, execute contracts and all related documents including change orders, amendments and/or time extensions; and

WHEREAS, the Board of Commissioners of the Champaign Park District has decided to clarify and grant authority to the Executive Director to execute contracts including change orders on behalf of the Champaign Park District related to specific projects approved by the Board;

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Champaign Park District hereby authorizes the Executive Director to execute all contracts including change orders, amendments, and/or time extensions as they relate to specific projects. The Executive Director shall obtain a written determination that one or more of the following exists: (1) the circumstances necessitating the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change is in the best interests of the Champaign Park District and authorized by law. Such contractual obligation shall not exceed \$25,000; and provided further that, the Board of Commissioners shall be informed of the nature and extent of all such contracts in the manner and form that it deems necessary and appropriate within its sole discretion, and shall confirm, approve and ratify at its next regular board meeting any and all change orders or series of change orders which increase or decrease any such contract amount by a total \$10,000 or more or the time of completion by a total of 30 days or more, effective until April 9, 2025.

APPROVED by the President and Board of Commissioners of the Champaign Park District this 10<sup>th</sup> day of April 2024.

(SEAL)

ATTEST:

APPROVED:

By: \_\_\_\_\_,  
\_\_\_\_\_, Secretary

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





## REPORT TO PARK BOARD

**FROM:** Sarah Sandquist, Executive Director

**DATE:** April 10, 2024

**SUBJECT:** General Fencing Repair Bid

### Background

The Champaign Park District (Park District) requested bids for general fencing repairs at various locations, including: Centennial, Dodds, and Zahnd parks. The work generally consists of replacing heavily damaged mesh, poles, posts, and necessary hardware.

### Bid Results

An invitation to bid was published in The News-Gazette. Four (4) bid packets were received. Bids were opened and read aloud on March 28, 2024. The bid results are as follows:

<b>Bidder</b>	<b>Total Bid Amount</b>
SK Exteriors	\$60,737.00
ATS Custom Construction	\$77,445.00
Main Street Construction	\$85,994.00
Tiles in Styles, LLC	\$108,746.69

### Budget Impact

\$23,225.00 of the original \$35,000.00 that was budgeted in the FY23/24 Capital budget for general fencing repairs remains available.

\$30,000.00 was budgeted in the FY24/25 Capital budget for general fencing repairs.

The remaining \$7,512.00 needed to complete the entire project will come from FY24/25 contingency monies.

### Prior Board Action

The Park Board approved the FY23/24 Capital budget at the January 11, 2023 Regular Board meeting.

The Park Board approved the FY24/25 Capital budget at the December 13, 2023 Regular Board meeting.

### Staff Recommendation

Staff recommends awarding this bid to the lowest bidder that meets all required specifications, SK Exteriors, at the total bid amount of \$60,737.00 and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work.

Prepared by:  
Tommy Buhr  
Grounds Supervisor

Reviewed by:  
Bret Johnson  
Asst. Dir. of Operations & Planning

Reviewed by:  
Dan Olson  
Director of Operations & Planning

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

## CHAMPAIGN PARK DISTRICT Agreement

This Agreement is made and entered into effective this 11th day of April, 2024, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, and SK Exteriors., hereinafter referred to as, "Contractor", whose principal address is 305 Tiffany Ct. Champaign, IL 61822

### RECITALS:

WHEREAS, Park District and Contractor desire to enter into an agreement whereby Contractor will provide services to Park District at designated locations as hereafter set forth.

NOW, THEREFORE, for and in consideration of the mutual promises, covenants and agreements herein set forth, Park District and Contractor agree as follows:

1. **Services.** The Contractor agrees to provide all materials, supplies, and equipment and to perform all labor required to complete the **Fence Repairs at Centennial, Dodds and Zahnd Parks**, as described in and in accordance with the provisions of the proposal which include, but are not limited to: information to vendors, specifications, request for bids, contractor's bids and this construction contract, including any change orders agreed to hereinafter.
2. **Time of Performance.** The work to be performed under this contract shall be commenced by Monday, April 15, 2024 and shall be entirely completed by June 30, 2024, unless prevented by adverse weather conditions and other circumstances approved in writing by the Park District. The work period may be extended at the sole discretion of the Park District as provided for herein.
3. **Compensation for Services.** Park District shall pay the Contractor for the services provided for the sum of **\$60,737**, payable on the 20<sup>th</sup> day of the month following total completion of all said work and approval and acceptance by owner which shall not be unreasonably withheld. All billing must be received by the Park District by the first Friday of the month in order to be paid in the same month. The Park District shall make installments as bills are received based on the work completed, with such payments to be paid no later than the 20th day of month following submission of the bills.
4. **Hold Harmless and Indemnification.** The Contractor shall indemnify, defend and hold harmless the Park District and any of its commissioners, officers, employees, agents, volunteers, and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorney's fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against the Park District that arises solely from an act, failure or omission on the part of the Contractor or any of its directors, officers, employees, agents and representatives in carrying out of the terms of this Agreement.
5. **Insurance.** The Contractor shall keep in full force and effect at all times during this Agreement a comprehensive general liability insurance policy, with contractual liability coverage, with minimum limits of not less than \$2,000,000 per occurrence and \$2,000,000 annual aggregate together with property damage insurance of not less than \$2,000,000. All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and shall be reasonably satisfactory to Park District. All insurance coverage provided by the Contractor shall be primary insurance as to Park District. Any insurance or self-insurance maintained by Park District shall be in excess of the Contractor's insurance and shall not contribute with it. The Park District, its commissioners, officers, employees, agents, representatives, and volunteers shall be covered as additional insureds under the general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insured's, and shall contain appropriate extensions or riders necessary to assure coverage. The policy shall not be cancelled or amended without at least ten (10) days prior written notice having been given to the Park District. Cancellation of any such coverage without a substitute policy containing the required coverage's being put in force, shall be grounds for the Park District to immediately terminate this Agreement with no further rights afforded to the Contractor. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from the Contractor. In such event, the Contractor shall pay the amount due within ten (10) days of

payment by Park District. The Parties acknowledge that the Contractor may from time to time change insurers; provided that, the Park District shall be provided with a certificate of such insurance otherwise conforming to and in compliance with the terms hereof, promptly upon such change.

The Contractor shall provide a certificate of such insurance as may be applicable from time to time, listed below, at the time Agreement is signed and annually thereafter. Note that all limits of liability for insurance shall be not less than the following amounts, and must be greater where required by other laws or regulations and must be insured on an "occurrence" basis and not on a "claims made" basis:

i. Workers' Compensation:

State Statutory

- Applicable Federal Statutory

ii. Comprehensive General Liability:

- Bodily Injury (including completed operation and products liability) and Property Damage: \$2,000,000 Each Occurrence, \$2,000,000 Annual Aggregate or a combined single limit of \$2,000,000
- Property damage liability insurance will provide Explosion, Collapse and Underground coverages where applicable.
- Contractual Liability (Hold Harmless Coverage): Bodily Injury: \$2,000,000
- Each Occurrence Property Damage: \$2,000,000
- Each Occurrence \$2,000,000 Annual Aggregate

iii. Comprehensive Automobile Liability:

- Bodily Injury: \$2,000,000 Each Person and \$2,000,000 Each Occurrence
- Property Damage: \$500,000 Each Occurrence or combined single limit of \$500,000

6. **Independent Contractor.** Notwithstanding any other provision of this Agreement, the relationship between Park District and the Contractor is, and shall remain, one of independent contractors. Nothing in this Agreement shall be construed to establish a relationship of employer/employee, partners or joint venturers between the Parties. In addition, the Contractor may from time-to-time hire person(s) to perform labor and other services for it, and any such person(s) shall not be construed to be an employee of or contractor with the Park District in any manner whatsoever. Furthermore, the Contractor does hereby acknowledge its obligations and shall remain responsible for the payment of all withholdings, insurance or other amounts as may be required by law in connection with its hiring or contracting with any such person(s), and shall in all respects hold Park District harmless from and indemnify it for the payment of any such amounts.
7. **Default.** The Park District may terminate this Agreement in the event of a default or breach. A default or breach shall be deemed to occur when any of the services are not provided as required and in the manner and at the times provided for in the specifications referred to in this Agreement. In the event of breach or termination, the Contractor shall be responsible to pay Park District for the reasonable costs incurred by Park District in obtaining replacement services.
8. **Laws and Venue.** The parties agree that the laws governing this Agreement shall be the laws of the State of Illinois. The parties further agree that in the event of any claim or lawsuit regarding this Agreement, Champaign County, Illinois shall be the appropriate venue for such claim or suit.
9. **Severability.** In any event one or more of the provisions contained in this Agreement shall be determined by a Court to be invalid, illegal or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall, therefore remain in effect.
10. **Compliance with Laws.** Contractor shall comply with all laws, statutes, ordinances and regulations applicable to the work to be performed, including, without limitation, the Illinois Prevailing Wage Act, Illinois Fair Employment Practices Act, all equal employment opportunity laws, all affirmative action ordinances and all other state, federal, or local laws or regulations applicable to the performance of this contract. In this connection, Contractor guarantees that not less than the prevailing rate of wages shall be paid to laborers, workers and mechanics performing work required to complete this contract. Further, Contractor acknowledges that, except in certain situations permitted by law, Illinois-resident laborers will be used for the work.

11. **Assignment.** Neither party, nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other, which shall not be unreasonably withheld. Any assignee or sub-contractor must be acceptable to the Park District, must furnish a signed Champaign Park District "Commitment to engage in Affirmative Action Practices" form, and must agree to comply with all statutory requirements pertaining to Illinois prevailing wages, the Illinois Fair Employment Act, Equal Opportunity laws and all other State and Federal laws and regulations applicable to the performance of this Agreement.
12. **Time of the Essence.** Time is of the essence in the performance and completion of the terms of this Agreement.
13. **Waiver.** Failure to insist upon strict compliance with any of the terms, covenants or conditions of this Agreement, shall not be deemed a waiver of the term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.
14. **Counterparts.** This Agreement shall be executed in duplicate, each of which shall be deemed to be an original.
15. **Notice.** All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given on the date and at the time they are sent by certified mail, return receipt requested, to the respective party at the address set forth below, or at such other place or address as the parties shall provide to each other in writing. In addition, any such notice shall be sent by first class regular U.S. Mail.

Champaign Park District  
 Attention: Sarah Sandquist  
 Executive Director  
 706 Kenwood Road  
 Champaign, IL 61821

SK Exteriors  
 Attention: Jordan Hollern  
  
 305 Tiffany Ct.  
 Champaign, IL 61822

16. **Entire Agreement and Amendment.** This Agreement and any terms or specifications attached hereto or otherwise referred to herein constitute the entire agreement between the parties pertaining to the subject matter hereof and supersede all prior or contemporaneous agreements and understandings either oral or written of the parties in connection herewith. No modification of this Agreement shall be effective unless made in writing, signed by both parties and dated after the date hereof.
17. **Term.** This Agreement shall be in effect upon execution, provided this Agreement may be terminated at any time without notice upon the express written consent of both Parties or for default as provided for herein.
18. **Interpretation of Agreement.** In interpreting this Agreement, each of the Parties expressly agrees that the Agreement was prepared by all of the Parties jointly, and that no ambiguities shall be resolved against any Party on the basis that it was responsible, or primarily responsible for having drafted the Agreement. In addition, each of the Parties acknowledges that it did not execute this Agreement under duress, and was represented by legal counsel in connection with the preparation of this Agreement or chose not to engage the services of such counsel. Further, whenever the context so requires: (a) all words used in the singular shall be construed to have been used in the plural (and vice versa); (b) each gender shall be construed to include the other gender; (c) the word "person" shall be construed to include a natural person, corporation, limited liability company or partnership, firm, joint venture, trust, estate, or any other entity, and (d) the words "and" as well as "or" shall be construed either disjunctively or conjunctively as necessary to bring within the scope of any provision of this Agreement any person, right, obligation or concept which might otherwise be construed to be outside the scope of such provision.
19. **Authority to Execute Agreement.** Each person or entity executing this Agreement represents that he/she/it is authorized to execute the Agreement. Each person executing this Agreement on behalf of any entity represents that he or she is authorized to execute this Agreement on behalf of such entity.

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

PARK DISTRICT:

Champaign Park District

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

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

CONTRACTOR:

SK Exteriors

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

It's: \_\_\_\_\_

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



## REPORT TO PARK BOARD

**FROM:** Sarah Sandquist, Executive Director

**DATE:** April 10, 2024

**SUBJECT:** Ratification of Douglass Park Improvements Contract – Change Order #1

### Background

Construction on the Douglass Park improvements is underway. This Change Order is based on items required by the City of Champaign, based on their plan review of the project.

Items include: lowering of the sanitary line, additional signage, faucet change, additional insulation, heaters, door hardware, and building permits.

### Prior Board Action

*December 14, 2022*, Regular Board Meeting – The Park Board approved the Douglass Park concession and baseball project, contingent upon receipt of a \$300,000 anonymous donation.

*January 11, 2023*, Regular Board Meeting – The Park Board approved the capital improvement plan for FYE 24.

*June 14, 2023*, Regular Board Meeting – The Park Board approved the subrecipient agreement with the City of Champaign for the acceptance of grant funds in the amount of \$400,000.

*June 14, 2023*, Regular Board Meeting - The Park Board approved the professional services agreement with Architectural Expressions in the amount of \$68,859.

*January 10, 2024*, Regular Board Meeting – The Park Board approved Dodds Company's bid for construction in the amount of \$1,097,617.

### Budget Impact

Dodds Company's original contract amount was \$1,097,617. Change Order #001 added \$17,068, making the total \$1,114,685.

### Recommended Action

Staff recommends approval of a resolution ratifying Change Order #1 to the Dodds Company construction contract for the Douglass Park improvements.

Prepared by:

Bret Johnson  
Assistant Director of Operations & Planning

Reviewed by:

Dan Olson  
Director of Operations & Planning

**RESOLUTION**

**CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS**

**Douglass Park Improvements Construction Contract Change Order 1**

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

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

WHEREAS, Champaign Park District entered into a construction contract with Dodds Company for the renovation and new construction at Douglass Park; and

WHEREAS, Champaign Park District representatives, Architectural Expressions, and Dodds Company determined that the additional amounts associated with Change Order 1 are \$17,068; and

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

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

Change Order 1 to the Douglass Park improvements construction contract is germane to the original contract; and that in order to proceed in the best interests of the Champaign Park District; and as authorized by law and pursuant to the terms of the award, contract, and documents incorporated therein, staff and officials of the Champaign Park District are authorized to approve, ratify, and execute such change order as is reasonably necessary as otherwise described herein to conform and amend the awarded contract to undertake the actions necessary in order to complete the project as directed by the Board of Commissioners. Accordingly, the Change Order 1 and any actions or costs referenced therein or associated therewith are hereby approved, authorized, ratified, and confirmed for the sum set forth as follows:

Change Order 1 – Additional amounts for building permits, lowering of the sanitary line, additional signage, faucet change, additional insulation, heaters, and door hardware. See attached Change Order.

Total Change Order (this resolution) .....\$17,068.00

APPROVED, AUTHORIZED, and RATIFIED by the President and Board of Commissioners of the Champaign Park District this 10th day of April, 2024.

(SEAL)

APPROVED

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

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

# AIA® Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 6700 CPD New Concessions Building and Sports Fields Update Champaign	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: January 10, 2024	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: March 13, 2024
<b>OWNER:</b> <i>(Name and address)</i> Champaign Park District 706 Kenwood Road Champaign, IL 61821	<b>ARCHITECT:</b> <i>(Name and address)</i> Architectural Expressions, LLP 100 N Chestnut St, Suite 300 Champaign, IL 61820	<b>CONTRACTOR:</b> <i>(Name and address)</i> Dodds Company P.O. Box 6449 Champaign, IL 61826-6449

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Changes related to permit review. Refer to attached.

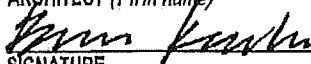
The original Contract Sum was	\$ <u>1,097,617.00</u>
The net change by previously authorized Change Orders	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was	\$ <u>1,097,617.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$ <u>17,068.00</u>
The new Contract Sum including this Change Order will be	\$ <u>1,114,685.00</u>

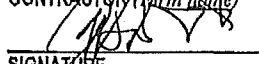
The Contract Time will be increased by Zero (0) days.


The new date of Substantial Completion will be

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

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

Architectural Expressions, LLP  
ARCHITECT *(Firm name)*  
  
SIGNATURE  
Brian Kesler, AIA, Partner  
PRINTED NAME AND TITLE  
3/13/24  
DATE

Dodds Company  
CONTRACTOR *(Firm name)*  
  
SIGNATURE  
Jason Dodds, President  
PRINTED NAME AND TITLE  
3-13-24  
DATE

Champaign Park District OWNER *(Firm name)*  
  
SIGNATURE  
Sarah Sandquist, Executive Director  
PRINTED NAME AND TITLE  
13/03/2024  
DATE





# DODDS COMPANY

3001 Research Road, Ste. F  
Champaign, IL 61822  
(217) 356-1448

**PROJECT:** Douglass Park Concessions  
**CONTRACTOR:** Dodds Company  
**ARCH / ENG:** Architectural Expressions  
**OWNER / USER:** Champaign Park District

**Description of Work:**  
Extras per city comments

## Change Estimate # 2

RFP#	
RFI#	
C.O.#	
Date:	2/28/2024

Item	Work Category	Contractor / Supplier / AE	Amount	Comments
1	Lower force main	Mid Illinois Concrete	\$1,065.00	
2	Exit signage (2)	Dodds Company	\$34.04	
3	Backflow attachment	Davis Houk Mechanical	\$667.56	
4	Additional 4 inches of Blown in Insulation	Wingle Construction	912.00	
5	Heaters (4)	Davis Electric	4,650.00	
6	Bonds	Dodds	135	
7	Frame ceiling for heaters	Dodds	600	
8	Building permit fees	City of Champaign	1685	
9	Change in door and hardware scope	Effingham Builders Supply	2628	
10	Change is access control scope	Heart Technologies	3,139.75	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
		Subtotal	\$15,516.35	
		Overhead & Profit	\$1,551.64	
		<b>Grand Total</b>	<b>\$17,067.99</b>	



# Change Order Request #01

P.O. Box 926  
Champaign, IL 61824-0926  
Phone 217.366.3444 Fax 217.954.1601

DATE 1/23/2024  
Job Number: TBD  
Task Code:

Estimate To:  
Dodds Company  
3001 Research Road, Suite F, PO Box 6449  
Champaign, Illinois 61822  
Ph: 217-356-1448

ATTENTION: Garrett S. Craft  
Prepared by: Zachery Eyre  
Mid IL Conc Job #: TBD

Project: Douglass Park

Comments or Special Instructions: Change order request for increased minimum bury depth for the 2" sanitary forcemain.

Description	AMOUNT
Increased forcemain depth and additional granular backfill.	\$1,065.00
<b>Total</b>	<b>\$1,065.00</b>

If you have any questions concerning this proposal, please contact us immediately.

THANK YOU FOR YOUR BUSINESS!

★★★★★ 4.6 stars from 21,356 reviews.

MyDoorSign > ADA Braille Signs > Exit > SE-2715

9" x 6" TactileTouch™ Braille Sign: Accessible Exit (Accessible Pictogram, Tactile Touch Braille) (SE-2715)



Ships Tomorrow.  
Order within 21 hrs 46 mins

Sign orders over \$125 qualify for Free 2 Day Shipping. Get your signs on Friday!

Part#	SE-2715
SPN#	FBLE
Shape	Vertical

1 Select Material:

Quantity / Price (Per Sign)

For size: 6" x 9"

2

BRaille SIGN

TactileTouch™	\$17.02
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[View all quantity based discounts](#)

TactileTouch™

60 mil 168°F Jan 25

(Hover for more details)

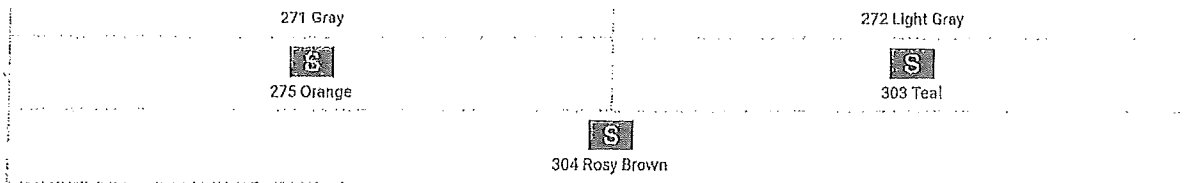
- 1/16" thick, rigid, non-glare plastic.
- Scratch, chemical, and vandal-resistant.
- ADA compliant with Grade 2 Braille.
- We translate your legend into Braille.
- Raised letters with 1/32".

[More Material Details](#)

2 Select Color Scheme: 210 Black/White text

210 Black/White text	240 Chocolate Brown
241 Dark Brown	223 Dark Blue
224 Navy Blue	226 Azure Blue
248 Red/White text	262 Burgundy
257 Avocado Green	259 Forest Green





3 Select ADA Symbol: USA



4 Order Quantity:

Material: TactileTouch™	QTY: 2	You Save	\$1.08
Color Scheme: 210 Black/White text		Total Price	\$34.04
ADA Symbol: USA	SIGNS	Per Sign	\$17.02

Add to Cart

Buy quantity and save ▶

Buy 2+	Buy 3+	Buy 5+	Buy 20+
3% OFF \$17.02/Sign	6% OFF \$16.46/Sign	9% OFF \$15.92/Sign	13% OFF \$15.36/Sign

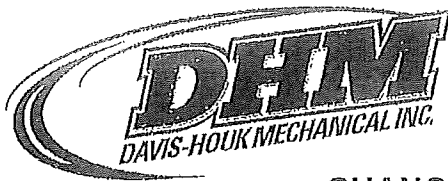
Related Departments



Similar Products

Forgot something? Check out a few more signs, labels, or accessories. Browse our designs below for details on available sizes and materials.





Date	1/23/2024
Project	Douglas Park Concessions
RFP No	City Comments
Contract	Plumbing

### CHANGE ORDER COST SUMMARY

<b>Material and Equipment Summary</b>				
Description	Qty.	Unit	Price/ea	Amount
T&S Add-On Faucet T&S S-0155-LENZ	1	EA	\$81.840	\$ 81.84
Wall Bracket Faucet T&S S-01330A12-B	1	EA	\$209.320	\$ 209.32
<i>(Difference from bid faucet to revised faucet)</i>				
Final Connection material from Faucet to Chemical Dispense	1	Lot	\$75.000	\$ 75.00
<b>Material and Equipment Subtotal</b> \$ 366.16				
<i>Sales Tax: 0.00%</i> \$ -				
<b>Total Material and Equipment</b> \$ 366.16				
<b>Labor Summary</b>				
Description	Qty.	Unit	Labor Rate	Amount
Plumbing Labor	2	MNHR	\$98.71	\$ 197.42
<b>Total Labor</b> \$ 197.42				
<b>Material Equipment and Labor Summary</b>				
<i>Mat./Equip. &amp; Labor Subtotal:</i> \$ 563.58				
<i>Overhead and Profit: 15.00%</i> \$ 84.54				
<b>Total Material/Equipment &amp; Labor</b> \$ 648.12				
<b>Subcontractor Summary</b>				
Description	Amount			
<b>Subcontractors Subtotal</b> \$ -				
<i>Overhead and Profit 5.00%</i> \$ -				
<b>Subcontractors Total</b> \$ -				
Total Material/Equipment, Labor, and Subcontractors \$ 648.12				
Additional Bonds and Insurance: 3.00% \$ 19.44				
<b>TOTAL ORDER</b> \$ 667.56				

Wingle Construction, Inc.  
P.O. Box 647, Mahomet, IL 61853  
wingleconstruction@gmail.com  
(217) 202-8086

## PROPOSAL

Project: Douglass Park

02/08/2024

To: Dodds Company

Description: We agree to provide all necessary labor, material, and equipment for the scopes below, unless stated otherwise.

Per City Comments Drawings 1/12/24

Change 12" Blown-In Insulation to R-49 Blown-In Insulation

The Original Contract Sum of \$ 104,455.00

The Addition of \$ 912.00

The New Contract Sum of \$ 105,367.00

General Notes: This proposal is valid for 30 days from the date of proposal above. Payment is due upon receipt of billing, amounts past 30 days overdue will be charged a 2% late fee per month. The owner/buyer will be responsible for all fees to collect payment. All work is figured to be performed in an 8hr. workday between 7:00am and 3:30pm Monday thru Friday. No Weekend, Overtime or Premium Wages are included. Our standard insurance will take precedence with its limits. Any requirements beyond these coverages will be at additional cost to the customer/buyer. Includes Sales Tax on Materials.

We have not included any of the following: Final Cleaning (Wingle Construction, Inc. will clean up their debris and leave area broom clean), Dumpsters, Bonds, Permits, Architectural/Engineering Drawings & Specs, As-Built Drawings, Masonry, Concrete or Site Work, Siding, Flashing, Roofing & Sheet Metal, Aluminum Storefront Systems or Glass & Glazing, Electrical, HVAC, Plumbing, Sprinkler System, Telephone/ Computer/ Smoke/ Fire/ Security wiring or systems, Floor Coverings & Base, Ceramic Tile, Collars or items required by the respective code enforcement division or any items not listed in the scope above

### Acceptance of Proposal

The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined.

With Regards,

Jeff Wingle

Signature:

---



DAVIS ELECTRIC INC  
1212 E UNIVERSITY AVE SUITE A  
URBANA, IL 61802  
O: 217-367-0252  
F: 217-367-0256

## PROPOSAL

PREPARED FOR: Dodds  
PROJECT: Douglass Park Unit Heaters  
SCOPE: Electrical

PREPARED BY: Christian Davis  
christian@tdaviselectric.com  
DATE: February 22, 2024

### SCOPE OF WORK

- Provide, wire and install 3 – ceiling unit heaters and 1 – wall unit heater
- Does not include ceiling framing to accept heaters if required

We propose hereby to furnish material and labor complete in accordance with the above specifications for the sum of:

Four thousand six hundred fifty & 00/100 Dollars-----\$4,650.00

### EXCLUSIONS NOT SPECIFIED ABOVE:

1. Overtime
2. Dumpster
3. Final Cleanings

### AGREEMENT AND ACCEPTANCE

Payment to be made as follows: As work is in progress and within 20 days of our invoice. All material is guaranteed to be specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above our estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by worker's compensation insurance. Davis Electric reserves the right to withdraw this proposal if it is not accepted within 15 days of the date it is issued, shown above.

ACCEPTANCE OF PROPOSAL – The above prices, specifications and conditions are satisfactory and are hereby accepted. Davis Electric is authorized to proceed with the work as specified. Payment will be made as outlined above.

AUTHORIZED TDE SIGNATURE:

CLIENT SIGNATURE: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_



# BUILDING PERMIT

Fire Department / Building Safety  
307 S. Randolph St.  
Champaign, IL 61820  
Phone: 217-403-6100  
www.champaignil.gov

Permit No. BS24-0122

Inspector: BJP  
BJP = Patrick / MCL = Charles

Date: 2/23/2024

Permit for: NEW, 1 Story, Park Pavilion Dwelling Units -- 0

At: 613 E Eureka Street

Zoning District:

Subdivision:

Lot:

Building is to be 20ft. wide by 40ft. long by 12ft. in height.

Construction Type: VB

Use Group: A5

Area: 800sq.ft.

Code Year: 2015

Estimated Cost: \$98207.00

Permit Fee: \$ 452.00

Applicant: Architectural Expressions, 100 N Chestnut St., #300, Champaign, IL, 61820

Owner: CHAMPAIGN PARK DIST, 706 KENWOOD RD, CHAMPAIGN, IL, 618214100

Contractor: Dodds Company, PO Box 6449, Champaign, IL, 61826-6449

- Call 24 hours in advance for required footing foundation and final inspections.
- Check for public utilities clearance and easements before beginning construction.
- This permit is issued with the express understanding that all work is to be performed in accordance with all applicable local, state, and federal codes and regulations.
- Permit will become null and void if construction is not started within six months of date the permit is issued as noted above or construction is suspended for six months.

Jobsite Copy (Post so visible from street)





# BUILDING PERMIT

Fire Department / Building Safety  
307 S. Randolph St.  
Champaign, IL 61820  
Phone: 217-403-6100  
www.champaign.gov

Permit No. BS23-4078

Inspector: BJP  
BJP = Patrick / MCL = Charles

Date: 2/23/2024

Permit for: NBW, 1 Story, Concession stand with bathrooms Dwelling Units - 0

At: 613 E Eureka Street

Zoning District:

Subdivision: Lot:

Building is to be 26ft. wide by 29ft. long by 12ft. in height.

Construction Type: VB

Use Group: M

Area: 607sq.ft.

Code Year: 2015

Estimated Cost: \$846619.00

Permit Fee: \$ 372.00

Applicant: Architectural Expressions, 100 N Chestnut St., #300, Champaign, IL, 61820

Owner: CHAMPAIGN PARK DIST, 706 KENWOOD RD, CHAMPAIGN, IL, 618214100

Contractor: Dodds Company, PO Box 6449, Champaign, IL, 61826-6449

- Call 24 hours in advance for required footing foundation framing and final inspections.
- Check for public utilities clearance and easements before beginning construction.
- This permit is issued with the express understanding that all work is to be performed in accordance with all applicable local, state, and federal codes and regulations.
- Permit will become null and void if construction is not started within six months of date the permit is issued as noted above or construction is suspended for six months.

Jobsite Copy (Post so visible from street)



# BUILDING PERMIT

Fire Department / Building Safety  
307 S. Randolph St.  
Champaign, IL 61820  
Phone: 217-403-6100  
www.champaignil.gov

Permit No. BS24-0123

Inspector: B.I.P.  
B.I.P. = Patrick / MCL = Charles

Date: 2/23/2024

Permit for: NEW, 1 Story, Ballfield Accompaniments Dwelling Units - 0

At: 613 E Eureka Street

Zoning District:

Subdivision:

Lot:

Building is to be ft. wide by ft. long by ft. in height.

Construction Type: VB

Use Group: A5

Area: 1920sq.ft.

Code Year: 2015

Estimated Cost: \$183191.00

Permit Fee: \$ 861.00

Applicant: Architectural Expressions, 100 N Chestnut St., #300, Champaign, IL, 61820

Owner: CHAMPAIGN PARK DIST, 706 KENWOOD RD, CHAMPAIGN, IL, 618214100

Contractor: Dodds Company, PO Box 6449, Champaign, IL, 61826-6449

- Call 24 hours in advance for required footing foundation and final inspections.
- Check for public utilities clearance and easements before beginning construction.
- This permit is issued with the express understanding that all work is to be performed in accordance with all applicable local, state, and federal codes and regulations.
- Permit will become null and void if construction is not started within six months of date the permit is issued as noted above or construction is suspended for six months.

Jobsite Copy (Post sign visible from street).



3105 N. Main  
 East Peoria, IL 61611  
 Tel: (309) 427-7000  
 Fax: (309) 427-7007

Proposal No. 10541 V1

THIS QUOTATION IS VALID FOR 15 DAYS

<b>To:</b>	Dodds Company	<b>Project:</b>	Douglass Park Concessions Building
<b>Attention:</b>	Garett Craft	<b>Reference:</b>	Project Number 6700 2/27/2024
<b>Phone:</b>	217-356-1448	<b>Date:</b>	2/27/2024
<b>E-mail:</b>	garettcraft@doddscomp.com	<b>From:</b>	Derek Rodman

**PROJECT:** Douglass Park Concessions Building

**TOTAL:** \$10,171.36

**SITE:**

**Project Parameters:**

1. Heart acknowledges receipt of addenda Project Number 6700 City Comments 2 2/27/2024
2. Heart shall provide and install all material and labor for access control system.
3. Work shall be performed during normal business hours.
4. Heart shall provide certificate for on staff RCDD, certificate for BICSI certified installer, and manufacturer's installer certification.
5. Heart shall be responsible for as-built documents on electronic drawings.

**General Contractor:**

1. GC is responsible for all permits, bid bonds, performance bonds and any additional contingency, unforeseen conditions fees, construction fees or administration fees.
2. GC provide and install all conduit, coring, penetration sleeves, bushings, raceway, and fire stopping.

Respectfully Submitted:

Heart Technologies

Derek Rodman

Products

Description	Price	Qty	Ext. Price
NETWORK NODE IN WALL MOUNT ENCLOSURE WITH 1 S2 ACM BLADE (SUPPORTS UP TO 7 S2 APPLICATION BLADES)	\$2,000.70	1	\$2,000.70
ACCESS CONTROL APPLICATION BLADE	\$672.10	1	\$672.10
DOOR COMPOSITE CABLE	\$0.83	300	\$249.00
Electromagnetic Lock	\$569.22	1	\$569.22
Door Electric Strike	\$385.31	3	\$1,155.93
STANDARD SURFACE MOUNT	\$7.46	4	\$29.84
HID multiclass SE® RP40 Multi-technology Smartcard Reader - Wall Switch   13.56 MHz   EAL5+ Certified   OSDP Capable   Mobile Configurable	\$294.71	4	\$1,178.84
Request-to-exit Sensor	\$93.48	4	\$373.92
SDC 2-SPDT Touchless Exit Switch - Remote Control Switch - Door	\$69.06	1	\$69.06
360 DEGREE CEILING MOUNT MOTION DETECTOR	\$78.00	2	\$156.00
Power Supply Charger, Single Class 2 Output, 12/24VDC @ 6A, 115VAC, BC300 Enclosure	\$321.75	1	\$321.75

Garrett Craft

---

From: Derek Rodman <drodman@heart.net>  
Sent: Tuesday, February 27, 2024 12:42 PM  
To: Jason Dodds  
Cc: Garrett Craft  
Subject: RE: Douglass  
Attachments: Douglass Concessions Building Dodds Proposal.pdf; Douglass Concessions parts list.PNG

Jason,

Here is my revised quote for the Douglass Concessions Building.

It is now for 4 doors.

3 doors will have electric strikes and 1 door will have maglocks.

All 4 doors will have request to exit, card readers, and door contacts

The maglock door will also have a push to exit button

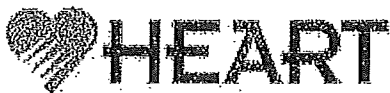
Z brackets for maglocks were not needed, so I removed them

Node and power supply did not need any changes. We did have to add 1 access control blade to take the node from 2 to 4 doors.

I have included a parts list.

Thanks,

**Derek Rodman**  
*Project Manager*



860 E. Pershing Rd. Decatur, IL 62526  
Cell: 217-433-2135  
Direct: 309-427-7245  
Main: 217-872-1300  
Fax: 217-876-7289  
Email: [drodman@heart.net](mailto:drodman@heart.net)  
[www.heart.net](http://www.heart.net)



3105 N. Main  
 East Peoria, IL 61611  
 Tel: (309) 427-7000  
 Fax: (309) 427-7007

Proposal No. 10541 V1

THIS QUOTATION IS VALID FOR 15 DAYS

<b>To:</b>	Dodds Company	<b>Project:</b>	Douglass Park Concessions Building
<b>Attention:</b>	Garrett Craft	<b>Reference:</b>	Project Number 6700 12/6/2023
<b>Phone:</b>	217-356-1448	<b>Date:</b>	1/24/2024
<b>E-mail:</b>	garrettcraft@doddscomp.com	<b>From:</b>	Derek Rodman

**PROJECT:** Douglass Park Concessions Building

**TOTAL:** \$7,031.61

**SITE:**

**Project Parameters:**

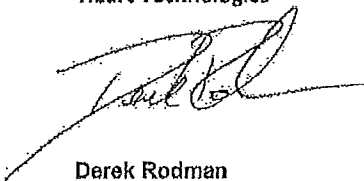
1. Heart acknowledges receipt of addenda Project Number 6700 12/6/2023.
2. Heart shall provide and install all material and labor for access control system.
3. Work shall be performed during normal business hours.
4. Heart shall provide certificate for on staff RCDD, certificate for BICSI certified installer, and manufacturer's installer certification.
5. Heart shall be responsible for as-built documents on electronic drawings.

**General Contractor:**

1. GC is responsible for all permits, bid bonds, performance bonds and any additional contingency, unforeseen conditions fees, construction fees or administration fees.
2. GC provide and install all conduit, coring, penetration sleeves, bushings, raceway, and fire stopping.

Respectfully Submitted:

Heart Technologies



Derek Rodman

**Jason Dodds**

---

**From:** Derek Rodman <drodman@heart.net>  
**Sent:** Friday, February 2, 2024 2:50 PM  
**To:** Jason Dodds  
**Cc:** Garrett Craft  
**Subject:** RE: Breakdown

- 1 - S2-NN-E2R-WM S2 NODE \$2000.70
- 150' – ACCESS CONTROL COMPOSITE CABLE \$0.83 PER FT.
- 2 - M32F- FACEDRILLED MAGLOCK \$310.69
- 2 – ZA-32/62 CL Z BRACKET FOR MAGLOCK \$141.43
- 2 – 29BWG-B SURFACE MOUNT DOOR CONTACT \$7.46
- 2 – 920PTNNEK00000 HID MULTICLASS READER \$294.71
- 2 – DS160 MOTION REQUEST TO EXIT DEVICE \$71.91
- 2 – 474U TOUCHLESS EXIT SWITCH \$69.06
- 2 – 360 DEGREE CEILING MOUNTED MOTION DETECTOR \$78
- 1 – AL600ULX POWER SUPPLY \$321.75
- 1 – MISC PARTS (RACEWAY, MOUNTING HARDWARE, MISC SMALL PARTS) \$100

---

**From:** Jason Dodds <jasondodds@doddscomp.com>  
**Sent:** Friday, February 2, 2024 2:25 PM  
**To:** Derek Rodman <drodman@heart.net>  
**Cc:** Garrett Craft <garrettcraft@doddscomp.com>  
**Subject:** Breakdown

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Derek  
I never saw anything from you. Did you send?  
Jason

\*\*\*\*\*

**Jason H. Dodds**  
**President**  
**Dodds Company**  
PO Box 6449  
Champaign Illinois 61826  
*(217) 493-1455 Cell*  
*(217) 356-1448 Office*  
[jasondodds@doddscomp.com](mailto:jasondodds@doddscomp.com)  
[www.doddscomp.com](http://www.doddscomp.com)

EFFINGHAM BUILDERS SUPPLY  
100 E. EVERGREEN  
EFFINGHAM, IL 62401  
(217) 347-0567

## PROPOSAL

PROJECT: Douglass Park Concessions Building  
613 E Eureka St  
Champaign, IL

DATE: February 26, 2024  
Revised 02/27/2024 to omit electric strikes and magnetic lockset

Item #1 DOORS, FRAMES AND HARDWARE

6 Flush Hollow Metal Doors

5 Welded Hollow Metal Frames

1 Lot Door Hardware

Delivered to Jobsite....

\$ 12,250.00

Tax not Included

NOTE:

Controlled Area Hardware (Access Control, Power Supply, Motion Sensor, Electric Strikes, Magnetic Lockset and Card Reader) to be furnished by others.

2 Addenda Received  
Ken Knowles  
[ken@go2ebs.com](mailto:ken@go2ebs.com)



EFFINGHAM BUILDERS SUPPLY  
100 E. EVERGREEN  
EFFINGHAM, IL 62401  
(217) 347-0567

**PROPOSAL**

PROJECT: Douglass Park Concessions Building  
613 E Eureka St  
Champaign, IL

DATE: January 2, 2024

Item #1 DOORS, FRAMES AND HARDWARE

6 Flush Hollow Metal Doors  
5 Welded Hollow Metal Frames  
1 Lot Door Hardware

Delivered to Jobsite....

\$ 9,622.00 ✓

Tax not Included

NOTE:

Controlled Area Hardware (Access Control, Power Supply, Motion Sensor, Magnetic Lock and Electric Strike) to be furnished by others

Item #2 TOILET PARTITIONS

3 Phenolic Overhead Braced Compartments  
1 Phenolic Wall Hung Urinal Screen

Black Core Phenolic Partitions

\$ 4,980.00 ✓

Color-Thru Phenolic Partitions

\$ 5,935.00

Tax not Included

Item #3 TOILET ACCESSORIES

2 Grab Bars B-5806.99 x 36"  
2 Grab Bars B-5806.99 x 42"  
2 Sanitary Napkin Disposals B-270  
2 Mirrors B-290 18" x 30"  
2 Hand Dryers 0165 White

Delivered to Jobsite....

\$ 1,595.00 ✓

Tax not Included

2 Addenda Received

Ken Knowles

[ken@go2ebs.com](mailto:ken@go2ebs.com)






# Douglass Park CO1 signed

Final Audit Report

2024-03-15

Created:	2024-03-13
By:	Operations Department (adobe11@champaignparks.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAADWE7ZrmT3fFqymnimV01ABkwspAzsCT2

## "Douglass Park CO1 signed" History

-  Document created by Operations Department (adobe11@champaignparks.org)  
2024-03-13 - 8:42:44 PM GMT
-  Document emailed to Sarah Sandquist (sarah.sandquist@champaignparks.org) for signature  
2024-03-13 - 8:42:54 PM GMT
-  Email viewed by Sarah Sandquist (sarah.sandquist@champaignparks.org)  
2024-03-13 - 8:47:52 PM GMT
-  Document e-signed by Sarah Sandquist (sarah.sandquist@champaignparks.org)  
Signature Date: 2024-03-15 - 5:16:48 PM GMT - Time Source: server
-  Agreement completed.  
2024-03-15 - 5:16:48 PM GMT


**Credit Card Valid Requests**

1002909782 / From 2024-03-30 00:00 CDT To 2024-03-30 23:59 CDT

[Download All](#) 


Transaction	Status	Count	Amount
Authorizations	+ <a href="#">Fully Settled</a>	27	1,622.39 
Settlements	+ <a href="#">Completed</a>	27	1,622.39 

**Credit Card Declined Requests**

Transaction	Count	Amount
<a href="#">Purchase</a>	3	638.00 

**Direct Debit Valid Requests**

1002909792 / From 2024-03-30 00:00 CDT To 2024-03-30 23:59 CDT

Transaction	Status	Count	Amount
Presentment	<u>Completed</u>	1	78.00 

**Direct Debit Declined Requests**

Transaction	Error Code	Description	Count	Amount
There are no results to display.				



# CHAMPAIGN PARK DISTRICT

## REPORT TO PARK BOARD

**FROM:** Sarah Sandquist, Executive Director

**DATE:** April 10, 2024

**SUBJECT:** Approval of Ordinance No. 678 Budget and Appropriation Ordinance for FYE2025

### Background

Each year, the Board of Commissioners of the Champaign Park District adopts a Budget and Appropriation Ordinance. On February 28, 2024, the proposed budget, totaling \$27,094,932 for Revenues and \$24,862,452 for Expenses, was formally presented to the Board. This allocation anticipates a proposed net excess of \$2,232,480 for the fiscal year 2025. Furthermore, in compliance with legal mandates, an appropriation amount of \$26,983,229 has been presented, with no subsequent revisions made.

### Prior Board Action

Initial FY25 Budget was presented to Park Board of Commissioners on February 28, 2024, with Public Hearing set for April 10, 2024.

### Budget Impact

The proposed budget and appropriations Ordinance No. 678 for fiscal year beginning May 1, 2024, and ending April 30, 2025, for the Champaign Park District sets total budgeted expenditures / transfers in the amount of \$24,862,452, and the legal appropriation as \$26,983,229.

### Recommended Action

Staff recommends the Board approve Ordinance No. 678 Budget and Appropriation Ordinance for fiscal year beginning May 1, 2024, and ending April 30, 2025, and file with the Champaign County Clerk's office.

Prepared by:

Reviewed by:

Todd W. Blazaitis  
Budget Manager

Sarah Sandquist, CPRE  
Executive Director

AFFP  
P2418965

## Affidavit of Publication

STATE OF ILLINOIS }  
COUNTY OF CHAMPAIGN } SS

CHAMPAIGN  
PARK DISTRICT

NOTICE OF PUBLIC HEARING ON ANNUAL BUDGET AND APPROPRIATION  
ORDINANCE NO. 678 OF THE CHAMPAIGN PARK DISTRICT

Paul Barrett, being duly sworn, says:

That he is Publisher of the News-Gazette, a daily newspaper of general circulation, printed and published in Champaign, Champaign County, Illinois; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

March 30, 2024

PUBLIC NOTICE IS HEREBY GIVEN that the tentative Combined Annual Budget and Appropriation Ordinance of Champaign Park District for fiscal year beginning May 1, 2024 and ending April 30, 2025 is available and has been available for public inspection at the office of said Park District, 706 Kenwood Road, Champaign, Illinois since February 28, 2024.

Notice is further given that a public hearing on said proposed Combined Budget and Appropriation Ordinance will be held at said office of said Park District, 706 Kenwood Road, Champaign, Illinois on Wednesday, April 10, 2024 at 5:30 p.m.

JARROD SCHEUNEMANN  
Secretary  
Champaign Park District

1072370 3/30



\_\_\_\_\_  
, Authorized Agent, Champaign County, Illinois

99226021 01072370 217-355-8421

CHAMPAIGN PARK DISTRICT  
706 KENWOOD ROAD  
CHAMPAIGN, IL 61821

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## CHAMPAIGN PARK DISTRICT NOTICE OF PUBLIC HEARING ON ANNUAL BUDGET AND APPROPRIATION ORDINANCE NO.

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**CHAMPAIGN**

**PARK DISTRICT**

**NOTICE OF PUBLIC HEARING ON ANNUAL BUDGET AND APPROPRIATION ORDINANCE NO. 678 OF THE CHAMPAIGN PARK DISTRICT**

PUBLIC NOTICE IS HEREBY GIVEN that the tentative Combined Annual Budget and Appropriation Ordinance of Champaign Park District for fiscal year beginning May 1, 2024 and ending April 30, 2025 is available and has been available for public inspection at the office of said Park District, 706 Kenwood Road, Champaign, Illinois since February 28, 2024.

Notice is further given that a public hearing on said proposed Combined Budget and Appropriation Ordinance will be held at said office of said Park District, 706 Kenwood Road, Champaign, Illinois on **Wednesday, April 10, 2024 at 5:30 p.m.**

JARROD SCHEUNEMANN

Secretary

Champaign Park District

1072370 3/30

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**Ordinance #678**  
**BUDGET AND APPROPRIATION ORDINANCE**  
**For the Year Ended 2025**  
**AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION**  
**OF FUNDS FOR THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS**  
**FOR THE FISCAL YEAR BEGINNING ON THE FIRST (1<sup>st</sup>) DAY OF MAY 2024, AND**  
**ENDING ON THE THIRTIETH DAY (30<sup>th</sup>) OF APRIL 2025**

**BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS:**

**SECTION 1.** It is hereby found and determined:

(a) This Board has heretofore caused to be prepared a combined Annual Budget and Appropriation in tentative form, which Ordinance will be conveniently available for public inspection for at least 30 days prior to final action thereon; and

(b) A public hearing will be held at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, on the **10<sup>th</sup> day of April 2024** on said Ordinance, notice of said hearing having been given by publication in the Champaign News Gazette, being a newspaper published within the District at least one week prior to such hearing; and

(c) That all other legal requirements for the adoption of the Annual Budget and Appropriation of this Park District for the fiscal year beginning May 1, 2024 and ending April 30, 2025 have heretofore been performed.

**Section 2.** The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first (1<sup>st</sup>) day of May 2024 and ending the thirtieth (30<sup>th</sup>) day of April 2025.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning May 1, 2024 and ending April 30, 2025 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended April 30, 2024 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriated, shall constitute the general corporate fund and shall first be placed to credit of such fund.

**Section 3.** The following determinations have been made and are hereby made a part of the aforesaid budget:

An estimate of the cash on hand at the beginning of the fiscal year is expected to be **\$42,203,286.**

An estimate of the cash expected to be received during the fiscal year from all sources is **\$27,094,932.**

An estimate of the expenditures and transfers contemplated for the fiscal year is **\$24,862,452.**



**Ordinance #678**  
**BUDGET AND APPROPRIATION ORDINANCE**  
**For the Year Ended 2024**

**AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION  
OF FUNDS FOR THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING ON THE FIRST (1<sup>st</sup>) DAY OF MAY 2024, AND  
ENDING ON THE THIRTIETH DAY (30<sup>th</sup>) OF APRIL 2025**

**Section 4.** The receipts and revenues of the Champaign Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the General Corporate Fund and shall first be placed to credit of such fund.

**Section 5.** All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance be, and the same, are hereby repealed to the extent of such conflict. If any item or portion thereof of this budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

**Section 6.** This ordinance shall be full force and effective immediately upon its passage.

**Passed this 10th day of April 2024.**

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAIN:**

[SEAL]

CHAMPAIGN PARK DISTRICT

By

\_\_\_\_\_  
Craig Hays, Board President

ATTEST:

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

<b>Ordinance No. 678</b>		
<b>Budget &amp; Appropriations Totals by Fund</b>		
<b>May 1,2024 through April 30, 2025</b>		
	<b>2024-2025</b>	
<b>Fund</b>	<b>Budget</b>	<b>Appropriations</b>
1	\$ 6,565,727	\$ 7,033,669
2	4,418,871	4,785,817
3	2,627,385	2,797,855
4	590,711	649,782
6	150,000	180,000
8	40,000	44,000
9	248,175	262,603
12	121,908	137,034
14	600,000	690,000
15	2,180,016	2,397,992
16	3,481,517	3,829,669
19	100,000	115,000
21	1,373,661	1,511,027
22	1,929,481	2,070,281
25	435,000	478,500
	<b>\$ 24,862,452</b>	<b>\$ 26,983,229</b>

<b>Ordinance No. 678</b>		
<b>Budget &amp; Appropriations Totals by Fund</b>		
<b>May 1,2024 through April 30, 2025</b>		
	<b>2024-2025</b>	
<b>Account</b>	<b>Budget</b>	<b>Appropriations</b>
<b>Fund 01 - GENERAL</b>		
<b>Salaries and Wages</b>		
70201 Full-Time Salaries and Wages	2,825,727	3,027,118
70202 Part-Time Seasonal Wages	433,390	464,278
<b>Salaries and Wages</b>	<b>3,259,117</b>	<b>3,491,396</b>
<b>Fringe Benefits</b>		
53132 Dental Insurance	14,000	14,998
53133 Medical Health Insurance	335,000	358,876

53134 Life Insurance	6,000	6,428
53137 Employee Assistance Program	-	-
83003 Allowances/Reimbursements	35,260	37,773
<b>Fringe Benefits</b>	<b>390,260</b>	<b>418,075</b>
<b>Contractual</b>		
54201 Postage and Mailing	3,250	3,482
54202 Printing and Duplicating	26,000	27,853
54204 Staff Meetings	1,550	1,660
54205 Legal Publications/Notices	3,500	3,749
54206 Advertising/Publicity	100,000	107,127
54207 Staff Training	26,000	27,853
54208 Memberships, Dues and Fees	26,000	27,853
54209 Conference and Travel	31,800	34,066
54210 Board Expense	5,000	5,356
54212 Attorney Fees	150,000	160,691
54214 Architect and Engineering Fees	50,000	53,564
54215 Professional Fees	67,500	72,311
54234 Landfill Fees	34,000	36,423
54236 Auto Allowance	-	-
54240 Office Equipment Repairs	-	-
54241 Vehicle Repair	15,500	16,605
54242 Equipment Repair	18,950	20,301
54245 Building Repair	11,500	12,320
54250 Equipment Rental	11,800	12,641
54253 Pest Control	1,100	1,178
54254 Service Contracts	45,800	49,064
54255 License and Fees	76,600	82,059
54260 Service Contracts-Facilities	7,350	7,874
54261 Service Contracts-Grounds	55,000	58,920
54263 Contractual Mowing	200,000	214,254
54264 Cell Phone Expense	3,200	3,428
54265 Subscriptions	1,300	1,393
54270 Personnel Costs	65,000	69,633
54275 Health and Wellness	4,000	4,285
54280 Other Contractual Services	195,150	209,058
54282 Intern Stipend	-	-
54291 Park and Recreation Excellence	2,500	2,678
59412 Property/Sales Tax	300	321
59414 Credit Card Fees	400	427
<b>Contractual</b>	<b>1,240,050</b>	<b>1,328,427</b>

<b>Commodities/Supplies</b>		
55301 Office Supplies	5,550	5,946
55302 Envelopes and Stationery	1,000	1,071
55303 Duplicating Supplies	1,250	1,339
55304 Checks and Bank Supplies	1,200	1,286
55305 Photographic Supplies	750	803
55307 Books and Manuscripts	400	429
55308 First Aid/Medical Supplies	5,000	5,356
55309 Safety Supplies	9,000	9,641
55315 Staff Uniforms	31,800	34,066
55316 Participant Uniforms	500	536
55320 Building Maintenance Supplies	29,250	31,335
55321 Landscape Supplies	30,500	32,674
55322 Cleaning /Janitorial Supplies	7,500	8,035
55323 Playground Maintenance Supplies	6,000	6,428
55324 Prescribed Burn Supplies	1,000	1,071
55325 Equipment and Tools	20,750	22,229
55326 Shop Equipment and Supplies	6,000	6,428
55327 Vehicle/Equipment Repair Parts	28,500	30,531
55328 Amenity Maintenance Supplies	10,000	10,713
55329 Office/ Equipment Value <\$10000	20,000	21,425
55330 Gas, Fuel, Grease and Oil	95,100	101,878
55331 Chemicals	13,250	14,194
55332 Paints	1,250	1,339
55333 Plant Materials	128,000	137,123
55348 Flowers and Cards	1,800	1,928
55349 Plaques, Awards and Prizes	4,250	4,553
55350 Recreation/Program Supplies	12,500	13,391
55352 Fish Restocking	4,000	4,285
55354 Food Supplies	15,500	16,605
<b>Commodities/Supplies</b>	<b>491,600</b>	<b>526,637</b>
<b>Utilities</b>		
56230 Sanitary Fees and Charges	5,300	5,678
56231 Gas and Electricity	71,000	76,060
56232 Water	121,200	129,838
56233 Telecomm Expenditures	37,200	39,851
<b>Utilities</b>	<b>234,700</b>	<b>251,427</b>
<b>Routine/Periodic Maintenance</b>		
58001 Periodic Maintenance	5,000	5,356
58002 Routine Maintenance	245,000	262,461

<b>Routine/Periodic</b>		
<b>Maintenance</b>	<b>250,000</b>	<b>267,818</b>
<b>Transfers to Other Funds</b>		
59409 Transfers to Other Funds	<b>700,000</b>	<b>749,889</b>
<b>Appropriations - Fund 01</b>	<b>6,565,727</b>	<b>7,033,669</b>
<b>Fund 02 - RECREATION</b>		
<b>Salaries and Wages</b>		
70201 Full-Time Salaries and Wages	961,705	1,041,566
70202 Part-Time Seasonal Wages	1,501,132	1,625,787
<b>Salaries and Wages</b>	<b>2,462,837</b>	<b>2,667,353</b>
		-
<b>Fringe Benefits</b>		-
53132 Dental Insurance	5,500	5,957
53133 Medical Health Insurance	145,000	157,041
53134 Life Insurance	2,500	2,708
53137 Employee Assistance Program	-	-
83003 Allowances/Reimbursements	16,000	17,329
<b>Fringe Benefits</b>	<b>169,000</b>	<b>183,035</b>
<b>Contractual</b>		
54201 Postage and Mailing Expense	250	271
54202 Printing and Duplicating	-	-
54204 Staff Meetings	100	108
54206 Advertising/Publicity	200	217
54207 Staff Training	16,900	18,303
54208 Memberships, Dues and Fees	31,030	33,607
54209 Conference and Travel	14,491	15,694
54234 Landfill Fees	8,000	8,664
54236 Auto Allowance	500	542
54241 Vehicle Repair	8,500	9,206
54242 Equipment Repair	19,600	21,228
54245 Building Repair	48,650	52,690
54250 Equipment Rental	7,460	8,079
54251 Rental Facilities	5,000	5,415
54253 Pest Control	5,000	5,415
54254 Service Contracts	17,300	18,737
54255 License and Fees	9,650	10,451
54260 Service Contracts-Facilities	137,540	148,961

54261 Service Contracts-Grounds	20,500	22,202
54264 Cell Phone Expense	2,600	2,816
54265 Subscriptions	-	-
54270 Personnel Costs	67,500	73,105
54271 Petty Cash	-	-
54280 Other Contractual Services	3,270	3,542
54281 Contractual Personnel	36,393	39,415
54282 Intern Stipend	-	-
54285 Contractual Entertainment	500	542
54299 Field/Special Trips	37,790	40,928
59412 Property/Sales Tax	11,600	12,563
59414 Credit Card Fees	46,250	50,091
<b>Contractual</b>	<b>556,574</b>	<b>602,792</b>
		-
<b>Commodities/Supplies</b>		-
55301 Office Supplies	7,430	8,047
55303 Duplicating Supplies	3,200	3,466
55307 Books and Manuscripts	1,000	1,083
55308 First Aid Supplies	2,500	2,708
55315 Staff Uniforms	22,985	24,894
55316 Participant Uniforms	30,800	33,358
55320 Building Maintenance Supplies	60,597	65,629
55321 Landscape Supplies	13,000	14,080
55322 Cleaning /janitorial Supplies	28,100	30,433
55325 Equipment and Tools	2,000	2,166
55327 Vehicle/equip Repair Parts	2,750	2,978
55329 Office/ Equipment Value <\$10000	-	-
55330 Fuel Purchases	9,250	10,018
55331 Chemicals	78,500	85,019
55332 Paint	15,000	16,246
55333 Plant Materials	2,500	2,708
55348 Flowers and Cards	1,000	1,083
55349 Plaques, Awards and Prizes	12,344	13,369
55350 Recreation/program Supplies	106,805	115,674
55353 Innovation Center Supplies	2,000	2,166
55354 Food Supplies	35,749	38,718
55360 Merchandise for Resale	56,031	60,684
<b>Commodities/Supplies</b>	<b>493,541</b>	<b>534,527</b>
		-
<b>Utilities</b>		-
56230 Sanitary Fees and Charges	33,474	36,254
56231 Gas and Electricity	392,612	425,215

56232 Water	165,733	179,496
56233 Telecomm Expenditures	37,800	40,939
<b>Utilities</b>	<b>629,619</b>	<b>681,904</b>
		-
<b>Routine/Periodic Maintenance</b>		-
58001 Periodic Maintenance	17,300	18,737
58002 Routine Maintenance	30,000	32,491
<b>Routine/Periodic Maintenance</b>	<b>47,300</b>	<b>51,228</b>
<b>Transfers to Other Funds</b>	<b>60,000</b>	<b>64,978</b>
<b>Appropriations - Fund 02</b>	<b>4,418,871</b>	<b>4,785,817</b>
<b><u>Fund 03 - MUSEUM</u></b>		
<b>Salaries and Wages</b>		
70201 Full-Time Salaries and Wages	608,429	647,905
70202 Part-Time Seasonal Wages	538,260	573,183
<b>Salaries and Wages</b>	<b>1,146,689</b>	<b>1,221,088</b>
		-
<b>Fringe Benefits</b>		-
53132 Dental Insurance	3,500	3,727
53133 Medical Health Insurance	90,000	95,839
53134 Life Insurance	1,500	1,597
53137 Employee Assistance Program	-	-
83003 Allowances/Reimbursements	8,500	9,051
<b>Fringe Benefits</b>	<b>103,500</b>	<b>110,215</b>
		-
<b>Contractual</b>		-
54201 Postage and Mailing	1,450	1,544
54202 Printing and Duplicating	1,500	1,597
54205 Legal Publications/Notices	100	106
54206 Advertising/Publicity	47,500	50,582
54207 Staff Training	-	-
54208 Memberships, Dues and Fees	4,000	4,260
54209 Conference and Travel	10,171	10,831
54215 Professional Fees	1,500	1,597
54234 Landfill Fees	11,400	12,140
54241 Vehicle Repair	500	532
54242 Equipment Repair	10,718	11,413
54245 Building Repair	17,000	18,103
54250 Equipment Rental	60,120	64,021

54251 Rental Facilities	25,500	27,154
54253 Pest Control	1,750	1,864
54254 Service Contracts	7,200	7,667
54255 License and Fees	20,240	21,553
54260 Service Contracts-Facilities	69,806	74,335
54265 Subscriptions	-	-
54270 Personnel Costs	27,500	29,284
54280 Other Contractual Services	83,500	88,918
54281 Contractual Personnel	77,099	82,101
54285 Contractual Entertainment	392,200	417,647
54299 Field/special Trips	3,000	3,195
59412 Property/sales Tax	11,000	11,714
59414 Credit Card Fees	79,526	84,686
<b>Contractual</b>	<b>964,280</b>	<b>1,026,844</b>
		-
<b>Commodities/Supplies</b>		-
55301 Office Supplies	2,550	2,715
55302 Envelopes and Stationery	500	532
55303 Duplicating Supplies	900	958
55305 Photographic Supplies	-	-
55307 Books and Manuscripts	880	937
55308 First Aid/Medical Supplies	600	639
55315 Staff Uniforms	1,455	1,549
55316 Participant Uniforms	2,317	2,467
55320 Building Maintenance Supplies	18,000	19,168
55322 Cleaning /Janitorial Supplies	7,870	8,381
55327 Vehicle/Equipment Repair Parts	2,000	2,130
55329 Office/ Equipment Value <\$10000	3,000	3,195
55330 Gas, Fuel, Grease and Oil	4,000	4,260
55349 Plaques, Awards and Prizes	16,284	17,341
55350 Recreation/Program Supplies	70,829	75,425
55351 Animal Supplies	2,500	2,662
55354 Food Supplies	55,350	58,941
55355 Animal Feed	2,500	2,662
55360 Merchandise for Resale	35,667	37,981
<b>Commodities/Supplies</b>	<b>227,202</b>	<b>241,943</b>
		-
<b>Utilities</b>		-
56230 Sanitary Fees and Charges	2,569	2,736
56231 Gas and Electricity	124,595	132,679
56232 Water	14,300	15,228
56233 Telecomm Expenditures	19,250	20,499



<b>Utilities</b>	<b>160,714</b>	<b>171,141</b>
		-
<b>Routine/Periodic Maintenance</b>		-
58001 Periodic Maintenance	<b>10,000</b>	<b>10,649</b>
		-
<b>Transfers to Other Funds</b>	<b>15,000</b>	<b>15,975</b>
		-
<b>Appropriations - Fund 03</b>	<b>2,627,385</b>	<b>2,797,855</b>
<b><u>Fund 04 - LIABILITY INSURANCE</u></b>		
<b>Salaries and Wages</b>		
70201 Full-Time Salaries and Wages	<b>63,371</b>	<b>69,708</b>
<b>Fringe Benefits</b>		
53132 Dental Insurance	500	550
53133 Medical Health Insurance	12,000	13,200
53134 Life Insurance	250	275
83003 Allowances/Reimbursements	840	924
<b>Fringe Benefits</b>	<b>13,590</b>	<b>14,949</b>
<b>Contractual</b>		
54207 Staff Training	-	
54209 Conference and Travel	750	825
54255 License and Fees	2,000	2,200
54270 Personnel Costs	500	550
<b>Contractual</b>	<b>3,250</b>	<b>3,575</b>
<b>Commodities/Supplies</b>		
55306 CPR Books and Supplies (Tort Fund)	10,000	11,000
55307 Books and Manuscripts	100	110
55329 Office/ Equipment Value <\$10000	3,000	3,300
<b>Commodities/Supplies</b>	<b>13,100</b>	<b>14,410</b>
<b>Insurance</b>		
57131 Workers Compensation	95,000	104,500
57137 Unemployment Premium	2,500	2,750
57220 Liability Insurance	35,000	38,500
57222 Employment Practices	13,000	14,300
57224 Property Insurance	75,000	82,500
<b>Insurance</b>	<b>220,500</b>	<b>242,550</b>

<b>Capital Outlay</b>		
61515 Repair Projects and Equipment	<b>276,900</b>	<b>304,590</b>
<b>Appropriations - Fund 04</b>	<b>590,711</b>	<b>649,782</b>
<b><u>Fund 06 - IMRF FUND</u></b>		
<b>Fringe Benefits</b>		
53135 IMRF Payments	150,000	180,000
<b>Appropriations - Fund 06</b>	<b>150,000</b>	<b>180,000</b>
<b><u>Fund 08 - AUDIT FUND</u></b>		
<b>Fringe Benefits</b>		
54217 Audit Expenses	40,000	44,000
<b>Appropriations - Fund 08</b>	<b>40,000</b>	<b>44,000</b>
<b><u>Fund 09 - PAVING AND LIGHTING FUND</u></b>		
<b>Routine/Periodic Maintenance</b>		
58002 Routine Maintenance	155,200	164,223
<b>Capital Outlay</b>		
61508 Park Construction/Improvements	92,975	98,380
<b>Appropriations - Fund 09</b>	<b>248,175</b>	<b>262,603</b>
<b><u>Fund 12 - SPECIAL DONATIONS FUND</u></b>		
<b>Contractual</b>		
54292 Scholarships	115,000	129,269
59415 Transfer to Parks Foundation-Restricted	6,908	7,765
<b>Appropriations - Fund 12</b>	<b>121,908</b>	<b>137,034</b>
<b><u>Fund 14 - SOCIAL SECURITY FUND</u></b>		
<b>Fringe Benefits</b>		

53136 FICA Payments	600,000	690,000
<b>Appropriations - Fund 14</b>	<b>600,000</b>	<b>690,000</b>
<b><u>Fund 15 - SPECIAL RECREATION FUND</u></b>		
<b>Salaries and Wages</b>		
70201 Full-Time Salaries and Wages	210,717	231,786
70202 Part-Time Seasonal Wages	275,454	302,996
70204 Inclusion Assistant 50% ADA	37,000	40,700
<b>Salaries and Wages</b>	<b>523,171</b>	<b>575,482</b>
<b>Fringe Benefits</b>		
53132 Dental Insurance	1,500	1,650
53133 Medical Health Insurance	35,000	38,500
53134 Life Insurance	1,000	1,100
53135 IMRF Payments	10,000	11,000
53136 FICA Payments	60,000	65,999
53137 Employee Assistance Program	-	-
83003 Allowances/Reimbursements	3,500	3,850
<b>Fringe Benefits</b>	<b>111,000</b>	<b>122,099</b>
<b>Contractual</b>		
54201 Postage and Mailing	1,000	1,100
54202 Printing and Duplicating	-	-
54204 Staff Meeting	-	-
54205 Legal Publications and Notices	-	-
54206 Advertising/publicity	-	-
54207 Staff Training	2,000	2,200
54208 Memberships, Dues and Fees	1,000	1,100
54209 Conference and Travel	1,340	1,474
54236 Auto Allowance	-	-
54241 Vehicle Repair	8,000	8,800
54245 Building Repair	1,560	1,716
54250 Equipment Rental	525	577
54251 Rental Facilities	8,164	8,980
54253 Pest Control	500	550
54254 Service Contracts	3,500	3,850
54260 Service Contracts-facilities	36,520	40,172
54264 Cell Phone Expense	350	385
54270 Personnel Costs	17,000	18,700
54281 Contractual Personnel	2,500	2,750

54282 Intern Stipends	1,400	1,540
54285 Contractual Entertainment	-	-
54299 Field/special Trips	53,055	58,360
59414 Credit Card Fees	2,200	2,420
<b>Contractual</b>	<b>140,614</b>	<b>154,674</b>
<b>Commodities/Supplies</b>		
55301 Office Supplies	1,560	1,716
55302 Envelopes and Stationery	400	440
55303 Duplicating Supplies	350	385
55315 Staff Uniforms	3,935	4,328
55316 Participant Uniforms	2,176	2,394
55320 Building Maintenance Supplies	2,080	2,288
55322 Cleaning /janitorial Supplies	3,700	4,070
55327 Vehicle/equipment Repair Parts	2,100	2,310
55329 Office/ Equipment Value <\$10000	900	990
55330 Gas, fuel, grease and Oil	5,000	5,500
55348 Flowers and Cards	50	55
55349 Plaques, Awards and Prizes	6,675	7,342
55350 Recreation/program Supplies	18,577	20,434
55354 Food Supplies	20,990	23,089
<b>Commodities/Supplies</b>	<b>68,493</b>	<b>75,341</b>
<b>Utilities</b>		
56230 Sanitary Fees and Charges	416	458
56231 Gas and Electricity	16,000	17,600
56232 Water	1,560	1,716
56233 Telecomm Expenditures	7,500	8,250
<b>Utilities</b>	<b>25,476</b>	<b>28,024</b>
<b>Insurance</b>		
57131 Workers Compensation	2,000	2,200
57220 Liability Insurance	1,500	1,650
57222 Employment Practices	500	550
57224 Property Insurance	3,000	3,300
<b>Insurance</b>	<b>7,000</b>	<b>7,700</b>
<b>Routine/Periodic Maintenance</b>		
58002 Routine Maintenance	15,000	16,500
58003 ADA Non-Capital Expenditures	58,000	63,799
<b>Routine/Periodic Maintenance</b>	<b>73,000</b>	<b>80,299</b>

<b>Capital Outlay</b>		
61508 CPD - ADA	797,000	876,691
61509 UPD Capital ADA	409,262	450,183
<b>Capital Outlay</b>	<b>1,206,262</b>	<b>1,326,874</b>
<b>Transfers to Other Funds</b>	<b>25,000</b>	27,499
<b>Appropriations - Fund 15</b>	<b>2,180,016</b>	<b>2,397,992</b>
<b><u>Fund 16 - CAPITAL IMPROVEMENTS FUND</u></b>		
<b>Capital Outlay</b>		
61508 Park Construction/Improvements	3,456,517	3,802,169
61515 Repair Projects and Equipment	25,000	27,500
<b>Appropriations - Fund 16</b>	<b>3,481,517</b>	<b>3,829,669</b>
<b><u>Fund 19 - POLICE PROTECTION</u></b>		
<b>Contractual</b>		
54281 Contractual Personnel	100,000	115,000
<b>Appropriations - Fund 19</b>	<b>100,000</b>	<b>115,000</b>
<b><u>Fund 21 - BOND AMORTIZATION FUND</u></b>		
<b>Transfer To Other Funds</b>		
59409 Transfers to Other Funds	1,373,661	1,511,027
<b>Appropriations - Fund 21</b>	<b>1,373,661</b>	<b>1,511,027</b>
<b><u>Fund 22 - BOND PROCEEDS FUND</u></b>		
<b>Contractual</b>		
54215 Professional Fees	5,950	6,384
<b>Capital Outlay</b>		
61504 Vehicles / Equipment	688,453	738,691
61508 Park Construction/Improvements	637,491	684,011
<b>Debt Service Principal</b>		

59405 Bond Redemption	525,000	563,311
<b>Debt Service Interest/Fees</b>		
59407 Interest Expenditure	72,587	77,884
<b>Appropriations - Fund 22</b>	<b>1,929,481</b>	<b>2,070,281</b>
<b><u>Fund 25 - PARK DEVELOPMENT FUND</u></b>		
<b>Capital Outlay</b>		
61508 Park Construction/Improvements	435,000	478,500
<b>Appropriations - Fund 25</b>	<b>435,000</b>	<b>478,500</b>

**CERTIFICATION OF ESTIMATE OF REVENUE  
FISCAL YEAR 2025**

I, Donna Lawson, do hereby certify that I am the duly qualified Treasurer of the Champaign Park District. As such, I do further certify that the revenues, by source, anticipated to be received by the Park District in the fiscal year beginning May 1, 2024 and ending on April 30, 2025 are estimated to be as follows:

**ESTIMATE OF REVENUE**

**Source of Revenue Amount**

Property Taxes	16,694,000
Personal Property Replacement Tax	525,000
Charges for Services	3,921,924
Contributions & Sponsorships	723,788
Concessions & Merchandise	257,591
Grants	638,500
Interest	2,000,000
Bond Proceeds (Reflected as a Transfer)	1,373,661
Special Receipts/Other	160,468
Transfer to Other Funds	800,000

Total Estimate of Revenue	<u>27,094,932</u>
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IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Champaign Park District this 10th day of April, 2024.

**SEAL**

\_\_\_\_\_  
Donna Lawson, Treasurer



## REPORT TO PARK BOARD

**FROM:** Sarah Sandquist, Executive Director

**DATE:** April 10, 2024

**SUBJECT:** Approval of FYE2025 Budget Book

### Background

The formal FYE2025 budget book is presented to the Board for approval prior to submitting it to the Government Finance Officers Association (GFOA) for the distinguished budget award, due within 90 days of adoption of the budget and appropriations ordinance. The totals reflected in the formal budget book are reflective of the Budget and Appropriation Ordinance No. 678 for FYE2025 as revised and approved on April 10, 2024. This document meets the criteria of the GFOA budget award program and this will be the document submitted for consideration this year. The Park District first applied and received this award in FY2005 and has received it annually since then.

### Prior Board Action

On February 28, 2024, the Board set a date for the public hearing on the budget and appropriation ordinance. Ordinance No. 678: Budget and Appropriation Ordinance for FYE2025 was presented for approval at the April 10, 2024 meeting and will be filed with the Champaign County Clerk by July 31, 2024 as required.

### Budget Impact

The Champaign Park District sets total expenditures/transfers in the amount of \$24,862,452 for the period beginning May 1, 2024 through April 30, 2025.

### Recommended Action

Staff recommends the Board approve the FYE2025 budget book.

Prepared by:

Todd W. Blazaitis  
Budget Manager

Reviewed by:

Sarah Sandquist, CPRE  
Executive Director





## REPORT TO PARK BOARD

**FROM:** Sarah Sandquist, Executive Director

**DATE:** April 10, 2024

**SUBJECT:** Douglass Park Concession Fiber Installation

### Background

Staff requested a proposal from Consolidated Communications for the installation of a fiber optic cable for the new concession and restroom facility. This structured cabling is essential for electronic door locking devices, security cameras, internet, and Wi-Fi access. The fiber line will be connected to the Park District's network in the mechanical room at the Douglass Community Center and directionally bored across the park to the location of the new building.

Consolidated Communications has successfully performed several other structural cabling projects for the Park District in the past. This technology-based work would be an exception to the Park District's formal bidding process.

### Prior Board Action

*December 14, 2022*, Regular Board Meeting – The Park Board approved the Douglass Park concession and baseball project, contingent upon receipt of a \$300,000 anonymous donation.

*January 11, 2023*, Regular Board Meeting – The Park Board approved the Capital improvement plan for FYE 24.

*June 14, 2023*, Regular Board Meeting – The Park Board approved the subrecipient agreement with the City of Champaign for the acceptance of grant funds in the amount of \$400,000.

*June 14, 2023*, Regular Board Meeting - The Park Board approved the professional services agreement with Architectural Expressions in the amount of \$68,859.

*January 10, 2024*, Regular Board Meeting – The Park Board approved Dodds Company's bid for construction in the amount of \$1,097,617.

### Bid Results

N/A

### Budget Impact

\$1,100,000 was budgeted in the FYE 24 Capital Improvement Plan (project # 240017) for improvements at Douglass Park.

Architectural Expressions' original contract amount up to bidding (does not include any construction admin) was \$68,859.

Per the terms of the City of Champaign’s agreement, the Park District must contribute \$400,000 before being reimbursed for the \$400,000 subrecipient grant funding.

An anonymous donation was received in 2022 in the amount of \$300,000. An additional \$200,000 from the same donor was received in December of 2023.

CPD:	\$400,000
City of Champaign:	\$400,000
2022 Donation:	\$300,000
2023 Donation:	\$200,000
<hr/>	
Total:	\$1,300,000

*Expenses to-date*

AEX Contract:	\$68,859
Dodds Company Contract:	\$1,097,617
Change Order #1 (City changes):	\$17,068
<hr/>	
Total:	\$1,183,544

Remaining allotted funds after fiber expense: \$82,966

Recommended Action

Staff recommends approval of the proposal from Consolidated Communications, in the amount of \$33,489.78 and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work.

Prepared by:

Bret Johnson  
Assistant Director of Operations & Planning

Reviewed by:

Jimmy Gleason  
Director of Facilities & Technology



# Structured Cabling Proposal For

3/6/2024

## Champaign Park District Douglas Park Concessions Fiber



	Quantity	
<b>Data Cabling - Fiber Optic</b>		
12 Fiber OS2 250um Plenum Indoor/Outdoor Armored Fiber Optic Cable	0.8	K ft.
<b>Data Cabling - Fiber Optic Accessories</b>		
OS2 1F 900UM PC LC TO PIGTAIL STD. IL, SET OF 12 - 1M	2	ea.
Opticom® Rack Mount Fiber Enclosure, Black, 1 RU, 3 Ports	2	ea.
Opticom® FAP, OS2, 6 LC Duplex, Blue	2	ea.
Fiber Optic Splice Module 24 Fusion For Rack Mount Enclosure	2	ea.
<b>Misc</b>		
Boring 1.5" Pipe	1	Lot
Consumables	1	Lot

Sales Tax Not Included

## **Structured Cabling Project Tasks**

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**Task 01:** Provide labor and material to install 12 strand OS2 armored fiber optic cable from new concessions stand to basement of community center. Terminate on both ends. Leave 60' of cable in midpoint hand hole.

**Task 02:** Provide labor and material to install (2) fiber enclosers and (2) fiber trays.

**Task 03:** Ground armored fiber.

**Task 04:** Provide labor and material to core entrance into community building for fiber.

### **Customer Notes:**

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**Customer to provide exact location of mid-point hand hole prior to boring.**

## Exclusions / Comments / Caveats

- *This bid is based upon tasks listed above. Any material or task additions/deletions must have owner's written approval (email) and will be adjusted through a change order.*
- *All quality and craftsmanship shall meet and/or exceed all local and state regulations and codes.*
- *Work completed from within containment cubes when ceilings outside of designated construction areas are*
- *All work to be done during normal business hours of 7:00 am to 3:30 pm Monday through Friday, unless otherwise specified.*
- *Pathway infrastructure is assumed to be in place and usable unless project requires a new pathway infrastructure and is called out in a task.*
- *Tall structures requiring the use of mechanical lifts shall incur extra charges.*
- *All access control control doors to be programed and tested to customer's specifications.*
- *All camera views to be adjusted to customer's preference.*
- *Cancellation of this signed proposal prior to the start of the installation will result in a 25% restocking fee of all materials.*

### Sales Tax Not Included

· This quotation is valid for 20 days from the date of issue due to supplier(s) limitations.	\$33,489.78	Regular
· This quotation is valid for 7 days from the date of issue for all copper cabling due to supplier(s) limitations.		Labor Rate

Quote Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**This bid prepared by: Joshua Meyer RCDD & Kye Petersen**  
**Office: 217.258.2986 v Kye.Petersen@consolidated.com**

Consolidated Communications ❖ 1300 S Neil ❖ Champaign, IL 61820

*One-year parts and labor warranty from date of installation.*

# CHAMPAIGN PARK DISTRICT Agreement

This Agreement is made and entered into effective this 11th day of April, 2024, by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, and Consolidated Communications, hereinafter referred to as, "Contractor", whose principal address is 1300 S. Neil St., Champaign, IL 61820

## RECITALS:

WHEREAS, Park District and Contractor desire to enter into an agreement whereby Contractor will provide services to Park District at designated locations as hereafter set forth.

NOW, THEREFORE, for and in consideration of the mutual promises, covenants and agreements herein set forth, Park District and Contractor agree as follows:

- Services.** The Contractor agrees to provide all materials, supplies, and equipment and to perform all labor required to complete the **Structural Cabling for the Douglass Park Concession Fiber Optic**, as described in and in accordance with the provisions of the proposal which include, but are not limited to: information to vendors, specifications, request for bids, contractor's bids and this construction contract, including any change orders agreed to hereinafter.
- Time of Performance.** The work to be performed under this contract shall be commenced by Monday, April 15, 2024 and shall be entirely completed by July 31, 2024, unless prevented by adverse weather conditions and other circumstances approved in writing by the Park District. The work period may be extended at the sole discretion of the Park District as provided for herein.
- Compensation for Services.** Park District shall pay the Contractor for the services provided for the sum of **\$33,489.78.50**, payable on the 20<sup>th</sup> day of the month following total completion of all said work and approval and acceptance by owner which shall not be unreasonably withheld. All billing must be received by the Park District by the first Friday of the month in order to be paid in the same month. The Park District shall make installments as bills are received based on the work completed, with such payments to be paid no later than the 20th day of month following submission of the bills.
- Hold Harmless and Indemnification.** The Contractor shall indemnify, defend and hold harmless the Park District and any of its commissioners, officers, employees, agents, volunteers, and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorney's fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against the Park District that arises solely from an act, failure or omission on the part of the Contractor or any of its directors, officers, employees, agents and representatives in carrying out of the terms of this Agreement.
- Insurance.** The Contractor shall keep in full force and effect at all times during this Agreement a comprehensive general liability insurance policy, with contractual liability coverage, with minimum limits of not less than \$2,000,000 per occurrence and \$2,000,000 annual aggregate together with property damage insurance of not less than \$2,000,000. All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and shall be reasonably satisfactory to Park District. All insurance coverage provided by the Contractor shall be primary insurance as to Park District. Any insurance or self-insurance maintained by Park District shall be in excess of the Contractor's insurance and shall not contribute with it. The Park District, its commissioners, officers, employees, agents, representatives, and volunteers shall be covered as additional insureds under the general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insured's, and shall contain appropriate extensions or riders necessary to assure coverage. The policy shall not be cancelled or amended without at least ten (10) days prior written notice having been given to the Park District. Cancellation of any such coverage without a substitute policy containing the required coverage's being put in force, shall be grounds for the Park District to immediately terminate this Agreement with no further rights afforded to the Contractor. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from the Contractor. In such event, the Contractor shall pay the amount due within ten (10) days of

payment by Park District. The Parties acknowledge that the Contractor may from time to time change insurers; provided that, the Park District shall be provided with a certificate of such insurance otherwise conforming to and in compliance with the terms hereof, promptly upon such change.

The Contractor shall provide a certificate of such insurance as may be applicable from time to time, listed below, at the time Agreement is signed and annually thereafter. Note that all limits of liability for insurance shall be not less than the following amounts, and must be greater where required by other laws or regulations and must be insured on an "occurrence" basis and not on a "claims made" basis:

i. Workers' Compensation:

- State Statutory
- Applicable Federal Statutory

ii. Comprehensive General Liability:

- Bodily Injury (including completed operation and products liability) and Property Damage: \$2,000,000 Each Occurrence, \$2,000,000 Annual Aggregate or a combined single limit of \$2,000,000
- Property damage liability insurance will provide Explosion, Collapse and Underground coverages where applicable.
- Contractual Liability (Hold Harmless Coverage): Bodily Injury: \$2,000,000
- Each Occurrence Property Damage: \$2,000,000
- Each Occurrence \$2,000,000 Annual Aggregate

iii. Comprehensive Automobile Liability:

- Bodily Injury: \$2,000,000 Each Person and \$2,000,000 Each Occurrence
- Property Damage: \$500,000 Each Occurrence or combined single limit of \$500,000

6. **Independent Contractor.** Notwithstanding any other provision of this Agreement, the relationship between Park District and the Contractor is, and shall remain, one of independent contractors. Nothing in this Agreement shall be construed to establish a relationship of employer/employee, partners or joint venturers between the Parties. In addition, the Contractor may from time-to-time hire person(s) to perform labor and other services for it, and any such person(s) shall not be construed to be an employee of or contractor with the Park District in any manner whatsoever. Furthermore, the Contractor does hereby acknowledge its obligations and shall remain responsible for the payment of all withholdings, insurance or other amounts as may be required by law in connection with its hiring or contracting with any such person(s), and shall in all respects hold Park District harmless from and indemnify it for the payment of any such amounts.
7. **Default.** The Park District may terminate this Agreement in the event of a default or breach. A default or breach shall be deemed to occur when any of the services are not provided as required and in the manner and at the times provided for in the specifications referred to in this Agreement. In the event of breach or termination, the Contractor shall be responsible to pay Park District for the reasonable costs incurred by Park District in obtaining replacement services.
8. **Laws and Venue.** The parties agree that the laws governing this Agreement shall be the laws of the State of Illinois. The parties further agree that in the event of any claim or lawsuit regarding this Agreement, Champaign County, Illinois shall be the appropriate venue for such claim or suit.
9. **Severability.** In any event one or more of the provisions contained in this Agreement shall be determined by a Court to be invalid, illegal or unenforceable in any respect, such provision shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall, therefore remain in effect.
10. **Compliance with Laws.** Contractor shall comply with all laws, statutes, ordinances and regulations applicable to the work to be performed, including, without limitation, the Illinois Prevailing Wage Act, Illinois Fair Employment Practices Act, all equal employment opportunity laws, all affirmative action ordinances and all other state, federal, or local laws or regulations applicable to the performance of this contract. In this connection, Contractor guarantees that not less than the prevailing rate of wages shall be paid to laborers, workers and mechanics performing work required to complete this contract. Further, Contractor acknowledges that, except in certain situations permitted by law, Illinois-resident laborers will be used for the work.

11. **Assignment.** Neither party, nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other, which shall not be unreasonably withheld. Any assignee or sub-contractor must be acceptable to the Park District, must furnish a signed Champaign Park District "Commitment to engage in Affirmative Action Practices" form, and must agree to comply with all statutory requirements pertaining to Illinois prevailing wages, the Illinois Fair Employment Act, Equal Opportunity laws and all other State and Federal laws and regulations applicable to the performance of this Agreement.
12. **Time of the Essence.** Time is of the essence in the performance and completion of the terms of this Agreement.
13. **Waiver.** Failure to insist upon strict compliance with any of the terms, covenants or conditions of this Agreement, shall not be deemed a waiver of the term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.
14. **Counterparts.** This Agreement shall be executed in duplicate, each of which shall be deemed to be an original.
15. **Notice.** All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given on the date and at the time they are sent by certified mail, return receipt requested, to the respective party at the address set forth below, or at such other place or address as the parties shall provide to each other in writing. In addition, any such notice shall be sent by first class regular U.S. Mail.

Champaign Park District  
 Attention: Sarah Sandquist  
 Executive Director  
 706 Kenwood Road  
 Champaign, IL 61821

Consolidated Communications  
 Attention: Kye Petersen  
 Account Executive  
 1300 S. Neil St.  
 Champaign, IL 61820

16. **Entire Agreement and Amendment.** This Agreement and any terms or specifications attached hereto or otherwise referred to herein constitute the entire agreement between the parties pertaining to the subject matter hereof and supersede all prior or contemporaneous agreements and understandings either oral or written of the parties in connection herewith. No modification of this Agreement shall be effective unless made in writing, signed by both parties and dated after the date hereof.
17. **Term.** This Agreement shall be in effect upon execution, provided this Agreement may be terminated at any time without notice upon the express written consent of both Parties or for default as provided for herein.
18. **Interpretation of Agreement.** In interpreting this Agreement, each of the Parties expressly agrees that the Agreement was prepared by all of the Parties jointly, and that no ambiguities shall be resolved against any Party on the basis that it was responsible, or primarily responsible for having drafted the Agreement. In addition, each of the Parties acknowledges that it did not execute this Agreement under duress, and was represented by legal counsel in connection with the preparation of this Agreement or chose not to engage the services of such counsel. Further, whenever the context so requires: (a) all words used in the singular shall be construed to have been used in the plural (and vice versa); (b) each gender shall be construed to include the other gender; (c) the word "person" shall be construed to include a natural person, corporation, limited liability company or partnership, firm, joint venture, trust, estate, or any other entity, and (d) the words "and" as well as "or" shall be construed either disjunctively or conjunctively as necessary to bring within the scope of any provision of this Agreement any person, right, obligation or concept which might otherwise be construed to be outside the scope of such provision.
19. **Authority to Execute Agreement.** Each person or entity executing this Agreement represents that he/she/it is authorized to execute the Agreement. Each person executing this Agreement on behalf of any entity represents that he or she is authorized to execute this Agreement on behalf of such entity.



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

PARK DISTRICT:

Champaign Park District

CONTRACTOR:

Consolidated Communications

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

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

It's: \_\_\_\_\_

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

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



## REPORT TO PARK BOARD

**FROM: Sarah Sandquist, Executive Director**

**DATE: April 10, 2024**

**SUBJECT: Projects Team Update**

### Purpose:

The project team established a formal process and system for handling resident requests, managing capital improvement projects, and tracking district-wide strategic initiatives. This system will ensure a methodical approach to evaluating, prioritizing, and executing projects, leading to more efficient resource allocation and enhanced communication with the Park District and community.

### Background:

Over the past few years, the Board and staff have experienced an increase in requests from community members. In response to this influx, a project team was formed, consisting of the members from the following departments:

- Executive Director
- Finance
- Operations and Planning
- Administrative Services

The project team was reestablished in July 2023. Meetings occur on a three-week basis.

### Process:

The approach to managing resident requests and capital improvement projects involves a structured review of recent requests, current projects in various stages, and a variety of procedures and processes.

### Discussion:

Numerous capital projects are either in progress or have been completed. A brief status report has been prepared for the larger projects and is listed below to facilitate discussion, if necessary.

### *In Progress:*

- Shelter at Henry Michael Park
  - Highlighted in 4/10/24 Regular Meeting packet.
- West Side Park Mobility Upgrades
  - Highlighted in 4/10/24 Regular Meeting packet.
- Skelton Park Improvements project and African American Heritage Trail updates
  - Nearing completion. Staff anticipate the reopening ribbon cutting ceremony will be announced soon.
- Software Upgrades
  - The Park District's registration, accounting, budgeting, and work order softwares have been simultaneously upgraded to new and cloud versions concurrently with the elimination of the program guide and updates to the Park District and CUSR websites.

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

- Parkland Way
  - The Executive Director will visit Washington D.C. as part of the Champaign County First initiative to advocate for funding for the replacement of this road.

*Completed since 10/25/23 Special Board Meeting Projects Update:*

- Solar lighting has been added to the Porter Park parking lot.
- ADA updates and monarch garden area has been completed at Heritage Park.
- Agility stations have been added to the Dog Park.
- The flooring in Room 201 in the Springer Cultural Center has been replaced.
- The Sholem Aquatic Center yellow body slide has been re-coated.
- Prairie Farm and Operations roofing projects are complete.
- The Johnston Park playground has been installed.
- A drinking fountain has been added at Mattis Park.
- The HVAC system at the Dodds Tennis Center has been upgraded.

In summary, the projects team utilizes its own version of a “Kanban board” to review projects. This process represents methods to visually track and manage workflows. It offers a clear visualization of tasks in progress, what's next, and what's been completed, fostering transparency and collaboration among team members, the Board, and the community. Since October 2023, the project “Kanban board” has identified twenty-seven (27) completed projects, forty (40) that are currently in some phase or stage of construction, and 20 total requests from community members.

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