



AGENDA REGULAR BOARD MEETING
Bresnan Meeting Center
706 Kenwood Road Champaign, Illinois
Wednesday, November 13, 2024
5:30 p.m.

Citizens may livestream or listen to the Annual Meeting and Regular Board meeting by accessing the following web address or phone number:

<https://us02web.zoom.us/j/85436633970?pwd=SOlhICV9FtZnFnDxll27Bxu9G8foyT.1>

Public comment is not available through online video or telephone conference at this time. For those who are interested in sharing public comment, please join the meetings 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: 854 3663 3970

Passcode: 840597

Alternatively, the meeting may be accessed by telephone at:

1-309-205-3325, If prompted for the following items, please enter: Meeting ID: 854 3663 3970, followed by the # symbol
Password: 840597, followed by the # symbol.

PUBLIC HEARING

A. CALL TO ORDER

B. PUBLIC HEARING

The Public Hearing is to receive comments on the proposed Property Tax Levy for the year commencing May 1, 2025, and ending April 30, 2026. A notice of the proposed 2024 Tax Levy was published on the Park District's website and on November 2, 2024, in *The News-Gazette* and on the Park District's website. [Link](#)

C. COMMENTS FROM THE PUBLIC

Public comments are important to the Board. However, it is the Board's policy not to take action on items until time has been taken to gather and evaluate information, as well as discuss available options. The absence of an immediate response does not indicate a lack of interest in the matter. During the community input portion of the agenda, the Board may typically ask residents to provide input before nonresidents.

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The purpose of public participation is to allow the public to address and inform the Board. Please remember that the Board has a limited time to hear from citizens while also efficiently conducting park district business. After an individual has spoken, that individual may not address the same issue again. Any limitation about addressing the board may be waived by it. Planned agenda presentations may, within the Board's discretion, exceed certain time limits. *Public comments are limited to not more than three (3) minutes*

D. CLOSE PUBLIC HEARING

REGULAR BOARD MEETING

A. CALL TO ORDER

B. PRESENTATIONS

1. Pepsi, Michael Comet
2. Illinois Business Consulting, Strategic Plan Q/A

C. COMMENTS FROM THE PUBLIC

Public comments are important to the Board. However, it is the Board's policy not to take action on items until the time has been taken to gather and evaluate information, as well as discuss available options. The absence of an immediate response does not indicate a lack of interest in the matter. During the community input portion of the agenda, the Board may typically ask residents to provide input before nonresidents.

The purpose of public participation is to allow the public to address and inform the Board. Please remember that the Board has a limited time to hear from citizens while also efficiently conducting park district business. After an individual has spoken, that individual may not address the same issue again. Any limitation about addressing the board may be waived by it. Planned agenda presentations may, within the Board's discretion, exceed certain time limits. *Public comments are limited to not more than three (3) minutes*

D. COMMUNICATIONS

E. TREASURER'S REPORT

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

F. EXECUTIVE DIRECTOR'S REPORT

1. General Announcements

G. COMMITTEE REPORTS

1. Champaign Parks Foundation

H. REPORT OF OFFICERS

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

I. CONSENT AGENDA

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

1. Approval of Minutes of the Regular Board Meeting, October 9, 2024 [Link](#)
2. Approval of Minutes of the Special Board Meeting, October 23, 2024 [Link](#)
3. Approval of Minutes of the Executive Session, October 23, 2024
4. Approval of payment of the 2023 bond issue in the amount of \$1,352,552.44 due by November 30, 2024 [Link](#)
5. Approval of Inserting Sarah Sandquist as Delegate, Jarrod Scheunemann as 1st Alternate, and Jeannie Robinson as 2nd Alternate to serve as delegates to the Annual Business Meeting of the Illinois Association of Park Districts to be held on January 25, 2024. [Link](#)

J. NEW BUSINESS

1. Approval of Disbursements
Staff recommends approval of disbursements for the period beginning October 24, 2024, and ending November 13, 2024. **(Roll Call Vote)**
2. Approval of Adoption of Ordinance No. 683 Bond Ordinance and Award the Bonds
Staff recommends awarding the bonds and adoption of AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024 OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION. **(ROLL CALL VOTE)** [Link](#)
3. Approval of Compensation Classification & Structure
Staff recommends adoption of MGT Classification and Compensation Study, Report and approval of plan recommendations for phased rollout. [Link](#)

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4. Approval of Bids for 2025 Bedding Plants

Staff recommends approval of an agreement with the respective low bidders as follows: Park Flower Program bid for a total of \$70,574.00 to Ropp's Flower Factory and, Flower Island Program bid for a total of \$55,595.00 to Connie's Country Greenhouse. [Link](#)

5. Approval of Dumpster Service Bid

Staff recommends that the Board accept the bid, from the lowest responsible base bidder, Area Disposal Service Inc, and authorize the Executive Director to enter into an agreement with Area Disposal Service Inc, in the amount of \$1,175.00 per month, and additional service rates for dumpsters in the bid amounts as follows: a two 2-yard rolling dumpster at \$10.00 per pickup, twenty 20-yard roll off dumpster at \$295.00 per pickup plus \$85.00 per ton that is over three 3 tons, and ½ yard tote at \$6.00 per pickup and also accepting the alternate bid amount of \$160.00 for recyclable materials and authorizing the Executive Director to enter into an agreement for this service. [Link](#)

6. Approval of Purchase of a Replacement Wide Area Mower

Staff recommends the purchase of a Wide Area Mower through OMNIA Partners, which has been previously approved through the intergovernmental cooperative purchasing agreement. [Link](#)

7. Approval of Facility Fee Schedule Changes for 2025

Staff recommends amending the FY 2024-25 Fee Schedule effective immediately to allow for a January 1, 2025, implementation of new membership fees. Staff also recommend the approval of the FY 2025-26 Fee Schedule, allowing staff to accurately budget for the next fiscal year. [Link](#)

K. DISCUSSION

1. FY 2025/26 Capital Improvement Plan [Link](#)

L. COMMENTS FROM COMMISSIONERS

M. ADJOURN

AFFP

Notice of Public Hearing

Affidavit of Publication

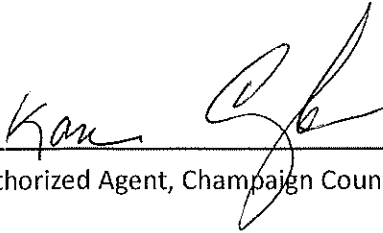
STATE OF ILLINOIS }

COUNTY OF CHAMPAIGN }

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:

November 02, 2024



, Authorized Agent, Champaign County, Illinois

99226021 011 13767 217-355-8421

CHAMPAIGN PARK DISTRICT
706 KENWOOD ROAD
CHAMPAIGN, IL 61821

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE PUBLIC HEARING AND REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
October 9, 2024**

PUBLIC HEARING AND REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Public Hearing and a Regular Meeting on Wednesday, October 9, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

Present in-person: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Michael R. Somers, Secretary and Deputy Executive Director, Jarrod Scheunemann, and Attorney, Guy Hall. Treasurer, Donna Lawson was absent and excused.

Staff present in-person: Courtney Kouzmanoff, Director of Finance, Heather Miller, Director of Human Resources, Dan Olson, Director of Operations & Planning, Bret Johnson, Assistant Director of Operations & Planning, Jimmy Gleason, Director of Facilities & Technology, Steven Bentz, Director of the Virginia Theatre, Jeannie Robinson, Director of Recreation, Joe Kearfott, Assistant Director of Facilities & Technology, and Marguerite Bailey, Administrative Project Manager.

PUBLIC HEARING

A. CALL TO ORDER

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

B. COMMENTS FROM THE PUBLIC

None.

C. INTENT TO SELL GENERAL OBLIGATION BONDS

The Public Hearing was to discuss and receive public comments on the intent to issue \$1,335,000 in General Obligation Bonds. A Notice of Public Hearing was published in The News-Gazette on the 19th day of September 2024. There were no public comments regarding the bond issue.

D. CLOSE THE PUBLIC HEARING

Commissioner Solon moved to adjourn the public hearing, her motion was seconded by Commissioner Somers and was unanimously approved. The hearing was adjourned.

REGULAR BOARD MEETING

A. CALL TO ORDER

President Hays called the regular board meeting to order at 5:31 p.m.

B. COMMENTS FROM THE PUBLIC

None.

C. COMMUNICATIONS

None.

D. TREASURER'S REPORT

President Criag Hays, being an officer, acted as the temporary Park District Treasurer. President Hays reported in the absence of the Treasurer and informed the board that the district's finances had been reviewed with Courtney Kouzmanoff, Director of Finance, and were found to be in appropriate order. Commissioner Solon made a motion to accept the Treasurer's Report for the month of September 2024. The motion was seconded by Vice President McMahon. The motion passed unanimously.

E. EXECUTIVE DIRECTOR'S REPORT

Deputy Executive Director, Jarrod Scheunemann gave a brief update of upcoming events and reported on various staff achievements. The events noted included the Champaign Urbana Special Recreation (CUSR) dinner scheduled for October 26, 2024, Westside Arts Festival on September 15, 2024, Flannel Fest on October 12, 2024, and Comedian Brad Williams performing at the Virginia Theatre on October 10, 2024. Mr. Scheunemann commended the special events team and director for their efforts preparing for Flannel Fest. It was noted that volunteers are still needed for the Brad Williams event. Additionally, there is a joint board meeting at CUSR scheduled for December 5, 2024.

Mr. Scheunemann provided information for potential board commissioners that the filing dates for petitions for candidates are November 12, 2024, through November 18, 2024. To date three (3) packets have been picked up.

The Park District is the recipient of two (2) grants. The Illinois American Water Charitable Foundation has awarded the Park District \$ 25,000 for a STEM project for youth that was submitted by Chelsea Norton, Director of Marketing & Development, and Jeannie Robinson, Director of Recreation. The second award is from the Lumpkin Grant. Jean Burridge, Park District Arborist, applied and secured for the third time a Lumpkin Grant. The Park District received positive community feedback from various entities, including the Champaign School District Unit 4 and the Champaign Police Department for the ambassador's program.

Due to a change in state legislation effective in 2025, fifteen (15) year old staff must be supervised by staff twenty-one (21) years or older. This change will have an impact on seasonal pool staff, specifically lifeguards. Mr. Scheunemann indicated that while this may be a challenge, the staff is aware of the change and will be able to meet the requirements.

F. COMMITTEE REPORTS

Mr. Scheunemann reported to the board that the Ties and Tennies was attended by 250 guests and that the final raised funds totaled \$ 108,000.00 for scholarships. The Champaign Park District Foundation Board will be conducting their annual fundraising and are seeking a project at this time.

G. REPORT OF OFFICERS

1. Attorney's Report:

Mr. Hall reported that he continues to work on normal routine business, various contract review, and easements. He noted projects that included Timberline Valley Park, Kaufmann Lake, and continued communication with various parties to complete the Marathon Pipeline process.

2. President's Report:

President Hays was pleased to have a pie chart added back to the finance report. There has been communication from a different developer with regard to the Country Fair shopping area. The feasibility study remains in process.

H. CONSENT AGENDA

President Hays stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion, and if discussion is desired, that item shall be removed and discussed separately. Vice President McMahon moved to approve all items on the consent agenda, Commissioner Kuhl seconded the motion, and the motion passed unanimously.

1. Approval of Minutes of the Regular Board Meeting, September 11, 2024.
2. Approval of Ordinance #679 – Annexation

I. NEW BUSINESS

1. Approval of Disbursements

Vice President McMahon made a motion to approve the list of disbursements for the period beginning September 12, 2024, and ending October 9, 2024. The motion was seconded by Commissioner Somers. Upon roll call, the vote was as follows: Commissioner Kuhl – yes, Commissioner Solon – yes, President Hays – yes, Commissioner Somers – yes, and Vice President McMahon - yes; the motion passed 5-0.

2. Approval to Solicit Bids for the 2024 General Obligation Bond Issue

Ms. Kouzmanoff provided an overview of the general obligation bond process to the board. Commissioner Kuhl addressed the use of a third-party agent. Ms. Kouzmanoff responded that the proposed agent Baird Public Finance would contact seventeen (17) local banks in Champaign, as well as regional and national banks, broadening the pool of entities. In 2023, seventeen (17) banks were solicited and the Park District received three (3) responses. A placement agent can negotiate and assist the Park District to secure favorable terms. The cost of the services of the placement agent would be paid from bond proceeds. A brief discussion ensued. Commissioner Kuhl moved to authorize the Treasurer and Director of Finance to solicit bids for the issuance of \$1,335,000 in General Obligation Bonds without the use of Baird. Commissioner Solon seconded the motion, and the resulting vote was 2 ayes, and 3 nays. The motion did not pass. Vice President McMahon then moved to approve the solicitation of bids for the 2024 General Obligation Bond Issuance as presented, Commissioner Somers seconded. The motion was passed 3 ayes to 2 nays.

3. Approval of Agreement with Davis-Houk Mechanical Inc. for Sholem Aquatic Center

Mr. Olson reported to the board that the current Sholem Aquatic Center lap pool filter is over forty (40) years old and has functioned longer than its life expectancy. It needs to be replaced. Commissioner Solon moved to approve the bid to the low, responsive bidder, Davis-Houk Mechanical Inc, in the amount of \$228,000 and authorize the Executive Director to enter into an agreement for the replacement of the Sholem Aquatic Center lap/activity pool filter. Commissioner Somers seconded and the motion passed unanimously.

4. Approval of Agreement with TC Furlong for the Virginia Theatre Stage Monitor System

Mr. Bentz reported to the board how a stage monitor system is used on regular basis for different events. The Park District currently rents a unit. Vice President McMahon inquired about the life expectancy of the system. Mr. Bentz indicated to the board that the bid for the

most current model would have an estimated life expectancy of ten (10) years. Commissioner Solon moved to approve the bid and authorize the Executive Director to enter into an agreement with the low, responsible bidder, TC Furlong, Inc. of Lake Forest, Illinois, in the amount of \$46,355.57. It is anticipated the amount will be paid from the Champaign Parks Foundation's Virginia Theatre Restoration Fund. Commissioner Somers seconded, and the motion passed unanimously.

5. Approval of Meeting Dates for 2025

Staff provided two options for 2025 Board Meeting dates. After reviewing the options, the Board agreed to approve Option A, provided in the board packet. Commissioner Kuhl moved to approve Option A meeting schedule; Vice President McMahon seconded, and the motion passed unanimously.

6. Approval of Agreement with 40 North for Temporary Display of Public Art

Mr. Scheunemann reported to the board regarding the fifteen (15) year relationship with 40 North, formally the Public Art League. The current agreement is ready for renewal with no other changes to the terms. Commissioner Kuhl moved to authorize the Executive Director to enter into an agreement with 40 North for temporary display of public art at various locations throughout the Champaign Park District locations for the term of three (3) years that would be through October 2027. Vice President McMahon seconded, and the motion passes unanimously.

I. DISCUSSION

Review of 2024 Tax Levy

Ms. Kouzmanoff gave a brief overview of the tax levy estimate process to the board. Staff provided two (2) options in the board packet for review. The options illustrated anticipated revenue that could be received based on statutory limits that a taxing body can levy. A brief discussion was held. President Hays requested a third option be calculated that would provide financial data and a calculation between the provided options, and a ten (10) year trend for analysis. The board thanked Ms. Kouzmanoff for her efforts and the data.

J. COMMENTS FROM COMMISSIONERS

Vice President McMahon commended the staff for their efforts at the Douglass Park ribbon cutting held Saturday, October 5, 2024. President Hays shared his experience in Indiana where fake swans have been placed to detour Canada Geese path use.

K. ADJOURN

Commissioner Somers moved to adjourn the meeting, Vice President McMahon seconded and the motion passed unanimously at 6:24 pm.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
October 23, 2024**

SPECIAL BOARD MEETING

The Champaign Park District Board of Commissioners held a Special Meeting on Wednesday, October 23, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the meeting.

Present in-person: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioners Jane L. Solon, Commissioner Barbara J. Kuhl, and Michael R. Somers, Executive Director, Sarah Sandquist, Secretary, and Deputy Executive Director, Jarrod Scheunemann, and Attorney, Guy Hall. The treasurer, Donna Lawson, was absent and excused.

Staff present in-person: Courtney Kouzmanoff, Director of Finance, Bret Johnson, Assistant Director of Operations & Planning, Jimmy Gleason, Director of Facilities, Jeannie Robinson, Director of Recreation, Heather Miller, Director of Human Resources, Joe Kearfott, Assistant Director of Facilities & Technology, Marguerite Bailey, Administrative Project Manager, Christina Mott, CUSR Manager/Inclusion Coordinator, Cole Alvis, CUSR Athletics & Volunteer Coordinator, Crystal Lyons, CUSR Office Manager, Ellie McGrew, Arborist II, Bob Ginger, Park Maintenance Specialist, Sean Hurst, Rental Manager, Ryan Musgrove, Grounds Worker, Tom Albers, Horticulture Specialist II, Calvin True, Horticulture Worker II, Nikiaya Brandon, CUSR Adult & Events Coordinator, Michelle Barnhart, LRC Receptionist, and Tommy Buhr, Grounds Supervisor.

Staff present virtually: Ryan Hays, Aquatics & Tennis Manager, Chelsea Norton, Director of Marketing & Development, Miguel Gaona, Grounds Specialist – Arborist, Steven Bentz, Director of the Virginia Theatre, Will Shoell, Sports Field Specialist, and Bailey Walden, Horticulture Specialist I.

Community member present: Rachel Voss

A. CALL TO ORDER

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

B. PRESENTATIONS

a. MGT (Formally GovHR) Presentation

President Hays introduced the virtual presenter Rachel Skaggs with MGT. Ms. Skaggs provided an overview to the board regarding the scope of work completed to provide the Champaign Park District (Park District) with a compensation study. A general discussion ensued with regard to the next steps. Ms. Sandquist indicated that staff would like to seek action at the next board meeting on November 13, 2024. The board requested the anticipated budget impact using the fiftieth (50th) and sixtieth (60th) percentile market average, and for a diligent search of data pertaining to average labor costs in operating budgets from comparable entities or the Illinois Park and Recreation Association (IPRA).

C. COMMENTS FROM THE PUBLIC

None.

D. NEW BUSINESS

1. Approval of a Resolution Estimating Taxes to be Levied for FY2025/26

Ms. Kouzmanoff provided an overview to the board regarding the memorandum in the board packet with different options and the total estimated amount levied based on the percentage of anticipated property tax revenue for the fiscal year commencing May 1, 2025, and ending April 30, 2026. The board discussed the options. Commissioner Solon moved to approve the resolution estimating taxes to be levied at a rate of 104.4 % with an estimated total of \$ 17,539,887.00, Commissioner Somers seconded, and the motion passed unanimously.

2. Approval for an Agreement with Clark Dietz for Pre-engineering of Parkland Way

Ms. Sandquist reported to the board the purpose of the agreement with Clark Dietz is to provide the Park District with data to budget necessary Parkland Way improvements. Vice President McMahon moved to authorize the Executive Director to enter into an agreement with Clark Dietz for the Phase 1 Preliminary Engineering for Parkland Way for a total not to exceed \$48,330.00, Commissioner Solon seconded, and the motion passed unanimously.

DI. DISCUSSION ITEMS

1. FY26 Capital Budget and the 2025-2034 Capital Improvement Plan

Ms. Sandquist reported to the board that the staff is seeking direction for capital projects and expenditures for the fiscal year 2026. Staff provided the board with a spreadsheet for review with capital improvements with some carryover projects from fiscal year 2025. Some projects that of note are roof replacements and repairs, rolling equipment, which includes tractors and large mowers, and installation of electricity at Porter Park. The board thanked the staff for the information provided and requested a listing that included a narrative for each line, priority, and the total amount requested for the fiscal year 2026.

2. Dodds Park Impact Statistics

Mr. Gleason provided an overview to the board regarding the impact of the Rantoul Family Sports Complex in comparison with the Dodds Park usage. The Park District experienced a decline in use and contracts with an approximate fifteen thousand \$15,000 dollar loss. The Park District continues to serve approximately seven hundred (700) adult softball players. three hundred and twenty-five (325) adult and seven hundred (700) youth soccer players. Mr. Gleason confirmed that Dodds is designed for Softball and is not synthetic turf, which differs from Rantoul's facility. The board thanked staff for providing the data.

3. Intergovernmental Agreement with Parkland College

Removed from discussion for additional information to be submitted at a later date.

DII. EXECUTIVE SESSION

Vice President McMahon moved pursuant to the basis set forth below to convene into Executive Session. The motion was seconded by Commissioner Solon and unanimously approved. The board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2 (c)(5) regarding the purchase or lease of real property for the use of the public body, including meetings held for the

purpose of discussing whether a particular parcel should be acquired, and (c)(11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

DIII. RETURN TO REGULAR MEETING

Following the Executive Session, the board reconvened in the Special Meeting.

DIV. COMMENTS FROM COMMISSIONERS

None.

DV. ADJOURN

Commissioner Solon moved to adjourn at 7:18 pm, Vice President Tim McMahon seconded, and the motion passed unanimously.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director
DATE: November 13, 2024
SUBJECT: Approval to Pay the 2023 General Obligation Bond

Background

The general obligation (GO) limited bond is issued annually with a lump-sum payment, including interest, due on November 30, 2024. For the 2023 GO bond, the estimated interest due as of November 30, 2024, is \$56,852.44. The final payment amount will be determined based on the invoice from CIBM Bank.

Prior Board Action

On November 9, 2023, the Board approved issuing the 2023 bond for \$1,295,700 at an interest rate of 4.4%.

Budget Impact

The bond payment, including interest, is accounted for in the FY 2024/25 budget and will be covered by property tax revenues.

Recommended Action

Staff recommends the Board approve the payment of \$1,352,552.44 to CIBM Bank to fully satisfy the 2023 bond issue. This payment, covering the \$1,295,700 principal plus interest, is due no later than November 30, 2024.

Prepared by:

Reviewed by:

Courtney R. Kouzmanoff
Director of Finance

Sarah Sandquist, CPRE
Executive Director

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

Champaign Park District held at
(Name of Agency)

706 Kenwood Rd- Champaign, IL 61821 on November 13, 2024 at 5:30 pm
(Location) *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 25, 2025 at 3:30 p.m.:**

<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate: <u>Sarah Sandquist, Executive Director</u>	-	<u>Sarah.Sandquist@champaignparks.org</u>
1st Alternate: <u>Jarrod Scheunemann, Deputy Executive Director</u>		<u>Jarrod.Scheunemann@champaignparks.org</u>
2nd Alternate: <u>Jeannie M. Robinson, Director of Recreation</u>		<u>Jeannie.Robinson@champaignparks.org</u>
3rd Alternate: _____		

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: _____

Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 13, 2024

SUBJECT: Adoption of Ordinance No. 683 and Award Bond Issuance.

Background

Each year, the Champaign Park District (Park District) issues General Obligation (GO) Limited Tax Bonds to fund essential improvements and repairs to Park District property and to cover debt service payments on the alternate revenue bonds (ARB) issued to build Sholem Aquatic Center. For the 2024 GO Bond issuance, the Board has approved a solicitation for \$1,335,000. As part of this process, the Park District must adopt an ordinance authorizing the issuance, sale, and delivery of the General Obligation Bonds and award the bond issuance to the bank that submits the lowest bid.

To secure favorable rates for this bond issuance, staff used a standard day-of-sale approach for the solicitation, with bids due the day before the Board meeting on November 12, 2024. This same-day sale structure is crucial, as many banks are reluctant to hold their rates for extended periods, particularly in a fluctuating market. This approach enables the Park District to benefit from competitive rates without the risk of rate increases over time.

A summary of all the bids received, the lowest bid, final terms, and a revised Bond Ordinance will be provided to Board members 24 hours before the meeting, allowing time for review and consideration before the final consideration on November 13, 2024.

Prior Board Action

September 11, 2024 – The Board approved a resolution stating the Park District’s need and intent to issue \$1,335,000 of General Obligation Bonds and approved a resolution setting the public hearing for October 9, 2024.

October 9, 2024 – A public hearing on the proposed bond issue was held, and the Board authorized the Director of Finance to solicit bids for the 2024 GO bond issue.

Budget Impact

The FY 2024/25 budget includes funds to pay interest on the 2023 bond issue, which matures November 30, the \$540,750 ARB bond final debt service payment in December, and all applicable fees for the 2024 debt issuance.

Recommended Action

Staff recommends the adoption of Ordinance No. 683 authorizing and directing the issuance, sale, and delivery of general obligation limited tax park bonds and award of the bonds.

Prepared by:

Courtney R. Kouzmanoff
Director of Finance

Reviewed by:

Sarah Sandquist, CPRE
Executive Director

ORDINANCE NO. _____

OF THE

CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS

PASSED

NOVEMBER 13, 2024

\$1,335,000
GENERAL OBLIGATION LIMITED TAX PARK BONDS
SERIES 2024

ORDINANCE

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Exhibit A - Form of Bonds

Exhibit B - Federal Tax Certificate

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

WHEREAS, the Champaign Park District, Champaign County, Illinois (the “District”) is a park district and political subdivision of the State of Illinois, duly created, organized and existing under and by virtue of the Constitution and laws of the State of Illinois and has all powers of a park district as provided in The Park District Code, as amended (the “Park Code”), and as such powers are supplemented by the Local Government Debt Reform Act, as amended (collectively, the “Act”); and

WHEREAS, the District has heretofore issued and has outstanding the following obligations:

<u>Series</u>	<u>Date</u>	<u>Original Principal Amount</u>	<u>Principal Amount Outstanding</u>
General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013A (the “Series 2013A Bonds”)	July 2, 2013	\$4,670,000	\$525,000

WHEREAS, the District desires to refund and provide for the payment of the principal of and interest on the Series 2013A Bonds due on December 15, 2024 (the “Refunding”); and

WHEREAS, the District has determined that it is advisable, necessary and in the best interests of the public health, safety and welfare to provide funds for the purpose of building, maintaining, improving and protecting the parks and boulevards of the District and for the payment of expenses incident thereto (the “Project”); and

WHEREAS, pursuant to the Park Code, the District may issue its non-referendum bonds and notes in an amount not exceeding 0.575% of the total assessed valuation of all taxable property in the District; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, the Board of Park Commissioners of the District adopted a resolution calling a public hearing (the “Hearing”) on October 9, 2024, concerning the intent of the District to sell bonds in an amount not to exceed \$1,335,000 to finance the Project and the Refunding; and

WHEREAS, notice of the Hearing was given by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *News-Gazette*, the same being a newspaper having general circulation in the District; and

WHEREAS, the Hearing was held on October 9, 2024, and at the Hearing, the District explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on October 9, 2024, and not less than seven (7) days have passed since the final adjournment of the Hearing; and

WHEREAS, the District is authorized under the Park Code and the Act to issue and sell its General Obligation Limited Tax Park Bonds, Series 2024 in the aggregate principal amount of \$1,335,000 (the “Bonds”) to pay costs of (a) the Project, (b) the Refunding and (c) issuing the Bonds; and

WHEREAS, the issuance of the Bonds and all other applicable indebtedness of the District will not exceed 0.575% of the total assessed valuation of all taxable property in the District; and

WHEREAS, it is hereby found and determined that it is necessary and advisable and in the best interest of the District and of its inhabitants at this time to authorize the issuance and delivery of said bonds for the purposes aforesaid as herein provided.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, AS FOLLOWS:

ARTICLE I

DEFINITIONS

Section 101. Definitions of Words and Terms. In addition to words and terms defined elsewhere herein, the following words and terms as used in this Ordinance shall have the following meanings:

“Board” means the Board of Park Commissioners of the District.

“Bond Counsel” means Gilmore & Bell, P.C., or other attorneys or firm of attorneys with a nationally recognized standing in the field of municipal bond financing selected by the District.

“Bond Payment Date” means any date on which principal of or interest on any Bond is payable.

“Bond Register” means the books for the registration, transfer and exchange of Bonds kept at the office of the Paying Agent.

“Bonds” means the General Obligation Limited Tax Park Bonds, Series 2024, authorized and issued by the District pursuant to this Ordinance.

“Bond Proceeds Fund” means the fund by that name referred to in **Section 501** hereof.

“Business Day” means a day other than a Saturday, Sunday or holiday on which the Paying Agent is scheduled in the normal course of its operations to be open to the public for conduct of its banking operations.

“Code” means the Internal Revenue Code of 1986, as amended, and the applicable regulations of the Treasury Department proposed or promulgated thereunder.

“Debt Service Fund” means the fund by that name referred to in **Section 501** hereof.

“Defaulted Interest” means interest on any Bond which is payable but not paid on any Interest Payment Date.

“Defeasance Obligations” means any of the following obligations, if and to the extent the same are at the time legal for investment of the District’s funds:

(a) United States Government Obligations that are not subject to redemption in advance of their maturity dates; or

(b) obligations of any state or political subdivision of any state, the interest on which is excluded from gross income for federal income tax purposes and which meet the following conditions:

(1) the obligations are (A) not subject to redemption prior to maturity or (B) the trustee for such obligations has been given irrevocable instructions concerning their calling and redemption and the issuer of such obligations has covenanted not to redeem such obligations other than as set forth in such instructions;

(2) the obligations are secured by cash or United States Government Obligations that may be applied only to principal of, premium, if any, and interest payments on such obligations;

(3) such cash and the principal of and interest on such United States Government Obligations serving as security for the obligations (plus any cash in an escrow fund) are sufficient to meet the liabilities of the obligations;

(4) such cash and United States Government Obligations serving as security for the obligations are held in an escrow fund by an escrow agent or a trustee irrevocably in trust;

(5) such cash and United States Government Obligations serving as security for the obligations are not available to satisfy any other claims, including those against the trustee or escrow agent; and

(6) the obligations are rated in the same rating category as United States Government Obligations or higher by a nationally recognized rating service.

“District” means the Champaign Park District, Champaign County, Illinois, and any successors or assigns.

“Federal Tax Certificate” means the Federal Tax Certificate executed by the District, in substantially the form attached hereto as **Exhibit B**.

“Interest Payment Date” means the Stated Maturity of an installment of interest on any Bond.

“Maturity” means, when used with respect to any Bond, the date on which the principal of such Bond becomes due and payable as therein and herein provided, whether at the Stated Maturity thereof or otherwise.

“Ordinance” means this Ordinance adopted by the governing body of the District, authorizing the issuance of the Bonds, as amended from time to time.

“Outstanding” means, when used with reference to Bonds, as of any particular date of determination, all Bonds theretofore authenticated and delivered hereunder, except the following Bonds:

(a) Bonds theretofore cancelled by the Paying Agent or delivered to the Paying Agent for cancellation;

(b) Bonds deemed to be paid in accordance with the provisions of **Section 701** hereof; and

(c) Bonds in exchange for or in lieu of which other Bonds have been authenticated and delivered hereunder.

“Paying Agent” means the party designated as Paying Agent pursuant to **Section 203** hereof and any successors and assigns.

“Permitted Investments” means any legally permissible investment of funds of the District.

“Person” means any natural person, corporation, limited liability company, partnership, joint venture, association, firm, joint-stock company, trust, unincorporated organization, or government or any agency or political subdivision thereof or other public body.

“Project” means building, maintaining, improving and protecting the parks and boulevards of the District and for the payment of expenses incident thereto.

“Purchaser” means _____, _____, _____, as the original purchaser of the Bonds.

“Record Date” for the interest payable on any Interest Payment Date means the 15th day (whether or not a Business Day) of the calendar month next preceding such Interest Payment Date.

“Registered Owner” when used with respect to any Bond means the Person in whose name such Bond is registered on the Bond Register.

“Series 2013A Bonds” means the District’s General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013A.

“Special Record Date” means the date prior to the payment date of Defaulted Interest fixed by the Paying Agent pursuant to **Section 204** hereof.

“Stated Maturity” when used with respect to any Bond or any installment of interest thereon means the date specified in such Bond and this Ordinance as the fixed date on which the principal of such Bond or such installment of interest is due and payable.

“United States Government Obligations” means bonds, notes, certificates of indebtedness, treasury bills or other securities constituting direct obligations of, or obligations the principal of and interest on which are fully and unconditionally guaranteed as to full and timely payment by, the United States of America, including evidences of a direct ownership interest in future interest or principal payments on

obligations issued or guaranteed by the United States of America (including the interest component of obligations of the Resolution Funding Corporation), or securities which represent an undivided interest in such obligations, which obligations are held in a custodial account for the benefit of the District.

ARTICLE II

AUTHORIZATION OF BONDS

Section 201. Authorization of Bonds. There shall be issued and hereby are authorized and directed to be issued the General Obligation Limited Tax Park Bonds, Series 2024 of the District in the aggregate principal amount of \$1,335,000 (the “Bonds”), for the purpose of providing funds to pay costs of (a) the Project, (b) the Refunding, and (c) issuing the Bonds.

Section 202. Description of Bonds.

(a) The Bonds shall consist of fully-registered bonds, numbered from 1 upward in order of issuance, in denominations of \$100,000 and integral multiples of \$100 in excess thereof. The Bonds, as originally issued or issued upon transfer, exchange or substitution, shall be substantially in the form set forth in **Exhibit A** attached hereto, and shall be subject to registration, transfer and exchange as provided in **Section 205** hereof.

(b) The Bonds shall be dated the date of original issue and delivery, shall become due on December 15, 2025 and shall bear interest at the rate of % per annum (computed on the basis of a 360-day year of twelve 30-day months) from the date thereof, payable on December 15, 2025.

Section 203. Designation of Paying Agent.

(a) _____ is hereby designated as the District’s paying agent for the payment of principal of and interest on the Bonds and bond registrar with respect to the registration, transfer and exchange of the Bonds (herein called the “Paying Agent”).

(b) The District will at all times maintain a Paying Agent meeting the qualifications herein described for the performance of the duties hereunder. The District reserves the right to appoint a successor Paying Agent by (1) filing with the Paying Agent then performing such function a certified copy of the proceedings giving notice of the termination of such Paying Agent and appointing a successor, and (2) causing notice of the appointment of the successor Paying Agent to be given by first class mail to each Registered Owner. The Paying Agent may resign upon giving written notice by first class mail to the District and the Registered Owners not less than 60 days prior to the date such resignation is to take effect. No resignation or removal of the Paying Agent shall become effective until a successor has been appointed and has accepted the duties of Paying Agent.

(c) Every Paying Agent appointed hereunder shall at all times be (1) the Treasurer of the District or (2) a commercial banking association or corporation or trust company organized and doing business under the laws of the United States of America or of the State of Illinois, authorized under such laws to exercise trust powers and subject to supervision or examination by federal or state regulatory authority.

Section 204. Method and Place of Payment of Bonds.

(a) The principal of and interest on the Bonds shall be payable in any coin or currency of the United States of America that, on the respective dates of payment thereof, is legal tender for the payment of public and private debts.

(b) The principal of each Bond shall be paid at Maturity by check or draft to the Person in whose name such Bond is registered on the Bond Register at the Maturity thereof, upon presentation and surrender of such Bond at the payment office designated by the Paying Agent.

(c) The interest payable on each Bond on any Interest Payment Date shall be paid to the Registered Owner of such Bond as shown on the Bond Register at the close of business on the Record Date for such interest (1) by check or draft mailed by the Paying Agent to the address of such Registered Owner shown on the Bond Register or such other address furnished to the Paying Agent in writing by such Registered Owner or (2) by electronic transfer to such Registered Owner upon written notice signed by such Registered Owner and given to the Paying Agent not less than 15 days prior to the Record Date for such interest, containing the electronic transfer instructions including the name and address of the bank (which shall be in the continental United States), its ABA routing number and the account number to which such Registered Owner wishes to have such transfer directed.

(d) Any payment of principal of, or interest on the Bonds that becomes due on a day when the Paying Agent is not open for business shall be made on the next succeeding Business Day without additional interest accruing after the stated due date.

(e) Notwithstanding the foregoing provisions of this Section, any Defaulted Interest with respect to any Bond shall cease to be payable to the Registered Owner of such Bond on the relevant Record Date and shall be payable to the Registered Owner in whose name such Bond is registered at the close of business on the Special Record Date for the payment of such Defaulted Interest, which Special Record Date shall be fixed as hereinafter specified in this paragraph. The District shall notify the Paying Agent in writing of the amount of Defaulted Interest proposed to be paid on each Bond and the date of the proposed payment (which date shall be at least 30 days after receipt of such notice by the Paying Agent unless the District and the Paying Agent agree to a shorter time period) and shall deposit with the Paying Agent at the time of such notice an amount of money equal to the aggregate amount proposed to be paid in respect of such Defaulted Interest or shall make arrangements satisfactory to the Paying Agent for such deposit prior to the date of the proposed payment. Following receipt of such funds the Paying Agent shall fix a Special Record Date for the payment of such Defaulted Interest which shall be not more than 15 nor less than 10 days prior to the date of the proposed payment, unless the District and the Paying Agent agree to a shorter time period. The Paying Agent shall promptly notify the District of such Special Record Date and, in the name and at the expense of the District, shall cause notice of the proposed payment of such Defaulted Interest and the Special Record Date therefor to be mailed, by first class mail, postage prepaid, to each Registered Owner of a Bond entitled to such notice at the address of such Registered Owner as it appears on the Bond Register not less than 10 days prior to such Special Record Date.

(f) The Paying Agent shall keep a record of payment of principal of and interest paid on all Bonds and, upon the District's written request, shall forward a copy or summary of such records to the District.

Section 205. Registration, Transfer and Exchange of Bonds.

(a) The District covenants that, as long as any of the Bonds remain Outstanding, it will cause the Bond Register to be kept at the office designated by the Paying Agent for the registration, transfer and

exchange of Bonds as herein provided. Each Bond when issued shall be registered in the name of the Registered Owner thereof on the Bond Register.

(b) Bonds may be transferred and exchanged only on the Bond Register as provided in this Section. Upon surrender of any Bond at the office designated by the Paying Agent, the Paying Agent shall transfer or exchange such Bond for a new Bond or Bonds in any authorized denomination of the same Stated Maturity and in the same aggregate principal amount as the Bond that was presented for transfer or exchange. Bonds presented for transfer or exchange shall be accompanied by a written instrument or instruments of transfer or authorization for exchange, in a form and with guarantee of signature satisfactory to the Paying Agent, duly executed by the Registered Owner thereof or by the Registered Owner's duly authorized agent.

(c) In all cases in which the privilege of transferring or exchanging Bonds is exercised, the Paying Agent shall authenticate and deliver Bonds in accordance with the provisions of this Ordinance. The District shall pay the fees and expenses of the Paying Agent for the registration, transfer and exchange of Bonds provided for by this Ordinance and the cost of printing a reasonable supply of registered bond blanks. Any additional costs or fees that might be incurred in the secondary market, other than fees of the Paying Agent, are the responsibility of the Registered Owners of the Bonds. If any Registered Owner fails to provide a correct taxpayer identification number to the Paying Agent, the Paying Agent may make a charge against such Registered Owner sufficient to pay any governmental charge required to be paid as a result of such failure. In compliance with Section 3406 of the Code, such amount may be deducted by the Paying Agent from amounts otherwise payable to such Registered Owner hereunder or under the Bonds.

(d) The District and the Paying Agent shall not be required to register the transfer or exchange of any Bond during a period beginning at the opening of business on the day after receiving written notice from the District of its intent to pay Defaulted Interest and ending at the close of business on the date fixed for the payment of Defaulted Interest pursuant to **Section 204** hereof.

(e) The District and the Paying Agent may deem and treat the Person in whose name any Bond is registered on the Bond Register as the absolute owner of such Bond, whether such Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on said Bond and for all other purposes. All payments so made to any such Registered Owner or upon the Registered Owner's order shall be valid and effective to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

(f) At reasonable times and under reasonable regulations established by the Paying Agent, the Bond Register may be inspected and copied by the Registered Owners of 10% or more in principal amount of the Bonds then Outstanding or any designated representative of such Registered Owners. The authority of any designated representative of such Registered Owners must be evidenced to the satisfaction of the Paying Agent.

Section 206. Execution, Registration, Authentication and Delivery of Bonds.

(a) Each of the Bonds, including any Bonds issued in exchange or as substitutions for the Bonds initially delivered, shall be signed by the manual or facsimile signature of the President of the District, attested by the manual or facsimile signature of the Secretary of the District and countersigned by the manual or facsimile signature of the Treasurer of the District and shall have the official seal of the District affixed or imprinted thereon. In case any officer whose signature appears on any Bond ceases to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, as if such person had remained in office until delivery. Any Bond may be signed by such

persons who at the actual time of the execution of such Bond are the proper officers to sign such Bond although at the date of such Bond such persons may not have been such officers.

(b) The President, Secretary and Treasurer of the District are hereby authorized and directed to prepare and execute the Bonds in the manner herein specified, and, when duly executed and registered, to deliver the Bonds to the Paying Agent for authentication.

(c) The Bonds shall have endorsed thereon a certificate of authentication substantially in the form set forth in **Exhibit A** attached hereto, which shall be manually executed by an authorized signatory of the Paying Agent, but it shall not be necessary that the same signatory sign the certificate of authentication on all of the Bonds that may be issued hereunder at any one time. No Bond shall be entitled to any security or benefit under this Ordinance or be valid or obligatory for any purpose unless and until such certificate of authentication has been duly executed by the Paying Agent. Such executed certificate of authentication upon any Bond shall be conclusive evidence that such Bond has been duly authenticated and delivered under this Ordinance. Upon authentication, the Paying Agent shall deliver the Bonds to or upon the order of the Purchaser, upon payment to the District of the purchase price of the Bonds.

Section 207. Mutilated, Destroyed, Lost and Stolen Bonds.

(a) The District shall execute and, the Paying Agent shall authenticate and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost or stolen Bond, a new Bond of the same Stated Maturity and of like tenor and principal amount when the District and the Paying Agent have been furnished with the following to their satisfaction: (1) proof of ownership, (2) proof of loss or destruction or, in the case of a defaced Bond, the Bond, and (3) adequate security to indemnify the District and the Paying Agent against any loss they may suffer on account of such replacement.

(b) If any such mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the District may, in its discretion, direct the Paying Agent to pay such Bond instead of delivering a new Bond.

(c) Upon the issuance of any new Bond under this Section, the District or the Paying Agent may require the payment by the Registered Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith.

(d) Every new Bond issued pursuant to this Section shall constitute a replacement of the District's prior obligation, and shall be entitled to all the benefits of this Ordinance equally and ratably with all other Outstanding Bonds.

Section 208. Cancellation and Destruction of Bonds Upon Payment. All Bonds that have been paid or redeemed or that otherwise have been surrendered to the Paying Agent, either at or before Maturity, shall be cancelled by the Paying Agent immediately upon the payment, redemption and surrender thereof to the Paying Agent and subsequently destroyed in accordance with the customary practices of the Paying Agent. The Paying Agent shall execute a certificate in duplicate describing the Bonds so cancelled and shall file an executed counterpart of such certificate with the District.

Section 209. Sale of Bonds.

(a) The sale of the Bonds to the Purchaser shall be in the amount of \$1,335,000 (representing 100% of the aggregate principal amount of the Bonds). Delivery of the Bonds shall be made to the

Purchaser as soon as practicable after the adoption of this Ordinance, upon payment therefor in accordance with the terms of sale.

(b) The use by the District of the Term Sheet related to the Bonds, in substantially the form now before the Board (the "Term Sheet"), is hereby ratified, approved and authorized; the execution and delivery of the Term Sheet is hereby authorized.

(c) The Board hereby finds and determines that the Bonds have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law and that the sale of the Bonds to the Purchaser is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his own name or indirectly in the name of any other person, association, trust or corporation, in the sale of the Bonds to the Purchaser.

ARTICLE III

REDEMPTION OF BONDS

Section 301. No Redemption of Bonds. The Bonds shall not be subject to redemption and payment prior to maturity.

ARTICLE IV

SECURITY FOR AND PAYMENT OF BONDS

Section 401. Security for the Bonds.

(a) The Bonds shall be general obligations of the District payable as to both principal and interest from ad valorem taxes levied without limitation as to rate upon all the taxable tangible property within the District's territorial limits. The full faith, credit and resources of the District are hereby irrevocably pledged for the prompt payment of the principal of and interest on the Bonds as the same become due.

(b) Notwithstanding any other provision of this Ordinance to the contrary, the annual amount of the taxes to be extended by the County Clerk of Champaign County, Illinois to pay the Bonds and all other limited bonds (as defined in the Local Government Debt Reform Act, as amended) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the "Base"). No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the District. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

Section 402. Levy and Collection of Annual Tax.

(a) For the purpose of providing for the payment of the principal of and interest on the Bonds as the same become due, there is hereby levied upon all of the taxable property within the District the following direct annual tax:

FOR THE
LEVY YEAR

A TAX SUFFICIENT
TO PRODUCE THE SUM OF:

2024 \$ _____ for principal and interest due on December 15, 2025

(b) If at any time said taxes are not collected in time to pay the principal of or interest on the Bonds when due, the District Treasurer is hereby authorized and directed to pay said principal or interest out of the general funds of the District and to reimburse said general funds for money so expended when said taxes are collected.

(c) The District covenants and agrees with the Registered Owners of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the Debt Service Fund.

Section 403. Filing of Ordinance. Upon the passage of this Ordinance, the Secretary of the Board is hereby directed to file a certified copy of this Ordinance with the County Clerk of Champaign County, Illinois, and it shall be the duty of said County Clerk to annually, in and for the year 2024 ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in the year 2024 for general corporate purposes, in order to raise the amount aforesaid and in the year 2024 such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general corporate purposes of the District, and when collected, the taxes hereby levied shall be placed in the Debt Service Fund.

ARTICLE V

**ESTABLISHMENT OF FUNDS;
DEPOSIT AND APPLICATION OF MONEY**

Section 501. Establishment of Funds. There have been or shall be established in the District's treasury and shall be held and administered by the District's Treasurer the following separate funds:

- (a) Bond Proceeds Fund, which contains a Refunding Account and a Project Account.
- (b) Debt Service Fund.

Section 502. Deposit of Bond Proceeds. The proceeds derived from the sale of the Bonds not needed to pay costs of issuance shall be deposited as follows:

(a) \$532,875 shall be deposited into the Refunding Account of the Bond Proceeds Fund and used to pay the principal of and interest on the Series 2013A Bonds due on December 15, 2024.

(b) Such remaining proceeds of the Bonds shall be deposited into the Project Account of the Bond Proceeds Fund and applied in accordance with **Section 507** hereof.

The Board hereby approves payment of costs of issuing the Bonds from proceeds of the Bonds by the Purchaser or other third party.

Section 503. Application of Money in Debt Service Fund. All amounts paid and credited to the Debt Service Fund shall be expended and used by the District for the sole purpose of paying the principal of and interest on the Bonds as and when the same become due. The District Treasurer is authorized and directed to withdraw from the Debt Service Fund sums sufficient to pay principal of and interest on the Bonds as and when the same become due, and to forward such sums to the Paying Agent in a manner which ensures that the Paying Agent will receive immediately available funds in such amounts on or before the Business Day immediately preceding the dates when such principal and interest will become due. All money deposited with the Paying Agent shall be deemed to be deposited in accordance with and subject to all of the provisions contained in this Ordinance and shall be held in trust by the Paying Agent for the benefit of the Registered Owners of the Bonds entitled to payment from such money.

Section 504. Deposits and Investment of Money.

(a) Money in each of the funds created by and referred to in this Ordinance shall be deposited in a bank or banks or other legally permitted financial institutions that are members of the Federal Deposit Insurance Corporation. All such deposits shall be continuously and adequately secured by the financial institutions holding such deposits as provided by the laws of the State of Illinois. All money held in the funds created by this Ordinance shall be kept separate and apart from all other funds of the District so that there shall be no commingling of such funds with any other funds of the District.

(b) Money held in any fund referred to in this Ordinance may be invested by the District Treasurer at the direction of the Board, in accordance with this Ordinance and the Federal Tax Certificate, in Permitted Investments; provided, however, that no such investment may be made for a period extending longer than to the date when the money invested may be needed for the purpose for which such fund was created. All earnings on any investments held in any fund shall accrue to and become a part of such fund.

Section 505. Nonpresentment of Bonds. If any Bond is not presented for payment when the principal thereof becomes due at Maturity and funds sufficient to pay such Bond have been made available to the Paying Agent, all liability of the District to the Registered Owner thereof for the payment of such Bond shall forthwith cease, determine and be completely discharged. Thereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the benefit of the Registered Owner of such Bond, who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Ordinance or on, or with respect to, said Bond. If any Bond is not presented for payment within one year following the date when such Bond becomes due at Maturity, the Paying Agent shall, without liability for interest thereon, repay to the District the funds theretofore held by it for payment of such Bond, and such Bond shall, subject to the defense of any applicable statute of limitation, thereafter be an unsecured obligation of the District, and the Registered Owner thereof shall be entitled to look only to the District for payment, and then only to the extent of the amount so repaid to it by the Paying Agent, and the District shall not be liable for any interest thereon and shall not be regarded as a trustee of such money.

Section 506. Payments Due on Saturdays, Sundays and Holidays. In any case where a Bond Payment Date is not a Business Day, then payment of the principal or interest need not be made on such Bond Payment Date but may be made on the next succeeding Business Day with the same force and effect as if made on such Bond Payment Date, and no interest shall accrue for the period after such Bond Payment Date.

Section 507. Application of Money in the Project Account.

(a) Moneys in the Project Account of the Bond Proceeds Fund shall be used by the District solely for the purpose of (1) paying the costs of the Project in accordance with the plans and specifications to be approved by the Board and filed in the office of the Secretary of the Board and (2) paying the costs and expenses of issuing the Bonds.

(b) The District's Treasurer shall make withdrawals from the Project Account of the Bond Proceeds Fund upon satisfaction that such payment is being made for a purpose within the scope of this Ordinance and that the amount of such payment represents only the contract price of the property, equipment, labor, materials or service being paid for or, if such payment is not being made pursuant to an express contract, that such payment is not in excess of the reasonable value thereof.

ARTICLE VI

REMEDIES

Section 601. Remedies. The provisions of this Ordinance, including the covenants and agreements herein contained, shall constitute a contract between the District and the Registered Owners of the Bonds, and the Registered Owner or Owners of not less than 10% in principal amount of the Bonds at the time Outstanding shall have the right for the equal benefit and protection of all Registered Owners of Bonds similarly situated:

(a) by mandamus or other suit, action or proceedings at law or in equity to enforce the rights of such Registered Owner or Owners against the District and its officers, agents and employees, and to require and compel duties and obligations required by the provisions of this Ordinance or by the constitution and laws of the State of Illinois;

(b) by suit, action or other proceedings in equity or at law to require the District, its officers, agents and employees to account as if they were the trustees of an express trust; and

(c) by suit, action or other proceedings in equity or at law to enjoin any acts or things which may be unlawful or in violation of the rights of the Registered Owners of the Bonds.

Section 602. Limitation on Rights of Registered Owners. The covenants and agreements of the District contained herein and in the Bonds shall be for the equal benefit, protection and security of the legal owners of any or all of the Bonds. All of the Bonds shall be of equal rank and without preference or priority of one Bond over any other Bond in the application of the funds herein pledged to the payment of the principal of and the interest on the Bonds, or otherwise. No one or more Registered Owners secured hereby shall have any right in any manner whatever by his or their action to affect, disturb or prejudice the security granted and provided for herein, or to enforce any right hereunder, except in the manner herein provided, and all proceedings at law or in equity shall be instituted, had and maintained for the equal benefit of all Registered Owners of such Outstanding Bonds.

Section 603. Remedies Cumulative. No remedy conferred herein upon the Registered Owners is intended to be exclusive of any other remedy, but each such remedy shall be cumulative and in addition to every other remedy and may be exercised without exhausting and without regard to any other remedy conferred herein. No waiver of any default or breach of duty or contract by the Registered Owner of any Bond shall extend to or affect any subsequent default or breach of duty or contract or shall impair any rights or remedies consequent thereon. No delay or omission of any Registered Owner to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein. Every substantive right and every remedy conferred upon the Registered Owners of the Bonds by this Ordinance may be enforced and exercised from time to time and as often as may be deemed expedient. If any suit, action or proceedings taken by any Registered Owner on account of any default or to enforce any right or exercise any remedy has been discontinued or abandoned for any reason, or has been determined adversely to such Registered Owner, then, and in every such case, the District and the Registered Owners of the Bonds shall be restored to their former positions and rights hereunder, respectively, and all rights, remedies, powers and duties of the Registered Owners shall continue as if no such suit, action or other proceedings had been brought or taken.

ARTICLE VII

DEFEASANCE

Section 701. Defeasance.

(a) When any or all of the Bonds or scheduled interest payments thereon have been paid and discharged, then the requirements contained in this Ordinance and the pledge of the District's faith and credit hereunder and all other rights granted hereby shall terminate with respect to the Bonds or scheduled interest payments thereon so paid and discharged. Bonds or scheduled interest payments thereon shall be deemed to have been paid and discharged within the meaning of this Ordinance if there has been deposited with the Paying Agent, or other commercial bank or trust company having full trust powers, at or prior to the Stated Maturity of said Bonds or the interest payments thereon, in trust for and irrevocably appropriated thereto, money and/or Defeasance Obligations which, together with the interest to be earned on any such Defeasance Obligations, will be sufficient for the payment of the principal of said Bonds and/or interest accrued to the Stated Maturity, or if default in such payment has occurred on such date, then to the date of the tender of such payments.

(b) Any money and Defeasance Obligations that at any time shall be deposited with the Paying Agent or other commercial bank or trust company by or on behalf of the District, for the purpose of paying and discharging any of the Bonds, or the interest payments thereon, shall be and are hereby assigned, transferred and set over to the Paying Agent or other bank or trust company in trust for the respective Registered Owners of the Bonds, and such money shall be and is hereby irrevocably appropriated to the payment and discharge thereof. All money and Defeasance Obligations deposited with the Paying Agent or other bank or trust company shall be deemed to be deposited in accordance with and subject to all of the provisions of this Ordinance.

ARTICLE VIII

MISCELLANEOUS PROVISIONS

Section 801. Tax Covenants.

(a) The District covenants and agrees that (1) it will comply with all applicable provisions of the Code, including Sections 103 and 141 through 150, necessary to maintain the exclusion from federal gross income of the interest on the Bonds, and (2) it will not use or permit the use of any proceeds of Bonds or any other funds of the District, nor take or permit any other action, or fail to take any action, which would adversely affect the exclusion from federal gross income of the interest on the Bonds. The District will also adopt such other ordinances or resolutions and take such other actions as may be necessary to comply with the Code and with other applicable future law, in order to ensure that the interest on the Bonds will remain excluded from federal gross income, to the extent any such actions can be taken by the District.

(b) The District covenants and agrees that (1) it will use the proceeds of the Bonds as soon as practicable and with all reasonable dispatch for the purposes for which the Bonds are issued, and (2) it will not invest or directly or indirectly use or permit the use of any proceeds of the Bonds or any other funds of the District in any manner, or take or omit to take any action, that would cause the Bonds to be “arbitrage bonds” within the meaning of Section 148(a) of the Code.

(c) The District covenants and agrees that it will pay or provide for the payment from time to time of all rebatable arbitrage to the United States pursuant to Section 148(f) of the Code and the Federal Tax Certificate. This covenant shall survive payment in full or defeasance of the Bonds. The Federal Tax Certificate may be amended or replaced if, in the opinion of Bond Counsel, such amendment or replacement will not adversely affect the exclusion from federal gross income of the interest on the Bonds.

(d) The District covenants and agrees that it will not use any portion of the proceeds of the Bonds, including any investment income earned on such proceeds, directly or indirectly, (1) in a manner that would cause any Bond to be a “private activity bond” within the meaning of Section 141(a) of the Code, or (2) to make or finance a loan to any Person.

(e) The foregoing covenants shall remain in full force and effect notwithstanding the defeasance of the Bonds pursuant to **Article VII** hereof or any other provision of this Ordinance, until the final maturity date of all Bonds Outstanding.

(f) The District also covenants and agrees to comply with all provisions and requirements of the Federal Tax Certificate, which is hereby approved and incorporated herein, with such changes therein as shall be approved by the President, which officer is hereby authorized to execute the Federal Tax Certificate for and on behalf of the District, such officer’s signature thereon being conclusive evidence of his or her approval thereof.

Section 802. Amendments.

(a) The rights and duties of the District and the Registered Owners, and the terms and provisions of the Bonds or of this Ordinance, may be amended or modified at any time in any respect by ordinance of the District with the written consent of the Registered Owners of not less than a majority in principal amount of the Bonds then Outstanding, such consent to be evidenced by an instrument or instruments executed by such Registered Owners and duly acknowledged or proved in the manner of a deed

to be recorded, and such instrument or instruments shall be filed with the Secretary of the Board. No such modification or alteration may:

- (1) extend the maturity of any payment of principal or interest due upon any Bond;
- (2) effect a reduction in the amount which the District is required to pay as principal of or interest on any Bond;
- (3) permit preference or priority of any Bond over any other Bond; or
- (4) reduce the percentage in principal amount of Bonds required for the written consent to any modification or alteration of the provisions of this Ordinance.

(b) Any provision of the Bonds or of this Ordinance may, however, be amended or modified by Ordinance duly adopted by the governing body of the District at any time in any legal respect with the written consent of the Registered Owners of all of the Bonds at the time Outstanding.

(c) Without notice to or the consent of any Registered Owners, the District may amend or supplement this Ordinance for the purpose of curing any formal defect, omission, inconsistency or ambiguity therein or in connection with any other change therein which is not materially adverse to the interests of the Registered Owners.

(d) Every amendment or modification of the provisions of the Bonds or of this Ordinance, to which the written consent of the Registered Owners is given, as above provided, shall be expressed in an ordinance adopted by the governing body of the District amending or supplementing the provisions of this Ordinance and shall be deemed to be a part of this Ordinance. A certified copy of every such amendatory or supplemental ordinance if any, and a certified copy of this Ordinance shall always be kept on file in the office of the Secretary of the Board and shall be made available for inspection by the Registered Owner of any Bond or a prospective purchaser or owner of any Bond authorized by this Ordinance, and upon payment of the reasonable cost of preparing the same, a certified copy of any such amendatory or supplemental ordinance or of this Ordinance will be sent by the Secretary of the Board to any such Registered Owner or prospective Registered Owner.

(e) Any and all modifications made in the manner hereinabove provided shall not become effective until there has been filed with the Secretary of the Board a copy of the ordinance of the District hereinabove provided for, duly certified, as well as proof of any required consent to such modification by the Registered Owners of the Bonds then Outstanding. It shall not be necessary to note on any of the Outstanding Bonds any reference to such amendment or modification.

(f) The District shall furnish to the Paying Agent a copy of any amendment to the Bonds or this Ordinance which affects the duties or obligations of the Paying Agent under this Ordinance.

Section 803. Notices, Consents and Other Instruments by Registered Owners.

(a) Any notice, consent, request, direction, approval or other instrument to be signed and executed by the Registered Owners may be in any number of concurrent writings of similar tenor and may be signed or executed by such Registered Owners in person or by agent appointed in writing. Proof of the execution of any such instrument or of the writing appointing any such agent and of the ownership of Bonds (other than the assignment of the ownership of a Bond as provided for in the form of Bond set forth in **Exhibit A**) if made in the following manner, shall be sufficient for any of the purposes of this Ordinance,

and shall be conclusive in favor of the District and the Paying Agent with regard to any action taken, suffered or omitted under any such instrument, namely:

(1) The fact and date of the execution by any Person of any such instrument may be proved by a certificate of any officer in any jurisdiction who by law has power to take acknowledgments within such jurisdiction that the Person signing such instrument acknowledged before such officer the execution thereof, or by affidavit of any witness to such execution.

(2) The fact of ownership of Bonds, the amount or amounts, numbers and other identification of Bonds, and the date of holding the same shall be proved by the Bond Register.

(b) In determining whether the Registered Owners of the requisite principal amount of Bonds Outstanding have given any request, demand, authorization, direction, notice, consent or waiver under this Ordinance, Bonds owned by the District shall be disregarded and deemed not to be Outstanding under this Ordinance, except that, in determining whether the Registered Owners shall be protected in relying upon any such request, demand, authorization, direction, notice, consent or waiver, only Bonds which the Registered Owners know to be so owned shall be so disregarded. Notwithstanding the foregoing, Bonds so owned which have been pledged in good faith shall not be disregarded as aforesaid if the pledgee establishes to the satisfaction of the Registered Owners the pledgee's right so to act with respect to such Bonds and that the pledgee is not the District.

Section 804. Further Authority. The officers of the District, including the President, the Vice President, the Treasurer, the Secretary, the Executive Director, the Deputy Executive Director and the Director of Finance, are hereby authorized and directed to execute all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Ordinance and to make ministerial alterations, changes or additions in the foregoing agreements, statements, instruments and other documents herein approved, authorized and confirmed which they may approve, and the execution or taking of such action shall be conclusive evidence of such necessity or advisability.

Section 805. Parties Interested Herein. Nothing in this Ordinance expressed or implied is intended or shall be construed to confer upon, or to give to, any Person or entity, other than the District, the Paying Agent and the Registered Owners of the Bonds, any right, remedy or claim under or by reason of this Ordinance or any covenant, condition or stipulation thereof, and all covenants, stipulations, promises and agreements in this Ordinance contained by and on behalf of the District shall be for the sole and exclusive benefit of the District, the Paying Agent and the Registered Owners of the Bonds.

Section 806. Severability. If any section or other part of this Ordinance is for any reason held invalid, the invalidity thereof shall not affect the validity of the other provisions of this Ordinance.

Section 807. Governing Law. This Ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State of Illinois.

Section 808. Effective Date. This Ordinance shall take effect and be in full force immediately after its passage by the Board.

ADOPTED by the Board of Park Commissioners of the Champaign Park District, Champaign County, Illinois on the 13th day of November, 2024.

Aye: _____.

Nay: _____.

Absent: _____.

President

Attest: _____
Secretary

**EXHIBIT A
TO ORDINANCE
(FORM OF BONDS)**

**UNITED STATES OF AMERICA
STATE OF ILLINOIS**

**Registered
No. _____**

**Registered
\$1,335,000**

CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS

**GENERAL OBLIGATION LIMITED TAX PARK BOND
SERIES 2024**

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Dated Date</u>
__ . __ %	December 15, 2025	December __, 2024

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: ONE MILLION THREE HUNDRED THIRTY-FIVE THOUSAND DOLLARS

THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, a park district and political subdivision of the State of Illinois (the “District”), for value received, hereby acknowledges itself to be indebted and promises to pay to the registered owner shown above, or registered assigns, the principal amount shown above on the maturity date shown above, and to pay interest thereon at the interest rate per annum shown above (computed on the basis of a 360-day year of twelve 30-day months) from the Dated Date shown above, payable on December 15, 2025.

The principal of this Bond shall be paid at maturity by check or draft to the Person in whose name this Bond is registered on the Bond Register (hereinafter defined) at the maturity thereof, upon presentation and surrender of this Bond at _____, _____, _____ (the “Paying Agent”). The interest payable on this Bond on any Interest Payment Date shall be paid to the Person in whose name this Bond is registered on the registration books maintained by the Paying Agent (the “Bond Register”) at the close of business on the Record Date for such interest, which shall be the 15th day (whether or not a business day) of the calendar month next preceding the Interest Payment Date. Such interest shall be payable (a) by check or draft mailed by the Paying Agent to the address of such Registered Owner shown on the Bond Register or such other address furnished to the Paying Agent in writing by such Registered Owner or (b) by electronic transfer to such Registered Owner upon written notice signed by such Registered Owner and given to the Paying Agent not less than 15 days prior to the Record Date for such interest, containing the electronic transfer instructions including the name and address of the bank (which shall be in the continental United States), its ABA routing number and the account number to which such Registered

Owner wishes to have such transfer directed. The principal of and interest on the Bonds shall be payable by check or draft in any coin or currency that, on the respective dates of payment thereof, is legal tender for the payment of public and private debts.

This Bond is one of an authorized series of bonds of the District designated “General Obligation Limited Tax Park Bonds, Series 2024,” aggregating the principal amount of \$1,335,000 (the “Bonds”), issued by the District for the purpose of (1) building, maintaining, improving and protecting the parks and boulevards of the District and for the payment of expenses incident thereto, (2) refunding certain obligations of the District, and (3) paying costs of issuing the Bonds, under the authority of and in full compliance with the constitution and laws of the State of Illinois and an ordinance duly passed (the “Ordinance”) and proceedings duly and legally had by the governing body of the District. *Capitalized terms used herein and not otherwise defined herein shall have the meanings assigned to such terms in the Ordinance.*

The Bonds are not subject to redemption and payment prior to maturity.

Although this Bond constitutes a general obligation of the District and no limit exists on the rate of said direct annual tax, the amount of said tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the “Law”). The Law provides that the annual amount of the taxes to be extended to pay the issue of bonds of which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Law) of the District (the “Base”). Payments on the Bonds from the Base will be made on a parity with the payments on the outstanding limited bonds heretofore issued by the District. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District’s limited bonds.

The Bonds are issuable in the form of fully registered Bonds in the denominations of \$100,000 and integral multiples of \$100 in excess thereof.

This Bond may be transferred or exchanged, as provided in the Ordinance, only on the Bond Register kept for that purpose at the principal payment office of the Paying Agent, upon surrender of this Bond together with a written instrument of transfer or authorization for exchange satisfactory to the Paying Agent duly executed by the Registered Owner or the Registered Owner’s duly authorized agent, and thereupon a new Bond or Bonds in any authorized denomination of the same maturity and in the same aggregate principal amount shall be issued to the transferee in exchange therefor as provided in the Ordinance and upon payment of the charges therein prescribed. The District and the Paying Agent may deem and treat the Person in whose name this Bond is registered on the Bond Register as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal hereof and interest due hereon and for all other purposes.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Ordinance until the Certificate of Authentication hereon has been executed by the Paying Agent.

IT IS HEREBY DECLARED AND CERTIFIED that all acts, conditions and things required to be done and to exist precedent to and in the issuance of the Bonds have been done and performed and do exist in due and regular form and manner as required by the constitution and laws of the State of Illinois; and that the total indebtedness of the District, including this Bond and the series of which it is one, does not exceed any constitutional or statutory limitation, if any.

IN WITNESS WHEREOF, THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, has caused this Bond to be executed by the manual or facsimile signature of its President, attested by the manual or facsimile signature of its Secretary, countersigned by the manual or facsimile signature of its Treasurer and its official seal to be affixed or imprinted hereon.

CERTIFICATE OF AUTHENTICATION

**CHAMPAIGN PARK DISTRICT,
CHAMPAIGN COUNTY, ILLINOIS**

This Bond is one of the Bonds of the issue described in the within-mentioned Ordinance.

By: _____
President

Registration Date: _____

(Seal)

_____, _____,
_____, _____, as Paying Agent

ATTEST:

By _____
Authorized Signer

Secretary

Countersigned:

Treasurer

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

Print or Type Name, Address and Social Security Number
or other Taxpayer Identification Number of Transferee

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ agent to transfer the within Bond on the books kept by the Paying Agent for the registration thereof, with full power of substitution in the premises.

Dated: _____

NOTICE: The signature to this assignment must correspond with the name of the Registered Owner as it appears upon the face of the within Bond in every particular.

Medallion Signature Guarantee:

**EXHIBIT B
TO ORDINANCE**

FEDERAL TAX CERTIFICATE

[On file in the Office of the Secretary of the Board.]

STATE OF ILLINOIS)
) SS.
COUNTY OF CHAMPAIGN)

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Champaign Park District, Champaign County, Illinois, and as such officer I am the keeper of the records and files of the Board of Park Commissioners of said District.

I do further certify that the foregoing constitutes a full, true and complete copy of an ordinance adopted by the Board of Park Commissioners of the District on the 13th day of November, 2024, entitled:

AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

I do further certify that the deliberations of the Board of Park Commissioners of said District on the adoption of said ordinance were taken openly; that the vote on the adoption of said ordinance was taken openly; that said meeting was held at a specified time and place convenient to the public; that notice of said meeting was duly given to all news media requesting such notice; that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board of Park Commissioners of said District at least 48 hours in advance of the holding of said meeting on a day other than a Saturday, a Sunday or a legal holiday for municipalities in the State of Illinois; that said agenda contained a specific reference to said ordinance; and that said meeting was called and held in strict accordance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code, as amended, and that said Board of Park Commissioners has complied with all of the applicable provisions of said Act, said Code and its procedural rules in the adoption of said ordinance.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 4th day of December, 2024.

Secretary of the Champaign Park District,
Champaign County, Illinois

Affidavit of Publication

STATE OF ILLINOIS }
COUNTY OF CHAMPAIGN } SS

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:

September 19, 2024

NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD OF PARK COMMISSIONERS OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS TO SELL GENERAL OBLIGATION LIMITED TAX PARK BONDS

Public notice is hereby given that the Champaign Park District, Champaign County, Illinois (the "District"), will hold a public hearing on October 9, 2024, at 5:30 p.m. The hearing will be held at the Bresnan Meeting Center, 706 Kenwood Road, in Champaign, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell general obligation limited tax park bonds of the District in the amount not to exceed \$1,335,000 for the purpose of providing funds to pay for the building, maintaining, improving and protecting the parks and boulevards of the District, and for certain debt service on alternate bonds issued for such purpose and for the payment of expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Champaign Park District, Champaign County, Illinois.

Dated the 11th day of September, 2024.

/s/ Jarrod Scheunemann
Secretary, Board of Park Commissioners of the Champaign Park District,
Champaign County, Illinois

1105484 9/19



, Authorized Agent, Champaign County, Illinois

99226021 01105484 217-355-8421

CHAMPAIGN PARK DISTRICT
706 KENWOOD ROAD
CHAMPAIGN, IL 61821

FEDERAL TAX CERTIFICATE

Dated December 4, 2024

OF

**CHAMPAIGN PARK DISTRICT
CHAMPAIGN COUNTY, ILLINOIS**

\$1,335,000
General Obligation Limited Tax Park Bonds,
Series 2024

FEDERAL TAX CERTIFICATE

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Exhibit E – Sample Annual Compliance Checklist

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* * *

FEDERAL TAX CERTIFICATE

THIS FEDERAL TAX CERTIFICATE (the “**Tax Certificate**”) is executed December 4, 2024 by the Champaign Park District, Champaign County, Illinois (the “**Park District**”), a political subdivision organized and existing under the laws of the State of Illinois.

RECITALS

1. This Tax Certificate is being executed and delivered in connection with the issuance by the Park District of \$1,335,000 principal amount of General Obligation Limited Tax Park Bonds, Series 2024 (the “**Bonds**”), under Ordinance No. _____, adopted November 13, 2024 (the “**Ordinance**”), for the purposes described in this Tax Certificate and in the Ordinance.

2. The Internal Revenue Code of 1986, as amended (the “**Code**”), and the applicable Regulations and rulings issued by the U.S. Treasury Department (the “**Regulations**”), impose certain limitations on the uses and investment of the Bond proceeds and of certain other money relating to the Bonds and set forth the conditions under which the interest on the Bonds will be excluded from gross income for federal income tax purposes.

3. The Park District is executing this Tax Certificate in order to set forth certain facts, covenants, representations, and expectations relating to the use of Bond proceeds and the property financed or refinanced with those proceeds and the investment of the Bond proceeds and of certain other related money, in order to establish and maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes, and to provide guidance for complying with the arbitrage rebate and yield reduction amounts provisions of Code § 148(f).

4. The Park District adopted a Tax Compliance Procedure on December 1, 2016, as it may from time to time be amended (the “**Tax Compliance Procedure**”) for the purpose of setting out general procedures for the Park District to continuously monitor and comply with the federal income tax requirements set out in the Code and the Regulations.

5. This Tax Certificate is entered into as required by the Tax Compliance Procedures to set out specific tax compliance procedures applicable to the Bonds.

NOW, THEREFORE, in consideration of the foregoing and the mutual representations, covenants and agreements set forth in this Tax Certificate, the Park District represents, covenants and agrees as follows:

ARTICLE I

DEFINITIONS

Section 1.1. Definitions of Words and Terms. Except as otherwise provided in this Tax Certificate or unless the context otherwise requires, capitalized words and terms used in this Tax Certificate have the same meanings as set forth in the Ordinance, and certain other words and phrases have the meanings assigned in Code §§ 103, 141-150 and the Regulations. The following words and terms used in this Tax Certificate have the following meanings:

“Adjusted Gross Proceeds” means the Gross Proceeds of the New Money Portion or the Refunding Portion, as applicable, reduced by amounts **(1)** in a Bona Fide Debt Service Fund or a reasonably required reserve or replacement fund, **(2)** that as of the Issue Date are not expected to be Gross Proceeds, but which arise after the end of the applicable spending period, and **(3)** representing grant repayments or sale or Investment proceeds of any purpose Investment.

“Bona Fide Debt Service Fund” means a fund, which may include Bond proceeds, that **(a)** is used primarily to achieve a proper matching of revenues with principal and interest payments within each Bond Year; and **(b)** is depleted at least once each Bond Year, except for a reasonable carryover amount not to exceed the greater of **(1)** the earnings on the fund for the immediately preceding Bond Year, or **(2)** one-twelfth of the principal and interest payments on the Bonds for the immediately preceding Bond Year.

“Bond” or **“Bonds”** means any Bond or Bonds described in the recitals, authenticated and delivered under the Ordinance.

“Bond Compliance Officer” means the Park District’s Treasurer or other person named in the Tax Compliance Procedure.

“Bond Counsel” means Gilmore & Bell, P.C., or other firm of nationally recognized bond counsel acceptable to the Park District.

“Bond Year” means each 1-year period (or shorter period for the first Bond Year) ending December 15, or another 1-year period selected by the Park District.

“Code” means the Internal Revenue Code of 1986, as amended.

“Final Written Allocation” means the written allocation of expenditures of proceeds of the Original Obligations as set forth on *Exhibit D* and the Final Written Allocation of expenditures prepared by the Bond Compliance Officer in accordance with the Tax Compliance Procedure and Section 4.2(b) of this Tax Certificate

“Financed Facility” means the portion of the Project being financed or refinanced with the proceeds of the Bonds and the Original Obligations as described on *Exhibit D*.

“Gross Proceeds” means **(a)** sale proceeds (any amounts actually or constructively received by the Park District from the sale of the Bonds, including amounts used to pay underwriting discount or fees, but excluding pre-issuance accrued interest), **(b)** Investment proceeds (any amounts received from investing sale proceeds, other Investment proceeds or transferred proceeds), **(c)** any amounts held in a sinking fund for the Bonds, **(d)** any amounts held in a pledged fund or reserve fund for the Bonds, **(e)** any other replacement proceeds and **(f)** any transferred proceeds. Specifically, Gross Proceeds includes (but is not limited to) amounts held in the following funds and accounts:

- (1) Debt Service Fund.
- (2) Bond Proceeds Fund, which contains a Refunding Account and a Project Account.

“Guaranteed Investment Contract” is any Investment with specifically negotiated withdrawal or reinvestment provisions and a specifically negotiated interest rate, including any agreement to supply Investments on 2 or more future dates (e.g., a forward supply contract).

“Investment” means any security, obligation, annuity contract or other investment-type property that is purchased directly with, or otherwise allocated to, Gross Proceeds. This term does not include a tax-exempt bond, except for “specified private activity bonds” as defined in Code § 57(a)(5)(C), but it does include the investment element of most interest rate caps.

“IRS” means the United States Internal Revenue Service.

“Issue Date” means December 4, 2024.

“Management or Service Agreement” means a legal agreement defined in Regulations § 1.141-3(b) as a management, service, or incentive payment contract with an entity that provides services involving all or a portion of any function of the Financed Facility, such as a contract to manage the entire Financed Facility or a portion of the Financed Facility. Contracts for services that are solely incidental to the primary governmental function of the Financed Facility (for example, contracts for janitorial, office equipment repair, billing or similar services), however, are not treated as Management or Service Agreements.

“Measurement Period” means, with respect to the New Money Portion of each item of property financed as part of the Financed Facility, the period beginning on the later of (i) the Issue Date or (ii) the date the property is placed in service and ending on the earlier of (A) the final maturity date of the Bonds or (B) the end of the expected economic useful life of the property. For each item of property financed as part of the Financed Facility with proceeds of the Original Obligations, “measurement period” means the period beginning on the later of (i) the issue date of the Original Obligations or (ii) the date the property was or will be placed in service, and ending on the earlier of (A) the final maturity date of the Bonds or (B) the end of the expected economic useful life of the property.

“Minor Portion” means the lesser of \$100,000 or 5% of the sale proceeds of the Bonds.

“Net Proceeds” means when used in reference to the Bonds or the New Money Portion, the sale proceeds (excluding pre-issuance accrued interest), less an allocable share of any proceeds deposited in a reasonably required reserve or replacement fund, plus an allocable share of all Investment earnings on such sale proceeds.

“New Money Portion” means the portion of the Bonds described in Section 3.6.

“Non-Qualified Use” means use of Bond proceeds or the Financed Facility in a trade or business carried on by any Non-Qualified User. The rules set out in Regulations § 1.141-3 determine whether Bond proceeds or the Financed Facility are “used” in a trade or business. Generally, ownership, a lease, or any other use that grants a Non-Qualified User a special legal right or entitlement with respect to the Financed Facility, will constitute use under Regulations § 1.141-3.

“Non-Qualified User” means any person or entity other than a Qualified User.

“Opinion of Bond Counsel” means the written opinion of Bond Counsel to the effect that the proposed action or the failure to act will not adversely affect the exclusion of the interest on the Bonds from gross income for federal income tax purposes.

“Ordinance” means the ordinance adopted by the Board of Park Commissioners of the Park District on November 13, 2024 authorizing the issuance of the Bonds, as amended and supplemented in accordance with the provisions of such ordinance.

“Original Obligations” means the Park District’s General Obligation Bonds (Alternate Revenue Source), Series 2005, which was the first issue of tax-exempt governmental bonds that financed or refinanced portions of the Financed Facility.

“Park District” means the Champaign Park District, Champaign County, Illinois and its successors and assigns, or any body, agency or instrumentality of the State of Illinois succeeding to or charged with the powers, duties and functions of the Park District.

“Post-Issuance Tax Requirements” means those requirements related to the use of proceeds of the Bonds, the use of the Financed Facility and the investment of Gross Proceeds after the Issue Date.

“Project” means all of the property being acquired, constructed, extended, and improved by the Park District using the New Money Portion of the Bond proceeds, Original Obligation proceeds and Qualified Equity, as described on *Exhibit D*.

“Purchaser” means _____, _____, _____, the original purchaser of the Bonds.

“Qualified Equity” means funds that are not derived from proceeds of a tax-exempt financing that are spent on the Project at any time during the period beginning not earlier than the later of **(a)** 60 days prior to the official intent date, as applicable, or **(b)** three years prior to the Issue Date, and ending not later than the date the Project is capable of and actually used at substantially its designed level. Qualified Equity excludes an ownership interest in real property or tangible personal property.

“Qualified Use Agreement” means any of the following agreements or arrangements:

(1) A lease or other short-term use by members of the general public who occupy the Financed Facility on a short-term basis in the ordinary course of the Park District’s governmental purposes.

(2) Agreements with Qualified Users or Non-Qualified Users to use all or a portion of the Financed Facility for a period up to 200 days in length pursuant to an arrangement whereby **(a)** the use of the Financed Facility under the same or similar arrangements is predominantly by natural persons who are not engaged in a trade or business and **(b)** the compensation for the use is determined based on generally applicable, fair market value rates that are in effect at the time the agreement is entered into or renewed. Any Qualified User or Non-Qualified User using all or any portion of the Financed Facility under this type of arrangement may have a right of first refusal to renew the agreement at rates generally in effect at the time of the renewal.

(3) Agreements with Qualified Users or Non-Qualified Users to use all or a portion of the Financed Facility for a period up to 100 days in length pursuant to arrangements whereby **(a)** the use of the property by the person would be general public use but for the fact that generally applicable and uniformly applied rates are not reasonably available to natural persons not engaged in a trade or business, **(b)** the compensation for the use under the arrangement is determined based on applicable, fair market value rates that are in effect at the time the agreement is entered into or renewed, and **(c)** the Financed Facility was not constructed for a principal purpose of providing the property for use by that Qualified User or Non-Qualified User. Any Qualified User or Non-Qualified User using all or any portion of the Financed Facility under this type of arrangement may have a right of first refusal to renew the agreement at rates generally in effect at the time of the renewal.

(4) Agreements with Qualified Users or Non-Qualified Users to use all or a portion of the Financed Facility for a period up to 50 days in length pursuant to a negotiated arm's-length arrangement at fair market value so long as the Financed Facility was not constructed for a principal purpose of providing the property for use by that person.

“Qualified User” means a State, territory, possession of the United States, the District of Columbia, or any political subdivision thereof, or any instrumentality of such entity, but it does not include the United States or any agency or instrumentality of the United States.

“Refunded Obligations” means the principal of and interest on the Series 2013A Bonds due on December 15, 2024.

“Refunding Portion” means the sale proceeds of the Bonds identified in Section 3.6 together with the remaining Gross Proceeds of the Bonds properly allocable to the refunding of the Refunded Obligations.

“Regulations” means all Regulations issued by the U.S. Treasury Department to implement the provisions of Code §§ 103 and 141 through 150 and applicable to the Bonds.

“Series 2013A Bonds” means the Park District’s \$4,670,000 original principal amount of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013, issued July 2, 2013, the proceeds of which refunded the Original Obligations.

“Tax Certificate” means this Federal Tax Certificate as it may from time to time be amended and supplemented in accordance with its terms.

“Tax Compliance Procedure” means the Park District’s Tax Compliance Procedure adopted on December 1, 2016.

“Tax-Exempt Bond File” means documents and records for the Bonds, the Refunded Obligations and the Original Obligations maintained by the Bond Compliance Officer pursuant to the Tax Compliance Procedure.

“Transcript” means the Transcript of Proceedings relating to the authorization and issuance of the Bonds.

“Yield” means yield on the Bonds, computed under Regulations § 1.148-4, and yield on an Investment, computed under Regulations § 1.148-5.

ARTICLE II

GENERAL REPRESENTATIONS AND COVENANTS

Section 2.1. Representations and Covenants of the Park District. The Park District represents and covenants as follows:

(a) **Organization and Authority.** The Park District **(1)** is a political subdivision organized and existing under the laws of the State of Illinois, and **(2)** has lawful power and authority to issue the Bonds for the purposes set forth in the Ordinance, to adopt the Ordinance, and to execute and deliver the Bonds and

this Tax Certificate and to carry out its obligations under this Tax Certificate and under such documents, and **(3)** by all necessary action has been duly authorized to adopt the Ordinance and to execute and deliver the Bonds and this Tax Certificate, acting by and through its duly authorized officials.

(b) Tax-Exempt Status of Bonds–General Covenant and Allocation of Proceeds to Project.

(1) The Park District (to the extent within its power or direction) will not use any money on deposit in any fund or account maintained in connection with the Bonds, whether or not such money was derived from the proceeds of the sale of the Bonds or from any other source, in a manner that would cause the Bonds to be “arbitrage bonds,” within the meaning of Code § 148, and will not (to the extent within its power or direction) otherwise use or permit the use of any Bond proceeds or any other funds of the Park District, directly or indirectly, in any manner, or take or permit to be taken any other action or actions, that would cause interest on the Bonds to be included in gross income for federal income tax purposes.

(2) The Park District has and will account for the expenditure of the Bond proceeds and Qualified Equity for the Project as described in Section 4.2. For purposes of the following covenants related to the use of the Financed Facility portion of the Project, any Non-Qualified Use shall be treated as first allocated entirely to the portion of the Project financed with Qualified Equity.

(c) Tax-Exempt Obligations–Use of Proceeds and Financed Facility. Throughout the Measurement Period, **(A)** all of the Financed Facility has been and is expected to be owned by the Park District or another Qualified User, **(B)** no portion of the Financed Facility has been or is expected to be used in a Non-Qualified Use, and **(C)** the Park District will not permit any Non-Qualified Use of the Financed Facility without first obtaining an Opinion of Bond Counsel.

(d) Governmental Obligations–Private Security or Payment. As of the Issue Date, the Park District expects that none of the principal and interest on the Bonds will be and the payment of principal of and interest on the Refunded Obligations has not been (under the terms of the Bonds or any underlying arrangement) directly or indirectly:

(1) secured by **(i)** any interest in property used or to be used for a Non-Qualified Use, or **(ii)** any interest in payments in respect of such property; or

(2) derived from payments (whether or not such payments are made to the Park District) in respect of property, or borrowed money, used or to be used for a Non-Qualified Use.

For purposes of the forgoing, taxes of general application, including payments in lieu of taxes, are not treated as private payments or as private security. The Park District will not permit any private security or payment with respect to the Bonds without first consulting with Bond Counsel.

(e) No Private Loan. Not more than 5% of the net proceeds of the Bonds will be loaned directly or indirectly to any Non-Qualified User.

(f) Management or Service Agreements. As of the Issue Date, the Park District has no Management or Service Agreements with Non-Qualified Users. During the Measurement Period, the Park District will not enter into or renew any Management or Service Agreement with any Non-Qualified User without first consulting with Bond Counsel.

(g) Leases. As of the Issue Date, the Park District has not entered into any leases of any portion of the Financed Facility other than Qualified Use Agreements during the Measurement Period. During the Measurement Period, the Park District will not enter into or renew any lease or similar agreement or arrangement other than a Qualified Use Agreement without first consulting with Bond Counsel.

(h) Limit on Maturity of Bonds. A list of the assets included in the Financed Facility and a computation of the “average reasonably expected economic life” of the Financed Facility is attached to this Tax Certificate as *Exhibit D*. Based on this computation, the “average maturity” of the Bonds as computed by Bond Counsel and attached hereto as *Exhibit A*, does not exceed the average reasonably expected economic life of the Financed Facility as such terms are used in Code § 147(b).

(i) Expenditure of Bond Proceeds; Reimbursement.

(1) The Park District will evidence each allocation of the proceeds of the Bonds and Qualified Equity for the Project to an expenditure in writing. No allocation will be made more than 18 months following the later of (i) the date of the expenditure or (ii) the date the Financed Facility was placed in service.

(2) The Park District will not allocate any proceeds of the New Money Portion of the Bonds to reimburse an expenditure paid prior to the Issue Date.

(j) Registered Bonds. The Ordinance requires that all of the Bonds will be issued and held in registered form within the meaning of Code § 149(a).

(k) Bonds Not Federally Guaranteed. The Park District will not take any action or permit any action to be taken which would cause any Bond to be “federally guaranteed” within the meaning of Code § 149(b).

(l) IRS Form 8038-G. Bond Counsel will prepare Form 8038-G (Information Return for Tax-Exempt Governmental Obligations) based on the representations and covenants of the Park District contained in this Tax Certificate or otherwise provided by the Park District. Bond Counsel will sign the return as a paid preparer following completion and will then deliver copies to the Park District for execution and for the Park District’s records. The Park District agrees to timely execute and return to Bond Counsel the execution copy of Form 8038-G for filing with the IRS. A copy of the “as-filed” copy along with proof of filing will be included as *Exhibit B*.

(m) Hedge Bonds. At least 85% of the net sale proceeds (the sale proceeds of the New Money Portion less any sale proceeds invested in a reserve fund) of the New Money Portion will be used to carry out the governmental purpose of the New Money Portion within 3 years after the Issue Date, and not more than 50% of the proceeds of the New Money Portion will be invested in Investments having a substantially guaranteed Yield for 4 years or more. At least 85% of the net sale proceeds (the sale proceeds of the Original Obligations less any sale proceeds invested in a reserve fund) of the Original Obligations were used to carry out the governmental purpose of the Original Obligations within 3 years after the issue date of the Original Obligations, and not more than 50% of the proceeds of the Original Obligations were invested in Investments having a substantially guaranteed Yield for 4 years or more.

(n) Compliance with Future Tax Requirements. The Park District understands that the Code and the Regulations may impose new or different restrictions and requirements on the Park District in the future. The Park District will comply with such future restrictions that are necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes.

(o) Single Issue; No Other Issues. The Bonds constitute a single “issue” under Regulations § 1.150-1(c). No other debt obligations of the Park District (1) are being sold within 15 days of the sale of the Bonds, (2) are being sold under the same plan of financing as the Bonds, and (3) are expected to be paid from substantially the same source of funds as the Bonds (disregarding guarantees from unrelated parties, such as bond insurance).

(p) Interest Rate Swap. As of the Issue Date, the Park District has not entered into an interest rate swap agreement or any other similar arrangement designed to modify its interest rate risk with respect to the Bonds or the Refunded Obligations. The Park District will not enter into any such arrangement in the future without first consulting with Bond Counsel.

(q) Guaranteed Investment Contract. As of the Issue Date, the Park District does not expect to enter into a Guaranteed Investment Contract for any Gross Proceeds of the Bonds. The Park District will be responsible for complying with Section 4.4(d) if it decides to enter into a Guaranteed Investment Contract at a later date.

(r) Bank Qualified Tax-Exempt Obligation. The Park District designates the Bonds as “qualified tax-exempt obligations” under Code § 265(b)(3), and with respect to this designation certifies as follows:

(1) the Park District reasonably anticipates that the amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) that will be issued by or on behalf of the Park District (and all subordinate entities of the Park District) during the calendar year that the Bonds are issued, including the Bonds, will not exceed \$10,000,000; and

(2) the Park District (including all subordinate entities of the Park District) will not issue tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) during the calendar year that the Bonds are issued, including the Bonds, in an aggregate principal amount or aggregate issue price in excess of \$10,000,000, without first obtaining advice of Bond Counsel that the designation of the Bonds as “qualified tax-exempt obligations” will not be adversely affected.

Section 2.2. Survival of Representations and Covenants. All representations, covenants and certifications contained in this Tax Certificate or in any certificate or other instrument delivered by the Park District under this Tax Certificate, will survive the execution and delivery of such documents and the issuance of the Bonds, as representations of facts existing as of the date of execution and delivery of the instruments containing such representations. The foregoing covenants of this Section will remain in full force and effect notwithstanding the defeasance of the Bonds.

ARTICLE III

ARBITRAGE CERTIFICATIONS AND COVENANTS

Section 3.1. General. The purpose of this Article III is to certify, under Regulations § 1.148-2(b), the Park District’s expectations as to the sources, uses and investment of Bond proceeds and other money, in order to support the Park District’s conclusion that the Bonds are not arbitrage bonds. The

individuals executing this Tax Certificate on behalf of the Park District are officers of the Park District responsible for issuing the Bonds.

Section 3.2. Reasonable Expectations. The facts, estimates and expectations set forth in this Article III are based upon and in reliance upon the Park District's understanding of the documents and certificates that comprise the Transcript, and the representations, covenants and certifications of the parties contained therein. To the Park District's knowledge, the facts and estimates set forth in this Tax Certificate are accurate, and the expectations of the Park District set forth in this Tax Certificate are reasonable. The Park District has no knowledge that would cause it to believe that the representations, warranties and certifications described in this Tax Certificate are unreasonable or inaccurate or may not be relied upon.

Section 3.3. Purposes of the Financing. The Bonds are being issued for the purpose of providing funds to (a) finance the cost of the Financed Facility, (b) refund the Refunded Obligations, and (c) pay certain costs of issuing the Bonds.

The purpose of refunding the Refunded Obligations is to provide an orderly plan of financing.

Section 3.4. Funds and Accounts. The following funds and accounts have been established under the Ordinance:

Debt Service Fund
Bond Proceeds Fund, which contains a Refunding Account and a Project Account

Section 3.5. Amount and Use of Bond Proceeds.

(a) **Amount of Bond Proceeds.** The total proceeds to be received by the Park District from the sale of the Bonds will be \$1,335,000.

(b) **Use of Bond Proceeds.** The Bond proceeds are expected to be allocated to expenditures as follows:

(1) \$532,875 will be deposited in the Refunding Account of the Bond Proceeds Fund to pay the principal of and interest on the Refunded Obligations becoming due on December 15, 2024.

(2) \$_____ will be spent on the Issue Date to pay costs of issuing the Bonds.

(3) \$_____ will be deposited in the Project Account of the Bond Proceeds Fund to pay costs of the Project.

Section 3.6. Multipurpose Issue. Pursuant to Regulations § 1.148-9(h), the Park District is applying the arbitrage rules to separate financing purposes of the issue that have the same initial temporary period as if they constitute a single issue for purposes of applying the arbitrage rules. Under Regulations § 1.148-9(h), the Bonds will be treated as 2 separate issues (a New Money Portion and a Refunding Portion) for purposes of applying certain of the arbitrage restrictions under Code § 148.

Section 3.7. Current Refunding.

(a) Proceeds Used For Current Refunding. A portion of the proceeds of the Bonds will be used to pay principal of and interest on the Refunded Obligations. All such proceeds shall be spent not later than 90 days after the Issue Date.

(b) Transferred Proceeds. There are no unspent proceeds (sale proceeds, Investment proceeds or transferred proceeds) of the Refunded Obligations. Therefore, there are no transferred proceeds of the Bonds.

Section 3.8. Project Completion. The Park District has incurred, or will incur within 6 months after the Issue Date, a substantial binding obligation to a third party to spend at least 5% of the Net Proceeds of the New Money Portion on the Financed Facility. The completion of the Financed Facility and the allocation of the Net Proceeds of the New Money Portion to expenditures will proceed with due diligence. At least 85% of the Net Proceeds of the New Money Portion will be allocated to expenditures on the Financed Facility within 3 years after the Issue Date.

Section 3.9. Sinking Funds. The Park District is required to make periodic payments in amounts sufficient to pay the principal of and interest on the Bonds. Such payments will be deposited into the Debt Service Fund. Except for the Debt Service Fund, no sinking fund or other similar fund that is expected to be used to pay principal of or interest on the Bonds has been established or is expected to be established. The Debt Service Fund is used primarily to achieve a proper matching of revenues with principal and interest payments on the Bonds within each Bond Year, and the Park District expects that the Debt Service Fund will qualify as a Bona Fide Debt Service Fund.

Section 3.10. Reserve, Replacement and Pledged Funds.

(a) Debt Service Reserve Fund. No reserve or replacement fund has been established for the Bonds.

(b) No Other Replacement or Pledged Funds. None of the Bond proceeds will be used as a substitute for other funds that were intended or earmarked to pay costs of the Financed Facility or refund the Refunded Obligations, and that instead has been or will be used to acquire higher yielding Investments. Except for the Debt Service Fund, there are no other funds pledged or committed in a manner that provides a reasonable assurance that such funds would be available for payment of the principal of or interest on the Bonds if the Park District encounters financial difficulty.

Section 3.11. Purpose Investment Yield. The proceeds of the Bonds will not be used to purchase an Investment for the purpose of carrying out the governmental purpose of the financing.

Section 3.12. Issue Price and Yield on Bonds.

(a) Issue Price. Based on the certifications of the Purchaser in the Purchaser's Receipt and Certificate, the issue price of the Bonds pursuant to Regulations § 1.148-1(f)(2)(i) (relating to the so-called "private placement rule") is the price paid by the Purchaser (\$1,335,000).

(b) Bond Yield. Based on the issue price, the Yield on the Bonds is _____%, as computed by Bond Counsel as shown on *Exhibit A*. The Park District has not entered into an interest rate swap agreement with respect to any portion of the proceeds of the Bonds.

Section 3.13. Miscellaneous Arbitrage Matters.

(a) No Abusive Arbitrage Device. The Bonds are not and will not be part of a transaction or series of transactions that has the effect of (1) enabling the Park District to exploit the difference between tax-exempt and taxable interest rates to gain a material financial advantage, and (2) overburdening the tax-exempt bond market.

(b) No Over-Issuance. The sale proceeds of the Bonds, together with expected Investment earnings thereon and other money contributed by the Park District, do not exceed the cost of the governmental purpose of the Bonds as described above.

Section 3.14. Conclusion. On the basis of the facts, estimates and circumstances set forth in this Tax Certificate, the Park District does not expect that the Bond proceeds will be used in a manner that would cause any Bond to be an “arbitrage bond” within the meaning of Code § 148 and the Regulations.

ARTICLE IV

POST-ISSUANCE TAX REQUIREMENTS, POLICIES AND PROCEDURES

Section 4.1. General.

(a) Purpose of Article. The purpose of this Article IV is to supplement the Tax Compliance Procedure and to set out specific policies and procedures governing compliance with the federal income tax requirements that apply after the Bonds are issued. The Park District recognizes that interest on the Bonds will remain excludable from gross income only if Post-Issuance Tax Requirements are followed after the Issue Date. The Park District further acknowledges that written evidence substantiating Post-Issuance Tax Requirements must be retained in order to permit the Bonds to be refinanced with tax-exempt obligations and substantiate the position that interest on the Bonds is exempt from gross income in the event of an audit of the Bonds by the IRS.

(b) Written Policies and Procedures of the Park District. The Park District intends for the Tax Compliance Procedure, as supplemented by this Tax Certificate, to be its primary written policies and procedures for monitoring compliance with the Post-Issuance Tax Requirements for the Bonds and to supplement any other formal policies and procedures related to tax compliance that the Park District has established. The provisions of this Tax Certificate are intended to be consistent with the Tax Compliance Procedure. In the event of any inconsistency between the Tax Compliance Procedure and this Tax Certificate, the terms of this Tax Certificate will govern.

(c) Bond Compliance Officer. The Park District when necessary to fulfill its Post-Issuance Tax Requirements will, through its Bond Compliance Officer, sign Form 8038-T in connection with the payment of arbitrage rebate or yield reduction amounts, participate in any federal income tax audit of the Bonds or related proceedings under a voluntary compliance agreement procedures (VCAP) or undertake a remedial action procedure pursuant to Regulations §§ 1.141-12. In each case, all costs and expenses incurred by the Park District shall be treated as a reasonable cost of administering the Bonds and the Park District shall be entitled to reimbursement and recovery of its costs to the same extent as provided in the Ordinance or State law.

Section 4.2. Record Keeping; Use of Bond Proceeds and Use of Financed Facilities.

(a) Record Keeping. The Bond Compliance Officer will maintain the Tax-Exempt Bond File for the Bonds in accordance with the Tax Compliance Procedure. Unless otherwise specifically instructed in advice or written Opinion of Bond Counsel or to the extent otherwise provided in this Tax Certificate, the Bond Compliance Officer shall retain records related to the Post-Issuance Tax Requirements until 3 years following the final maturity of (i) the Bonds or (ii) any obligation issued to refund the Bonds. Any records maintained electronically must comply with Section 4.01 of Revenue Procedure 97-22, which generally provides that an electronic storage system must (1) ensure an accurate and complete transfer of the hardcopy records which indexes, stores, preserves, retrieves and reproduces the electronic records, (2) include reasonable controls to ensure integrity, accuracy and reliability of the electronic storage system and to prevent unauthorized alteration or deterioration of electronic records, (3) exhibit a high degree of legibility and readability both electronically and in hardcopy, (4) provide support for other books and records of the Park District and (5) not be subject to any agreement that would limit the ability of the IRS to access and use the electronic storage system on the Park District's premises.

(b) Accounting and Allocation of Bond Proceeds and Qualified Equity to Expenditures. The Bond Compliance Officer will account for the investment and expenditure of New Money Portion proceeds in the level of detail required by the Tax Compliance Procedure. The Bond Compliance Officer will supplement the expected allocation of New Money Portion proceeds and Qualified Equity to expenditures with a Final Written Allocation as required by the Tax Compliance Procedure. A sample form of Final Written Allocation is attached as *Exhibit F*. Proceeds of the Refunding Portion and other money will be used as described in Sections 3.5 and 3.7. The Bond Compliance Officer will maintain accounting records showing the investment and expenditure of this money as part of the Tax-Exempt Bond File. The Bond Compliance Officer has prepared written substantiation records of the allocation of proceeds of the Original Obligations to the Financed Facility through requisitions from the proceeds fund established under the documents authorizing the Original Obligations. This allocation is summarized on *Exhibit D* and is intended to constitute the Final Written Allocation for the Original Obligations.

(c) Annual Compliance Checklist. Attached as *Exhibit E* is a sample annual compliance checklist for the Bonds. The Bond Compliance Officer will prepare and complete an annual compliance checklist for the Financed Facility at least annually in accordance with the Tax Compliance Procedure. In the event the annual compliance checklist identifies a deficiency in compliance with the requirements of this Tax Certificate, the Bond Compliance Officer will take the actions identified in an Opinion of Bond Counsel or the Tax Compliance Procedure to correct any deficiency.

(d) Opinions of Bond Counsel. The Bond Compliance Officer is responsible for obtaining and delivering to the Park District any advice or Opinion of Bond Counsel required under the provisions of this Tax Certificate, including any advice or Opinion of Bond Counsel required by this Tax Certificate or the Annual Compliance Checklist.

Section 4.3. Temporary Periods/Yield Restriction. Except as described below, the Park District will not invest Gross Proceeds at a Yield greater than the Yield on the Bonds:

(a) Project Account of the Bond Proceeds Fund. The New Money Portion of Bond proceeds deposited in the Project Account of the Bond Proceeds Fund and any subaccounts thereunder and investment earnings on those proceeds may be invested without Yield restriction for up to 3 years following the Issue Date. If any such unspent proceeds remain in the Project Account of the Bond Proceeds Fund after 3 years, those amounts may continue to be invested without Yield restriction so long as the Park District pays to the IRS all Yield reduction payments in accordance with Regulations § 1.148-5(c). These

payments are required whether or not the New Money Portion of the Bonds is exempt from the arbitrage rebate and yield reduction amounts requirements of Code § 148.

(b) Proceeds Allocable to Current Refunding. Bond proceeds deposited in the Refunding Account of the Bond Proceeds Fund allocable to a current refunding of the Refunded Obligations may be invested without Yield restriction for up to 90 days after the Issue Date.

(c) Debt Service Fund. To the extent that the Debt Service Fund qualifies as a Bona Fide Debt Service Fund, money in such account may be invested without Yield restriction for 13 months after the date of deposit. Earnings on such amounts may be invested without Yield restriction for 1 year after the date of receipt of such earnings.

(d) Minor Portion. In addition to the amounts described above, Gross Proceeds not exceeding the Minor Portion may be invested without Yield restriction.

Section 4.4. Procedures for Establishing Fair Market Value.

(a) General. No Investment may be acquired with Gross Proceeds for an amount (including transaction costs) in excess of the fair market value of such Investment, or sold or otherwise disposed of for an amount (including transaction costs) less than the fair market value of the Investment. The fair market value of any Investment is the price a willing buyer would pay to a willing seller to acquire the Investment in a bona fide, arm's-length transaction. Fair market value will be determined in accordance with Regulations § 1.148-5.

(b) Established Securities Market. Except for Investments purchased for a Yield-restricted defeasance escrow, if an Investment is purchased or sold in an arm's-length transaction on an established securities market (within the meaning of Code § 1273), the purchase or sale price constitutes the fair market value. Where there is no established securities market for an Investment, market value must be established using 1 of the paragraphs below. The fair market value of Investments purchased for a Yield-restricted defeasance escrow must be determined in a bona fide solicitation for bids that complies with Regulations § 1.148-5.

(c) Certificates of Deposit. The purchase price of a certificate of deposit (a "CD") is treated as its fair market value on the purchase date if (1) the CD has a fixed interest rate, a fixed payment schedule, and a substantial penalty for early withdrawal, (2) the Yield on the CD is not less than the Yield on reasonably comparable direct obligations of the United States, and (3) the Yield is not less than the highest Yield published or posted by the CD issuer to be currently available on reasonably comparable CDs offered to the public.

(d) Guaranteed Investment Contracts. The purchase price of a Guaranteed Investment Contract is treated as its fair market value on the purchase date if all of the following requirements are met:

(1) Bona Fide Solicitation for Bids. The Park District makes a bona fide solicitation for the Guaranteed Investment Contract, using the following procedures:

(i) The bid specifications are in writing and are timely forwarded to potential providers, or are made available on an internet website or other similar electronic media that is regularly used to post bid specifications to potential bidders. A writing includes a hard copy, a fax, or an electronic e-mail copy.

(ii) The bid specifications include all “material” terms of the bid. A term is material if it may directly or indirectly affect the Yield or the cost of the Guaranteed Investment Contract.

(iii) The bid specifications include a statement notifying potential providers that submission of a bid is a representation **(A)** that the potential provider did not consult with any other potential provider about its bid, **(B)** that the bid was determined without regard to any other formal or informal agreement that the potential provider has with the Park District or any other person (whether or not in connection with the bond issue), and **(C)** that the bid is not being submitted solely as a courtesy to the Park District or any other person, for purposes of satisfying the requirements of the Regulations.

(iv) The terms of the bid specifications are “commercially reasonable.” A term is commercially reasonable if there is a legitimate business purpose for the term other than to increase the purchase price or reduce the yield of the Guaranteed Investment Contract.

(v) The terms of the solicitation take into account the Park District’s reasonably expected deposit and draw-down schedule for the amounts to be invested.

(vi) All potential providers have an equal opportunity to bid. If the bidding process affords any opportunity for a potential provider to review other bids before providing a bid, then providers have an equal opportunity to bid only if all potential providers have an equal opportunity to review other bids. Thus, no potential provider may be given an opportunity to review other bids that is not equally given to all potential providers (that is no exclusive “last look”).

(vii) At least 3 “reasonably competitive providers” are solicited for bids. A reasonably competitive provider is a provider that has an established industry reputation as a competitive provider of the type of Investments being purchased.

(2) Bids Received. The bids received must meet all of the following requirements:

(i) At least 3 bids are received from providers that were solicited as described above and that do not have a “material financial interest” in the issue. For this purpose, **(A)** a lead underwriter in a negotiated underwriting transaction is deemed to have a material financial interest in the issue until 15 days after the Issue Date of the issue, **(B)** any entity acting as a financial advisor with respect to the purchase of the Guaranteed Investment Contract at the time the bid specifications are forwarded to potential providers has a material financial interest in the issue, and **(C)** a provider that is a related party to a provider that has a material financial interest in the issue is deemed to have a material financial interest in the issue.

(ii) At least 1 of the 3 bids received is from a reasonably competitive provider, as defined above.

(iii) If an agent or broker is used to conduct the bidding process, the agent or broker did not bid to provide the Guaranteed Investment Contract.

(3) Winning Bid. The winning bid is the highest yielding bona fide bid (determined net of any broker's fees).

(4) Fees Paid. The obligor on the Guaranteed Investment Contract certifies the administrative costs that it pays (or expects to pay, if any) to third parties in connection with supplying the Guaranteed Investment Contract.

(5) Records. The Park District retains the following records with the Bond documents until 3 years after the last outstanding Bond is redeemed:

(i) A copy of the Guaranteed Investment Contract.

(ii) The receipt or other record of the amount actually paid for the Guaranteed Investment Contract, including a record of any administrative costs paid by the Park District, and the certification as to fees paid, described in paragraph (d)(4) above.

(iii) For each bid that is submitted, the name of the person and entity submitting the bid, the time and date of the bid, and the bid results.

(iv) The bid solicitation form and, if the terms of Guaranteed Investment Contract deviated from the bid solicitation form or a submitted bid is modified, a brief statement explaining the deviation and stating the purpose for the deviation.

(e) Other Investments. If an Investment is not described above, the fair market value may be established through a competitive bidding process, as follows:

(1) at least 3 bids on the Investment must be received from persons with no financial interest in the Bonds (*e.g.*, as underwriters or brokers); and

(2) the Yield on the Investment must be equal to or greater than the Yield offered under the highest bid.

Section 4.5. Certain Gross Proceeds Exempt from the Rebate Requirement.

(a) *The New Money Portion Qualifies as a Rebate-Exempt Small Issue.*

(1) the Park District is a governmental unit under State law with general taxing powers;

(2) no Bond allocable to the New Money Portion is a "private activity bond" as defined in Code § 141;

(3) 95% or more of the net proceeds of the New Money Portion are to be used for local governmental activities of the Park District; and

(4) the aggregate face amount of all tax-exempt bonds (other than private activity bonds), and qualified tax credit bonds as defined in Code § 54A(d)(1) to be issued by the Park District during the current calendar year is not reasonably expected to exceed \$5,000,000. The Park District understands that, for this purpose: (i) the Park District and all entities which issue bonds on behalf of the Park District are treated as one issuer; (ii) all bonds issued by an entity

subordinate to the Park District are treated as issued by the Park District; and (iii) bonds issued by the Park District to currently refund any other bond are not taken into account to the extent that the amount of the refunding bonds does not exceed the outstanding amount of the refunded obligations.

(b) *Conclusion as to Small Issuer Exemption.* Based on these certifications, Bond Counsel has advised the Park District that the New Money Portion of the Bonds is exempt from the arbitrage rebate requirements of Code § 148(f), under the small-issuer exception set forth in Code § 148(f)(4)(D).

Section 4.6. Rebate Instructions. All sale proceeds of the Refunding Portion of the Bonds and Investment earnings thereon will be used to pay (a) principal of and interest on the Refunded Obligations on December 15, 2024, or (b) costs of issuance for the Refunding Portion of the Bonds. Other than the Debt Service Fund, no sinking, pledge, or reserve fund or other similar fund has been or is expected to be established for the Bonds. Additionally, the Park District expects the Debt Service Fund to qualify as a Bona Fide Debt Service Fund in each Bond Year. Based on these certifications, Bond Counsel has advised the Park District that no rebate computations are necessary with respect to the Refunding Portion of the Bonds, so long as the proceeds are spent for the purposes described in this paragraph. If the proceeds are not so spent, if the Debt Service Fund fails to qualify as a Bona Fide Debt Service Fund in any Bond Year, or if the Park District establishes any sinking, pledge, reserve fund or other similar fund, the Park District is obligated to engage Bond Counsel, an independent certified public accountant or a rebate analyst to compute arbitrage rebate on the Refunding Portion of the Bonds and to pay rebate to the United States at least once every five years, and within 60 days after the discharge of the last Bond, in accordance with Code § 148(f).

Section 4.7. Filing Requirements. The Park District will file or cause to be filed with the IRS such reports or other documents as are required by the Code in accordance with advice of Bond Counsel.

ARTICLE V

MISCELLANEOUS PROVISIONS

Section 5.1. Term of Tax Certificate. This Tax Certificate will be effective concurrently with the issuance and delivery of the Bonds and will continue in force and effect until the principal of, redemption premium, if any, and interest on all Bonds have been fully paid and all such Bonds are cancelled; provided that, the provisions of Article IV of this Tax Certificate regarding payment of arbitrage rebate and yield reduction amounts and all related penalties and interest will remain in effect until all such amounts are paid to the United States and the provisions of Section 4.2 relating to record keeping shall continue in force for the period described therein for records to be retained.

Section 5.2. Amendments. This Tax Certificate may be amended from time to time by the parties to this Tax Certificate without notice to or the consent of any of the Registered Owners, but only if such amendment is in writing and is accompanied by an Opinion of Bond Counsel to the effect that, under then existing law, assuming compliance with this Tax Certificate as so amended such amendment will not cause interest on any Bond to be included in gross income for federal income tax purposes. No such amendment will become effective until the Park District receives this Opinion of Bond Counsel.

Section 5.3. Opinion of Bond Counsel. The Park District may deviate from the provisions of this Tax Certificate if furnished with an Opinion of Bond Counsel to the effect that the proposed deviation will not adversely affect the exclusion of interest on the Bonds from gross income for federal income tax

purposes. The Park District will comply with any further or different instructions provided in an Opinion of Bond Counsel to the effect that the further or different instructions need to be complied with in order to maintain the validity of the Bonds or the exclusion from gross income of interest on the Bonds.

Section 5.4. Reliance. In delivering this Tax Certificate the Park District is making only those certifications, representations and agreements as are specifically attributed to it in this Tax Certificate. The Park District is not aware of any facts or circumstances which would cause it to question the accuracy of the facts, circumstances, estimates or expectations of any other party providing certifications as part of this Tax Certificate and, to the best of its knowledge, those facts, circumstances, estimates and expectations are reasonable. The Park District understands that its certifications will be relied upon by the law firm of Gilmore & Bell, P.C., in rendering its opinion as to the validity of the Bonds and the exclusion from federal gross income of the interest on the Bonds.

Section 5.5. Severability. If any provision in this Tax Certificate or in the Bonds is determined to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions will not be affected or impaired.

Section 5.6. Benefit of Agreement. This Tax Certificate is binding upon the Park District its respective successors and assigns, and inures to the benefit of the parties to this Tax Certificate and the owners of the Bonds. Nothing in this Tax Certificate or in the Ordinance or the Bonds, express or implied, gives to any person, other than the parties to this Tax Certificate, their successors and assigns, and the owners of the Bonds, any benefit or any legal or equitable right, remedy or claim under this Tax Certificate.

Section 5.7. Default, Breach and Enforcement. Any misrepresentation of a party contained herein or any breach of a covenant or agreement contained in this Tax Certificate may be pursued by the Registered Owners pursuant to the terms of the Ordinance or any other document which references this Tax Certificate and gives remedies for a misrepresentation or breach thereof.

Section 5.8. Execution in Counterparts. This Tax Certificate may be executed in any number of counterparts, each of which so executed will be deemed to be an original, but all such counterparts will together constitute the same instrument.

Section 5.9. Governing Law. This Tax Certificate will be governed by and construed in accordance with the laws of the State of Illinois.

Section 5.10. Electronic Transactions. The transaction described in this Tax Certificate may be conducted, and related documents may be stored, by electronic means.

[The remainder of this page is intentionally left blank.]

IN WITNESS WHEREOF, the undersigned by execution of this Tax Certificate hereby make the foregoing certifications, representations, and agreements contained in this Tax Certificate on behalf of the Park District, as of the Issue Date.

**CHAMPAIGN PARK DISTRICT,
CHAMPAIGN COUNTY, ILLINOIS**

By: _____
Title: President

By: _____
Title: Bond Compliance Officer

EXHIBIT A

DEBT SERVICE SCHEDULE AND PROOF OF BOND YIELD

EXHIBIT B
IRS FORM 8038-G

EXHIBIT C

Reserved.

EXHIBIT D

Description of Property Comprising the Project.

EXHIBIT E

**SAMPLE
ANNUAL COMPLIANCE CHECKLIST**

Name of tax-exempt bonds (“Bonds”) financing Financed Facility:	General Obligation Limited Tax Park Bonds, Series 2024
Issue Date of Bonds:	December 4, 2024
Placed in service date of Financed Facility:	_____
Name of Bond Compliance Officer:	_____
Period covered by request (“Annual Period”):	_____

Item	Question	Response
1 Ownership	Was the entire Financed Facility owned by the Park District during the entire Annual Period?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If answer above was “No,” was advice of Bond Counsel obtained prior to the transfer? If Yes, include a description of the advice in the Tax-Exempt Bond File. If No, contact Bond Counsel and include description of resolution in the Tax-Exempt Bond File.	<input type="checkbox"/> Yes <input type="checkbox"/> No

2 Leases & Other Rights to Possession	During the Annual Period, was any part of the Financed Facility leased at any time pursuant to a lease or similar agreement for more than 50 days?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If answer above was “Yes,” was advice of Bond Counsel obtained prior to entering into the lease or other arrangement? If Yes, include a description of the advice in the Tax-Exempt Bond File. If No, contact Bond Counsel and include description of resolution in the Tax-Exempt Bond File.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Item	Question	Response
3 Management or Service Agreements	During the Annual Period, has the management of all or any part of the operations of the Financed Facility (e.g., cafeteria, early childhood program, gift shop, etc.) been assumed by or transferred to another entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If answer above was "Yes," was advice of Bond Counsel obtained prior to entering into the Management or Service Agreement? If Yes, include a description of the advice in the Tax-Exempt Bond File. If No, contact Bond Counsel and include description of resolution in the Tax-Exempt Bond File.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4 Other Use	Was any other agreement entered into with an individual or entity that grants special legal rights to the Financed Facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If answer above was "Yes," was advice of Bond Counsel obtained prior to entering into the agreement? If Yes, include a description of the advice in the Tax-Exempt Bond File. If No, contact Bond Counsel and include description of resolution in the Tax-Exempt Bond File.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5 Arbitrage & Rebate	Have all rebate and yield reduction calculations mandated in the Federal Tax Certificate been prepared for the current year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If No, contact Bond Counsel and incorporate report or include description of resolution in the Tax-Exempt Bond File.	

Bond Compliance Officer: _____

Date Completed: _____

EXHIBIT F

SAMPLE FINAL WRITTEN ALLOCATION

**CHAMPAIGN PARK DISTRICT
CHAMPAIGN COUNTY, ILLINOIS
\$1,335,000
General Obligation Limited Tax Park Bonds,
Series 2024**

Final Written Allocation

The undersigned is the Bond Compliance Officer of the Champaign Park District, Champaign County, Illinois (the “**Park District**”) and in that capacity is authorized to execute federal income tax returns required to be filed by the Park District and to make appropriate elections and designations regarding federal income tax matters on behalf of the Park District. This allocation of the proceeds of the bond issue referenced above (the “**Bonds**”) is necessary for the Park District to satisfy ongoing reporting and compliance requirements under federal income tax laws.

Purpose. This document, together with the schedules and records referred to below, is intended to memorialize allocations of Bond proceeds to expenditures for purposes of §§ 141 and 148 of the Internal Revenue Code (the “**Code**”). All allocations are or were previously made no later than 18 months following the date the expenditure was made by the Park District or, if later, the date the “project” was “placed in service” (both as defined below), and no later than 60 days following the 5th anniversary of the issue date of the Bonds.

Background. The Bonds were issued on December 4, 2024 (the “**Issue Date**”), by the Park District. A portion of the Bonds were issued in order to provide funds for the building, maintaining, improving and protecting the parks and boulevards of the District and for the payment of expenses incident thereto (the “**Project**”). The Bonds were issued pursuant to Ordinance No. _____, adopted November 13, 2024 of the Park District. The new money portion of proceeds of the Bonds were deposited to the following accounts:

Project Account of the Bond Proceeds Fund.

Sources Used to Fund Project Costs and Allocation of Proceeds to Project Costs. A portion of the costs of the Project was paid from sale proceeds of the Bonds and the remaining portion of the costs of the Project was paid from earnings from the investment of bond sale proceeds as shown on **Schedule 1** to this Final Written Allocation.

Identification of Financed Assets. The portions of the Project financed from Bond proceeds (i.e., the “Financed Facility” referenced in the Federal Tax Certificate) are listed on page 1 of **Schedule 2** to this Final Written Allocation.

Identification and Timing of Expenditures for Arbitrage Purposes. For purposes of complying with the arbitrage rules, the Park District allocates the proceeds of the Bonds to the various expenditures described in the invoices, requisitions or other substantiation attached as **Schedule 2** to this Final Written Allocation. In each case, the cost requisitioned was either paid directly to a third party or reimbursed the Park District for an amount it had previously paid or incurred. Amounts received from the sale of the Bonds

and retained as underwriters discount are allocated to that purpose and spent on the Issue Date. Amounts allocated to interest expense are treated as paid on the interest payment dates for the Bonds.

Placed In Service. The Project was “placed in service” on the date set out on **Schedule 2** to this Final Written Allocation. For this purpose, the assets are considered to be “placed in service” as of the date on which, based on all the facts and circumstances: (1) the constructing and equipping of the asset has reached a degree of completion which would permit its operation at substantially its design level; and (2) the asset is, in fact, in operation at that level.

This allocation has been prepared based on statutes and regulations existing as of this date. The Park District reserves the right to amend this allocation to the extent permitted by future Treasury Regulations or similar authorities.

**CHAMPAIGN PARK DISTRICT, CHAMPAIGN
COUNTY, ILLINOIS**

By: _____
Title: _____

Dated: _____

Name of Legal Counsel/Law Firm Reviewing Final Written Allocation:

Date of Review: _____

**SCHEDULE 1
TO FINAL WRITTEN ALLOCATION**

ALLOCATION OF SOURCES AND USES

[Insert Spreadsheet]

**SCHEDULE 2
TO FINAL WRITTEN ALLOCATION**

**IDENTIFICATION OF FINANCED ASSETS
&
DETAILED LISTING OF EXPENDITURES**

[Insert Spreadsheet]



REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director
DATE: November 13, 2024
SUBJECT: Compensation Study Update and Plan Approval

Background

In December 2023, the Board approved GovHR (now MGT) to conduct a comprehensive classification and compensation study. It has been over ten (10) years since the last study, and much has changed since then—including shifts in the labor market, the expansion of the Champaign Park District’s (Park District) programs, and new employee needs. This update is necessary to ensure that the Park District remains competitive, retains high-performing staff, and avoids the risks associated with turnover and wage inequities. While salary adjustments have been made incrementally over the years, this study ensures a more holistic and equitable approach, aligning with current market standards and ensuring internal fairness.

Summary of Report

The classification and compensation study, completed by MGT, analyzed both the internal equity and external competitiveness of the Park District’s pay structure. The study focused on developing a compensation plan to:

1. **Provide consistency:** Ensuring consistent compensation for jobs of similar content and responsibility.
2. **Adjust for market conditions:** Keeping compensation aligned with changing economic and employment trends.
3. **Establish competitive salary ranges:** Using comparisons to similar jurisdictions within the labor market.

Compensation Plan Options

MGT presented three compensation plan options for consideration:

- **Defined Increment Plan:** Salary ranges with defined percentage increments (e.g., 3%) between the minimum and maximum range. Employees move through these ranges annually with satisfactory performance evaluations.
- **Open Range Merit Plan:** Salary ranges with no set increments. Employees advance through the range based on performance evaluations, with the percentage increase determined annually.
- **Blended Merit Plan:** A combination of both defined increments and merit-based progression.

Recommendation: Open Range Merit Plan

Both MGT and staff recommend adopting the Open Range Merit Plan, which offers flexibility in managing compensation by allowing adjustments based on individual performance. This plan aligns with the Park District’s goal of retaining and rewarding high-performing staff while providing flexibility for recruitment and budget management. Employees can advance through the range based on satisfactory performance evaluations, and salary adjustments can be made based on available funding.

Turnover

The Park District has experienced fluctuating turnover rates over the past several years. Below is a summary of the turnover percentages:

- **2023:** 25.18%
- **2022:** 28.2%
- **2021:** 44.18% (impacted significantly by COVID-19)
- **2020:** 18.6%
- **2019:** 16.54%
- **2018:** 12.57%
- **2017:** 13.56%
- **2016:** 17.08%
- **2015:** 20.95%

During 2021 the Park District experienced an unusually high turnover rate due to the challenges posed by COVID-19. The Park District continues to observe elevated turnover levels even after the pandemic. Notably, turnover remained at 28.2% in 2022 and 25.18% in 2023, both significantly higher than pre-2020 levels. This trend highlights growing employee dissatisfaction and the urgent need for the Park District to address compensation concerns.

By implementing the compensation adjustments outlined in the study, we can take proactive steps to help reverse this trend and improve retention.

Budget Impact

The attached spreadsheet provides detailed costing for FY 2024/25 Full-Time salary projections. The following tables provide a summary of the total costs to implement Phase 1 and 2 of this proposed compensation plan for the 50th, 60th, and 70th percentile:

50th Percentile - Proposed Pay Ranges			
Type	Phase 1 Costs	Phase 2 Costs	Total Cost
Salary	102,610	258,456	361,065
IMRF	2,637	6,642	9,279
FICA	7,850	19,772	27,622
Total	113,097	284,870	397,966
Employee Count	28	36	

60th Percentile - Proposed Pay Ranges			
Type	Phase 1 Costs	Phase 2 Costs	Total Cost
Salary	168,627	317,412	486,038
IMRF	4,334	8,157	12,491
FICA	12,900	24,282	37,182
Total	185,860	349,851	535,712
Employee Count	38	38	

70th Percentile - Proposed Pay Ranges			
Type	Phase 1 Costs	Phase 2 Costs	Total Cost
Salary	273,746	380,369	654,115
IMRF	7,035	9,775	16,811
FICA	20,942	29,098	50,040
Total	301,723	419,243	720,966
Employee Count	53	42	

FY 2024/25 Salary Projections

Finance has completed an analysis of current full-time salaries based on current payroll expenses to projected out the anticipated expenditures through the end of FY 2024/25, or April 30. Based on current salaries, the Park District is anticipated to have three funds, which will be over budget in the full-time salary line item at fiscal year-end. The funds anticipated to be over are the Recreation Fund, Museum Fund, and Special Recreation Fund. This variance is likely due to inconsistencies in budget development that were identified after budget adoption.

The table below provides a summary of these projections and the Phase 1 implementation versus the FY 2024/25 adopted budget, by fund:

50th Percentile - Salary Line Items					
Fund	FY2024/25 Budget	FY2024/25 Projected	Budget Variance	Phase 1 Costs	Total Adjustments
01 - General	2,825,727	2,555,114	270,613	22,298	-
02 - Recreation	961,705	1,130,003	(168,298)	40,956	209,253
03 - Museum	608,429	672,857	(64,428)	15,254	79,682
04 - Liability Ins.	63,371	60,155	3,216	-	-
15 - Special Rec.	247,717	305,799	(58,082)	24,102	82,185
Grand Total	4,706,949	4,723,928		102,610	371,120

60th Percentile - Salary Line Items					
Fund	FY2024/25 Budget	FY2024/25 Projected	Budget Variance	Phase 1 Costs	Total Adjustments
01 - General	2,825,727	2,555,114	270,613	45,040	-
02 - Recreation	961,705	1,130,003	(168,298)	63,600	231,897
03 - Museum	608,429	672,857	(64,428)	27,382	91,810
04 - Liability Ins.	63,371	60,155	3,216	-	-
15 - Special Rec.	247,717	305,799	(58,082)	32,605	90,688
Grand Total	4,706,949	4,723,928		168,627	414,395

70th Percentile - Salary Line Items					
Fund	FY2024/25 Budget	FY2024/25 Projected	Budget Variance	Phase 1 Costs	Total Adjustments
01 - General	2,825,727	2,555,114	270,613	93,079	-
02 - Recreation	961,705	1,130,003	(168,298)	90,842	259,140
03 - Museum	608,429	672,857	(64,428)	49,324	113,752
04 - Liability Ins.	63,371	60,155	3,216	-	-
15 - Special Rec.	247,717	305,799	(58,082)	40,501	98,584
Grand Total	4,706,949	4,723,928		273,746	471,475

Annually, with the budget adoption, the Board approves a working budget and an appropriations amount. This is to allow for the Board to make adjustments to the working budget without going through a formal process of amending the budget. Illinois state Statute allowed for “the board of such Park District may from time to time make transfers between the various items in any fund in such appropriation ordinance not exceeding in the aggregate 10% of the total amount appropriated in such fund by such ordinance” (70 ILCS 1205/4-4). Staff would recommend that the Board authorize the working budget to be adjusted to incorporate the anticipated budget variances, and to account for the implementation of Phase 1 of the compensation study, as outlined in Attachment A.

Recommendation

Staff recommend the full approval of the Classification and Compensation Study as outlined by MGT, along with a two-phased approach to its implementation. This approach will ensure the Park District addresses immediate salary disparities while managing budget impacts responsibly. A major component of the new plan is the recommendation to expand our existing number of classifications from five (5) to ten (10). In making these changes, we are able to better group like positions into classifications, provide a framework for progression, and help ensure equitable pay for existing and prospective employees.

Phase One:

- Upon full approval of the classification and compensation study, adjust salaries for all employees whose current compensation falls below the new minimum of the proposed salary ranges. Adjustments would commence December 1. Staff recommends adoption of the plan at the 70th percentile, to fully achieve goals set out for the study. This adjustment will ensure that no employees are paid below market rates as defined by the new structure.
- In December, staff will bring forward information regarding any adjustments needed to the FY 2024/25 working budget for Board consideration.

Phase Two:

- In the next fiscal year (FY 2025/26), implement salary adjustments within the ranges based on performance and length of service.
 - Employees employed with the District for 3-8 years move into the 25th percentile of the new range
 - Employees employed with the District for 9-18 years move into the 50th percentile
 - Employees employed with the District for more than 18 years move into the 75th percentile.
- These adjustments will help reduce the risk of salary compression and ensure that employees are fairly positioned within their salary ranges.

Both phases are independent of any merit-based increases that may be provided in FY 2025/26. However, any employee who receives at least a 3% increase in salary as part of the compensation study will be ineligible for a merit increase in FY 2025/26. This phased approach strikes a balance between immediate action to address disparities and careful financial planning for broader salary adjustments.

Prepared by:

Sarah Sandquist
Executive Director

Attachment A – Recommended Budget Adjustments

Fund	FY2024/25 Working Budget	Total Appropriations Ordinance Capacity	10% Transfer Capacity	50th Percentile Change to Salary Line Items	60th Percentile Change to Salary Line Items	70th Percentile Change to Salary Line Items
01 - General	6,565,727	7,033,669	703,367	-	-	-
02 - Recreation	4,418,871	4,785,817	478,582	209,253	231,897	259,140
03 - Museum	2,627,385	2,797,855	279,786	79,682	91,810	113,752
04 - Liability Ins.	590,711	649,782	64,978	-	-	-
15 - Special Rec.	2,180,016	2,397,992	239,799	82,185	90,688	98,584
Grand Total	6,382,710	17,665,115		371,120	414,395	471,475



Champaign
CLASSIFICATION AND COMPENSATION STUDY

DRAFT FINAL REPORT

November 2024



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TABLES

Table 1: Comprehensive Table 50th Percentile

Table 1: Comprehensive Table 60th Percentile

Table 1: Comprehensive Table 70th Percentile

Table 2: Proposed Compensation Ranges at 50th, 60th, and 70th Percentiles

APPENDICES

Appendix A: Job Analysis Questionnaire

Appendix B: Comparable Park District Analysis

Appendix C: Detailed Salary Survey Data

Appendix D: Detailed Benefit Survey Data

I. EXECUTIVE SUMMARY

MGT is pleased to have had the opportunity to work with the Champaign Park District on this Classification and Compensation Study. Human resource management is a significant concern as governmental services continue to increase in cost and complexity, and the resources to fund local governments are constrained. Day-to-day operations present challenging administrative problems in planning, organizing, and directing human resource functions in order to achieve maximum efficiency and effectiveness in the delivery of municipal services. A properly developed and administered Classification and Compensation Plan forms the foundation for meeting these challenges. It helps to ensure that the Park District can not only recruit the best and brightest employees but can also retain those employees, even in a competitive marketplace. By retaining qualified, experienced employees the Park District avoids the costs of re-recruitments and lost productivity, while maximizing the benefits of the investments it has made in employees and the institutional and park district knowledge acquired by those employees over their tenures.

MGT understands the high expectations that have been established in the Park District for service delivery and competitiveness in recruiting and retaining excellent employees. These factors have been taken into consideration in the analysis and reflected in the Study results.

A Classification and Compensation Study encompasses a significant amount of information that can be time consuming to condense and organize into an abbreviated format. Therefore, MGT has compiled this Executive Summary in order to provide a quick synopsis regarding the major components, findings, and recommendations of this Study. The purpose of a well-designed Classification and Compensation Study is twofold. First, it establishes internal equity (ranking) among employees across Departments in the Park District. Second, it assures external equity/competitiveness by comparing the compensation of Champaign Park District employees against market data. The following is a brief overview of the process:

Job Evaluation Analysis and Job Classification System

Below is a list of tasks included in this component of the Study (listed in the order that the work was performed):

- **Study preparation and project meetings.** Met with Park District Administration to discuss Study methods and expectations, review the current Classification and Compensation Plan and organizational structure, answer questions, and review the scope and schedule of work.
- **Material distribution.** Prepared a memorandum of explanation, which was distributed to employees. Held meetings with employees to discuss the Job Analysis Questionnaire (JAQ) and

to explain the scope and purpose of the Study. Employees were provided time to complete the questionnaire. The JAQs were returned to MGT within approximately three (3) weeks of distribution.

- **Determined comparable park districts and collected compensation data.** MGT, along with the Park District, determined a logical survey sample of “like” park districts that impact the compensation market of Champaign Park District. Then, MGT designed, and the Park District sent out the survey for the positions covered in the Study.
- **Job Evaluation Analysis and Establishment of a Classification Plan.** Upon return of the JAQs by the Park District, MGT performed the following:
 - Read each JAQ and corresponding job description in its entirety.
 - Conducted virtual interviews with at least one (1) employee in each position covered by the Study to further understand the scope of duties and responsibilities of the position.
 - Applied a measurement system of Job Evaluation Factors to all positions, which formed the basis for internal rankings (equity) of positions.
 - Upon completion of the Job Evaluation measurements, a new Classification Plan was developed.

Salary Survey

The following tasks were included in this component of the Study:

- Tabulated, summarized, and analyzed comparative compensation information obtained from the comparable park districts. Prepared pay tabulations that compared the salary ranges of the Champaign Park District to the salary ranges of its comparable park districts. Prepared comparison calculations at the 50th, 60th, 65th, 70th, 75th and 80th percentiles. Displayed data for each jurisdiction and for each position and summarized the data in table form. Based on discussions with the Park District and the gathered data, developed salary ranges that would establish Champaign Park District as a payer at the 50th, 60th, or 70th percentile of the salary data from the comparable park districts.
- Based on the above data, developed, and recommended new salary schedules.

Draft and Final Report Preparation

- A preliminary analysis of the data and recommended Classification and Compensation Plan was shared with the Park District. MGT met with the Executive Director, Deputy Director, HR Director, and two (2) Board Members. Feedback was reviewed and incorporated into the recommendations.
- This draft report was then prepared by MGT and sent electronically to the Park District.
- A presentation of these draft findings will be presented to the Board.
- Once the presentation is made and review comments are returned by the Park District a final report will be prepared and transmitted electronically.

Future Administration of the Classification and Compensation Plan

- Within the body of this report, MGT has outlined how the Park District can maintain the Classification and Compensation Plan. MGT will supply the Park District with a User's Manual and all associated documents to maintain the Classification and Compensation Plan and the steps to ensure the Park District remains competitive with the market in the years to come.

III. JOB EVALUATION

MGT's approach to Job Evaluation involves a quantitative point and factor comparison method, which cross-compares all positions in the organization against numerous factors such as educational requirements, experience, work conditions, etc. Therefore, all jobs in each organizational unit (e.g., Police, Administration, Finance, etc.) may be compared against each other, based upon the same factors.

In conducting the Job Evaluation, it must be emphasized that the position, and not the incumbent's qualifications, performance, or years of service in the position, is evaluated. An incumbent employee may feel they should be placed in a higher level (i.e., receive more points) because the individual performs well, has a long tenure with the organization, and/or has additional education or skills not required to perform that job, or may feel they have a more significant workload than a similar employee in another Department; however, these are employee specific characteristics and not determinants for a position evaluation.

Before reviewing the results of the evaluation of the positions, it is important to note that the purpose of a Job Evaluation is to identify whether a job is more or less advanced than, or equal to, other jobs in the organization, based on nine (9) objective factors. While these factor definitions are guidelines, they are constructed to allow limited flexibility of interpretation while at the same time providing a strict framework and structure for comparison. The nine (9) factors used for the evaluation of Champaign's positions are as follows:

- 1) Preparation and Training
- 2) Experience Required
- 3) Decision Making and Independent Judgment
- 4) Responsibility for Policy Development
- 5) Planning of Work
- 6) Contact with Others
- 7) Work of Others (Supervision Exercised)
- 8) Working Conditions
- 9) Use of Technology/Specialized Equipment

As part of the Job Evaluation process, the duties, responsibilities, and qualification requirements for each position were reviewed via a thorough reading of the incumbent's current job description and a Job Analysis Questionnaire (JAQ) completed by each employee (Appendix A). In addition, MGT conducted interviews with at least one (1) employee in each of the positions covered by the Study. Points were then

assigned to each factor by selecting the description that best fits the appropriate level for the position. In other words, a position that supervises ten (10) full-time staff members would receive more points under the “Work of Others” factor than positions that do not have supervisory responsibilities. Points for each factor were then totaled for each position. Using this method, the positions were found to fall into distinguishable Skill Levels. Table 1 contains the Classification Plan, including the Position Title, Skill Level, and proposed Grade for the evaluated positions.

IV. THE CLASSIFICATION PLAN

A Classification Plan provides for a systematic arrangement of positions into classifications. A position, often referred to as a job (e.g., Office Assistant), contains a specific set of duties and responsibilities. That is the objective of the classification process. It looks at the position, not the person currently holding that job. A classification is a grouping of positions which have similar levels of knowledge, skills and abilities needed to perform the job. The positions are also similar in nature of work, level of work difficulty and responsibilities. Positions allocated to the same classification are sufficiently similar with respect to the types of factors enumerated above to permit them to be compensated at the same general level of pay. The positions do not have to be identical, they can be in different departments, dealing with different subject matters and performing different duties.

It is this arrangement of positions and resulting classification structure that forms the basis for the Classification Plan. As noted in the previous section, a Job Evaluation and Classification Plan is not intended to assess individual performance. To that end, a position that belongs in a certain classification is not entitled to be placed in a higher classification simply because the individual performs with a high degree of success and efficiency, nor is it placed in a lower classification simply because the incumbent performs with low competence or productivity. Variations in individual performance are not recognized by differences in classifications, instead they are management issues. Similarly, there is a tendency in some work forces to use the Classification Plan to reward longevity, even though the duties and responsibilities of individual positions may not have changed over time. Longevity is not a classification factor and the Classification Plan should not be used in this manner.

As an assessment of duties performed and of responsibilities exercised, a Classification Plan is an exceedingly useful managerial tool. It provides the fundamental rationale for the Compensation Plan and helps management identify positions which have taken on (or in some cases reduced) duties and responsibilities. Through proper maintenance of the Classification Plan, employees are assured of

management’s continuing concern about the nature of work that they carry out and its reward in the form of appropriate pay levels and relationships. The Classification Plan also provides the basis for recruitment, screening, and selection of employees in direct relationship to job content. Promotional ladders as well as opportunities for lateral career development are also evidenced by the logical grouping of allied occupational classifications and hierarchies.

V. SALARY DATA

The Park District initiated this Study with the objective of assuring that its Compensation Plan is both internally equitable and externally competitive. The Job Evaluation System (outlined in Section II) is performed to address the issue of internal equity. To achieve external competitiveness, a market survey of comparable jurisdictions was conducted. The following explains the labor market review and collection of salary data.

A. Selection of Comparable Jurisdictions for Data Purposes

Selecting jurisdictions for the comparison group is an important element in a Classification and Compensation Study. When selecting jurisdictions to serve as comparables, it is important to use particular criteria to evaluate the other jurisdictions to assure that those chosen as comparables will be the most similar to Champaign Park District. To determine which municipalities should be used for survey purposes, MGT first considered all Illinois park districts and park departments with a district population between 45,326 and 121,500 with an Equalized Assessed Valuation (EAV) greater than \$1.2 million.

<u>Criterion</u>	<u>Total Possible Points</u>
1. District Population	20
2. EAV (million)	15
3. GF Property Tax Revenue (million)	15
4. Debt (million)	10
5. GF Expenditures (million)	10
6. Number of Full Time Employees	10
7. Number of Part Time Employee	10
8. Proximity	10
	<hr/>
	100

The eight (8) categories listed above were selected to mirror important criteria such as similar financial conditions, population, and proximity.

Within each of the eight (8) categories, ranges of compatibility were established. For example, the closer a park district was to matching Champaign’s estimated population, the closer the park district would be to receiving the maximum of twenty (20) points. A park district whose population was significantly larger or smaller than Park District’s population would receive fewer or even zero (0) points. Thus, a park district achieving a total of one hundred (100) points would be considered most comparable to the Champaign Park District. A park district with zero (0) points was therefore determined to be the least comparable to Champaign. A more detailed explanation of the methodology used to determine the comparable park districts is included in Appendix B.

A cutoff of sixty-seven (67) points was established to select the park districts most similar to Champaign Park District across the eight (8) categories. After applying the criteria, fourteen (14) park districts achieved sixty-seven (67) or more compatibility points on the comparison scale with Champaign Park District. The full list of the fourteen (14) comparables is below:

Bolingbrook	Skokie	Wheaton*
Oak Park*	Arlington Heights*	Palatine*
Peoria**	Crystal Lake	Waukegan*
Hoffman Estates**	Des Plaines	Oak Lawn
Springfield*	Elmhurst*	

() Park Districts that responded to the survey.*

*(**) Data was obtained from other sources.*

In addition to the comparables park districts determined by the analysis, it was determined that the following park districts should also be included in the salary study given their proximity to Champaign Park District: **Decatur***, **Urbana***, **Bloomington Park Department**, **Pekin****, **Normal Park Department***. The **Elgin Park Department**** was also added to the Study given its similar organizational structure. As a result, a total of twenty (20) park districts were included in the salary analysis portion of this Study. After the data was collected and after discussions with the Park District, it was determined that only the entities South of I-80 be used for the analysis. The following entities were used in the data analysis: Decatur,

Normal, Pekin, Peoria, Springfield, and Urbana. In addition, MGT used the 2024 Parks and Recreation Survey as a data point for certain positions and the data source was Park Districts with an EAV of over \$2 million.

B. Salary Survey

The Consultants then prepared, and the Park District distributed a salary survey to the nineteen (19) park districts. A total of ten (10) park districts responded to the survey or supplied MGT with a copy of their Compensation Plans. As mentioned previously six (6) entities close in proximity (plus the 2024 Parks and Recreation Survey) were used in the data analysis. Table 1 is a summary of the salary survey data. The detailed salary survey data for each position is contained in Appendix C. It is important to make a few observations regarding Table 1 and Appendix C.

- 1) All of this information provides for a comprehensive overview of current market data for comparative purposes and analysis.
- 2) The salary data is information that was available as of April 2024 – May 2024. The new recommended salary ranges for the Park District were developed using this salary data from the comparable park districts.
- 3) Some of the comparable municipalities provided salary range minimums and maximums for comparison purposes, while others (those that don't utilize salary ranges as part of their pay plans) provided actual salaries for surveyed positions. The salary range minimums and maximums were analyzed to determine the 50th, 60th, 65th, 70th, 75th and 80th percentiles to identify wage ranges for "average" and "above average" payers. Any actual salaries provided by the comparable municipalities were only analyzed in a few instances when there was not enough salary range information. Salary ranges are a better gauge of market salaries than an actual salary and are thus preferred to conduct analysis.
- 4) Data contained within Appendix C has been thoroughly reviewed.

C. Benefits Survey Findings

When reviewing the benefit data, MGT used all entities that responded because the survey response was less for the benefit portion of the survey and because benefits do not vary as much by location as salaries do. The following entities responded to the benefit survey: Arlington Heights, Elgin Parks Department, Elmhurst, Hoffman Estates, Palatine, Peoria, Springfield, Urbana, and Wheaton. A review of the benefits offered by the Champaign Park district versus the comparable park districts shows that the Park District's

benefits are competitive with the other entities surveyed. However, there are some differences that are noted in the summary below. There were nine (9) entities that responded to the benefit survey. MGT used all nine in the comparison.

Health Insurance Plans:

The majority of park districts offer HMO and PPO plans, Champaign Park District has a HMO, POS, and HSA. Including Champaign Park District, almost half of the responding park districts also offer High Deductible plans. Champaign and Urbana are the only two that offer Point of Service (POS) plans which are similar to PPO plans, but also include some elements of HMOs.

Health Savings Account (HSA) and Contributions:

Three (3) of the nine (9) respondents offer a Health Savings Account to employees. Only two (2) park districts contribute to employee HSA plans. Palatine contributes \$1,000 per year for single and \$2,000 per year for family coverage. Urbana contributes \$100 per month to employee HSAs. Champaign Park District does not contribute to employee Health Savings Accounts.

Health Insurance Premiums:

The average percentage premium paid by the employer for employee only coverage is 88%. Champaign Park District is above that, paying 100% for single health insurance premiums. The average health insurance percentage premium paid by the employer for family coverage is 57%. Champaign Park District pays 40% toward family health insurance premiums.

Dental and Vision Insurance:

Champaign Park District is above the average for contributing to dental premiums for employee only coverage. Champaign covers 100% of the cost for employee only dental premiums, while the average is 64% paid by other park districts. Champaign Park District falls below the average for family coverage since it does not contribute to family dental premiums. The average premium contribution is 52%.

In Champaign Park District, vision insurance benefits are voluntary and paid for 100% by the employee. Three (3) park districts also reported that they do not contribute to vision premiums. The average percentage of the premium paid is 64% for employee only coverage and 52% for family coverage.

Life Insurance:

All responding park districts offer life insurance to employees. Life Insurance coverage amounts vary by park district from \$70,000 up to \$500,000. Like the Champaign Park District, most have their plans structured as an amount equal to one time (1x) or one-and-one-half times (1.5x) the employee's salary. Champaign Park District offers one-and-one-half times (1.5x) the employee's salary.

Vacation:

For comparison purposes, vacation time was broken down into the following milestones: 1 Year of Service; 5 Years of Service; 10 Years of Service; 15 Years of Service; 20 years of service; and 25+ Years of Service. Champaign Park District falls right within the average (give or take .5 - 1.5 days) for all milestone years of service. For instance, at 5 Years of Service, the average is 15.5 days and Champaign Park District is at 15 days. For 15 Years of Service, the average is 20 days and Champaign Park District is at 21 days.

Sick Leave:

The average number of sick days given per year is 11.5 days and Champaign Park District offers 12 sick days per year.

Personal Leave:

The average number of personal days given per year is 3.6 and Champaign Park District is just below the average at 2 days per year.

Holidays:

The average number of holidays given per year is 10.5 days and Champaign Park District is just below the average at 10 days per year.

Overall, the benefits offered by Champaign Park District are very competitive and in line with the comparable communities. Only Urbana noted that they offer a paid time off leave bank of 31 PTO days per year for all types of leave. Appendix D contains tables summarizing the detailed data related to the benefits survey.

D. Appraisal and Use of Salary Data

While comparing Champaign's current salaries to those paid by other employers in the comparable park districts, it must be noted that variations in compensation may be due to several factors, including:

- 1) Organizational size and economic conditions can have an impact on positions. In smaller organizations, employees are often asked to "wear many hats" and therefore take on more duties and responsibilities than would normally be required of a certain position. In addition, the economic downturn forced organizations to "do more with less", compelling staff to take on more duties and responsibilities than they have in the past. Therefore, it becomes increasingly harder to compare "like" positions within organizations.
- 2) Some employers place a different relative worth on certain groups of employees. For example, some employers are forced to place a higher value on certain employees or groups of employees because of the market, and therefore, pay them more. Overall, the policies and value judgments of different employers in compensating the same kind of work can vary widely. There is rarely a single prevailing rate for any particular kind of work, even within the same labor market.
- 3) It can be difficult to make exact comparisons among the different employers of the duties and responsibilities of ostensibly similar jobs.

Nevertheless, comparative salary data is widely recognized as a good measure of the appropriate compensation rates with respect to the prevailing market. This data is also useful as an indication of prevailing opinions concerning the compensation relationships that should exist among different classifications of work. Of equal importance, however, are the internal relationships for the various positions that were accomplished in the Job Evaluation portion of this Study.

VI. COMPENSATION PLAN DEVELOPMENT AND RECOMMENDATIONS

A. Development of the Compensation Plan

A basic element in any human resources management program is adequate and equitable employee compensation. A Compensation Plan of this nature is essential if qualified employees are to be recruited and retained. To achieve this goal, there must be a reasonable and widely accepted model of Job Factors upon which the Compensation Plan rests. Application of this model was the purpose of the Job Evaluation aspect of this Study. The Plan presented in this report is designed to accomplish the Study goals by:

- 1) Providing for equal compensation for work of equivalent job content and responsibility.

- 2) Facilitating adjustments to compensation levels based on changing economic and employment conditions that impact these interrelationships.
- 3) Establishing compensation ranges that compare favorably with those of other equivalent jurisdictions within the appropriate labor market.

In preparing this Plan, the Study only looked at base compensation. The compensation associated with longevity or other fringe benefits was not analyzed or factored into the Compensation Plan.

B. Compensation Plan Options for the Park District's Consideration

One of the purposes of this Study was to provide an updated Compensation Plan that relates to the external market and is internally equitable. Below is a detailed explanation of three (3) different Compensation Plans:

- 1) **Defined Increment Plan:** This is a Compensation Plan that has salary ranges with a minimum and a maximum with defined percentage increments (e.g., 3%) in between. If an employee has a satisfactory performance evaluation, they systematically advance through the compensation range. The performance evaluation and resulting salary increment increase occurs annually.
- 2) **Open Range Merit Plan:** This is a Compensation Plan that also has salary ranges with minimums and maximums, but without defined percentage increments in between. Employees are advanced through the compensation range based on an annual satisfactory performance evaluation, with the percentage of their increase determined annually by Park District Administration.
- 3) **Blended Merit Plan:** This is a Compensation Plan that uses techniques from both a Defined Increment Plan and an Open Range Merit Plan.

In considering which Plan to use, it is important to understand that employees at various levels of responsibility may react differently toward, and be motivated differently by, the Compensation Plan they work under. Management personnel that are goal-oriented may have a higher acceptance of the Open Range Merit Plan, and thus tend to be more comfortable with this method of compensation. Mid to lower-level positions may want the assurance of a defined salary increase based on satisfactory performance. Possible advantages and disadvantages of each Plan are summarized below.

Each system provides for advantages and disadvantages which should be evaluated by the park district to determine the most appropriate system to be established.

C. Recommendation: Open Range Merit Plan

MGT typically recommends that adoption of an Open Range Merit Plan. An Open Range Merit Plan has salary ranges with minimums and maximums, but without defined percentage increments in between. Employees are advanced through the ranges based on an annual satisfactory performance evaluation, with the percentage of their increase determined by their supervisor and Park District Administration.

The Open Range Merit Plan also allows maximum flexibility for the Park District relative to recruitment and funding as employees can be hired within the range and the increases provided annually for meritorious performance can fluctuate based on available funding. Given Champaign's goal to recruit, reward and retain motivated, high-performing employees, the Open Range Merit Plan has been selected for recommendation.

D. Proposed Compensation Plan and Structure

Within the market analysis, GovHR/MGT refers to "percentiles" (for example: 50th, 60th, 65th, 70th, 75th and 80th percentiles). Percentiles indicate where salaries or salary ranges fall in comparison to the other salaries or salary ranges from the comparable park districts. The 50th percentile is the median (or middle) of the data set. When a park district is considering which percentile to compensate employees at, they are deciding where they want their employee salaries and salary ranges to fall within the market of comparable park districts. For example, if a park district selects the 50th percentile, that means they would be paying a fair market rate at the 50th percentile or middle of the comparable park districts. If a park district selects the 60th percentile, then the salary ranges would be 10% higher than the middle of the market.

An important component in the process of developing a Compensation Plan is understanding and applying the pay philosophy of the Park District. For the purposes of this study, the Park District is considering a pay philosophy of compensating employees at the 50th, 60th or 70th percentile.

The next step in this process is to combine the Skill Levels included in Table 1 with the proposed salary ranges in Table 2. The Classification and Compensation Plan consists of ten (10) pay grades; one (1) being lowest and ten (10) being highest and is broken down into the following four (4) bands: Grades 1 – 5; Grades 6 – 7; Grades 8 – 9; and Grade 10.

All proposed pay ranges are open ranges. There is a 10% gradation between each grade within the bands. All proposed pay grades have a 40% spread from the minimum of the range to the maximum of the range.

Table 1 combines all of the classification and compensation data at the 50th, 60th, and 70th percentiles.

Implementation and Administration of the Compensation Plan

Implementation of the Compensation Plan, as it affects individual employees, should be under the following pattern of adjustments:

- 1) Employees whose present compensation is below the minimum compensation of the range for their classification should be raised to the minimum of the range. At the 50th percentile, this affects 28 employees and has a base salary impact of around \$102,610. At the 60th percentile, this affects 38 employees and has a base salary impact of around \$168,627. At the 70th percentile, this affects 53 employees and has a base salary impact of around \$273,746. The Park District can consider implementing over multiple years as long as the same consistent approach is applied to all employees.
- 2) The compensation of employees whose present compensation is within the range for their classification should be slotted into the new Compensation Plan at their current pay rate.
- 3) The compensation of employees whose present compensation is above the maximum compensation of the range should be held at their present rate, without a reduction in compensation, until such time that further market analysis indicates commensurate alignment with the marketplace. However, the Park District can consider lump sum increases for these employees, which does not impact base compensation levels, until the ranges adjust to include the individual employee compensation rates.

Employee Advancement through the Ranges

To implement the new Compensation Plan, MGT recommends that the starting salary of the range (minimum) is the normal hiring/promoting rate. Exceptions to this starting point should be limited to hiring situations involving:

- 1) Applicants with exceptional background and qualifications.
- 2) A promotion in which the employee's current compensation is higher than the minimum of the new range.

- 3) In the case of a labor market situation where it is impossible to recruit qualified candidates at the minimum.

In these cases, employees may be appointed to their positions anywhere within the defined range (generally up to the midpoint), depending on their experience and qualifications, and based on the provisions of the Park District's policies (if applicable). Employees should not be hired below the minimum of their compensation range.

Salary advancement between the hiring rate and the top of the range (maximum) is done throughout the employee's tenure with the organization. Advancement through the range would be made on an annual basis and be dependent on a satisfactory performance evaluation. Incumbents progressing through the range should understand that standards of performance would become more exacting or controlling as compensation levels advance. Typical movement through the range could be in increments of 1% to 3%, depending on the employee's performance evaluation and goal attainment, as well as the financial resources of the Park District.

The Park District may also wish to provide a merit bonus for exemplary performance after an employee reaches the maximum compensation for the range. If this option is exercised, then an employee would be eligible to receive a payment after a successful performance evaluation each year. This payment should not be worked into the base salary but should be in the form of a lump sum payment that is a set amount calculated each year and is consistent for all affected employees.

It should also be noted that the implementation and use of a formal performance evaluation process for all staff members is a key component to the success of this Plan. Equally, if not more important, is that supervisors are adequately trained to perform the formal performance evaluation process.

E. Future Administration of the Compensation Plan

To maintain competitive salary levels there should be an annual review of the Park District's salary ranges. The entities used in the survey group for this Study have been determined to be comparable jurisdictions to the Park District. Therefore, Champaign can continue to use these jurisdictions as a comparable salary survey group for annual salary comparison purposes, until it is determined that they should be reevaluated. It is MGT's recommendation that an annual survey of these park districts be conducted to

determine the percentage increase each organization in the comparable group is granting, either as an annual across-the-board increase to their employees or as a general adjustment to their compensation ranges. The Park District may wish to provide an across-the-board increase to all employees based on the information received from the comparable park districts. If this is the case, then the increases would be granted separately from any merit increase that would be awarded as a result of a successful performance evaluation.

It is the further recommendation of MGT that the compensation ranges for each grade be increased by the average percentage increase of the comparable group, even if an across-the-board increase is not given to all employees. Employees would continue to advance through the compensation ranges (provided that the employee is not at the maximum of the compensation range) by virtue of a merit increase granted for satisfactory or above satisfactory performance of their job duties.

F. Future Administration of the Classification Plan

The administration of a Classification Plan is an ongoing process. It must be recognized that it is not static and is not intended to affix positions permanently into classifications. Instead, the Plan must be administered continually to adapt it to changing conditions.

Three (3) specific types of changes in the Plan itself are possible: elimination of a position, creation of a position, or a revision of a position.

- 1) When a position in a classification is eliminated or when a position has significantly changed work duties and responsibilities to the extent that the position becomes inappropriate or inaccurate, the position should be abolished.
- 2) New positions should be created when new work situations arise that are not covered by the established positions. However, caution should be exercised in this respect, particularly to assure that new positions are justified, are not merely duplicating established positions, cannot be accommodated through changes in existing positions, and reflect substantially permanent rather than temporary situations.
- 3) The adjustment or revision of a position should be done when there are substantial changes to the requirements of the position or to the nature and complexities of the duties being performed. In this instance, a position may need to be re-scored and moved up or down into a new classification.

All changes should be thoroughly evaluated in order to maintain the integrity of the classification relationships established in the Classification and Compensation Plan. Park District Administration has been provided with the Job Analysis Questionnaire as well as the Job Factor Scoring Sheet, enabling the Park District to grade a newly created or revised position. GovHR/MGT provides scoring assistance in such cases in accordance with the Study contract.

Appreciation

MGT has appreciated the opportunity to work with the Champaign Park District on this Classification and Compensation Study. A special thank you to the employees for all of the information provided to allow for the analysis and to the Park District Administration and Human Resources Director for the significant amount of work and support dedicated to the project.

Position:	Skill Level	New Grade	50th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 50th Percentile	50th Percentile Proposed Pay Ranges 40% Spread	
	795 - 845	10							
Executive Director		10	121,845	182,786	-	-		121,500	170,100
	730 - 790	9							
Deputy Executive Director		9			-	-		92,950	130,130
Director of Finance		9	94,042	140,270	-	-			
	665 - 725	8					6,557		
Director of Facilities and Technology		8			-	-		84,500	118,300
Director of HR		8	60,934	81,245	-	-			
Director of Marketing and Development		8	66,323	88,431	-	-			
Director of Operations and Planning		8	83,844	111,792	-	-			
Director of Recreation		8	80,773	118,446	-	-			
Virginia Theatre Director		8			-	-			
	600 - 660	7					11,349		
Aquatics and Tennis Manager		7	58,804	77,739	52,416	78,624		64,570	90,398
Assistant Director of Facilities and Technology		7	74,393	99,191	-	-			
Assistant Director of Operations and Planning		7			-	-			
Facilities Maintenance Supervisor		7			52,416	78,624			
Grounds Supervisor		7	58,532	78,092	52,416	78,624			
Horticulture Supervisor		7	58,532	78,092	52,416	78,624			
	535 - 595	6					12,657		
CUSR Manager		5	43,243	57,658	47,424	71,136		58,700	82,180
Guest Services Manager		6			47,424	71,136			
HR Manager		6	61,528	81,462	52,416	78,624			
Program Manager		6	60,994	81,326	52,416	78,624			
Risk Manager		6			52,416	78,624			
VT Technical Manager		6			47,424	71,136			
	480 - 530	5					3,403		
Accounting and Benefits Manager		5			52,416	78,624		55,636	77,890
Building Service Worker Supervisor		5	61,528	82,572	47,424	71,136			
Cultural Arts Manager		5			47,424	71,136			
Financial Analyst		5	58,752	77,213	52,416	78,624			
Head Tennis Pro		5			47,424	71,136			
Marketing Manager		5	56,503	75,337	47,424	71,136			
Membership Facilities Manager		5	45,149	60,000	52,416	78,624			
Park Planner		5	60,560	90,840	52,416	78,624			
Park Planner		5	60,560	90,840	52,416	78,624			
Recreation Service Manager		5			47,424	71,136			
Sports Manager		5	60,582	79,881	47,424	71,136			
Youth & Teen Program Manager		5			47,424	71,136			

Position:	Skill Level	New Grade	50th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 50th Percentile	50th Percentile Proposed Pay Ranges 40% Spread	
	425 - 475	4					35,348		
Aquatics and Tennis Coordinator		4	58,804	77,739	37,440	56,160		50,578	70,809
CUSR Adult Prog & Events Coor		4			42,432	63,648			
CUSR Athletics, Volunteer and Inclusion Coordinator		4			47,424	71,136			
CUSR Youth and Teen Coordinator		4			42,432	63,648			
Grounds Arbor Specialist		4			42,432	63,648			
Grounds Arbor Specialist		4	53,988	75,705	42,432	63,648			
Grounds Specialist II		4	53,988	75,705	47,424	71,136			
Horticulture Specialist		4	47,798	63,304	42,432	63,648			
Horticulture Specialist II		4			47,424	71,136			
Maintenance Specialist - Carpenter		4	53,988	75,705	42,432	63,648			
Maintenance Specialist - HVAC		4	53,988	75,705	42,432	63,648			
Maintenance Specialist - Mechanic		4			42,432	63,648			
Maintenance Specialist - Plumber		4			42,432	63,648			
Maintenance Specialist II - Electrician		4	53,988	75,705	42,432	63,648			
Natural Areas Specialist		4			42,432	63,648			
Park Maintenance Specialist		4	50,502	60,237	42,432	63,648			
Park Maintenance Specialist		4			42,432	63,648			
Rental Manager		4			47,424	71,136			
Sports Coordinator		4			42,432	63,648			
Sports Field Specialist		4	53,988	75,705	42,432	63,648			
Youth and Teen Program Coordinator		4			42,432	63,648			
	370 - 420	3					22,333		
Accounts Payable Coordinator		3	43,099	62,525	42,432	63,648		45,980	64,372
Adult and Senior Coordinator - VACANT		3			37,440	56,160			
Cultural Arts Coordinator		3			42,432	63,648			
CUSR Office Manager		3			37,440	56,160			
Dance Arts Supervisor		3							
Graphic Designer		3	43,056	57,408	42,432	63,648			
Grounds Specialist		3			42,432	63,648			
Maintenance Specialist - Painter - Position holder		3							
Preschool Supervisor		3			37,440	56,160			
Special Events Coordinator		3	45,368	60,491	37,440	56,160			
Virginia Theater Box Office Manager		3			42,432	63,648			
VT Front-of-House Coordinator - VACANT		3			42,432	63,648			
VT Sales & Public Relations Manager		3			47,424	71,136			
Youth Theatre Supervisor		3							

Position:	Skill Level	New Grade	50th Percentile Salary Survey Data	Current Salary Range	Implementation Cost - Based off of 50th Percentile	50th Percentile Proposed Pay Ranges 40% Spread
	315 - 365	2			1,886	
Accounting and Procurement Clerk		2		37,440 56,160		41,800 58,520
Administrative Project Manager		2	45,149 59,585	47,000 59,280		
Content Coordinator		2		42,432 63,648		
Grounds Worker Arbor II		2		37,440 56,160		
Grounds Worker II - VACANT		2		32,480 48,672		
Horticulture Worker II		2		37,440 56,160		
Maintenance Worker II		2	47,590 60,237	37,440 56,160		
Park Maintenance Worker II - Position holder		2	47,590 60,237	37,440 56,160		
Receptionist		2	35,943 51,126	37,440 56,160		
Receptionist		2	35,943 51,126	37,440 56,160		
Receptionist		2	35,943 51,126	37,440 56,160		
Sports Field Worker II - Position holder		2		37,440 56,160		
	Up to 310	1			9,077	
Building Service Worker		1		32,480 48,672		38,000 53,200
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Grounds Worker Arborist - Position holder		1		37,440 56,160		
Grounds Worker I - Position holder		1		32,480 48,672		
Horticulture Worker I - Position holder		1		32,480 48,672		
Maintenance Worker I - Position holder		1	35,256 49,920	32,480 48,672		
Park Maintenance Worker I		1	35,256 49,920	32,480 48,672		
Sports Field Worker		1		37,440 56,160		
Trash/Recycling Worker		1		32,480 48,672		
					102,610	
					28 employees	

Position:	Skill Level	New Grade	60th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 60th Percentile	60th Percentile Proposed Pay Ranges 40% Spread	
	795 - 845	10							
Executive Director		10	127,103	184,056	-	-		127,000	177,800
	730 - 790	9							
Deputy Executive Director		9			-	-		95,700	133,980
Director of Finance		9	96,969	140,429	-	-			
	665 - 725	8					11,557		
Director of Facilities and Technology		8			-	-		87,000	121,800
Director of HR		8	68,666	91,554	-	-			
Director of Marketing and Development		8	66,442	88,590	-	-			
Director of Operations and Planning		8	87,391	116,521	-	-			
Director of Recreation		8	82,151	121,134	-	-			
Virginia Theatre Director		8			-	-			
	600 - 660	7					21,040		
Aquatics and Tennis Manager		7	60,438	80,639	52,416	78,624		68,200	95,480
Assistant Director of Facilities and Technology		7	82,565	110,086	-	-			
Assistant Director of Operations and Planning		7			-	-			
Facilities Maintenance Supervisor		7			52,416	78,624			
Grounds Supervisor		7	60,330	80,780	52,416	78,624			
Horticulture Supervisor		7	60,330	80,780	52,416	78,624			
	535 - 595	6					23,305		
CUSR Manager		6	43,595	58,126	47,424	71,136		62,000	86,800
Guest Services Manager		6			47,424	71,136			
HR Manager		6	62,678	81,684	52,416	78,624			
Program Manager		6	62,450	83,267	52,416	78,624			
Risk Manager		6			52,416	78,624			
VT Technical Manager		6			47,424	71,136			
	480 - 530	5					17,659		
Accounting and Benefits Manager		5			52,416	78,624		58,700	82,180
Building Service Worker Supervisor		5	64,134	89,771	47,424	71,136			
Cultural Arts Manager		5			47,424	71,136			
Financial Analyst		5	60,082	79,396	52,416	78,624			
Head Tennis Pro		5			47,424	71,136			
Marketing Manager		5	58,836	78,448	47,424	71,136			
Membership Facilities Manager		5	48,919	63,520	52,416	78,624			
Park Planner		5	62,625	91,895	52,416	78,624			
Park Planner		5	62,625	91,895	52,416	78,624			
Recreation Service Manager		5			47,424	71,136			
Sports Manager		5	61,150	81,495	47,424	71,136			
Youth & Teen Program Manager		5			47,424	71,136			

Position:	Skill Level	New Grade	60th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 60th Percentile	60th Percentile Proposed Pay Ranges 40% Spread	
	425 - 475	4					49,349		
Aquatics and Tennis Coordinator		4	60,438	80,639	37,440	56,160		51,909	72,673
CUSR Adult Prog & Events Coor		4			42,432	63,648			
CUSR Athletics, Volunteer and Inclusion Coordinator		4			47,424	71,136			
CUSR Youth and Teen Coordinator		4			42,432	63,648			
Grounds Arbor Specialist		4			42,432	63,648			
Grounds Arbor Specialist		4	50,819	60,969	42,432	63,648			
Grounds Specialist II		4	50,819	60,969	47,424	71,136			
Horticulture Specialist		4	48,227	64,263	42,432	63,648			
Horticulture Specialist II		4			47,424	71,136			
Maintenance Specialist - Carpenter		4	57,777	84,786	42,432	63,648			
Maintenance Specialist - HVAC		4	57,777	84,786	42,432	63,648			
Maintenance Specialist - Mechanic		4			42,432	63,648			
Maintenance Specialist - Plumber		4			42,432	63,648			
Maintenance Specialist II - Electrician		4	57,777	84,786	42,432	63,648			
Natural Areas Specialist		4			42,432	63,648			
Park Maintenance Specialist		4	50,819	60,969	42,432	63,648			
Park Maintenance Specialist		4			42,432	63,648			
Rental Manager		4			47,424	71,136			
Sports Coordinator		4			42,432	63,648			
Sports Field Specialist		4	57,777	84,786	42,432	63,648			
Youth and Teen Program Coordinator		4			42,432	63,648			
	370 - 420	3					28,773		
Accounts Payable Coordinator		3	44,024	62,650	42,432	63,648		47,190	66,066
Adult and Senior Coordinator - VACANT		3			37,440	56,160			
Cultural Arts Coordinator		3			42,432	63,648			
CUSR Office Manager		3			37,440	56,160			
Dance Arts Supervisor		3							
Graphic Designer		3	44,802	59,736	42,432	63,648			
Grounds Specialist		3			42,432	63,648			
Preschool Supervisor		3			37,440	56,160			
Special Events Coordinator		3	46,216	61,621	37,440	56,160			
Virginia Theater Box Office Manager		3			42,432	63,648			
VT Front-of-House Coordinator - VACANT		3			42,432	63,648			
VT Sales & Public Relations Manager		3			47,424	71,136			
Youth Theatre Supervisor		3							

Position:	Skill Level	New Grade	60th Percentile Salary Survey Data	Current Salary Range	Implementation Cost - Based off of 60th Percentile	60th Percentile Proposed Pay Ranges 40% Spread
	315 - 365	2			4,866	
Accounting and Procurement Clerk		2		37,440 56,160		42,900 60,060
Administrative Project Manager		2	48,296 62,473	47,000 59,280		
Content Coordinator		2		42,432 63,648		
Grounds Worker Arbor II		2		37,440 56,160		
Grounds Worker II - VACANT		2		32,480 48,672		
Horticulture Worker II		2		37,440 56,160		
Maintenance Worker II		2	48,651 62,317	37,440 56,160		
Park Maintenance Worker II - Position holder		2	48,651 62,317	37,440 56,160		
Receptionist		2	36,192 53,173	37,440 56,160		
Receptionist		2	36,192 53,173	37,440 56,160		
Receptionist		2	36,192 53,173	37,440 56,160		
Sports Field Worker II - Position holder		2		37,440 56,160		
	Up to 310	1			12,077	
Building Service Worker		1		32,480 48,672		39,000 54,600
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Grounds Worker Arborist - Position holder		1		37,440 56,160		
Grounds Worker I - Position holder		1		32,480 48,672		
Horticulture Worker I - Position holder		1		32,480 48,672		
Maintenance Worker I - Position holder		1	36,516 50,042	32,480 48,672		
Park Maintenance Worker I		1	36,516 50,002	32,480 48,672		
Sports Field Worker		1		37,440 56,160		
Trash/Recycling Worker		1		32,480 48,672		
					168,627	
					38 employees	

Position:	Skill Level	New Grade	70th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 70th Percentile	70th Percentile Proposed Pay Ranges 40% Spread	
	795 - 845	10							
Executive Director		10	132,361	185,325	-	-		132,000	184,800
	730 - 790	9							
Deputy Executive Director		9			-	-		100,100	140,140
Director of Finance		9	99,895	140,587	-	-			
	665 - 725	8					22,925		
Director of Facilities and Technology		8			-	-		91,000	127,400
Director of HR		8	76,398	101,864	-	-			
Director of Marketing and Development		8	67,889	90,519	-	-			
Director of Operations and Planning		8	90,937	121,250	-	-			
Director of Recreation		8	83,528	123,821	-	-			
Virginia Theatre Director		8			-	-			
	600 - 660	7					29,840		
Aquatics and Tennis Manager		7	61,767	84,480	52,416	78,624		70,400	98,560
Assistant Director of Facilities and Technology		7	90,736	120,981	-	-			
Assistant Director of Operations and Planning		7			-	-			
Facilities Maintenance Supervisor		7			52,416	78,624			
Grounds Supervisor		7	62,831	86,172	52,416	78,624			
Horticulture Supervisor		7	62,831	86,172	52,416	78,624			
	535 - 595	6					28,557		
CUSR Manager		6	43,946	58,595	47,424	71,136		64,000	89,600
Guest Services Manager		6			47,424	71,136			
HR Manager		6	63,829	81,906	52,416	78,624			
Program Manager		5	63,691	84,921	52,416	78,624			
Risk Manager		6			52,416	78,624			
VT Technical Manager		6			47,424	71,136			
	480 - 530	5					24,870		
Accounting and Benefits Manager		5			52,416	78,624		60,028	84,039
Building Service Worker Supervisor		5	66,740	96,971	47,424	71,136			
Cultural Arts Manager		5			47,424	71,136			
Financial Analyst		5	61,412	81,579	52,416	78,624			
Head Tennis Pro		5			47,424	71,136			
Marketing Manager		5	61,169	81,558	47,424	71,136			
Membership Facilities Manager		5	52,689	67,040	52,416	78,624			
Park Planner		5	64,691	92,951	52,416	78,624			
Park Planner		5	65,723	93,478	52,416	78,624			
Recreation Service Manager		5			47,424	71,136			
Sports Manager		5	61,767	84,480	47,424	71,136			
Youth & Teen Program Manager		5			47,424	71,136			

Position:	Skill Level	New Grade	70th Percentile Salary Survey Data		Current Salary Range		Implementation Cost - Based off of 70th Percentile	70th Percentile Proposed Pay Ranges 40% Spread	
	425 - 475	4					85,455		
Aquatics and Tennis Coordinator		4	61,767	84,480	37,440	56,160		54,571	76,399
CUSR Adult Prog & Events Coor		4			42,432	63,648			
CUSR Athletics, Volunteer and Inclusion Coordinator		4			47,424	71,136			
CUSR Youth and Teen Coordinator		4			42,432	63,648			
Grounds Arbor Specialist		4			42,432	63,648			
Grounds Arbor Specialist		4	51,135	61,701	42,432	63,648			
Grounds Specialist II		4	51,135	61,701	47,424	71,136			
Horticulture Specialist		4	48,655	65,222	42,432	63,648			
Horticulture Specialist II		4			47,424	71,136			
Maintenance Specialist - Carpenter		4	59,672	91,346	42,432	63,648			
Maintenance Specialist - HVAC		4	60,329	91,346	42,432	63,648			
Maintenance Specialist - Mechanic		4	60,329	91,346	42,432	63,648			
Maintenance Specialist - Plumber		4	60,329	91,346	42,432	63,648			
Maintenance Specialist II - Electrician		4	60,329	91,346	42,432	63,648			
Natural Areas Specialist		4			42,432	63,648			
Park Maintenance Specialist		4	51,135	61,701	42,432	63,648			
Park Maintenance Specialist		4			42,432	63,648			
Rental Manager		4			47,424	71,136			
Sports Coordinator		4			42,432	63,648			
Sports Field Specialist		4	60,329	91,346	42,432	63,648			
Youth and Teen Program Coordinator		4			42,432	63,648			
	370 - 420	3					43,289		
Accounts Payable Coordinator		3	45,280	63,558	42,432	63,648		49,610	69,454
Adult and Senior Coordinator - VACANT		3			37,440	56,160			
Cultural Arts Coordinator		3			42,432	63,648			
CUSR Office Manager		3			37,440	56,160			
Dance Arts Supervisor		3							
Graphic Designer		3	46,549	62,065	42,432	63,648			
Grounds Specialist		3			42,432	63,648			
Maintenance Specialist - Painter - Position holder									
Preschool Supervisor		3			37,440	56,160			
Special Events Coordinator		3	47,064	62,752	37,440	56,160			
Virginia Theater Box Office Manager		3			42,432	63,648			
VT Front-of-House Coordinator - VACANT		3			42,432	63,648			
VT Sales & Public Relations Manager		3			47,424	71,136			
Youth Theatre Supervisor		3							

Position:	Skill Level	New Grade	70th Percentile Salary Survey Data	Current Salary Range	Implementation Cost - Based off of 70th Percentile	70th Percentile Proposed Pay Ranges 40% Spread
	315 - 365	2			16,362	
Accounting and Procurement Clerk		2		37,440 56,160		45,100 63,140
Administrative Project Manager		2	51,442 65,362	47,000 59,280		
Content Coordinator		2		42,432 63,648		
Grounds Worker Arbor II		2		37,440 56,160		
Grounds Worker II - VACANT		2		32,480 48,672		
Horticulture Worker II		2		37,440 56,160		
Maintenance Worker II		2	49,712 64,397	37,440 56,160		
Park Maintenance Worker II - Position holder		2	49,712 64,397	37,440 56,160		
Receptionist		2	37,187 56,183	37,440 56,160		
Receptionist		2	37,187 56,183	37,440 56,160		
Receptionist		2	37,187 56,183	37,440 56,160		
Sports Field Worker II - Position holder		2		37,440 56,160		
	Up to 310	1			22,449	
Building Service Worker		1		32,480 48,672		41,000 57,400
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Building Service Worker		1		32,480 48,672		
Grounds Worker Arborist - Position holder		1		37,440 56,160		
Grounds Worker I - Position holder		1		32,480 48,672		
Horticulture Worker I - Position holder		1		32,480 48,672		
Maintenance Worker I - Position holder		1	38,407 50,124	32,480 48,672		
Park Maintenance Worker I		1	37,777 50,083	32,480 48,672		
Sports Field Worker		1		37,440 56,160		
Trash/Recycling Worker		1		32,480 48,672		
					273,746	
					53 employees	

Champaign Park District, IL
 Table 2 - Proposed Pay Ranges

50th Percentile - Proposed Pay Ranges		
10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
1	38,000	53,200
2	41,800	58,520
3	45,980	64,372
4	50,578	70,809
5	55,636	77,890

60th Percentile - Proposed Pay Ranges		
10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
1	39,000	54,600
2	42,900	60,060
3	47,190	66,066
4	51,909	72,673
5	58,700	82,180

70th Percentile - Proposed Pay Ranges		
10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
1	41,000	57,400
2	45,100	63,140
3	49,610	69,454
4	54,571	76,399
5	60,028	84,039

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
6	58,700	82,180
7	64,570	90,398

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
6	62,000	86,800
7	68,200	95,480

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
6	64,000	89,600
7	70,400	98,560

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
8	84,500	118,300
9	92,950	130,130

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
8	87,000	121,800
9	95,700	133,980

10% Between Each Grade and a 40% Range Spread		
Grade	Minimum	Maximum
8	91,000	127,400
9	100,100	140,140

40% Range Spread		
Grade	Minimum	Maximum
10	121,500	170,100

40% Range Spread		
Grade	Minimum	Maximum
10	127,000	177,800

40% Range Spread		
Grade	Minimum	Maximum
10	132,000	184,800

APPENDIX A

EMPLOYEE JOB ANALYSIS QUESTIONNAIRE (JAQ)

Champaign Park District

NAME:	DATE:
YEARS OF EXPERIENCE WITH EMPLOYER:	JOB TITLE:
YEARS OF EXPERIENCE ON THIS JOB:	YOUR JOB IS: FULL TIME <input type="checkbox"/> PART TIME <input type="checkbox"/>
YOUR YEARS OF EXPERIENCE IN THIS FIELD:	YOUR EDUCATION: <input type="checkbox"/> High Sch. <input type="checkbox"/> Assoc. Deg. <input type="checkbox"/> Bach. Deg. <input type="checkbox"/> Mas. Deg.
NAME OF IMMEDIATE SUPERVISOR:	THEIR TITLE:

INSTRUCTIONS

The purpose of this questionnaire is to obtain additional information about your job that may not be included in your current job description. Please answer each question thoughtfully and frankly. After you have finished your portion of the questionnaire, give it to your immediate supervisor, who will complete their section.

General Summary: In three or four sentences, please summarize the major purpose or primary function of your job.

Please indicate if you have reviewed your current job description.

If you have any changes to your current job description, please mark them on the JD and attach it to this JAQ, or indicate changes here:

If you do not have a job description available to review, please list your job duties. Try to place your duties in order of importance and group "like" tasks together (e.g., "clerical duties including word processing, opening mail, filing, etc." or "front desk responsibilities including greeting visitors, answering telephones and routing calls, etc."). Job duties:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

Feel free to add more numbers/duties if necessary.

FACTOR 1. Education & Training: In your opinion, what kind of education and training is necessary to perform your job?

- LEVEL 1: Level of knowledge that is below what is normally attained through high school graduation.
- LEVEL 2: High school diploma (GED) or equivalent.
- LEVEL 3: High school, plus elementary technical training, acquired on the job or through one year or less of technical or business school.
- LEVEL 4: Extensive technical or specialized training such as would be acquired by an Associate’s Degree or two years of technical or business school.
- LEVEL 5: Completion of four-year college degree program.
- LEVEL 6: Additional professional level of education beyond a four-year college program, such as a CPA or Professional Engineer (P.E.) training.
- LEVEL 7: Completion of graduate coursework equal to a Master’s Degree or higher.

What specific degree/coursework is NECESSARY?

What specific degree/coursework is PREFERRED?

If a specific certificate or license is mandated by an outside agency to perform your duties, name the certificate or license:

What special skills, knowledge, and abilities are required to perform your job? Please list:

FACTOR 2. Years of Experience: How much previous work experience do you feel is necessary to perform your job?

- LEVEL 1: LEVEL 2: LEVEL 3: LEVEL 4: LEVEL 5:
- Less Than 1 Year 1 to 3 Years 4 to 6 Years 7 to 10 Years More than 10 Years

What is the minimum number of years required?

What specific experience is necessary?

FACTOR 3. Independent Judgment and Decision Making

Part 1: How much discretion do you have in making decisions with or without the input or direction of your supervisor?

- LITTLE: Little discretion or independent judgment exercised.
- SOME: Some discretion or judgment exercised, but supervisor is normally available.
- OFTEN: Job often requires making decisions in absence of specific policies and/or guidance from supervisors, but some direct guidance is received from supervisors.
- HIGH: High level of discretion with decisions restricted only by Departmental policies and little direct guidance from supervisors.
- VERY HIGH: Very high level of discretion with decisions only restricted by the broadest policies of the Organization.

Part 2: If you make an erroneous decision, what impact would this decision have on your work unit, department, and/or the Organization?

- MINOR: Some inconvenience and delays but minor costs in terms of time, money, or public/employee good will.
 - MODERATE: Moderate costs in time, money, or public/employee good will would be incurred. Delays in important projects/schedules likely.
 - SERIOUS: Important goals would not be achieved and the financial, employee, or public relations posture of the Organization would be seriously affected.
 - CRITICAL: Critical goals and objectives of the Organization would be adversely and very seriously affected. Error could likely result in critical financial loss, property damage, or bodily harm/loss of life.
-

FACTOR 4. Responsibility for Policy Development: Does your job require you to participate in the development of policies for your unit/division/department/the Organization?

- LEVEL 1: Position involves only the execution of policies or use of existing procedures.
- LEVEL 2: May provide some input to supervisor when policies and procedures are updated.
- LEVEL 3: Position involves some development of policies/procedures for the Department and/or the interpretation or explanation of departmental policies for others in the organization or residents.
- LEVEL 4: Position involves significant or primary responsibility for the development of policies and procedures for a division or organizational component of a department, as well as the interpretation, execution and recommendation of changes to department policies.
- LEVEL 5: Position involves significant or primary responsibility for the development of policies and procedures for an entire department, plus occasional participation in the development of policies which affect other departments in the organization.
- LEVEL 6: Position involves the primary responsibility for the development of departmental policies and procedures and regular participation in the development of policies that affect other departments and occasionally involves participation in the development of organization-wide policies.

Give some examples of the types of policies you've written or been a part of creating:

FACTOR 5. Planning: How much latitude do you have to set your own daily work schedule and priorities for a given workday?

- LEVEL 1: Position requires that my daily work load and activities are assigned to me by my supervisor.
 - LEVEL 2: Position requires that I plan my own daily work load and work independently according to established procedures or standards.
 - LEVEL 3: Position requires that I plan my own daily work load and those of others in the department (first-level supervision).
 - LEVEL 4: Position requires an above average ability to analyze data and develop departmental plans, including plans where a number of difficult, technical and/or administrative problems must be addressed (Manager/Division level planning).
 - LEVEL 5: Position requires a high level of analytical ability to develop plans for a department or complex situation, including plans that involve integrating/involving/impacting other departments (Department Head level planning).
-

FACTOR 6. Contacts with Others: In the course of performing your job, what contacts with people in your department, other departments within the organization, and/or people from outside the organization are you required to make?

- LEVEL 1: Position involves interaction with fellow workers on routine matters with relatively little public contact.
- LEVEL 2: Position involves frequent internal and external contact, but generally on routine matters such as furnishing or obtaining information.
- LEVEL 3: Position involves frequent internal contact and regular contact with outsiders generally on routine matters, including contacts with irate outsiders which require some public relations skill for taking complaints for others to follow up upon.
- LEVEL 4: Position involves frequent internal and external contacts which require public relations skills in handling complaints. Contacts involve non-routine problems and require in-depth discussion and/or persuasion in order to resolve the problem. Handles more difficult contacts that are referred by front line employees.
- LEVEL 5: Position involves frequent internal and external contacts which require skill in dealing with, and influencing others, and initiating changes in policy/procedures to address the issue so as to avoid having to deal with the issue again in the future.
- LEVEL 6: Position involves frequent internal and external contacts in which I act as the spokesperson for the department and am authorized to make commitments of significant resources on behalf of the department.
- LEVEL 7: Position involves frequent internal and external contacts where I represent the entire organization and am authorized to make commitments in matters of broad or critical interest to the entire organization.

With which internal individuals or groups do you have the most contact?

With which external individuals or groups do you have the most contact?

FACTOR 7. Supervision Given:

Do you supervise or assign work to other employees? Yes No

If yes:

- LEVEL 1: Position is regularly responsible for assigning work to an employee or employees, without acting in a supervisory role. To whom does this position assign work?
- LEVEL 2: Position is responsible for the supervision of one full time or several part time employees.
- LEVEL 3: Position is responsible for the supervision of two to five full time (or full time equivalent) employees.
- LEVEL 4: Position is responsible for the supervision of six to 15 full time (or full time equivalent) employees.
- LEVEL 5: Position is responsible for direct and/or indirect supervision of 16 to 29 full time (or full time equivalent) employees.
- LEVEL 6: Position is responsible for direct and/or indirect supervision of 30 to 50 full time (or full time equivalent) employees.
- LEVEL 7: Position is responsible for direct and/or indirect supervision of more than 51 full time (or full time equivalent) employees.

Actual number of full-time (or full-time equivalent) employees supervised:

FACTOR 8. Physical Demands: Please describe any physical demands required to perform your job.

Demand	No	Yes	How often? (Rarely, Occasionally or Daily)
Lifting to 20 pounds	<input type="checkbox"/>	<input type="checkbox"/>	
Lifting 20-50 pounds	<input type="checkbox"/>	<input type="checkbox"/>	
Lifting 50+ pounds	<input type="checkbox"/>	<input type="checkbox"/>	
Climbing	<input type="checkbox"/>	<input type="checkbox"/>	
Walking	<input type="checkbox"/>	<input type="checkbox"/>	
Kneeling	<input type="checkbox"/>	<input type="checkbox"/>	
Crouching	<input type="checkbox"/>	<input type="checkbox"/>	
Crawling	<input type="checkbox"/>	<input type="checkbox"/>	
Bending	<input type="checkbox"/>	<input type="checkbox"/>	
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	
Prolonged Standing	<input type="checkbox"/>	<input type="checkbox"/>	
Prolonged Visual Concentration	<input type="checkbox"/>	<input type="checkbox"/>	

Unpleasant or Hazardous Conditions: Please describe any unpleasant or hazardous conditions you are exposed to in performing your job and how often you are exposed to those conditions. Include only those conditions which are directly related to your work rather than specific work area conditions.

Condition	No	Yes	How Often? (Rarely, Occasionally or Daily)
Lighting-dimness or brightness	<input type="checkbox"/>	<input type="checkbox"/>	
Dust	<input type="checkbox"/>	<input type="checkbox"/>	
Heat	<input type="checkbox"/>	<input type="checkbox"/>	
Cold	<input type="checkbox"/>	<input type="checkbox"/>	
Odors	<input type="checkbox"/>	<input type="checkbox"/>	
Noise	<input type="checkbox"/>	<input type="checkbox"/>	
Vibration	<input type="checkbox"/>	<input type="checkbox"/>	
Wetness/Humidity	<input type="checkbox"/>	<input type="checkbox"/>	
Toxic Agents	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical Currents	<input type="checkbox"/>	<input type="checkbox"/>	
Heavy Machinery	<input type="checkbox"/>	<input type="checkbox"/>	
Violence	<input type="checkbox"/>	<input type="checkbox"/>	
Disease	<input type="checkbox"/>	<input type="checkbox"/>	

Smoke
Other

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

FACTOR 9. Use of Technology/Specialized Equipment: Please check the level of technology or specialized equipment use needed for you to perform your job.

- LEVEL 1: Position has no responsibility for, or use of, technology.
- LEVEL 2: Position has some basic use of computers for data entry and some use of the telephone, copier, etc.
- LEVEL 3: Position has daily use of computers for data entry and use of the telephone, fax machine, copier, etc. Position has daily use of light equipment such as push mowers, weed whackers, pole saws, custodial equipment, etc.
- LEVEL 4: Position has daily use of computers, the Internet, Smartphones, etc. to create databases, spreadsheets, or reports. Position designs and creates customized reports, presentations, and/or documents using advanced software skills.
- LEVEL 5A: Position provides routine consultation and technology support for everyday computer programming and/or software requests/questions to others in the organization; is an applications super user; or uses specialized software such as GIS, SCADA or telecommunications software.
- LEVEL 5B: Position uses, troubleshoots, and/or repairs various pieces of specialized equipment such as HVAC, lighting, gas flares, blowers, engines, heavy equipment, diagnostic equipment, large vehicles (vacuum trucks, street sweepers, fire apparatus) and/or medical or public safety equipment.
- LEVEL 6: Position is responsible for advanced computer programming, system security, maintenance, training, and purchasing of items such as computers, printers, scanners, etc., for the computer system for the organization (IT personnel).
- LEVEL 7: Position is responsible for the overall direction and supervision of the staff that are responsible for the computer and technology needs of the organization, including responsibility for developing technology policies for the organization (IT personnel).

10. Comments/Additional Information: Feel free to add additional information below. If using a printed copy of this form, use the back of the form to add your comments.

Type your name and the date below, then save this form as a Word document with the file name of "JobTitle.LastName.FirstName" and email it to your supervisor. If using a printed copy of this form, sign and date it and then deliver to your supervisor.

EMPLOYEE'S SIGNATURE OR TYPED NAME

DATE

THIS SECTION TO BE COMPLETED BY IMMEDIATE SUPERVISOR AND/OR DEPARTMENT HEAD

Please provide your comments below. If using a printed copy of the form and additional space is needed, please use the back of this form or attach an additional sheet. **Please do not mark in employee's portion of the questionnaire.**

1. Do you agree with the employee's answers to all of the above questions? If not, please explain.

2. List any job duties or assignments which the employee performs which are in addition to those listed on the job description or this form.

3. How long has this employee worked for you?

4. Additional comments from the employee's immediate supervisor:

Type your name and the date below, then email this form to your Department Head (if applicable) or to the Park District Administration. If using a printed copy of this form, sign and date it before forwarding.

SUPERVISOR'S SIGNATURE OR TYPED NAME

DATE

If Supervisor isn't Department Head, Department Head should review this form as well.

- I have read the above and substantially concur.
- I have read the above and have the following comments:

Type your name and the date below, and then email this form to the [ORG] Administration. If using a printed copy of this form, sign and date it before forwarding.

DEPARTMENT HEAD SIGNATURE OR TYPED NAME

DATE

IMPORTANT DATES:

March 1st – March 18th:

Employees complete and submit the JAQs to their Supervisors. Please save file as follows:
JobTitle.LastName.FirstName.

March 19th – March 25th:

Supervisors and Department Heads review and then submit the JAQs to Human Resources.

March 26th – April 3rd:

Human Resources/Park District Administration reviews and then submits the JAQs to GovHR USA.

Week of April 15th and April 27th:

GovHR meets virtually with employees to review the information shared in the JAQ.

APPENDIX B

1. District Population: Maximum 20 Points						
89,114						
Factor	Minimum Range		Maximum Range		Points	
1.50	59,409	89,114	89,114	133,671	20	
2.00	44,557	59,409	133,671	178,228	15	
2.50	35,646	44,557	178,228	222,785	10	
3.00	29,705	35,646	222,785	267,342	5	
All Others					0	
2. Equalized Assessed Value: Maximum 15 Points						
2,017.12 Million						
Factor	Minimum Range		Maximum Range		Points	
1.50	1,344.75	2,017.12	2,017.12	3,025.68	15	
2.00	1,008.56	1,344.74	3,025.69	4,034.24	11	
2.50	806.85	1,008.55	4,034.25	5,042.80	7	
6.67	672.37	806.84	5,042.81	6,051.36	3	
All Others					0	
3. General Fund Property Tax Revenue: Maximum 15 Points						
6.67						
Factor	Minimum Range		Maximum Range		Points	
1.50	4.45	6.67	6.67	10.01	15	
2.00	3.34	4.44	10.02	13.34	11	
2.50	2.67	3.33	13.35	16.68	7	
3.00	2.22	2.66	16.69	20.01	3	
All Others					0	
4. Indebtedness: Maximum 10 Points						
2.75 Million						
Factor	Minimum Range		Maximum Range		Points	
1.50	1.83	2.75	2.75	4.13	10	
2.00	1.38	1.82	4.14	5.50	7	
2.50	1.10	1.37	5.51	6.88	4	
3.00	0.92	1.09	6.89	8.25	2	
All Others					0	
5. General Fund Expenditures: Maximum 10 Points						
4.13 Million						
Factor	Minimum Range		Maximum Range		Points	
1.50	2.75	4.13	4.13	6.20	10	
2.00	2.07	2.74	6.21	8.26	7	
2.50	1.65	2.06	8.27	10.33	4	
3.00	1.38	1.64	10.34	12.39	2	
All Others					0	
6. Full Time Employees: Maximum 10 Points						
76						
Factor	Minimum Range		Maximum Range		Points	
1.50	51	76	76	114	10	
2.00	38	50	115	152	7	
2.50	30	37	153	190	4	
3.00	25	29	191	228	2	
All Others					0	

7. Part Time Employees: Maximum 10 Points						
495						
Factor	Minimum Range		Maximum Range		Points	
1.50	330	495	495	743	10	
2.00	248	329	744	990	7	
2.50	198	247	991	1,238	4	
3.00	165	197	1,239	1,485	2	
All Others					0	
8. Proximity to Champaign: Maximum 10 Points						
					Points	
0.00	to	49.90	Miles	10		
50.00	to	99.90	Miles	7		
100.00	to	149.90	Miles	4		
All Others					2	
Initial screen:						
Park Districts serving Illinois communities with populations between approximately 180,000 and 40,000						
Sources:						
(1) Illinois Comptroller Website - Local Government Data Warehouse						
(2) Google Maps: Proximity						

Champaign Park District, IL
Criteria Comparisons - Sorted by Name

Park District	District Population	Max. Points	EAV (million)	Max. Points	GF Prop. Tax Rev. (million)	Max. Points	Indebtedness (million)	Max Points	GF Expen. (million)	Max. Points	Full Time Employees	Max. Points	Part Time Employees	Max. Points	Proximity (miles)	Max. Points	Total Points
Champaign	89,114	20	2,017.12	15	6.67	15	2.75	10	4.13	10	76	10	495	10	0	10	100
Arlington Heights	74,409	20	3,093.15	11	5.48	15	16.95	0	4.94	10	89	10	901	7	154	2	75
Aurora (Fox Valley)	236,000	5	5,197.30	3	7.13	15	21.71	0	7.99	7	109	10	674	10	127	4	54
Berwyn	38,167	10	494.50	0	0.74	0	1.83	10	0.68	0	17	0	27	0	137	4	24
Bolingbrook	74,031	20	2,362.75	15	5.57	15	25.12	0	5.67	10	64	10	415	10	121	4	84
Buffalo Grove	43,212	10	1,720.46	15	2.91	7	19.50	0	2.91	10	56	10	476	10	164	2	64
Cicero	83,161	20	774.27	3	2.82	7	2.39	10	2.60	7	14	0	24	0	139	4	51
Crystal Lake	50,700	15	1,822.39	15	3.58	11	8.12	2	5.02	10	67	10	389	10	172	2	75
Decatur	69,097	20	932.88	7	1.29	0	18.12	0	2.16	7	91	10	222	4	48	10	58
DeKalb	40,290	10	770.46	3	1.71	0	3.11	10	1.65	2	22	0	168	2	172	2	29
Des Plaines	58,364	15	1,901.34	15	4.51	15	10.17	0	3.26	10	52	10	322	7	150	2	74
Downers Grove	49,470	15	2,816.25	15	3.99	11	14.77	0	3.70	10	58	10	147	0	132	4	65
Elmhurst	45,326	15	2,887.47	15	4.76	15	10.50	0	4.87	10	64	10	214	4	141	4	73
Glenview	63,001	20	3,548.37	11	12.11	11	37.01	0	8.91	4	112	10	868	7	157	2	65
Hoffman Estates	50,682	15	1,894.64	15	5.27	15	68.48	0	4.72	10	73	10	572	10	156	2	77
Joliet	147,344	15	2,521.06	15	1.91	0	27.71	0	7.18	7	66	10	290	7	110	4	58
Lombard	44,311	10	4,854.76	7	2.75	7	9.79	0	2.59	7	35	4	293	7	138	4	46
Mount Prospect	56,852	15	1,986.93	15	2.47	3	19.77	0	2.41	7	42	7	177	2	155	2	51
Naperville	149,540	15	8,170.98	0	14.11	7	28.08	0	18.68	0	122	7	846	7	126	4	40
Oak Lawn	58,362	15	1,202.81	11	2.37	3	2.23	10	3.08	10	50	7	309	7	123	4	67
Oak Park	54,583	15	1,870.15	15	4.93	15	25.85	0	5.24	10	59	10	485	10	142	4	79
Palatine	67,908	20	2,300.59	15	10.20	11	15.87	0	8.76	4	95	10	830	7	154	2	69
Peoria	121,500	20	2,064.27	15	4.94	15	2.50	10	14.94	0	169	4	866	7	92	7	78
Plainfield	111,081	20	3,095.01	11	3.38	11	8.34	0	2.74	7	44	7	129	0	116	4	60
Rockford	195,355	10	2,622.86	15	7.19	15	55.94	0	11.58	2	175	4	848	7	187	2	55
Schaumburg	76,225	20	3,746.87	11	6.79	15	11.73	0	6.71	7	83	10	152	0	151	2	65
Skokie	67,444	20	3,080.41	11	3.66	11	30.37	0	4.44	10	73	10	360	10	148	4	76
Springfield	120,000	20	2,873.03	15	4.35	11	9.81	0	7.04	7	101	10	260	7	86	7	77
Tinley Park	55,971	15	1,389.79	15	2.15	0	3.54	10	2.01	4	33	4	126	0	114	4	52
Urbana	39,189	10	697.07	3	2.26	3	17.48	0	2.65	7	51	10	287	7	2	10	50
Waukegan	89,313	20	1,546.07	15	4.25	11	23.74	0	2.37	7	66	10	227	4	178	2	69
Wheaton	52,984	15	2,588.18	15	4.93	15	8.78	0	4.09	10	128	7	853	7	139	4	73

Champaign Park District, IL
Criteria Comparisons - Sorted by Rank

Park District	District Population	Max. Points	EAV (million)	Max. Points	GF Prop. Tax Rev. (million)	Max. Points	Indebtedness (million)	Max Points	GF Expen. (million)	Max. Points	Full Time Employees	Max. Points	Part Time Employees	Max. Points	Proximity (miles)	Max. Points	Total Points
Champaign	89,114	20	2,017.12	15	6.67	15	2.75	10	4.13	10	76	10	495	10	0	10	100
Bolingbrook	74,031	20	2,362.75	15	5.57	15	25.12	0	5.67	10	64	10	415	10	121	4	84
Oak Park	54,583	15	1,870.15	15	4.93	15	25.85	0	5.24	10	59	10	485	10	142	4	79
Peoria	121,500	20	2,064.27	15	4.94	15	2.50	10	14.94	0	169	4	866	7	92	7	78
Hoffman Estates	50,682	15	1,894.64	15	5.27	15	68.48	0	4.72	10	73	10	572	10	156	2	77
Springfield	120,000	20	2,873.03	15	4.35	11	9.81	0	7.04	7	101	10	260	7	86	7	77
Skokie	67,444	20	3,080.41	11	3.66	11	30.37	0	4.44	10	73	10	360	10	148	4	76
Arlington Heights	74,409	20	3,093.15	11	5.48	15	16.95	0	4.94	10	89	10	901	7	154	2	75
Crystal Lake	50,700	15	1,822.39	15	3.58	11	8.12	2	5.02	10	67	10	389	10	172	2	75
Des Plaines	58,364	15	1,901.34	15	4.51	15	10.17	0	3.26	10	52	10	322	7	150	2	74
Elmhurst	45,326	15	2,887.47	15	4.76	15	10.50	0	4.87	10	64	10	214	4	141	4	73
Wheaton	52,984	15	2,588.18	15	4.93	15	8.78	0	4.09	10	128	7	853	7	139	4	73
Palatine	67,908	20	2,300.59	15	10.20	11	15.87	0	8.76	4	95	10	830	7	154	2	69
Waukegan	89,313	20	1,546.07	15	4.25	11	23.74	0	2.37	7	66	10	227	4	178	2	69
Oak Lawn	58,362	15	1,202.81	11	2.37	3	2.23	10	3.08	10	50	7	309	7	123	4	67
Downers Grove	49,470	15	2,816.25	15	3.99	11	14.77	0	3.70	10	58	10	147	0	132	4	65
Glenview	63,001	20	3,548.37	11	12.11	11	37.01	0	8.91	4	112	10	868	7	157	2	65
Schaumburg	76,225	20	3,746.87	11	6.79	15	11.73	0	6.71	7	83	10	152	0	151	2	65
Buffalo Grove	43,212	10	1,720.46	15	2.91	7	19.50	0	2.91	10	56	10	476	10	164	2	64
Plainfield	111,081	20	3,095.01	11	3.38	11	8.34	0	2.74	7	44	7	129	0	116	4	60
Joliet	147,344	15	2,521.06	15	1.91	0	27.71	0	7.18	7	66	10	290	7	110	4	58
Rockford	195,355	10	2,622.86	15	7.19	15	55.94	0	11.58	2	175	4	848	7	187	2	55
Aurora (Fox Valley)	236,000	5	5,197.30	3	7.13	15	21.71	0	7.99	7	109	10	674	10	127	4	54
Tinley Park	55,971	15	1,389.79	15	2.15	0	3.54	10	2.01	4	33	4	126	0	114	4	52
Cicero	83,161	20	774.27	3	2.82	7	2.39	10	2.60	7	14	0	24	0	139	4	51
Mount Prospect	56,852	15	1,986.93	15	2.47	3	19.77	0	2.41	7	42	7	177	2	155	2	51
Lombard	44,311	10	4,854.76	7	2.75	7	9.79	0	2.59	7	35	4	293	7	138	4	46
Naperville	149,540	15	8,170.98	0	14.11	7	28.08	0	18.68	0	122	7	846	7	126	4	40
DeKalb	40,290	10	770.46	3	1.71	0	3.11	10	1.65	2	22	0	168	2	172	2	29
Berwyn	38,167	10	494.50	0	0.74	0	1.83	10	0.68	0	17	0	27	0	137	4	24

Champaign Park District, IL
 Top Comparables - Total Comparability Points Greater than 65

Park District	District Population	Max. Points	EAV (million)	Max. Points	GF Prop. Tax Rev. (million)	Max. Points	Indebtedness (million)	Max Points	GF Expen. (million)	Max. Points	Full Time Employees	Max. Points	Part Time Employees	Max. Points	Proximity (miles)	Max. Points	Total Points
Champaign	89,114	20	2,017.12	15	6.67	15	2.75	10	4.13	10	76	10	495	10	0	10	100
Bolingbrook	74,031	20	2,362.75	15	5.57	15	25.12	0	5.67	10	64	10	415	10	121	4	84
Oak Park	54,583	15	1,870.15	15	4.93	15	25.85	0	5.24	10	59	10	485	10	142	4	79
Peoria	121,500	20	2,064.27	15	4.94	15	2.50	10	14.94	0	169	4	866	7	92	7	78
Hoffman Estates	50,682	15	1,894.64	15	5.27	15	68.48	0	4.72	10	73	10	572	10	156	2	77
Springfield	120,000	20	2,873.03	15	4.35	11	9.81	0	7.04	7	101	10	260	7	86	7	77
Skokie	67,444	20	3,080.41	11	3.66	11	30.37	0	4.44	10	73	10	360	10	148	4	76
Arlington Heights	74,409	20	3,093.15	11	5.48	15	16.95	0	4.94	10	89	10	901	7	154	2	75
Crystal Lake	50,700	15	1,822.39	15	3.58	11	8.12	2	5.02	10	67	10	389	10	172	2	75
Des Plaines	58,364	15	1,901.34	15	4.51	15	10.17	0	3.26	10	52	10	322	7	150	2	74
Elmhurst	45,326	15	2,887.47	15	4.76	15	10.50	0	4.87	10	64	10	214	4	141	4	73
Wheaton	52,984	15	2,588.18	15	4.93	15	8.78	0	4.09	10	128	7	853	7	139	4	73
Palatine	67,908	20	2,300.59	15	10.20	11	15.87	0	8.76	4	95	10	830	7	154	2	69
Waukegan	89,313	20	1,546.07	15	4.25	11	23.74	0	2.37	7	66	10	227	4	178	2	69
Oak Lawn	58,362	15	1,202.81	11	2.37	3	2.23	10	3.08	10	50	7	309	7	123	4	67

Entities that scored below 67 points but are included as top comparables due to their proximity.

Decatur	69,097	20	932.88	7	1.29	0	18.12	0	2.16	7	91	10	222	4	48	10	58
Urbana	39,189	10	697.07	3	2.26	3	17.48	0	2.65	7	51	10	287	7	2	10	50

Bloomington Park Department
 Elgin Park Department
 Normal Park Department

APPENDIX C

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Executive Director				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Executive Director			169,605
Normal	Parks & Recreation Director	109,120	173,537	173,537
Pekin	Executive Director			139,982
Peoria	Executive Director Parks & Rec.			174,524
Springfield	Executive Director	121,845	182,786	148,386
Urbana	Executive Director			148,050
2024 Park and Recreation Survey	Executive Director	148,136	189,134	
Champaign Park District	Executive Director			159,650
Range Data				
Average		126,367.00	181,819.00	159,014.00
50th Percentile		121,845.00	182,786.00	158,995.50
60th Percentile		127,103.20	184,055.60	169,605.00
65th Percentile		129,732.30	184,690.40	170,588.00
70th Percentile		132,361.40	185,325.20	171,571.00
75th Percentile		134,990.50	185,960.00	172,554.00
80th Percentile		137,619.60	186,594.80	173,537.00
Actual Data				
Average		143,112.60	190,816.80	
50th Percentile		143,095.95	190,794.60	
60th Percentile		152,644.50	203,526.00	
65th Percentile		153,529.20	204,705.60	
70th Percentile		154,413.90	205,885.20	
75th Percentile		155,298.60	207,064.80	
80th Percentile		156,183.30	208,244.40	

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Deputy Executive Director				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	Deputy Director of Parks & Rec.			146,233
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Deputy Executive Director			107,190
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Executive Assistant				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Board Secretary/Compliance Officer			53,375
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Administrative Assistant	36,358	54,538	46,197
Urbana	Office Manager - Administration	45,149	59,585	56,383
2024 Park and Recreation Survey	Executive Assistant	60,882	74,027	
Champaign Park District	Administrative Project Manager	47,000	59,280	
Range Data				
Average		47,463.00	62,716.60	51,984.93
50th Percentile		45,149.00	59,585.00	53,375.00
60th Percentile		48,295.52	62,473.44	53,976.60
65th Percentile		49,868.78	63,917.66	54,277.40
70th Percentile		51,442.04	65,361.88	54,578.20
75th Percentile		53,015.30	66,806.10	54,879.00
80th Percentile		54,588.56	68,250.32	55,179.80
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Director of Finance				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	CFO			128,836
Normal	n/a			
Pekin	Business Manager			81,875
Peoria	Supt. of Finance & Admin. Services			141,079
Springfield	Director of Finance & Administration	94,042	141,063	108,675
Urbana	Superintendent of Business Services	80,773	109,580	100,920
2024 Park and Recreation Survey	Director/Supt. of Finance	108,675	140,270	
Champaign Park District	Director of Finance			130,000
Range Data				
Average		94,496.67	130,304.33	112,277.00
50th Percentile		94,042.00	140,270.00	108,675.00
60th Percentile		96,968.60	140,428.60	116,739.40
65th Percentile		98,431.90	140,507.90	120,771.60
70th Percentile		99,895.20	140,587.20	124,803.80
75th Percentile		101,358.50	140,666.50	128,836.00
80th Percentile		102,821.80	140,745.80	131,284.60
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Director of Recreation				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Director of Recreation			100,275
Normal	n/a			
Pekin	Superintendent of Recreation			81,875
Peoria	Superintendent of Recreation			104,182
Springfield	Director of Recreation & Marketing	78,964	118,446	87,000
Urbana	Superintendent of Recreation	80,773	109,580	105,152
2024 Park and Recreation Survey	Director/Supt. of Recreation	87,661	131,884	
Champaign Park District	Director of Recreation			96,981
Range Data				
Average		82,466.00	119,970.00	95,696.80
50th Percentile		80,773.00	118,446.00	100,275.00
60th Percentile		82,150.60	121,133.60	101,837.80
65th Percentile		82,839.40	122,477.40	102,619.20
70th Percentile		83,528.20	123,821.20	103,400.60
75th Percentile		84,217.00	125,165.00	104,182.00
80th Percentile		84,905.80	126,508.80	104,376.00
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Director of Operations and Planning				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Parks Manager			78,503
Normal	n/a			
Pekin	Superintendent of Parks			86,126
Peoria	Supt. of Planning, Design & Constr.			115,653
Springfield	Director of Parks and Planning	82,916	124,375	93,160
Urbana	Superintendent of Planning & Ops.	80,773	109,580	103,012
2024 Park and Recreation Survey				
Champaign Park District	Director of Operations and Planning			109,250
Range Data				
Average				95,290.80
50th Percentile				93,160.00
60th Percentile				97,100.80
65th Percentile				99,071.20
70th Percentile				101,041.60
75th Percentile				103,012.00
80th Percentile				105,540.20
Actual Data				
Average		85,761.72	114,348.96	
50th Percentile		83,844.00	111,792.00	
60th Percentile		87,390.72	116,520.96	
65th Percentile		89,164.08	118,885.44	
70th Percentile		90,937.44	121,249.92	
75th Percentile		92,710.80	123,614.40	
80th Percentile		94,986.18	126,648.24	

Appendix C - Detailed Salary Data
Champaign Park District, IL

Director of Marketing and Development				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Foundation Director			89,107
Normal	n/a			
Pekin	Supt. Of Marketing & Communications			54,075
Peoria	Director of Development			73,472
Springfield	Assist. Director of Recreation & Marketing	53,974	80,961	73,913
Urbana	n/a			
2024 Park and Recreation Survey	Director/Supt. of Marketing & Commun.	89,272	119,710	
Champaign Park District	Director of Marketing and Development			83,000
Range Data				
Average				72,641.75
50th Percentile				73,692.50
60th Percentile				73,824.80
65th Percentile				73,890.95
70th Percentile				75,432.40
75th Percentile				77,711.50
80th Percentile				79,990.60
Actual Data				
Average		65,377.58	87,170.10	
50th Percentile		66,323.25	88,431.00	
60th Percentile		66,442.32	88,589.76	
65th Percentile		66,501.86	88,669.14	
70th Percentile		67,889.16	90,518.88	
75th Percentile		69,940.35	93,253.80	
80th Percentile		71,991.54	95,988.72	

Appendix C - Detailed Salary Data
Champaign Park District, IL

Director of Human Resources				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	HR and Risk Manager			67,704
Normal	n/a			
Pekin	Supt. of Human Resources			66,500
Peoria	Superintendent of Human Resources			110,661
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Director/Supt. Human Resources	91,793	119,741	
Champaign Park District	Director of Human Resources			87,632
Range Data				
Average				81,621.67
50th Percentile				67,704.00
60th Percentile				76,295.40
65th Percentile				80,591.10
70th Percentile				84,886.80
75th Percentile				89,182.50
80th Percentile				93,478.20
Actual Data				
Average		73,459.50	97,946.00	
50th Percentile		60,933.60	81,244.80	
60th Percentile		68,665.86	91,554.48	
65th Percentile		72,531.99	96,709.32	
70th Percentile		76,398.12	101,864.16	
75th Percentile		80,264.25	107,019.00	
80th Percentile		84,130.38	112,173.84	

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Champaign Park District, IL

Director of Facilities and Technology				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	IT Manager			79,083
Normal	n/a			
Pekin	n/a			
Peoria	Information Security Supervisor			104,235
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Director/Supt. IT	96,341	117,902	
Champaign Park District	Director of Facilities			91,877
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Assistant Director - Operations/Facilities				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Supt. of Constr. & Trades			77,746
Normal	Asst. Dir. Parks Maint. Operations	80,521	128,054	128,056
Pekin	n/a			
Peoria	General Manager			82,659
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey				
Champaign Park District	Assistant Director of Facilities			75,451
Range Data				
Average				96,153.67
50th Percentile				82,659.00
60th Percentile				91,738.40
65th Percentile				96,278.10
70th Percentile				100,817.80
75th Percentile				105,357.50
80th Percentile				109,897.20
Actual Data				
Average		86,538.30	115,384.40	
50th Percentile		74,393.10	99,190.80	
60th Percentile		82,564.56	110,086.08	
65th Percentile		86,650.29	115,533.72	
70th Percentile		90,736.02	120,981.36	
75th Percentile		94,821.75	126,429.00	
80th Percentile		98,907.48	131,876.64	

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Champaign Park District, IL

Manager - Aquatics and Tennis				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Aquatics & Adventure Park Mgr.			62,790
Normal	Rec. Spvsr.-Aquatics & Events	63,920	101,656	83,011
Pekin	Waterpark/Arena Manger			46,680
Peoria	Supervisor RiverPlex & Aquatics			100,963
Springfield	Aquatics Manager	42,509	63,746	44,500
Urbana	Aquatics Manager	61,528	82,572	62,720
2024 Park and Recreation Survey	Aquatics Manager	56,080	72,906	
Champaign Park District	Aquatics and Tennis Manager	47,424	71,136	
Range Data				
Average		56,009.25	80,220.00	66,777.33
50th Percentile		58,804.00	77,739.00	62,755.00
60th Percentile		60,438.40	80,638.80	62,790.00
65th Percentile		61,255.60	82,088.70	67,845.25
70th Percentile		61,767.20	84,480.40	72,900.50
75th Percentile		62,126.00	87,343.00	77,955.75
80th Percentile		62,484.80	90,205.60	83,011.00
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Champaign Park District, IL

Manager - Sports				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	Rec. Supervisor-Adult Sports & Fields	63,920	101,656	80,983
Pekin	Athletics Manager			69,471
Peoria	Manager-Athletic & Rec. Svcs.			67,718
Springfield	Athletics Manager	43,313	69,970	
Urbana	Outreach and Wellness Manager	61,528	82,572	62,720
2024 Park and Recreation Survey	Recreation Program Manager	59,636	77,189	
Champaign Park District	Sports Manager	52,416	78,624	
Range Data				
Average		57,099.25	82,846.75	70,223.00
50th Percentile		60,582.00	79,880.50	68,594.50
60th Percentile		61,149.60	81,495.40	69,120.40
65th Percentile		61,433.40	82,302.85	69,383.35
70th Percentile		61,767.20	84,480.40	70,622.20
75th Percentile		62,126.00	87,343.00	72,349.00
80th Percentile		62,484.80	90,205.60	74,075.80
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Coordinator - Sports/Aquatics				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	Recreation Programming Manager			42,436
Peoria	n/a			
Springfield	n/a			
Urbana	Coordinator - Sports/Aquatics	47,798	63,304	49,616
2024 Park and Recreation Survey	Recreation Supervisor	46,925	60,882	
Champaign Park District	Sports Coordinator	47,424	71,136	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Champaign Park District, IL

Special Recreation Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Special Rec. Spvsr. & PR Coord.			50,000
Normal	n/a			
Pekin	Special Recreation Manager			40,314
Peoria	n/a			
Springfield	Special Recreation Supervisor	43,313	64,970	48,048
Urbana	n/a			
2024 Park and Recreation Survey	Inclusion Manager	53,958	61,259	
Champaign Park District	CUSR Manager	52,416	78,624	
Range Data				
Average				46,120.67
50th Percentile				48,048.00
60th Percentile				48,438.40
65th Percentile				48,633.60
70th Percentile				48,828.80
75th Percentile				49,024.00
80th Percentile				49,219.20
Actual Data				
Average		41,508.60	55,344.80	
50th Percentile		43,243.20	57,657.60	
60th Percentile		43,594.56	58,126.08	
65th Percentile		43,770.24	58,360.32	
70th Percentile		43,945.92	58,594.56	
75th Percentile		44,121.60	58,828.80	
80th Percentile		44,297.28	59,063.04	

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 Champaign Park District, IL

Special Recreation Coordinator - Programs/Athletics/Events/Inclusion				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Special Recreation Supervisor			44,070
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Program Specialist	42,037	45,906	
Champaign Park District	CUSR Coordinator	42,432	63,648	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Champaign Park District, IL

Manager - Guest Services/Membership Facilities				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Guest Exp. & Membrshp. Spvsr			41,000
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Guest Svcs. & Marketing Mgr.-Zoo	40,000	60,000	47,000
Urbana	Office Manager-Planning & Ops.	45,149	59,585	50,344
2024 Park and Recreation Survey	Marketing/Membership Manager	64,000	77,600	
Champaign Park District	Guest Services Manager	52,416	78,624	
Range Data				
Average		49,716.33	65,728.33	46,114.67
50th Percentile		45,149.00	60,000.00	47,000.00
60th Percentile		48,919.20	63,520.00	47,668.80
65th Percentile		50,804.30	65,280.00	48,003.20
70th Percentile		52,689.40	67,040.00	48,337.60
75th Percentile		54,574.50	68,800.00	48,672.00
80th Percentile		56,459.60	70,560.00	49,006.40
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Champaign Park District, IL

Receptionist I and II				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Accounting Clerk II & Receptionist			32,448
Normal	Office Associates - Recreation	44,640	70,989	
Pekin	Reception - Fitness Center			32,136
Peoria	n/a			
Springfield	Administrative Assistants	36,358	54,538	37,128
Urbana	Office Specialist I	35,528	46,084	41,812
2024 Park and Recreation Survey	Guest Services	33,134	47,715	
Champaign Park District	Receptionist	37,440	56,160	
Range Data				
Average		37,415.20	54,831.45	35,881.00
50th Percentile		35,943.20	51,126.40	34,788.00
60th Percentile		36,192.32	53,173.12	36,192.00
65th Percentile		36,316.88	54,196.48	36,894.00
70th Percentile		37,186.56	56,182.74	37,596.40
75th Percentile		38,428.80	58,650.45	38,299.00
80th Percentile		39,671.04	61,118.16	39,001.60
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Rental Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	na/			
2024 Park and Recreation Survey	Rental & Special Events Supervisor	48,235	65,520	
Champaign Park District	Rental Manager	47,424	71,136	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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 Champaign Park District, IL

Tennis - Head Professional				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Tennis Facility Manager			53,760
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Athletic Assistant-Tennis Manager	46,300	69,472	45,000
Urbana	n/a			
2024 Park and Recreation Survey	Tennis Professional	45,282	74,859	
Champaign Park District	Head Tennis Professional	47,424	71,136	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Accounting and Benefits Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Accounting Manager			90,101
Normal	n/a			
Pekin	n/a			
Peoria	Supervisor of Accounting Services			72,000
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Business Manager	75,809	104,379	
Champaign Park District	Accounting and Benefits Manager	52,416	78,624	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Financial Analyst				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Chief Financial Officer			128,836
Normal	n/a			
Pekin	n/a			
Peoria	Supervisor of Business Services			74,864
Springfield	Accounting Supervisor	58,752	88,129	65,362
Urbana	Accounting Assistant II	41,602	54,608	50,698
2024 Park and Recreation Survey	Finance Manager/Accountant	65,402	77,213	
Champaign Park District	Financial Analyst	52,416	78,624	
Range Data				
Average		55,252.00	73,316.67	79,940.00
50th Percentile		58,752.00	77,213.00	70,113.00
60th Percentile		60,082.00	79,396.20	72,963.60
65th Percentile		60,747.00	80,487.80	74,388.90
70th Percentile		61,412.00	81,579.40	80,261.20
75th Percentile		62,077.00	82,671.00	88,357.00
80th Percentile		62,742.00	83,762.60	96,452.80
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Human Resources Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	HR and Risk Manager			67,704
Normal	n/a			
Pekin	n/a			
Peoria	Recruitment and Prof. Dvlpt. Mgr.			65,114
Springfield	Human Resources/Risk Manager	54,308	81,462	68,630
Urbana	HR Manager	61,528	82,572	67,767
2024 Park and Recreation Survey	Human Resource Generalist	67,280	75,102	
Champaign Park District	Human Resources Manager	52,416	78,624	
Range Data				
Average		61,038.67	79,712.00	67,303.75
50th Percentile		61,528.00	81,462.00	67,735.50
60th Percentile		62,678.40	81,684.00	67,754.40
65th Percentile		63,253.60	81,795.00	67,763.85
70th Percentile		63,828.80	81,906.00	67,853.30
75th Percentile		64,404.00	82,017.00	67,982.75
80th Percentile		64,979.20	82,128.00	68,112.20
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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Risk Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	Env. Health & Safety Manager			82,206
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Risk Manager	65,372	78,873	
Champaign Park District	Risk Manager	47,424	71,136	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Accounts Payable Coordinator				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Accounts Payable Coordinator			36,281
Normal	Office Associate - Recreation	44,640	70,989	39,905
Pekin	Accounts Payable/Payroll			47,133
Peoria	n/a			
Springfield	Admin. Assist. & Accounts Payable	41,558	62,317	42,869
Urbana	Accounting Assistant I	38,407	50,124	45,770
2024 Park and Recreation Survey	Accounting Clerk	51,043	62,733	
Champaign Park District	Accounts Payable Coordinator	42,432	63,648	
Range Data				
Average		43,912.15	61,540.65	42,391.56
50th Percentile		43,099.20	62,524.80	42,868.80
60th Percentile		44,023.68	62,649.60	44,029.28
65th Percentile		44,485.92	62,712.00	44,609.52
70th Percentile		45,280.32	63,558.42	45,189.76
75th Percentile		46,240.80	64,796.85	45,770.00
80th Percentile		47,201.28	66,035.28	46,042.60
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Accounting and Procurement Clerk				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	Accounts Receivable			42,848
Peoria	Purchasing Supervisor			88,188
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Accounting and Procurement Clerk	32,480	48,672	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Marketing Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Director of Marketing			75,741
Normal	n/a			
Pekin	n/a			
Peoria	Marketing Manager			54,267
Springfield	n/a			
Urbana	Public Information & Marketing Mgr.	53,948	71,934	62,781
2024 Park and Recreation Survey	Communications & Marketing Mgr.	64,000	77,600	
Champaign Park District	Marketing Manager	52,416	78,624	
Range Data				
Average				64,263.00
50th Percentile				62,781.00
60th Percentile				65,373.00
65th Percentile				66,669.00
70th Percentile				67,965.00
75th Percentile				69,261.00
80th Percentile				70,557.00
Actual Data				
Average		57,836.70	77,115.60	
50th Percentile		56,502.90	75,337.20	
60th Percentile		58,835.70	78,447.60	
65th Percentile		60,002.10	80,002.80	
70th Percentile		61,168.50	81,558.00	
75th Percentile		62,334.90	83,113.20	
80th Percentile		63,501.30	84,668.40	

Appendix C - Detailed Salary Data
Champaign Park District, IL

Graphic Designer				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Marketing Coordinator			42,042
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Graphic Designer	44,886	67,309	47,840
Urbana	Graphics & Marketing Coordinator	47,798	63,304	57,542
2024 Park and Recreation Survey	n/a			
Champaign Park District	Graphic Designer	42,432	63,648	
Range Data				
Average				49,141.33
50th Percentile				47,840.00
60th Percentile				49,780.40
65th Percentile				50,750.60
70th Percentile				51,720.80
75th Percentile				52,691.00
80th Percentile				53,661.20
Actual Data				
Average		44,227.20	58,969.60	
50th Percentile		43,056.00	57,408.00	
60th Percentile		44,802.36	59,736.48	
65th Percentile		45,675.54	60,900.72	
70th Percentile		46,548.72	62,064.96	
75th Percentile		47,421.90	63,229.20	
80th Percentile		48,295.08	64,393.44	

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Content Coordinator				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	Marketing/Social Media Specialist	47,091	56,014	
Champaign Park District	Content Coordinator	37,440	56,160	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Supervisor - Horticulture/Grounds				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Supervisor-Horticulture/Grounds			55,782
Normal	Park Spvsr.-Golf Maint., Hort, Frstry.	74,557	118,569	104,270
Pekin	Greenskeeper - Golf			52,407
Peoria	Supervisor Parks-Landscape Maint.			81,392
Springfield	Botanical Hort. Spvsr./Curator	41,766	62,649	47,556
Urbana	Grounds Maintenance Supervisor	61,528	82,572	67,767
2024 Park and Recreation Survey	Parks Supervisor	55,536	73,611	
Champaign Park District	Horticulture/Grounds Supervisor	47,424	71,136	
Range Data				
Average		58,346.75	84,350.30	68,195.67
50th Percentile		58,532.00	78,091.60	61,774.50
60th Percentile		60,329.60	80,779.84	67,767.00
65th Percentile		61,228.40	82,123.96	71,173.25
70th Percentile		62,830.90	86,171.70	74,579.50
75th Percentile		64,785.25	91,571.25	77,985.75
80th Percentile		66,739.60	96,970.80	81,392.00
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Supervisor Maintenance/Building				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Custodial Supervisor			43,642
Normal	Parks Maint. Spvrs.-Parks & Projects	74,557	118,569	111,737
Pekin	n/a			
Peoria	Supervisor-Maint. & Repair			83,989
Springfield	n/a			
Urbana	Facility Maintenance Supervisor	61,528	82,572	77,774
2024 Park and Recreation Survey	Facilities Supervisor	51,522	73,694	
Champaign Park District	Building Service Worker Supervisor	42,432	63,648	
Range Data				
Average		62,535.53	91,611.80	79,285.50
50th Percentile		61,528.00	82,572.00	80,881.50
60th Percentile		64,133.80	89,771.40	82,746.00
65th Percentile		65,436.70	93,371.10	83,678.25
70th Percentile		66,739.60	96,970.80	86,763.80
75th Percentile		68,042.50	100,570.50	90,926.00
80th Percentile		69,345.40	104,170.20	95,088.20
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Specialist - Parks/Natural Areas/Arborists/Sports Fields/Grounds				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	Park Maint. - Horticulture/Forestry	60,303	95,898	
Pekin	n/a			
Peoria	Supervisor - Environmental Services			65,000
Springfield	Supt. Of Natural Resources	60,560	90,840	83,959
Urbana	Landscape Coord&Natural Areas Coord	45,159	59,585	52,238
2024 Park and Recreation Survey	Parks Specialist II	47,674	60,570	
Champaign Park District	Specialist	42,432	63,648	
Range Data				
Average		53,423.90	76,723.15	67,065.67
50th Percentile		53,988.30	75,704.80	65,000.00
60th Percentile		57,777.12	84,785.92	68,791.80
65th Percentile		59,671.53	89,326.48	70,687.70
70th Percentile		60,328.70	91,345.80	72,583.60
75th Percentile		60,367.25	92,104.50	74,479.50
80th Percentile		60,405.80	92,863.20	76,375.40
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Worker - Parks/Grounds/Arborist/Sports Fields/Natural Areas				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Horticulture and Parks Labor			41,035
Normal	Park Maintenance I	56,888	90,468	
Pekin	Park Maintenance	31,200	49,920	
Peoria	n/a			
Springfield	Seasonal Maintenance II	29,682	37,627	
Urbana	Grounds Maintenance Tech I	38,407	50,124	40,444
2024 Park and Recreation Survey	Parks Grounds Maintenance	35,256	48,422	
Champaign Park District	Worker I	32,480	48,672	
Range Data				
Average		38,286.52	55,312.32	40,739.50
50th Percentile		35,256.00	49,920.00	40,739.50
60th Percentile		36,516.40	50,001.60	40,798.60
65th Percentile		37,146.60	50,042.40	40,828.15
70th Percentile		37,776.80	50,083.20	40,857.70
75th Percentile		38,407.00	50,124.00	40,887.25
80th Percentile		42,103.20	58,192.80	40,916.80
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Maintenance Specialist - Carpentry/Plumbing/Mechanic/HVAC/Electrician				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Electrician			54,689
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Shop Supervisor	50,502	60,237	52,083
Urbana	Equipment Technician	45,149	59,585	47,658
2024 Park and Recreation Survey	Trades Specialist	52,083	63,898	
Champaign Park District	Maintenance Specialist	42,432	63,648	
Range Data				
Average		49,244.87	61,239.80	51,476.73
50th Percentile		50,502.40	60,236.80	52,083.20
60th Percentile		50,818.56	60,968.96	52,604.36
65th Percentile		50,976.64	61,335.04	52,864.94
70th Percentile		51,134.72	61,701.12	53,125.52
75th Percentile		51,292.80	62,067.20	53,386.10
80th Percentile		51,450.88	62,433.28	53,646.68
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Maintenance II - Carpentry/Plumbing/Mechanic/HVAC				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	Mechanic			53,560
Peoria	n/a			
Springfield	Maintenance Specialist I & II	47,590	60,237	52,936
Urbana	Facilities Maintenance II	45,149	59,585	49,592
2024 Park and Recreation Survey	Mechanic - Facilities	52,894	70,637	
Champaign Park District	Maintenance II	37,440	56,160	
Range Data				
Average		48,544.60	63,486.20	52,029.33
50th Percentile		47,590.40	60,236.80	52,936.00
60th Percentile		48,651.20	62,316.80	53,060.80
65th Percentile		49,181.60	63,356.80	53,123.20
70th Percentile		49,712.00	64,396.80	53,185.60
75th Percentile		50,242.40	65,436.80	53,248.00
80th Percentile		50,772.80	66,476.80	53,310.40
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Specialist - Horticulture				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Gardener III	44,200	53,581	45,843
Urbana	Environmental Ed. Coord.	47,798	63,304	47,798
2024 Park and Recreation Survey	Horticulturist	49,941	68,099	
Champaign Park District	Specialist - Horticulture	42,432	63,648	
Range Data				
Average		47,313.00	61,661.27	46,820.60
50th Percentile		47,798.00	63,304.00	46,820.60
60th Percentile		48,226.60	64,263.00	47,016.08
65th Percentile		48,440.90	64,742.50	47,113.82
70th Percentile		48,655.20	65,222.00	47,211.56
75th Percentile		48,869.50	65,701.50	47,309.30
80th Percentile		49,083.80	66,181.00	47,407.04
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Worker I - Horticulture				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Seasonal Gardener II	29,890	38,251	29,890
Urbana	Grounds Maint. Tech I	38,407	50,124	
2024 Park and Recreation Survey	Grounds Maintenance	35,256	48,422	
Champaign Park District	Worker - Horticulture	32,480	48,672	
Range Data				
Average		34,517.53	45,599.20	
50th Percentile		35,256.00	48,422.40	
60th Percentile		35,886.20	48,762.72	
65th Percentile		36,201.30	48,932.88	
70th Percentile		36,516.40	49,103.04	
75th Percentile		36,831.50	49,273.20	
80th Percentile		37,146.60	49,443.36	
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Park Planner				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Project Manager			81,120
Normal	n/a			
Pekin	n/a			
Peoria	Park Planner II			70,878
Springfield	Project Manager	60,560	90,840	67,704
Urbana	Park Planner	53,948	71,934	57,075
2024 Park and Recreation Survey	Park Planner	70,886	96,117	
Champaign Park District	Park Planner	47,424	71,136	
Range Data				
Average		61,798.13	86,296.93	69,194.25
50th Percentile		60,560.00	90,840.00	69,291.00
60th Percentile		62,625.28	91,895.36	70,243.20
65th Percentile		63,657.92	92,423.04	70,719.30
70th Percentile		64,690.56	92,950.72	71,902.20
75th Percentile		65,723.20	93,478.40	73,438.50
80th Percentile		66,755.84	94,006.08	74,974.80
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Manager - Cultural Arts				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Cultural Arts & Banquets Mgr.			66,528
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Cultural Arts Manager	52,416	78,624	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Coordinator - Cultural Arts				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Arts Supervisor			43,642
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Cultural Arts Coordinator	42,432	63,648	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Coordinator - Youth and Teen Programs/Adult and Senior Programs				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	Rec. Spvsr. - Youth/Teen	63,920	101,656	
Pekin	Assistant Manager - Fitness			43,820
Peoria	n/a			
Springfield	n/a			
Urbana	Coordinator	47,798	63,304	
2024 Park and Recreation Survey	n/a			
Champaign Park District	Coord. Youth&Teen/Adult&Sr.	42,432	63,648	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Coordinator - Special Events				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Special Events & Banquets			55,120
Normal	n/a			
Pekin	n/a			
Peoria	Mgr. Events & Programming			50,409
Springfield	n/a			
Urbana	Community Prog. Coord.	47,798	63,304	47,798
2024 Park and Recreation Survey	n/a			
Champaign Park District	Special Events Coordinator	37,440	56,160	
Range Data				
Average				51,109.00
50th Percentile				50,409.00
60th Percentile				51,351.20
65th Percentile				51,822.30
70th Percentile				52,293.40
75th Percentile				52,764.50
80th Percentile				53,235.60
Actual Data				
Average		45,998.10	61,330.80	
50th Percentile		45,368.10	60,490.80	
60th Percentile		46,216.08	61,621.44	
65th Percentile		46,640.07	62,186.76	
70th Percentile		47,064.06	62,752.08	
75th Percentile		47,488.05	63,317.40	
80th Percentile		47,912.04	63,882.72	

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 Champaign Park District, IL

Supervisor - Preschool Program				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Arts Supervisor			43,642
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	Preschool Program Spvsr.	43,313	64,970	45,242
Urbana	n/a			
2024 Park and Recreation Survey	Preschool Supervisor	34,798	48,069	
Champaign Park District	Supervisor Preschool			40,022
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
Champaign Park District, IL

Program Manager - Sponsorship/Special Events/Senior Programs etc.				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	Cult. Arts & Sr. Svcs. Supvsr.			44,070
Normal	n/a			
Pekin	n/a			
Peoria	Director of Development			73,472
Springfield	Supt. of Progr. & Events	53,369	80,054	65,076
Urbana	Commun. Program Manager	61,528	82,572	70,467
2024 Park and Recreation Survey	Communications & Mktg. Mgr	64,000	77,600	
Champaign Park District	Sponsorship/Evts/Sr. Prog. Mgr			50,000
Range Data				
Average		59,632.33	80,075.33	63,271.25
50th Percentile		61,528.00	80,054.00	67,771.50
60th Percentile		62,022.40	80,557.60	69,388.80
65th Percentile		62,269.60	80,809.40	70,197.45
70th Percentile		62,516.80	81,061.20	70,767.50
75th Percentile		62,764.00	81,313.00	71,218.25
80th Percentile		63,011.20	81,564.80	71,669.00
Actual Data				
Average		56,944.13	75,925.50	
50th Percentile		60,994.35	81,325.80	
60th Percentile		62,449.92	83,266.56	
65th Percentile		63,177.71	84,236.94	
70th Percentile		63,690.75	84,921.00	
75th Percentile		64,096.43	85,461.90	
80th Percentile		64,502.10	86,002.80	

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 Champaign Park District, IL

Theatre Director				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Virginia Theatre Director			77,129
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

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 Champaign Park District, IL

Theatre Manager - Box Office/Front of House				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Box Office Manager	42,432	63,648	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Appendix C - Detailed Salary Data
 Champaign Park District, IL

Theatre - Sales and Public Relations				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
Decatur	n/a			
Normal	n/a			
Pekin	n/a			
Peoria	n/a			
Springfield	n/a			
Urbana	n/a			
2024 Park and Recreation Survey	n/a			
Champaign Park District	Theatre -Sales & Pub. Rel.	47,424	71,136	
Range Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
Average				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

APPENDIX D

Appendix D - Detailed Benefit Data
 Champaign Park District, IL

Comparable Entity	Health - Type of Plan				Health - Other	
	HMO	PPO	High Deductible Plan	Other	Do you offer an HSA?	If yes, do you make contributions on behalf of the employee?
Arlington Heights	x	x			no	n/a
Elgin Park Department	x	x				
Elmhurst	x	x	x		no	n/a
Hoffman Estates	x		x		yes	no
Palatine	x	x	x		yes	District provides \$1,000 for single and \$2,000 for family
Peoria	x	x				
Springfield	x	x			no	n/a
Urbana				x	yes	\$100/month
Wheaton	x	x			no	n/a
Average (if applicable):	HMO	PPO				
Champaign Park District	x	x	x		yes	no

Appendix D - Detailed Benefit Data
 Champaign Park District, IL

Comparable Entity	Health-Employee	Health - Family	Dental-Employee	Dental - Family
	Employer Percentage	Employer Percentage	Employer Percentage	Employer Percentage
Arlington Heights	90%	80%	100%	26%
Elgin Park Department				
Elmhurst	75%	67%	80%	70%
Hoffman Estates	85%	85%	85%	85%
Palatine	85%	80%	84%	84%
Peoria				
Springfield	100%	0%	0%	0%
Urbana	99%	0%	0%	0%
Wheaton	85%	85%	100%	100%
Average (if applicable):	88%	57%	64%	52%
Champaign Park District	100%	40%	100%	0%

Appendix D - Detailed Benefit Data
 Champaign Park District, IL

Comparable Entity	Vision-Employee	Vision - Family	Life Insurance - Employee	
	Employer Percentage	Employer Percentage	Employer Percentage	Amount of Employee Coverage
Arlington Heights	100%	34%	100%	\$500,000
Elgin Park Department			100%	\$70,000
Elmhurst	81%	71%	100%	1X Annual Salary
Hoffman Estates	85%	85%	100%	n/a
Palatine	0%	0%	100%	1.5X Annual Salary
Peoria			100%	1X Annual Salary
Springfield	0%	0%	100%	1X Annual Salary
Urbana	0%	0%	100%	1X Annual Salary
Wheaton	100%	100%	100%	n/a
Average (if applicable):	52%	41%	100%	
Champaign Park District	0%	0%	100%	1.5X Annual Salary

Appendix D - Detailed Benefit Data
 Champaign Park District, IL

Comparable Entity	Sick Leave	Holidays	Personal Days
	Number of sick days granted to employees per year	Number of personal days granted to employees per year	Number of holidays granted per year
Arlington Heights	12	7	5
Elgin Park Department	6-12	10-12	1-4
Elmhurst	Years 1-3: 8 days, Years 4-8: 12 days, 9+ years: 24 days/yr.	9	4
Hoffman Estates	10	12	3
Palatine	12	5	5
Peoria	10	12	
Springfield	12	14.5	4
Urbana	31 PTO days/yr.	31 PTO days/yr.	Incl. in PTO
Wheaton	12	12.5	2
Average (if applicable):	11.5	10.5	3.6
Champaign Park District	12	10	2

Appendix D - Detailed Benefit Data
 Champaign Park District, IL

Comparable Entity	Vacation Days					
	At (1) Year of Service	At (5) Years of Service	At (10) Years of Service	At (15) Years of Service	At (20) Years of Service	At (25) Years of Services
Arlington Heights	10	15	20	20	20	20
Elgin Park Department	10	15	15	20	25	25
Elmhurst	12	18	21	21	21	21
Hoffman Estates	10	15	15	20	20	20
Palatine	10	15	20	20	20	20
Peoria	14	14	19	19	24	24
Springfield	10	15	17	20	20	25
Urbana	31 PTO days/yr.	Extra 3.25 days of PTO (34.25 days)	Extra 6.5 days of PTO (40.75 days)	40.75 PTO days/yr.	40.75 PTO days/yr.	40.75 PTO days/yr.
Wheaton	12	17	20	20	25	25
Average (if applicable):	11	15.5	18.4	20	21.8	22.5
Champaign Park District	12	15	18	21	21	21



REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 5, 2024

SUBJECT: Bids for 2025 Bedding Plants

Background

A bid request for the 2025 Bedding Plants was published in the in the October 7th *News Gazette*. Additionally, the bid packet was sent directly to twenty greenhouses and advertised on the Park District website. The bid packet specifies that we are seeking separate bids for the Park Flower Program and the Flower Island Program and that each program will be awarded to two separate vendors.

Below is a comparison of the combined flower orders total costs and numbers listed by year:

YEAR	NUMBER OF FLATS	COSTS	AVG COST/FLAT
2016	5,693	\$96,018.25	\$16.87
2017	5,245	\$94,575.00	\$18.03
2018	4,795	\$93,655.40	\$19.53
2019	4,488	\$92,619.50	\$20.64
2020	4,431	\$93,962.00	\$21.21
2021	3,928	\$101,560.00	\$25.86
2022	3,686	\$88,876.00	\$24.11
2023	3,534	\$92,761.00	\$26.25
2024	3,401	\$98,404.00	\$28.93
2025	3,353	\$126,169.00	\$37.63

Prior Board Action

On December 14, 2022, the Board approved an increase to the Flower Island fee from \$15.50 per square foot to \$17.00 per square foot for the 2024 season. On September 13, 2023, the Board approved the Flower Island fee to remain at \$17.00 per square foot for the 2025 season.

Bid Results

Bids were opened and read aloud on November 1, 2024. Two (2) businesses submitted two (2) bids each. One (1) bid for the Park Flowers and one (1) for the Flower Islands. The bid results are tabulated below.

Bidder	PARK FLOWER (1856 flats)	FLOWER ISLAND (1497 flats)
Ropp's Flower Factory, Gibson City, IL	\$70,574.00	\$63,447.00
Connie's Country Greenhouse, Latham, IL	\$66,190.00	\$55,595.00

Budget Impact

Based on the recommended bids, the total cost of the two (2) bedding plant orders for 2025 will be \$126,169.00 or \$37.63 per flat. This is an increase of \$8.70 (30%) per flat over last year. Funds will be allocated in the FY 2025-2026 operating budget.

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.

Recommended Action

Staff recommends approval of an agreement with the respective low bidders as follows:
Park Flower Program bid for a total of \$70,574.00 to Ropp's Flower Factory and,
Flower Island Program bid for a total of \$55,595.00 to Connie's Country Greenhouse.

Prepared by:

Erin Dietmeier
Horticulture Supervisor

Reviewed by:

Daniel Olson
Director of Operations

**CHAMPAIGN PARK DISTRICT
AGREEMENT FOR THE PROVISION OF BEDDING PLANTS
FLOWER ISLAND PROGRAM ORDER**

This Agreement is made and entered into effective this **13th day of November 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 **Connie's Country Greenhouse**, an Illinois company (hereinafter referred to as, "Contractor"), whose principal address is **325 2400th Avenue, Latham, IL, 62543**.

WITNESSETH:

In consideration of the mutual covenants and agreements set forth herein, the parties agree as follows:

I. Scope of Work:

- A. The Contractor shall provide and deliver to the Champaign Park District, 2311 West John Street, Champaign, Illinois 61821, **one thousand four hundred ninety-seven (1,497)** flats of bedding plants as described in accordance with provisions of the Contract documents which include: the Instructions to Bidders, the Terms and Conditions, the Specifications for **2025** Bedding Plant Orders, the **2025** Bedding Plant Order List for the **Flower Island Program**, the Bidder Signature Page, the Commitment to Engage in Affirmative Action, and any changes mutually agreed to hereinafter, all incorporated herein by this reference.
- B. The Contractor shall at all times have sole control over the manner, means and methods of performing the work/services required by the contract according to his/her/it own independent judgment, and is solely responsible for the direction of his/her/it employees and agents. The contractor acknowledges and agrees that he/she/it will provide the goods and materials required hereunder.
- C. The Contractor acknowledges and agrees that he/she/it is responsible for all expenses associated with the provision of the goods and materials specified in this agreement.
- D. Contractor represents and warrants that Contractor has the skill(s), knowledge, and ability to provide the goods and materials in a safe, proper, efficient, thorough and satisfactory manner and understands that Park District is relying on such representation in contracting with the Contractor.

II. Payment:

The Park District shall pay the Contractor for performance of said work the sum of **Fifty-five thousand five hundred ninety-five dollars (\$55,595.00)**. The contractor must provide billing by 1st Wednesday of month in order to receive payment in that month. Payment will be made after Board approval of the bills, which is the 2nd Wednesday of each month.

III. Term of Contract:

The duration of this Contract shall be from the effective date of this Contract until all bedding plants have been delivered.

IV. Independent Contractor:

- A. The Contractor acknowledges and agrees that he/she/it is not entitled to any benefits or protections afforded employees of the Park District nor bound by any obligations of employees of the Park District.
- B. The Contractor agrees not to hold him/herself/itself out as an employee of the Park District to members of the public.
- C. The Contractor acknowledges and agrees that he/she/it is solely responsible to pay all applicable federal, state and local income and withholding tax obligations or contributions imposed by social security, unemployment insurance and worker's compensation insurance on behalf of the Contractor and those employees, if any, employed by him/her/it.
- D. The Contractor acknowledges and agrees that he/she/it is solely responsible for his/her/it employees/agents' actions in performing the work/services.

V. 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 \$1,000,000 per occurrence and \$1,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. 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 insureds 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 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: \$1,000,000 Each Occurrence, \$1,000,000 Annual Aggregate or a combined single limit of \$1,000,000
 - Property damage liability insurance will provide Explosion, Collapse and Underground coverages where applicable.
 - Contractual Liability (Hold Harmless Coverage): Bodily Injury: \$1,000,000

- Each Occurrence Property Damage: \$1,000,000
- Each Occurrence: \$1,000,000 Annual Aggregate
- iii. Comprehensive Automobile Liability:
 - Bodily Injury:\$1,000,000 Each Person and \$2,000,000 Each Occurrence
 - Property Damage:\$500,000 Each Occurrence or combined single limit of \$500,000
- iv. Umbrella Liability:
 - \$5,000,000 each occurrence

VI. Hold Harmless and Indemnification:

Park District shall indemnify, defend and hold harmless the Contractor and any of its directors, officers, employees, agents, and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorneys' 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 Contractor that arises solely from an act, failure or omission on the part of Park District or any of its commissioners, officers, employees, agents, volunteers and representatives in carrying out of the terms of this Agreement.

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, attorneys' 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.

VII. Laws and Venue:

The Contractor acknowledges and agrees that he/she/it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, park district or any other governmental unit or regulatory body or court, including but not limited to, prevailing wages, Affirmative Action Regulations of the Champaign Park District, Illinois Fair Employment Act, Equal Opportunity regulations and other regulations and guidelines applicable to the contract. The Parties 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.

VIII. Termination:

The Park District may terminate this agreement in the event of a breach. A breach shall be deemed to occur when any of the goods and materials is not provided as required and in the manner and at the times provided for in the specifications referred to in this Agreement. If the termination is due to Contractor neglect or incompetence, the Contractor shall be responsible to pay the Park District for any increase in costs over the original contracted amount incurred by the Park District in obtaining replacement goods and materials.

IX. Severability:

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

X. Assignment – Binding Effect:

Neither party nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other.

XI. Waiver:

Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Contract, 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.

XII. Entire Agreement and Amendment:

This Contract 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 therewith. No modification of this Contract shall be effective unless made in writing, signed by both Parties and dated after the date hereof.

XIII. Counterparts:

This Contract shall be executed in duplicate each of which shall be deemed to be an original.

XIV. Time of the Essence:

Time is of the essence of the performance of the terms of this Agreement.

XV. 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 that 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, a further copy of any such notice shall be sent by first class regular U.S. mail.

Champaign Park District
Attn: Sarah Sandquist
706 Kenwood Road
Champaign, Illinois 61821

Connie's Country Greenhouse
325 2400th Avenue
Latham, IL 62543

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

CONTRACTOR

CHAMPAIGN PARK DISTRICT

Authorized Signature of Contractor

By: Sarah Sandquist, Executive Director

(Print Name)

Date _____

Date: _____

ATTEST:

By: Jarrod Scheunemann, Board Secretary

Date _____

**CHAMPAIGN PARK DISTRICT
AGREEMENT FOR THE PROVISION OF BEDDING PLANTS
PARK FLOWER PROGRAM ORDER**

This Agreement is made and entered into effective this 13th day of November 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 **Ropp's Flower Factory**, an Illinois company (hereinafter referred to as, "Contractor"), whose principal address is **218 S. Melvin Street, Gibson City, IL, 60936**.

WITNESSETH:

In consideration of the mutual covenants and agreements set forth herein, the parties agree as follows:

I. Scope of Work:

- A. The Contractor shall provide and deliver to the Champaign Park District, 2311 West John Street, Champaign, Illinois 61821, **one thousand eight hundred fifty-six (1,856)** flats of bedding plants as described in accordance with provisions of the Contract documents which include: the Instructions to Bidders, the Terms and Conditions, the Specifications for **2025** Bedding Plant Orders, the **2025** Bedding Plant Order List for the **Park Flower Program**, the Bidder Signature Page, the Commitment to Engage in Affirmative Action, and any changes mutually agreed to hereinafter, all incorporated herein by this reference.
- B. The Contractor shall at all times have sole control over the manner, means and methods of performing the work/services required by the contract according to his/her/it own independent judgment, and is solely responsible for the direction of his/her/it employees and agents. The contractor acknowledges and agrees that he/she/it will provide the goods and materials required hereunder.
- C. The Contractor acknowledges and agrees that he/she/it is responsible for all expenses associated with the provision of the goods and materials specified in this agreement.
- D. Contractor represents and warrants that Contractor has the skill(s), knowledge, and ability to provide the goods and materials in a safe, proper, efficient, thorough and satisfactory manner and understands that Park District is relying on such representation in contracting with the Contractor.

II. Payment:

The Park District shall pay the Contractor for performance of said work the sum of **Seventy thousand five hundred seventy-four dollars (\$70,574.00)**. The contractor must provide billing by the 1st Wednesday of the month in order to receive payment in that month. Payment will be made after Board approval of the bills, which is the 2nd Wednesday of each month.

III. Term of Contract:

The duration of this Contract shall be from the effective date of this Contract until all bedding plants have been delivered.

IV. Independent Contractor:

- A. The Contractor acknowledges and agrees that he/she/it is not entitled to any benefits or protections afforded employees of the Park District nor bound by any obligations of employees of the Park District.
- B. The Contractor agrees not to hold him/herself/itself out as an employee of the Park District to members of the public.
- C. The Contractor acknowledges and agrees that he/she/it is solely responsible to pay all applicable federal, state and local income and withholding tax obligations or contributions imposed by social security, unemployment insurance and worker's compensation insurance on behalf of the Contractor and those employees, if any, employed by him/her/it.
- D. The Contractor acknowledges and agrees that he/she/it is solely responsible for his/her/it employees/agents' actions in performing the work/services.

V. 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 \$1,000,000 per occurrence and \$1,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. 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 insured's under the general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insureds, 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 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: \$1,000,000 Each Occurrence, \$1,000,000 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: \$1,000,000

- Each Occurrence Property Damage: \$1,000,000
- Each Occurrence: \$1,000,000 Annual Aggregate
- iii. Comprehensive Automobile Liability:
 - Bodily Injury:\$1,000,000 Each Person and \$1,000,000 Each Occurrence
 - Property Damage:\$500,000 Each Occurrence or combined single limit of \$500,000
- iv. Umbrella Liability:
 - \$5,000,000 each occurrence

VI. Hold Harmless and Indemnification:

Park District shall indemnify, defend and hold harmless the Contractor and any of its directors, officers, employees, agents, and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorneys' 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 Contractor that arises solely from an act, failure or omission on the part of Park District or any of its commissioners, officers, employees, agents, volunteers and representatives in carrying out of the terms of this Agreement.

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, attorneys' 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.

VII. Laws and Venue:

The Contractor acknowledges and agrees that he/she/it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, park district or any other governmental unit or regulatory body or court, including but not limited to, prevailing wages, Affirmative Action Regulations of the Champaign Park District, Illinois Fair Employment Act, Equal Opportunity regulations and other regulations and guidelines applicable to the contract. The Parties 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.

VIII. Termination:

The Park District may terminate this agreement in the event of a breach. A breach shall be deemed to occur when any of the goods and materials is not provided as required and, in the manner, and at the times provided for in the specifications referred to in this Agreement. If the termination is due to Contractor neglect or incompetence, the Contractor shall be responsible to pay the Park District for any increase in costs over the original contracted amount incurred by the Park District in obtaining replacement goods and materials.

IX. Severability:

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

X. Assignment – Binding Effect:

Neither party nor any subsidiary, successor, partner, employee, agent or affiliate shall assign or delegate any of their rights or responsibilities under this Agreement without the prior written consent of the other.

XI. Waiver:

Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Contract, 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.

XII. Entire Agreement and Amendment:

This Contract 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 therewith. No modification of this Contract shall be effective unless made in writing, signed by both Parties and dated after the date hereof.

XIII. Counterparts:

This Contract shall be executed in duplicate each of which shall be deemed to be an original.

XIV. Time of the Essence:

Time is of the essence of the performance of the terms of this Agreement.

XV. 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 that 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, a further copy of any such notice shall be sent by first class regular U.S. mail.

Champaign Park District
Attn: Sarah Sandquist
706 Kenwood Road
Champaign, Illinois 61821

Ropp's Flower Factory
218 S. Melvin Street
Gibson City, IL 60936

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

CONTRACTOR

CHAMPAIGN PARK DISTRICT

Authorized Signature of Contractor

By: Sarah Sandquist, Executive Director

(Print Name)

Date _____

Date: _____

ATTEST:

By: Jarrod Scheunemann, Board Secretary

Date _____



REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 13, 2024

SUBJECT: Waste Collection Services Bid

Background

The Champaign Park District (Park District) previously had an agreement with Republic Services for waste collection services at various facilities and special events that expired on October 31, 2024. An alternate bid for recyclables (cardboard and #1 & #2 plastics) was included in the bid documents. These items are collected from the parks and facilities each week by Park District staff and picked up by the vendors at the Operations facility. These are currently serviced by Midwest Fiber Recycling (cardboard) and ABC Sanitary (plastics).

Notable changes from 2021 bid:

1. Term of agreement decreased from three years to two.
2. Leonhard Center added since the access drive off of Kenwood was completed.
3. Dodd's Park seasonal (April-October) dumpster added.
4. Monthly cost changes: Sholem (-\$6.00), Prairie Farm (-\$6.00), Hays (+\$5.00), Springer (+\$4.00), Virginia Theatre (-\$17.00), Martens (-\$6.00).

Bid Results

An invitation to bid was published in *The News-Gazette*. The bids were opened and read aloud on Thursday, October 31, 2024. Two (2) bids were received, and the results are as follows:

Vendor	Monthly Basic Service Base Bid (all sites)	Monthly Basic Service Alternate Bid
Area Disposal Service, Urbana, IL	\$1,175.00	\$160.00
Republic Services, Urbana, IL	\$1,408.86	\$222.75

Budget Impact

Funds will be allocated each fiscal year in the appropriate operating budget.

Recommended Action

Staff recommends that the Board accept the bid, from the lowest responsible base bidder, Area Disposal Service Inc, and authorize the Executive Director to enter into an agreement with Area Disposal Service Inc, in the amount of \$1,175.00 per month, and additional service rates for dumpsters in the bid amounts as follows: a two 2-yard rolling dumpster at \$10.00 per pickup, twenty 20-yard roll off dumpster at \$295.00 per pickup plus \$85.00 per ton that is over three 3 tons, and ½ yard tote at \$6.00 per pickup and also accepting the alternate bid amount of \$160.00 for recyclable materials and authorizing the Executive Director to enter into an agreement for this service.

Prepared by:
Bret Johnson
Assistant Director of Operations & Planning

Reviewed by:
Dan Olson
Director of Operations & Planning

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 FOR DUMPSTER SERVICES

This Agreement is made and entered into effective this 1st day of December, 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 Area Disposal Service Inc, (hereinafter referred to as, "Contractor"), whose principal address is 4808 N. Cunningham Ave., Urbana, Illinois 61802.

RECITALS:

WHEREAS, Park District and Contractor desire to enter into an agreement whereby Contractor will provide waste collection 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.** Contractor shall provide services in a good and workmanlike manner on the terms and conditions hereinafter set forth and maintain as specified certain park areas owned or under the control of Park District, and further designated as follows:

**Sholem Pool- (2) 2 yard rolling
Prairie Farm- (1) 6 yard front load
Hays Center- (1) 2 yard rolling
Virginia Theatre- (1) 2 yard rolling
Springer Cultural Center- (1) 2 yard rolling
Martens Center – (2) 2 yard rolling
Dodd’s Park – (1) 2 yard rolling
Leonhard Center – (1) 2 yard rolling
Additional Dumpsters as needed- 2 yard rolling, 20 yard roll off, & ½ yard totes**

**Recycling (2311 W. John St., Champaign, IL 61821)
Cardboard – (1) 4 yard
Plastics – (1) 2 yard rolling**

Contractor shall furnish all labor, materials, supplies and equipment to perform the work set forth in the information to bidders, specifications, Contractor's bid and this Agreement, including any change orders agreed to hereafter, all of which are incorporated herein by this reference.

2. **Term and Termination.** The term of the agreement shall be for a firm, fixed price for a two (2) year period, from December 1, 2024 through November 30, 2026. This Agreement may be terminated by either party for "cause" by giving fifteen (15) days' notice to the other party in writing of such intention to terminate the Agreement. For the purposes of this paragraph, "termination for cause" is defined as termination for an intentional or a willful violation of any of the provision of this Agreement by a Party. The party seeking to terminate this Agreement for cause must specify in writing to the other party the nature of the "cause" resulting in termination. Furthermore, this Agreement may be terminated "without cause" by either party giving the other at least fifteen (15) days' notice in writing of the intended termination date. This agreement may be terminated at any time upon the written agreement of the parties.

3. **Time of Performance.** Failure to complete the work in such time shall be a breach of this contract entitling the Park District to terminate the contract as described above in Section 2.

Sholem Pool- 3 times weekly-Monday, Thursday, & Saturday (mid May-mid September)
Prairie Farm- 2 times weekly-Tuesday, Friday (May – September)
Hays Center- 1 time weekly-Thursday
Virginia Theatre- 3 times weekly-Monday, Wednesday, Friday
Springer Cultural Center- 2 times weekly-Tuesday & Friday
Martens Center – 2 times weekly – Tuesday & Friday
Leonhard Center - 3 times weekly – Monday, Wednesday, Friday
Dodd’s Park – 2 times weekly (April – July) 1 time weekly (August – October)
Operations Facility (Recyclables) – 1 time weekly

4. **Compensation for Services.** Park District shall pay the Contractor for the services provided for herein as follows:
- | | |
|-----------------------------|--|
| Sholem Pool | \$215.00 per month |
| Prairie Farm | \$215.00 per month |
| Hays Center | \$40.00 per month |
| Springer Center | \$75.00 per month |
| Virginia Theatre | \$150.00 per month |
| Martens Center | \$215.00 per month |
| Leonhard Center | \$150.00 per month |
| Dodd's Park | \$75.00 per month (April-July) \$40.00 per month (Aug-Oct) |
| Cardboard Recycling | \$85.00 per month |
| Plastic Recycling | \$75.00 per month |
| 2 yard rolling, as needed | \$10.00 per lift |
| 20 yard roll off, as needed | \$295.00 per haul plus \$85 per ton over 3 tons |
| ½ yard totes, as needed | \$6.00 per lift |

See Section 2.01 Payments of the bid document for Terms of Payments

5. **Insurance.** 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 \$1,000,000 per occurrence and \$2,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. 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 Contractor shall be primary insurance as to Park District. Any insurance or self-insurance maintained by Park District shall be in excess of 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 the Contractor. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from Contractor.

In such event, 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.

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:

Contractor shall maintain in effect at its sole expense the following insurance applicable to the work performed hereunder:

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

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

- (c) Contractual Liability (Hold Harmless Coverage):
 - Bodily Injury: \$1,000,000
 - Property Damage: \$1,000,000 each occurrence
 - Annual Aggregate: \$2,000,000 each occurrence
- (d) Comprehensive Automobile Liability:
 - Bodily Injury: \$1,000,000 per person and \$1,000,000 per accident
 - Property Damage: \$500,000 each occurrence or combined single limit of \$500,000
- (e) Umbrella Liability:
 - \$5,000,000 each occurrence

The Park District, its commissioners, officers, agents and employees are to be covered and named as additional insureds under the General Liability coverage and shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause. Prior to beginning work, Contractor shall furnish the Park District with certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for 30 days written notice to Park District prior to cancellation or material change of any insurance referred to therein. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from the evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

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

6. **Indemnification.** Contractor shall indemnify, defend and hold harmless Park District and any of its commissioners, directors, officers, employees, agents, representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney's fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Park District that arises solely from an act, failure or omission on the part of Contractor or any of its trustees, directors, officers, employees, agents and representatives in carrying out of the terms of this Agreement.
7. **Independent Contractors.** Contractor acknowledges and agrees that Contractor is not an employee of the Park District, is not entitled to any benefits or protections afforded employees of the Park District, nor bound by any obligations of employees of the Park District. Nevertheless, Contractor will not act contrary to the policies of the Park District. Contractor understands and fully agrees that Contractor will not be insured under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District, and that any injury or property damage in connection with the work performed will be Contractor's sole responsibility and not that of the Park District. It is also understood that Contractor is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and, therefore, Contractor will be solely responsible for Contractor's own acts or omissions, and those of Contractor's employees and agents, if any. The Park District will not in any manner whatsoever be obligated to defend, indemnify or hold harmless Contractor, or Contractor's employees and agents, if any, in matters of liability.

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

8. **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.

9. **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.
10. **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.
11. **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.
12. **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.
13. **Time of the Essence.** Time is of the essence in the performance and completion of the terms of this Agreement.
14. **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.
15. **Counterparts.** This Agreement shall be executed in duplicate, each of which shall be deemed to be an original.
16. **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

Contractor:
Area Disposal Service Inc.
Attention: Michelle Luna
4808 N. Cunningham Ave.
Urbana, IL 61802

17. **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.

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

CHAMPAIGN PARK DISTRICT:

CONTRACTOR:

Champaign Park District
a municipal Corporation

Area Disposal Service Inc.

By: _____
Sarah Sandquist, Executive Director

By: _____
Its _____



REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 13, 2024

SUBJECT: Wide Area Mower Replacement Purchase

Background

Staff is requesting Park Board approval to purchase a new Toro 4000-D wide area mower. This mower will replace the existing 2014 Toro 4000-D, which is currently used to mow Centennial, Dodds, Hessel, & West Side Parks. The mower currently has 4,436 operating hours on it.

The 2014 Toro 4000-D mower will be declared surplus and traded at the time of purchase. The trade-in value of \$11,000.00 and has been subtracted from the full proposed amount (\$91,189.30).

Prior Board Action

The Park Board approved a resolution on March 14, 2018, authorizing the Champaign Park District (Park District) to participate in cooperative purchasing agreements, including OMNIA Partners (formerly U.S. Communities & National IPA).

The Park Board approved the Capital Improvement Plan (CIP) at the December 13, 2023, regular meeting.

Budget Impact

The FY 2024/25 CIP included a \$115,000.00 allocation for equipment replacements.

Recommended Action

Staff recommends the waiver of the Park District's formal bidding process and approve this purchase from MTI Distributing, through the cooperative purchasing agreement with OMNIA Partners, for one (1) new Toro 4000-D mower in the amount of \$80,139.30.

Prepared by:

Reviewed by:

Reviewed by:

Tommy Buhr
Grounds Supervisor

Bret Johnson
Asst. Dir. of Operations & Planning

Dan Olson
Director of Operations & Planning



MTI Distributing
 Equipment Quote
 October 16, 2024



Tommy Buhr
 Champaign Parks District

Quote Expiration Date: 11/15/2024

OMNIA PARTNERS CONTRACT PRICING - CONTRACT #2023261

Qty	Model Number	Description	Quote Price Each	Quote Price Extended
1	30609	Groundsmaster 4000-D (T4)	\$87,269.52	\$87,269.52
1	30422	Leaf Mulching Kit	\$1,635.66	\$1,635.66
8	93-5974	8 Inch Foam Filled Caster Wheel Assembly	\$182.75	\$1,462.00
1	30671	Universal Sunshade, Red	\$822.12	\$822.12
TRADE:				
1	XR-UE	Toro Groundsmaster 4000-D 30609A - s/n 314090134		(\$11,000.00)
Champaign Park District Omnia Partners Member ID #5356007				
			Equipment Total	\$91,189.30
			Trade	(\$11,000.00)
			6.25% Sales Tax	Exempt
			Total	\$80,189.30

Quote validity: As a result of supply chain disruptions effecting availability and pricing, the pricing above cannot be guaranteed. Should you commit to a non-binding purchase commitment, a firm quote (including finance rates) will be provided when product becomes available.

Net 30 Terms with qualified credit
 New Toro commercial equipment comes with a two-year manufacturer warranty
 Equipment delivery and set-up at no additional charge
 All commercial products purchased by a credit card will be subject to a 2.5% service fee.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Bill Maynard
 Outside Sales Representative
 314-313-7886

Karen Wangenstein
 Inside Sales Representative
 763-592-5643

MTI Distributing, Inc. • 8901 Springdale Avenue • Berkeley, MO 63134

I commit to the purchase as detailed on quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. I understand that the quoted pricing above is not guaranteed and that I will be provided a new proposal when product becomes available.

Name:
 Signature:
 Date:



REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 6, 2024

SUBJECT: Request to Amend FY 24-25 Fee Schedule and Approve the FY 25-26 Fee Schedule

Background

On July 24, 2024 the amended FY 2024-25 Fee Schedule was approved by the board. As staff were preparing the FY 25-26 Fee Schedule, staff determined the need to amend the FY 2024-25 Fee Schedule again to update the pricing model on membership fees at the Leonhard Recreation Center and Martens Center. This new pricing model aims to simplify offerings and allow members one membership to access both Leonhard and Martens moving forward. Additionally, staff have prepared the FY 2025-26 Fee Schedule with a request for approval for the next fiscal year.

Budget Impact

The full budget impact is unknown due to the large number of variables, but it is expected to have positive impacts on both the 2024-25 and 2025-26 fiscal years.

Recommended Action

Staff recommends amending the FY 2024-25 Fee Schedule effective immediately to allow for a January 1, 2025 implementation of new membership fees. Staff also recommend the approval of the FY 2025-26 Fee Schedule, allowing staff to accurately budget for the next fiscal year.

Prepared by:

Jimmy Gleason
Director of Facilities

Reviewed by:

Sarah Sandquist
Executive Director



Fee Schedule May 1, ~~2024~~2025 to April 30, ~~2025~~2026

Meeting Rooms	Fees - CPD Residents	Non-Resident Fees
Douglass Annex	\$67-62 per hour	\$100-5093 per hour
Douglass Library	\$57 per hour	\$85-50 per hour
Hays Center	\$62 per hour	\$93 per hour
Martens Multipurpose Rooms	\$62 per hour	\$93 per hour
Martens Center Group Fitness Room (1/2)	\$62 per hour	\$93 per hour
Martens Center Group Fitness Room (Full)	\$100 per hour	\$150 per hour
Leonhard Activity Room	\$57 per hour	\$85.50 per hour
Leonhard Group Fitness	\$42 per hour	\$63 per hour
Leonhard Party Room	\$62 per hour	\$93 per hour
Springer Cultural Center	\$62 per hour	\$93 per hour
Gymnasiums	Fees - CPD Residents	Non-Resident Fees
CUSR Gymnasium	\$70 per hour	\$105 per hour
Douglass Gymnasium	\$62-70 per hour	\$93-105 per hour
Martens Center Gymnasium	\$5057 per hour half gym	\$7585.50 per hour
Martens Center Gymnasium	\$8093 per hour full gym	\$120139.50 per hour
Leonhard Gymnasium	\$57 per hour ¼ gym	\$85.50 per hour
Leonhard Gymnasium	\$93 per hour half gym	\$139.50 per hour
Leonhard Gymnasium	\$165 per hour full gym	\$248 per hour
Kitchens	Fees - CPD Residents	Non-Resident Fees
Douglass Annex Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Douglass Library Kitchen	\$47 flat rate + room rental	\$70.50 flat rate + room rental
Hays Center Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Martens Center Kitchen	\$82 per hour	\$123 per hour
Springer Cultural Kitchen & Multipurpose Space	\$62 flat rate + room rental \$72 per hour	\$93 flat rate + room rental \$108 per hour
Additional Spaces	Fees - CPD Residents	Non-Resident Fees
Leonhard Indoor Playground	\$60 flat rate (room add on only)	\$90 flat rate (room add on only)
Park Spaces	Fees - CPD Residents	Non-Resident Fees
Bristol Pavilion	\$93-62 per block	\$139-5093 per block
Douglass Pavilion	\$93 per block	\$139.50 per block
West Side Park Gazebo	\$93 per block	\$139.50 per block
Centennial Pavilion	\$124 per block	\$186 per block
Hessel Pavilion	\$124 per block	\$186 per block
Shelters	\$13-14 per hour	\$19-5021 per hour

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Kaufman Lake Fire Ring	\$50 flat rate	\$75 flat rate
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<u>Pavilions</u>	<u>Block Hours</u>
Centennial Pavilion & West Side Bandstand	10a-3p or 4-9p
Bristol, Douglass, and Hessel Pavilions	9a-2p or 3-8p

- All facility rentals require a two-hour minimum.
- Pavilions are rented in blocks. Block times are staggered. Both blocks can be reserved to secure a full day rental, including the hour [in between in between](#) by paying for both blocks.
- Pavilion rentals include a basic picnic/gathering permit for up to 150 attendees.

- School District and school affiliated (PTA, Booster clubs, etc.) permits are a flat rate of \$100 for events when a pavilion/shelter is not rented.
- If a shelter or pavilion is not rented it can be used by patrons on a first come, first serve basis.
- Rentals fees account for staffing related to indoor facility rentals. Additional fees are charged for staffing when a rental occurs outside of normal operating hours.
- Non-profit organizations with a 501C(3) status and governmental agencies will qualify for the resident rates.

Portable Potty-House Unit Fees

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

Indoor Facilities Holiday Fees

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

Basic Picnic/Gathering Permits* Rates

Up to 75 person per day \$50
 Up to 150 persons per day \$100

*Pavilion/Shelter rental separate. Special use charges not included.

Park Use & Wedding Permits* Rates

Up to 250 persons per day \$500
 Up to 350 persons per day \$700

*Pavilion/Shelter rental separate. Special use charges, including waste management fee not included.

Non-residents shall be required to pay an additional 50% more than residents.

Any event or wedding for over 350 persons will require a written proposal from the renter detailing the proposed event. The renter will work with staff to develop a detailed plan and cost estimate for the special event or wedding, which requires additional approval from multiple departments within the Park District before issuing a permit. Additional fees may be required for large events to provide for additional Park District logistical and operational expenses. ~~Weddings or large outdoor events are only permitted in West Side Park, Hessel Park, Centennial Park, and Douglass Park.~~

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

Water Access \$50
 Tent Permit Fee \$50 per tent, per day.

Groups and individuals must have a permit to erect a tent. Location of tent and/or tents must be approved by appropriate Operations staff. Placement locations for tents, porta-potties, stages, etc., must be approved.

Showmobile:

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

\$700 rental fee per day.

\$200 flat fee for show mobile staff (These fees incur from moment the stage leaves the shop until it returns to the shop).

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

Additional charges may apply if additional equipment is required.

\$600 per day for large generator.

\$100 per day for sound equipment.

\$100 per day for Showmobile Theatrical Lighting.

Movie Truck Rentals:

Rental includes movie screen, projector, and sound equipment

\$100 deposit (applies toward the rental fee)

\$100 rental fee per day

+ \$35 per hour staff fee

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Commented [JR1]: Let's take the Movie Truck Rentals out for now.

Commented [JG2R1]: @Jeannie M. Robinson and no changes to showmobile?

Commented [JR3R1]: @Jimmy Gleason I talked with Zoe - we are going to maintain these rates for the coming year. Thanks.

Flower Island Fees (August 2025 for summer 2026)

Flower Islands \$17.00 per square foot, beginning in December of 2024 through the summer of 2026.

Eddie Albert Garden Plots Fees (Beginning August 2024 for summer 2025)

Plot	Fee (R/NR)
11' x 3' Raised	\$20/\$30
20' x 20' plot	\$40/\$60
20' x 30' plot	\$50/\$75
20' x 20' plot (extended season)	\$50/\$75

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Commented [SS4]: Gardens plots are an activity. Moving off here, and would like facilitate through smartrec for registration.

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Dog Park Fees

Memberships are good for one year from date of purchase

One Dog (Resident): \$46

Each Additional Dog: \$6

Replacement Fob: \$10

Monthly Trial/Visitor Pass: \$10

Urbana Dog Park members can receive a CPD Bark District Membership for \$10

CPD Dog Park members can receive a UPD membership for \$10

Sports Fields (Effective January 2025)26

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Little League	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Pony	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 3-Plex	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 4-Plex	\$35/2hrs	\$83/2hrs	\$20/hr	\$20/hr
Dodds Soccer 4v4	\$11/hr	\$22/hr	\$20/hr	\$20/hr
Dodds Soccer 9v9 or 7v7	\$17/hr	\$35/hr	\$20/hr	\$20/hr
Dodds Soccer 11v11	\$32/hr	\$65/hr	\$20/hr	\$20/hr
Zahnd Football	\$35/hr	\$55/hr + lining fee	\$20/hr	N/A

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

Zahnd football field is a two-hour minimum. Lining fees are customized due to various field requirements.

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

Disc Golf Course Fees

\$200 for all day rental with restroom access at 3-plex.

John Street Pickleball Court Tournament Rental Fees

Half Complex (4 courts): \$72/hr or \$720 for the full day

Full Complex (8 courts): \$136/hr or \$1360 for the full day

Dodds Tennis Center Fees

Permanent Court Time (Effective September 2024)2025)

M-F	18-week fee
7:30a-5p	\$468 (\$26/hr)
5:30-10p	\$504 (\$28/hr)

Weekends	18-week fee
All times	\$468 (\$26/hr)

Random Court Time (Effective September 2024)2025)

Time: M-F, 7:30 a-5:30p	\$28/hr
Time: M-F, 5:30-10p	\$30/hr
Time: Sa-Su, All day	\$28/hr

Sholem Aquatic Center Fees

	May 2024	Mid August 2024
Daily Admission Fees	(R/NR)	
Individual	\$9/\$13.50	
3 & under	Free	
Twilight Rate	\$6/9	
Active/Retired Military	\$6/9	
Friday Rate	\$6/9	
10 Punch Card	\$80/\$120	

Season Pool Pass

	Sale Price	Regular
Season Pool Pass	Valid through April 30, 2025	
Individuals	\$100	\$110
Family of 2-3	\$190	\$210
Add family members	\$40	\$40
Senior (Ages 55+)	\$80	\$90
Replacement Fob	\$5	\$5

Daily Admission Fees:

General Admission	\$10
Twilight/Friday Reduced Rate	\$7
Active/Retired Military Rate	\$7
3 & under	Free

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Season Pool Pass Fees:

	Sale Price through 4/30/25	Regular Fee
Youth	\$42	\$45
Senior	\$70	\$75
Adult	\$75	\$80

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50% off all pool passes on or after ~~7/5/25~~ **7/5/25**

After-Hours Rentals at Sholem Aquatic Center (2025 season) 8-10pm

- "Ultimate Beach Party" (full-facility rental). Fee (R/NR): ~~\$618/927 per hour~~ **\$1236/1854**
- "Surf's Up!" (limited to the river and the three slides). Fee (R/NR): ~~\$370/555 per hour~~ **\$740/1110**
- "Summer Nights" (limited to the main pool and lap lanes). Fee (R/NR): ~~\$300/450 per hour~~ **\$600/\$900**

~~Each rental requires a minimum of two hours.~~

Leonhard Recreation Center Fees

Annual membership rates	January 1, 2025
Non-walking infants are free	
Senior Age 55+	\$103.50

Individual	\$130.50
Family up to 3	\$261
Each additional family member after 3	\$54
Replacement Fob Fee	\$5 per family member

Monthly Option for LRC Memberships (Effective January 1, 2025)

MEMBERSHIP TYPE

Senior	\$11.50
Individual	\$14.50
Family up to 3	\$29
Each additional family member after 3	\$6

Daily Admission Fee (Effective January 1, 2025)

For those without a membership, there is an \$8/\$12 (R/NR) fee.

Daily Admission Fee, but a \$6/\$9 rate for military.

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

Martens Center Fees January 1, 2025

Non-walking infants are free

Senior Age 55+	\$60
Individual	\$80
Family up to 3	\$140
Each additional family member after 3	\$40
Replacement Fob Fee	\$5 per family member

Monthly Option for Martens Center Memberships (Effective January 1, 2025)

MEMBERSHIP TYPE

Senior	\$8
Individual	\$10
Family of 2-3	\$16
Additional Family Member	\$5

Daily Admission Fee (Effective January 1, 2025)

For those without a membership, there is a \$3/\$5 (R/NR) fee.

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

Dual Membership Rate (Martens and Leonhard Centers – Effective January 1, 2025)

	Annual	Monthly
Senior	\$130	\$14.44
Individual	\$155.50	\$17.28
Family up to 3	\$311	\$34.55

~~Additional Family Member \$79 \$8.78~~

Fitness Membership Rates (Includes access to Leonhard and Martens Center)

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Daily Admission for Leonhard and Martens Centers (Effective January 1, 2026):

General Admission: \$8

Active/Retired Military Rate: \$6

Membership Annual Rates (Effective January 1, 2026):

Youth (Under 17): \$54

Senior (55+): \$108

Adult (18-54): \$135

Non-walking infants: Free

Membership Monthly Rate (Effective January 1, 2026):

Youth (Under 17): \$6

Senior (55+): \$12

Adult (18-54): \$15

Non-walking infants: Free

Virginia Theatre Fees

Public Events:

Effective 5/1/24

Touring Commercial Attraction <small>(Per day—for a single event)</small>	\$4,895.00 FLAT
<u>Touring Commercial Attraction Add'l Event</u> <small>(Fee charged per ea. added event in a single day rental)</small>	\$1,295.00 (FLAT)
Touring Commercial Attraction Rehearsal	\$1,295.00 FLAT
Local Commercial Attraction <small>(Per day—for a single event)</small>	\$3,760.00 FLAT
<u>Local Commercial Attraction Add'l Event</u> <small>(Fee charged per ea. added event in a single day rental)</small>	\$980.00 (FLAT)
Local Commercial Attraction Rehearsal	\$980.00 FLAT
Not-for-Profit Event* <small>(Per day—for a single event)</small>	\$2,595.00 FLAT
<u>Not-for-Profit Event Add'l Event</u> <small>(Fee charged per ea. added event in a single day rental)</small>	\$500.00 (FLAT)
Not-for-Profit Event Rehearsal*	\$675.00 FLAT

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Private Events:

Lobby Meeting, 30 or fewer attending	\$67.00 FLAT (2 hour max, single lobby use, no outside catering or drink service allowed)
Lobby Meeting, 31-100 attending	\$285.00 FLAT (4 hour max, single lobby use, outside catering/non-alcoholic drink service allowed)
Meetings in auditorium	\$2,325.00 FLAT (incl. lobby and stage use)
Photo Shoots (no stage use)	\$90.00 FLAT (2 hour max)
Private Party/Reception, East Lobby	\$325.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Mezzanine Lobby	\$375.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Front-of-House	\$1,295.00 FLAT (4 hour max, auditorium not incl.)
Private party, Stage	\$1,825.00 FLAT (incl. lobby use)
Private Screening (film rights not included)	\$1,295.00 FLAT (parties of 100 or fewer, no public promotion or ticketing allowed)

Front-of-House Staff:

Includes FOH management, concessions, ticket-takers, ushers, etc.

<u>Touring Commercial Attraction</u>	\$500.00 (FLAT)
<u>Local Commercial Attraction</u>	\$250.00 (FLAT)
<u>Not-for-Profit Event*</u>	\$125.00 (FLAT)

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Marketing Fee:

\$285 FLAT (~~brochure~~, website listing, unpaid social media & eBlast marketing)

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

Ticketing Fees:

Box Office Staffing Fee:	\$850.00 FLAT
Restoration (Facility) Fee:	\$1.00 Per Paid Admission—inside ticket face value
Credit Card Fee:	Patrons charged by venue “on top” of ticket face value
Ticketing Fee:	Patrons charged by venue “on top” of ticket face value

Technical Fees:

House Lights & Power: \$500.00 FLAT

Theatrical Lighting:

(Includes dimming system, conventional fixtures, intelligent lighting fixtures, and lighting console.)

~~Please note: labor/programming extra.~~

Touring Commercial Attraction \$500.00 FLAT

Local Commercial Attraction \$350.00 FLAT

Not-for-Profit Event* \$175.00 FLAT

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

Touring Commercial Attraction \$2,225.00 FLAT

Local Commercial Attraction \$1,095.00 FLAT

Not-for-Profit Event* \$575.00 FLAT

Stage Monitor Package:

Includes Yamaha DM7 Digital Mixing Console, ten 2-way wedges, amplifiers, cabling, and associated peripherals.

Touring Commercial Attraction \$995.00 (FLAT)

Local Commercial Attraction \$695.00 (FLAT)

Not-for-Profit Event* \$495.00 (FLAT)

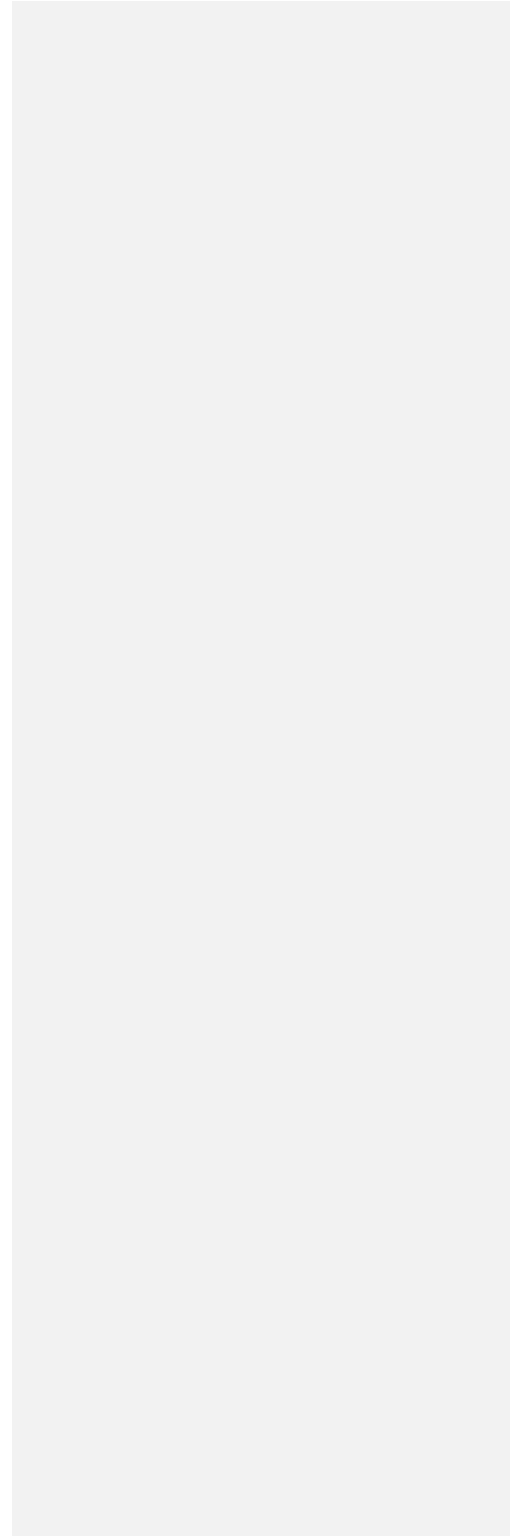
Projection Systems: \$410.00 FLAT
(includes *either* Christie 4K Digital or twin Norelco AA 35mm projectors) plus stagehand time [no change]

Theatrical Hazer: \$60.00 FLAT
plus haze fluid [no change]

Spot Light: \$145.00 FLAT
(per fixture – Robert Juliat Topaze model) plus stagehand time

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

10% Service Charge added to all third-party vendor rentals (including backline and production rentals)



Leonhard and Martens Center Rate Plans and Impact

Current Rate

	LRC	MC	Dual		LRC Day Pass	MC Day Pass
Senior	\$95 (\$11/m)	\$60 (\$6/m)	\$120 (\$13.33/m)		\$7/\$10	\$3/\$5
Individual	\$125 (\$14/m)	\$80 (\$8/m)	\$150 (\$16.66/m)			
Family of 2-3	\$250 (\$26/m)	\$140 (\$13/m)	\$300 (\$33.33/m)			
Additional	\$50 (\$6/m)	\$40 (\$5/m)	\$75 (\$8.33/m)			

Previously Approved Jan 1, 2025 Rates

	LRC	MC	Dual		LRC Day Pass	MC Day Pass
Senior	\$103.50 (\$11.50/m)	\$60 (\$6/m)	\$128.50 (\$14.28/m)		\$8/\$12	\$3/\$5
Individual	\$130.50 (\$14.50/m)	\$80 (\$8/m)	\$155.50 (\$17.28/m)			
Family of 2-3	\$261 (\$29/m)	\$140 (\$13/m)	\$311 (\$34.55/m)			
Additional	\$54 (\$6/m)	\$40 (\$5/m)	\$79 (\$8.78/m)			

New Proposed Jan 1, 2025 Rate

	NEW DUAL RATE		LRC/MC Day Pass
Youth	\$54 (\$6/m)		\$8 flat rate
Senior	\$108 (\$12/m)		
Individual	\$135 (\$15/m)		

Impact of Changes on Member Fees

	Current LRC Rate	Current MC Rate	Current Dual Rate	New rate	LRC impact	MC Impact	Dual Impact
Youth only	\$125	\$80	\$150	\$54	(\$71)	(\$26)	(\$96)
Senior	\$95	\$60	\$120	\$108	\$13	\$48	(\$12)
Adult	\$125	\$80	\$150	\$135	\$10	\$55	(\$15)
2 youth	\$250	\$140	\$300	\$108	(\$142)	(\$32)	(\$192)
1 adult, 1 youth	\$250	\$140	\$300	\$189	(\$61)	\$49	(\$111)
1 adult, 2 youth	\$250	\$140	\$300	\$243	(\$7)	\$103	(\$57)
2 adults, 1 youth	\$250	\$140	\$300	\$324	\$74	\$184	\$24
2 adults, 2 kids	\$300	\$180	\$375	\$378	\$78	\$198	\$3
2 adults, 3 kids	\$350	\$220	\$450	\$432	\$82	\$212	(\$18)

Impact of Changes on Membership Sales

	Annual Membership #'s as of 10/11	Memberships x New Rate	Monthly Membership #'s as of 10/11	Memberships x New Rate x 12 month	Grand Total
Youth	141.00	\$7,614.00	192.00	\$13,824.00	\$21,438.00
Senior	486.00	\$52,488.00	77.00	\$11,088.00	\$63,576.00
Adult	362.00	\$48,870.00	304.00	\$54,720.00	\$103,590.00
		\$108,972.00		\$79,632.00	\$188,604.00

Membership revenue at the end of FY 23-24 to compare: \$173,765.43

Scholarship Impact

	New Annual Cost	Cost W/Scholarship
Youth only	\$54.00	\$27.00
Senior	\$108.00	\$54.00
Adult	\$135.00	\$67.50
2 youth	\$108.00	\$54.00
1 adult, 1 youth	\$189.00	\$94.50
1 adult, 2 youth	\$243.00	\$121.50
2 adults, 1 youth	\$324.00	\$162.00
2 adults, 2 kids	\$378.00	\$189.00
2 adults, 3 kids	\$432.00	\$216.00

Sholem Rate Plans and Impact

Current Rate

	Season Pass		Day Pass
Senior	\$95 (\$11/m)	\$60 (\$6/m)	\$120 (\$13.33/m)
Individual	\$125 (\$14/m)	\$80 (\$8/m)	\$150 (\$16.66/m)
Family of 2-3	\$250 (\$26/m)	\$140 (\$13/m)	\$300 (\$33.33/m)
Additional	\$50 (\$6/m)	\$40 (\$5/m)	\$75 (\$8.33/m)

2025 Season Proposed Rates

	Season Pass		Day Pass Rate
Youth	\$103.50 (\$11.50/m)	\$60 (\$6/m)	\$128.50 (\$14.28/m)
Senior	\$130.50 (\$14.50/m)	\$80 (\$8/m)	\$155.50 (\$17.28/m)
Individual	\$261 (\$29/m)	\$140 (\$13/m)	\$311 (\$34.55/m)
	\$54 (\$6/m)	\$40 (\$5/m)	\$79 (\$8.78/m)

	2024 Rate	2025 Rate	Impact On Season Pass Holders
Youth only	\$110	\$45	(\$65)
Senior	\$90	\$75	(\$15)
Adult	\$54 (\$6/m)	\$80	#VALUE!
2 youth	\$108 (\$12/m)	\$90	#VALUE!
1 adult, 1 youth	\$135 (\$15/m)	\$125	#VALUE!
1 adult, 2 youth	\$210	\$170	(\$40)
2 adults, 1 youth	\$210	\$205	(\$5)
2 adults, 2 kids	\$250	\$250	\$0
2 adults, 3 kids	\$290	\$295	\$5

Day Pass Impact

	# Sold (2024)	2024 Total Revenue	Revenue @ New rate	Difference
Open Swim Rate	15,096	\$161,014	\$150,960	(\$10,054)
Twilight/Friday Rate	12,513	\$84,426	\$87,591	\$3,165
		\$245,440	\$238,551	(\$6,889)

Season Pass Impact

	2024 Season Passes Cyber Sold	2024 Regular Season Passes Sold	2024 1/2 Off Season Passes Sold	Cyber Sales x New Rate	Regular Season Sales X New Rate	1/2 Off Sales x New Rate	Total Sales
youth	152	610	98	\$6,156.00	\$27,450.00	\$2,205.00	\$35,811.00
senior	95	191	33	\$6,412.50	\$14,325.00	\$1,237.50	\$21,975.00
adult	157	647	101	\$11,304.00	\$51,760.00	\$4,040.00	\$67,104.00
	404	1448	232	\$23,872.50	\$93,535.00	\$7,482.50	\$124,890.00

Total Impact

	2024 Sales	Projected 2025 Sales	Difference
Season pass sales	\$142,292	\$124,890	(\$17,402)
Open swim day pass sales	\$245,440	\$238,551	(\$6,889)
Anticipated staff savings with this change (1 Cashier x 8 hours daily x 85 open days x \$15.50/hr):			\$10,540
	Anticipated impact of changes:		(\$13,751)



Fee Schedule May 1, 2024, to April 30, 2025

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<u>Meeting Rooms</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Douglass Annex	\$67 per hour	\$100.50 per hour
Douglass Library	\$57 per hour	\$85.50 per hour
Hays Center	\$62 per hour	\$93 per hour
Martens Multipurpose Rooms	\$62 per hour	\$93 per hour
Leonhard Activity Room	\$57 per hour	\$85.50 per hour
Leonhard Group Fitness	\$42 per hour	\$63 per hour
Leonhard Party Room	\$62 per hour	\$93 per hour
Springer Cultural Center	\$62 per hour	\$93 per hour
<u>Gymnasiums</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
CUSR Gymnasium	\$70 per hour	\$105 per hour
Douglass Gymnasium	\$62 per hour	\$93 per hour
Martens Center Gymnasium	\$50 per hour half gym	\$75 per hour
Martens Center Gymnasium	\$80 per hour full gym	\$120 per hour
Leonhard Gymnasium	\$57 per hour ¼ gym	\$85.50 per hour
Leonhard Gymnasium	\$93 per hour half gym	\$139.50 per hour
Leonhard Gymnasium	\$165 per hour full gym	\$248 per hour
<u>Kitchens</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Douglass Annex Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Douglass Library Kitchen	\$47 flat rate + room rental	\$70.50 flat rate + room rental
Hays Center Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Martens Center Kitchen	\$82 per hour	\$123 per hour
Springer Cultural Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
<u>Park Spaces</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Bristol Pavilion	\$93 per block	\$139.50 per block
Douglass Pavilion	\$93 per block	\$139.50 per block
West Side Park Gazebo	\$93 per block	\$139.50 per block
Centennial Pavilion	\$124 per block	\$186 per block
Hessel Pavilion	\$124 per block	\$186 per block
Shelters	\$13 per hour	\$19.50 per hour
Kaufman Lake Fire Ring	\$50 flat rate	\$75 flat rate

<u>Pavilions</u>	<u>Block Hours</u>
Centennial Pavilion & West Side Bandstand	10a-3p or 4-9p
Bristol, Douglass, and Hessel Pavilions	9a-2p or 3-8p

- All facility rentals require a two-hour minimum.
- Pavilions are rented in blocks. Block times are staggered. Both blocks can be reserved to secure a full day rental, including the hour in-between by paying for both blocks.
- Pavilion rentals include a basic picnic/gathering permit for up to 150 attendees.

- School District and school affiliated (PTA, Booster clubs, etc.) permits are a flat rate of \$100 for events when a pavilion/shelter is not rented.
- If a shelter or pavilion is not rented it can be used by patrons on a first come, first serve basis.
- Rentals fees account for staffing related to indoor facility rentals. Additional fees are charged for staffing when a rental occurs outside of normal operating hours.
- Non-profit organizations with a 501C(3) status and governmental agencies will qualify for the resident rates.

Portable Potty-House Unit Fees

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

Indoor Facilities Holiday Fees

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

Basic Picnic/Gathering Permits* Rates

Up to 75 person per day \$50
 Up to 150 persons per day \$100

*Pavilion/Shelter rental separate. Special use charges not included.

Park Use & Wedding Permits* Rates

Up to 250 persons per day \$500
 Up to 350 persons per day \$700

*Pavilion/Shelter rental separate. Special use charges, including waste management fee not included.

Non-residents shall be required to pay an additional 50% more than residents.

Any event or wedding for over 350 persons will require a written proposal from the renter detailing the proposed event. The renter will work with staff to develop a detailed plan and cost estimate for the special event or wedding, which requires additional approval from multiple departments within the Park District before issuing a permit. Additional fees may be required for large events to provide for additional Park District logistical and operational expenses. Weddings or large outdoor events are only permitted in West Side Park, Hessel Park, Centennial Park, and Douglass Park.

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

Water Access \$50
 Tent Permit Fee \$50 per tent, per day.

Groups and individuals must have a permit to erect a tent. Location of tent and/or tents must be approved by appropriate Operations staff. Placement locations for tents, porta-potties, stages, etc., must be approved.

Showmobile:

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

\$700 rental fee per day

\$200 flat fee for show mobile staff (These fees incur from moment the stage leaves the shop until it returns to the shop)

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

Additional charges may apply if additional equipment is required.

\$600 per day for large generator

\$100 per day for sound equipment

\$100 per day for Showmobile Theatrical Lighting

Movie Truck Rentals:

Rental includes movie screen, projector, and sound equipment

\$100 deposit (applies toward the rental fee)

\$100 rental fee per day

+\$35 per hour staff fee

Flower Island Fees (August 2024 for summer 2025)

Flower Islands \$17.00 per square foot, beginning in December of 2024 through the summer of 2025.

Eddie Albert Garden Plots Fees (Beginning August 2024 for summer 2025)

Plot	Fee (R/NR)
11' x 3' Raised	\$20/\$30
20' x 20' plot	\$40/\$60
20' x 30' plot	\$50/\$75
20' x 20' plot (extended season)	\$50/\$75

Dog Park Fees

Memberships are good for one year from date of purchase

One Dog (Resident): \$46

Each Additional Dog: \$6

Replacement Fob: \$10

Monthly Trial/Visitor Pass: \$10

Urbana Dog Park members can receive a CPD Bark District Membership for \$10

CPD Dog Park members can receive a UPD membership for \$10

Sports Fields (Effective January 2025)

Field Name	Practice Rate	Game Rate	Supervisor	Lights
Dexter	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Little League	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Pony	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 3-Plex	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 4-Plex	\$35/2hrs	\$83/2hrs	\$20/hr	\$20/hr
Dodds Soccer 4v4	\$11/hr	\$22/hr	\$20/hr	\$20/hr

Dodds Soccer 9v9 or 7v7	\$17/hr	\$35/hr	\$20/hr	\$20/hr
Dodds Soccer 11v11	\$32/hr	\$65/hr	\$20/hr	\$20/hr
Zahnd Football	\$35/hr	\$55/hr + lining fee	\$20/hr	N/A

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

Zahnd football field is a two-hour minimum. Lining fees are customized due to various field requirements.

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

Disc Golf Course Fees

\$200 for all day rental with restroom access at 3-plex.

John Street Pickleball Court Tournament Rental Fees

Half Complex (4 courts): \$72/hr or \$720 for the full day

Full Complex (8 courts): \$136/hr or \$1360 for the full day

Dodds Tennis Center Fees

Permanent Court Time

M-F	18-week fee
7:30a-5p	\$468 (\$26/hr)
5:30-10p	\$504 (\$28/hr)

Weekends	18-week fee
All times	\$468 (\$26/hr)

Random Court Time (Effective September 2024)

Time: M-F, 7:30 a-5:30p	\$28/hr
Time: M-F, 5:30-10p	\$30/hr
Time: Sa-Su, All day	\$28/hr

Sholem Aquatic Center Fees

May 2024 – Mid August 2024

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

Season Pool Pass

Season Pool Pass

	Sale Price	Regular
	<u>Valid through April 30, 2024</u>	<u>Fee</u>
Individuals	\$100	\$110
Family of 2-3	\$190	\$210

Add family members	\$40	\$40
Senior (Ages 55+)	\$80	\$90
Replacement Fob	\$5	\$5

50% off all pool passes on or after **7/5/24**

After-Hours Rentals at Sholem Aquatic Center (2024 season)

- "Ultimate Beach Party" (full-facility rental). Fee (R/NR): \$618/927 per hour
- "Surf's Up!" (limited to the river and the three slides). Fee (R/NR): \$370/555 per hour
- "Summer Nights" (limited to the main pool and lap lanes). Fee (R/NR): \$300/450 per hour

Each rental requires a minimum of two (2) hours.

Leonhard Recreation Center Fees

Annual membership rates **January 1, 2025**

Non-walking infants are free

Senior Age 55+	\$103.50
Individual	\$130.50
Family up to 3	\$261
Each additional family member after 3	\$54
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Each additional family member after 3	\$6

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For those without a membership, there is an \$8/12 (R/NR) fee.

Daily Admission Fee, but a \$6/\$9 rate for military.

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

Martens Center Fees **January 1, 2025**

Non-walking infants are free

Senior Age 55+	\$60
Individual	\$80
Family up to 3	\$140
Each additional family member after 3	\$40
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Monthly Option for Martens Center Memberships (Effective January 1, 2025)

MEMBERSHIP TYPE

Senior	\$8
Individual	\$10
Family of 2-3	\$16
Additional Family Member	\$5

Daily Admission Fee (Effective January 1, 2025)

For those without a membership, there is a \$3/\$5 (R/NR) fee.

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

Dual Membership Rate (Martens and Leonhard Centers – Effective January 1, 2025)

	Annual	Monthly
Senior	\$130	\$14.44
Individual	\$155.50	\$17.28
Family up to 3	\$311	\$34.55
Additional Family Member	\$79	\$8.78

Fitness Membership Rates (Includes access to both Leonhard and Martens Center)

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General Admission:	\$8
Active/Retired Military Rate:	\$6

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Senior (55+):	\$108
Adult (18-54):	\$135
Non-walking infants:	Free

Membership Monthly Rate (Effective January 1, 2025):

Youth (Under 17):	\$6
Senior (55+):	\$12
Adult (18-54):	\$15
Non-walking infants:	Free

Virginia Theatre Fees

Public Events:

Effective 5/1/24

Touring Commercial Attraction	\$4,895.00 FLAT
Touring Commercial Attraction Rehearsal	\$1,295.00 FLAT
Local Commercial Attraction	\$3,760.00 FLAT
Local Commercial Attraction Rehearsal	\$980.00 FLAT
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Lobby Meeting, 31-100 attending	\$285.00 FLAT (4 hour max, single lobby use, outside catering/non-alcoholic drink service allowed)
Meetings in auditorium	\$2,325.00 FLAT (incl. lobby and stage use)
Photo Shoots (no stage use)	\$90.00 FLAT (2 hour max)
Private Party/Reception, East Lobby	\$325.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Mezzanine Lobby	\$375.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Front-of-House	\$1,295.00 FLAT (4 hour max, auditorium not incl.)
Private party, Stage	\$1,825.00 FLAT (incl. lobby use)
Private Screening (film rights not included)	\$1,295.00 FLAT (parties of 100 or fewer, no public promotion or ticketing allowed)

Marketing Fee:

\$285 FLAT (brochure, website listing, social media & eBlast marketing)

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

Ticketing Fees:

Box Office Staffing Fee:	\$850.00 FLAT
Restoration (Facility) Fee:	\$1.00 Per Paid Admission—inside ticket face value
Credit Card Fee:	Patrons charged by venue “on top” of ticket face value
Ticketing Fee:	Patrons charged by venue “on top” of ticket face value

Technical Fees:

House Lights & Power: \$500.00 FLAT

Theatrical Lighting:

(Includes dimming system, conventional fixtures, intelligent lighting fixtures, and lighting console.)
Please note: labor/programming extra.

Touring Commercial Attraction	\$500.00 FLAT
Local Commercial Attraction	\$350.00 FLAT

Not-for-Profit Event* \$175.00 FLAT

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

Touring Commercial Attraction \$2,225.00 FLAT

Local Commercial Attraction \$1,095.00 FLAT

Not-for-Profit Event* \$575.00 FLAT

Projection Systems: \$410.00 FLAT
(includes *either* Christie 4K Digital or twin Norelco AA 35mm projectors)
plus stagehand time [no change]

Theatrical Hazer: \$60.00 FLAT
plus haze fluid [no change]

Spot Light: \$145.00 FLAT
(per fixture – Robert Juliat Topaze model) plus stagehand time

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

10% Service Charge added to all third-party vendor rentals (including backline and production rentals)



Fee Schedule May 1, 2024, to April 30, 2025

<u>Meeting Rooms</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Douglass Annex	\$67 per hour	\$100.50 per hour
Douglass Library	\$57 per hour	\$85.50 per hour
Hays Center	\$62 per hour	\$93 per hour
Martens Multipurpose Rooms	\$62 per hour	\$93 per hour
Leonhard Activity Room	\$57 per hour	\$85.50 per hour
Leonhard Group Fitness	\$42 per hour	\$63 per hour
Leonhard Party Room	\$62 per hour	\$93 per hour
Springer Cultural Center	\$62 per hour	\$93 per hour
<u>Gymnasiums</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
CUSR Gymnasium	\$70 per hour	\$105 per hour
Douglass Gymnasium	\$62 per hour	\$93 per hour
Martens Center Gymnasium	\$50 per hour half gym	\$75 per hour
Martens Center Gymnasium	\$80 per hour full gym	\$120 per hour
Leonhard Gymnasium	\$57 per hour ¼ gym	\$85.50 per hour
Leonhard Gymnasium	\$93 per hour half gym	\$139.50 per hour
Leonhard Gymnasium	\$165 per hour full gym	\$248 per hour
<u>Kitchens</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Douglass Annex Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Douglass Library Kitchen	\$47 flat rate + room rental	\$70.50 flat rate + room rental
Hays Center Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
Martens Center Kitchen	\$82 per hour	\$123 per hour
Springer Cultural Kitchen	\$62 flat rate + room rental	\$93 flat rate + room rental
<u>Park Spaces</u>	<u>Fees - CPD Residents</u>	<u>Non-Resident Fees</u>
Bristol Pavilion	\$93 per block	\$139.50 per block
Douglass Pavilion	\$93 per block	\$139.50 per block
West Side Park Gazebo	\$93 per block	\$139.50 per block
Centennial Pavilion	\$124 per block	\$186 per block
Hessel Pavilion	\$124 per block	\$186 per block
Shelters	\$13 per hour	\$19.50 per hour
Kaufman Lake Fire Ring	\$50 flat rate	\$75 flat rate

<u>Pavilions</u>	<u>Block Hours</u>
Centennial Pavilion & West Side Bandstand	10a-3p or 4-9p
Bristol, Douglass, and Hessel Pavilions	9a-2p or 3-8p

- All facility rentals require a two-hour minimum.

- Pavilions are rented in blocks. Block times are staggered. Both blocks can be reserved to secure a full day rental, including the hour in-between by paying for both blocks.
- Pavilion rentals include a basic picnic/gathering permit for up to 150 attendees.
- School District and school affiliated (PTA, Booster clubs, etc.) permits are a flat rate of \$100 for events when a pavilion/shelter is not rented.
- If a shelter or pavilion is not rented it can be used by patrons on a first come, first serve basis.
- Rentals fees account for staffing related to indoor facility rentals. Additional fees are charged for staffing when a rental occurs outside of normal operating hours.
- Non-profit organizations with a 501C(3) status and governmental agencies will qualify for the resident rates.

Portable Potty-House Unit Fees

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

Indoor Facilities Holiday Fees

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

Basic Picnic/Gathering Permits* Rates

Up to 75 person per day	\$50
Up to 150 persons per day	\$100

*Pavilion/Shelter rental separate. Special use charges not included.

Park Use & Wedding Permits* Rates

Up to 250 persons per day	\$500
Up to 350 persons per day	\$700

*Pavilion/Shelter rental separate. Special use charges, including waste management fee not included.

Non-residents shall be required to pay an additional 50% more than residents.

Any event or wedding for over 350 persons will require a written proposal from the renter detailing the proposed event. The renter will work with staff to develop a detailed plan and cost estimate for the special event or wedding, which requires additional approval from multiple departments within the Park District before issuing a permit. Additional fees may be required for large events to provide for additional Park District logistical and operational expenses. Weddings or large outdoor events are only permitted in West Side Park, Hessel Park, Centennial Park, and Douglass Park.

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

Water Access	\$50
Tent Permit Fee	\$50 per tent, per day.

Groups and individuals must have a permit to erect a tent. Location of tent and/or tents must be approved by appropriate Operations staff. Placement locations for tents, porta-potties, stages, etc., must be approved.

Showmobile:

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

\$700 rental fee per day

\$200 flat fee for show mobile staff (These fees incur from moment the stage leaves the shop until it returns to the shop)

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

Additional charges may apply if additional equipment is required.

\$600 per day for large generator

\$100 per day for sound equipment

\$100 per day for Showmobile Theatrical Lighting

Movie Truck Rentals:

Rental includes movie screen, projector, and sound equipment

\$100 deposit (applies toward the rental fee)

\$100 rental fee per day

+\$35 per hour staff fee

Flower Island Fees (August 2024 for summer 2025)

Flower Islands \$17.00 per square foot, beginning in December of 2024 through the summer of 2025.

Eddie Albert Garden Plots Fees (Beginning August 2024 for summer 2025)

Plot	Fee (R/NR)
11' x 3' Raised	\$20/\$30
20' x 20' plot	\$40/\$60
20' x 30' plot	\$50/\$75
20' x 20' plot (extended season)	\$50/\$75

Dog Park Fees

Memberships are good for one year from date of purchase

One Dog (Resident): \$46

Each Additional Dog: \$6

Replacement Fob: \$10

Monthly Trial/Visitor Pass: \$10

Urbana Dog Park members can receive a CPD Bark District Membership for \$10

CPD Dog Park members can receive a UPD membership for \$10

Sports Fields (Effective January 2025)

<u>Field Name</u>	<u>Practice Rate</u>	<u>Game Rate</u>	<u>Supervisor</u>	<u>Lights</u>
Dexter	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Little League	\$30/2hrs	\$62/2hrs	\$20/hr	\$20/hr
Zahnd Pony	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 3-Plex	\$35/2hrs	\$73/2hrs	\$20/hr	\$20/hr
Dodds 4-Plex	\$35/2hrs	\$83/2hrs	\$20/hr	\$20/hr
Dodds Soccer 4v4	\$11/hr	\$22/hr	\$20/hr	\$20/hr
Dodds Soccer 9v9 or 7v7	\$17/hr	\$35/hr	\$20/hr	\$20/hr
Dodds Soccer 11v11	\$32/hr	\$65/hr	\$20/hr	\$20/hr
Zahnd Football	\$35/hr	\$55/hr + lining fee	\$20/hr	N/A

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

Zahnd football field is a two-hour minimum. Lining fees are customized due to various field requirements.

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

Disc Golf Course Fees

\$200 for all day rental with restroom access at 3-plex.

John Street Pickleball Court Tournament Rental Fees

Half Complex (4 courts): \$72/hr or \$720 for the full day

Full Complex (8 courts): \$136/hr or \$1360 for the full day

Dodds Tennis Center Fees

Permanent Court Time

M-F	18-week fee
7:30a-5p	\$468 (\$26/hr)
5:30-10p	\$504 (\$28/hr)

Weekends	18-week fee
All times	\$468 (\$26/hr)

Random Court Time (Effective September 2024)

Fee Schedule May 1, 2024, to April 30, 2025

Time: M-F, 7:30 a-5:30p	\$28/hr
Time: M-F, 5:30-10p	\$30/hr
Time: Sa-Su, All day	\$28/hr

Sholem Aquatic Center Fees

May 2024 – Mid August 2024

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

Season Pool Pass

Season Pool Pass

	Sale Price	Regular
	<u>Valid through April 30, 2024</u>	<u>Fee</u>
Individuals	\$100	\$110
Family of 2-3	\$190	\$210
Add family members	\$40	\$40
Senior (Ages 55+)	\$80	\$90
Replacement Fob	\$5	\$5

50% off all pool passes on or after **7/5/24**

After-Hours Rentals at Sholem Aquatic Center (2024 season)

- “Ultimate Beach Party” (full-facility rental). Fee (R/NR): \$618/927 per hour
- “Surf’s Up!” (limited to the river and the three slides). Fee (R/NR): \$370/555 per hour
- “Summer Nights” (limited to the main pool and lap lanes). Fee (R/NR): \$300/450 per hour

Each rental requires a minimum of two (2) hours.

Fitness Membership Rates (Includes access to both Leonhard and Martens Center)

Daily Admission for Leonhard and Martens Centers (Effective January 1, 2025):

General Admission:	\$8
Active/Retired Military Rate:	\$6

Fee Schedule May 1, 2024, to April 30, 2025

Membership Annual Rates (Effective January 1, 2025):

Youth (Under 17):	\$54
Senior (55+):	\$108
Adult (18-54):	\$135
Non-walking infants:	Free

Membership Monthly Rate (Effective January 1, 2025):

Youth (Under 17):	\$6
Senior (55+):	\$12
Adult (18-54):	\$15
Non-walking infants:	Free

Virginia Theatre Fees

Public Events:

	Effective 5/1/24
Touring Commercial Attraction	\$4,895.00 FLAT
Touring Commercial Attraction Rehearsal	\$1,295.00 FLAT
Local Commercial Attraction	\$3,760.00 FLAT
Local Commercial Attraction Rehearsal	\$980.00 FLAT
Not-for-Profit Event*	\$2,595.00 FLAT
Not-for-Profit Event Rehearsal*	\$675.00 FLAT

Private Events:

Lobby Meeting, 30 or fewer attending	\$67.00 FLAT (2 hour max, single lobby use, no outside catering or drink service allowed)
Lobby Meeting, 31-100 attending	\$285.00 FLAT (4 hour max, single lobby use, outside catering/non-alcoholic drink service allowed)
Meetings in auditorium	\$2,325.00 FLAT (incl. lobby and stage use)
Photo Shoots (no stage use)	\$90.00 FLAT (2 hour max)
Private Party/Reception, East Lobby	\$325.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Mezzanine Lobby	\$375.00 FLAT (4 hour max, single lobby use)
Private Party/Reception, Front-of-House	\$1,295.00 FLAT (4 hour max, auditorium not incl.)
Private party, Stage	\$1,825.00 FLAT (incl. lobby use)
Private Screening (film rights not included)	\$1,295.00 FLAT (parties of 100 or fewer, no public promotion or ticketing allowed)

Marketing Fee:

\$285 FLAT (brochure, website listing, social media & eBlast marketing)

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

Technical Fees:

House Lights & Power: \$500.00 FLAT

Theatrical Lighting:

(Includes dimming system, conventional fixtures, intelligent lighting fixtures, and lighting console.)
Please note: labor/programming extra.

Touring Commercial Attraction	\$500.00 FLAT
Local Commercial Attraction	\$350.00 FLAT

Not-for-Profit Event* \$175.00 FLAT

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

Touring Commercial Attraction \$2,225.00 FLAT

Local Commercial Attraction \$1,095.00 FLAT

Not-for-Profit Event* \$575.00 FLAT

Projection Systems: \$410.00 FLAT
(includes *either* Christie 4K Digital or twin Norelco AA 35mm projectors) plus stagehand time [no change]

Theatrical Hazer: \$60.00 FLAT
plus haze fluid [no change]

Spot Light: \$145.00 FLAT
(per fixture – Robert Juliat Topaze model) plus stagehand time

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

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REPORT TO PARK BOARD

FROM: Sarah Sandquist, Executive Director

DATE: November 12, 2024

SUBJECT: FY 2025-37 Capital Improvement Plan

Background

The initial draft of the FY 2025-37 Capital Improvement Plan (CIP) was published in the October 22, 2024, Board Packet. Since that time the following changes have been made to the spreadsheet:

1. The operating budgets items have been removed from the top of the spreadsheet and will be addressed in the operating budget.
2. With the reduction of item one (1) above, we were able to eliminate the continuous rows or recurring items and instead placed those items under their budget year throughout the document.
3. Rollover items, the items not completed in this fiscal year, have been added to the spreadsheet (For example Clark Park, Timberline Valley Play Area, etc.).
4. No new projects have been added to the spreadsheet since the October 22nd meeting.
5. A correlating Word document form has been prepared that includes more information than the spreadsheet such as showing projects that will have funding spread out over multiple years.

Budget Implications:

The FY 2025 part37 CIP Plan addresses immediate needs, deferred maintenance and critical projects. The CIP also includes new additions to the District and plans to guide future decisions. items to help appropriately plan for upcoming capital needs.

Discussion:

Staff is not seeking action at this time. Information presented today is for discussion by the Board. Staff can receive questions at any point in the process. The Capital Improvement Plan will be made available as a discussion agenda item at each upcoming Board meeting. Ideally, staff would seek approval of the Capital Improvement Plan at the December Board meeting.

Prepared by:

Daniel J. Olson
Director of Operations and Planning

Reviewed by:

Sarah Sandquist, CPRE
Executive Director

CHAMPAIGN PARK DISTRICT FY 2026 to 2035 CAPITAL IMPROVEMENT PLAN

Original Draft: Oct. 17, 2024

Updated: Nov. 7, 2024,

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

^ Denotes potential funding from grant(s).

(M) Denotes multi-year project

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

PROJECT NAME FY25/26	DESCRIPTION	FY25/26
Basketball Replacement and ADA*	Washington Park re-site and replacement of basketball court with ADA sidewalk.	\$142,000
CUSR Pull-in and Therapeutic Area*(M)	Pull-in from Sangamon for safety and accessibility, north side therapeutic area. OSRAD applied for. Total Project Cost = \$940,000	\$940,000
Clark Park Renovation*	Requesting additional \$100,000 to existing FY2024-25 budget	\$602,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$40,000
Copier Replacement	District-wide replacement of all copiers	\$105,000
Dodds Tennis Center Overhead Screen	Automatic overhead door screen replacement for ventilation and access.	\$15,000
Generator	Auto backup for Bresnan, Operations, and Computer Servers	\$160,000
Operations Shared Parking Lot Lane Replace	Lane-wide high Density Concrete in North Operations lot from John Street to fence.	\$220,000
Parkland Way Repairs	Parkland Way repair with a one-for-one replacement.	\$200,000
Pickleball Complex All Phases*(M)	Architectural, engineering, design and construction of all remaining phases including 6 more courts, restroom, parking lots, tournament covered court, lighting, sidewalks detention, etc. Total projected cost \$2,800,000	\$2,800,000
Retaining Wall Replacement	Boulevard Trail Retaining Wall replacement of railroad ties.	\$122,000
Rolling Equipment	New or replacement of large equipment. Ballfield mower in 2025.	\$53,000
Roof Replacement	Douglass Community Center and Douglass Annex	\$360,000
Sholem Boiler Replacements	All five pool heaters replaced, past life expectancy.	\$230,000
Sholem Pump Replacement	Lazy River filter pump replacement, past life expectancy.	\$20,000
Sholem Storage Shed	For chemicals and other operating items. Cuts time for pick up at other facilities.	\$10,000
Skate Park Study	Professional examination of upgrades at Spalding.	\$15,000
Tennis Court Refurbishment	Crack filling and resurfacing of tennis at Hessel Park	\$130,000
Timberline Valley North Play Area	Small neighborhood play area with some equipment	\$70,000
Vehicles	New or replacement vehicles assessed quarterly. Three vehicles.	\$100,000
Virginia Theatre S2 Access	Electronic card reader access at the Virginia	\$90,000
Windscreen Replacement	Lindsay Tennis Courts at Centennial Park	\$12,000
Mattis Parking Lot	Neighbor requested improvements on their lot in exchange for some dedicated parking spaces for Mattis that would include an ADA spot.	\$25,000
Centennial Park Master Plan	To be completed concurrently with the Zahnd Master Plan	\$35,000
Community Survey	Contracted community survey of needs, keeps accreditation rotation.	\$25,000
Electronic Sign	Martens Center LED electronic advertising sign.	\$180,000
Facilities Study	District-wide comprehensive evaluation of all facilities	\$250,000
Fencing	Replacement or repairs to fencing throughout the District	\$85,000
Floor Scrubber	Leonhard walk-behind floor scrubber.	\$11,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$30,000
Parkland Way Engineering	Parkland Way Engineering	\$500,000
Playground Replacement*	Replacement and ADA Upgrades to one neighborhood park.	\$280,000
Sholem Locker Replacement	Locker replacements in hallway, in locker rooms and outdoors.	\$50,000
Zahnd Park Master Plan	To be completed concurrently with the Centennial Master Plan	\$20,000
Power Bollards Porter Park	Electrical infrastructure of bollards with outlets southwest park.	\$275,000
Sholem S2 Access	Electronic card reader access at bath house.	\$50,000
Contingency	Unexpected expenditures related to capital items. Five percent of total capital.	\$412,600
TOTAL FY25/26		\$8,664,600
PROJECT NAME FY26/27	DESCRIPTION	FY 26/27
Vehicles	New or replacement vehicles assessed quarterly.	\$165,000
Rolling Equipment	New or replacement of large equipment.	\$105,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$40,000
HVAC	Small HVAC replacements.	\$25,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$29,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$200,000
Safety Netting and Fencing Pipeline	Golf safety netting and fencing along the Pipeline trail at Legends golf course.	\$110,000
Hays Kitchen Remodel Design/Const.*		\$211,000
Sholem Blue Slide Reseal		\$6,000
Dodds Tennis Center Exterior Walls	Wrap walls of building with new metal and insulation	\$700,000
Electronic Sign	Mini Park Church St. and Prospect Ave. LED advertising Sign	\$90,000
Dodds Park Soccer Lighting	Lighting on Fields 7 and 10. Makes use of some existing poles	\$200,000
Dodds Park Outdoor Sports Goals	Replacement of Dodds soccer goals.	\$14,000

Hessel Volleyball Resurfacing	Replacement of artificial turf on two courts	\$25,000
Hessel Park Flower Bed Rplcement	South Flower Bed Replacement with concrete	\$30,000
Hosier and McCullom Bed Replace	New design, engineering, both sides of Staduim Drive	\$230,000
Zahnd Baseball Fields Lighting	Move to LED for both fields.	\$400,000
Springer Kitchen *	Renovation of kitchen, break and assembly area	\$80,900
Springer Basement Restroom	Renovation of two restrooms	\$80,900
Playground Replacement*	One Playground	\$240,000
Virginia Theatre Terra Cotta	Repair Terra Cotta on the facility façade. Some are broken	\$50,000
Virginia Theatre East Lobby Reno. ^*	Concessions expansion and improvements in room and kitchen	\$750,000
West Side Bandshell Exclusion	Possibly do on an artist contract.	\$29,000
Commissioners Park Natural Area	Phase one of prairie planting	\$20,000
Sholem Rope and Netting	Rope and netting replacement throughout	\$29,000
Kaufman Boat House*	Removal and Replacement of Boathouse	\$1,200,000
Contingency	Unexpected expenditures related to capital items. Five percent of total capital.	\$392,490
TOTAL FY26/27		\$5,452,290

PROJECT NAME FY27/28	DESCRIPTION	FY 27/28
Vehicles	New or replacement vehicles assessed quarterly.	\$155,000
Rolling Equipment	New or replacement of large equipment.	\$100,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$40,000
HVAC	Small HVAC replacements.	\$25,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$200,000
Electronic Sign	Electronic LED sign at corner of Kirby and Crescent St.	\$100,000
Douglass Community Center Renov. *	Locker rooms, first floor restrooms, ADA compliance, stage, teen	\$600,000
Clark Park Tennis Refurbishment	Crack fill and resurface of two courts.	\$50,000
Carle at the Fields Trail Node #3	One each year installed over four years.	\$25,000
Wesley Post-construction Reno. *	Improvements after City's Boneyard Upgrades (path, playground,etc)	\$100,000
West Side Park Bandshell Iron Work	Possible artists contract. Exclusionary metal work.	\$89,000
Playground Replacements*	Two playgrounds	\$550,000
Springer Tuckpoint Brick/Limestone	Porch is priority. Porch surface may also be included.	\$400,000
Virginia Theatre Interior Plaster	Wear, tear, humidity on plaster. Will need this amount every three years.	\$20,000
Martens Center Parking/walk Reseal	Parking Lot and Sidewalk resealing	\$60,000
Hazel Park Path Extensions*~	Expansion and link to city sidewalks	\$150,000
Virginia Theatre Step Lighting	All stairs for safety. Possible Risk Management dollars?	\$15,000
Virginia Theatre Tuckpoint Exterior	West side of building in bad shape.	\$50,000
Contingency	Unexpected expenditures related to capital items. Five percent of total capital.	
TOTAL FY27/28		\$2,729,000

PROJECT NAME FY28/29	DESCRIPTION	FY 28/29
Vehicles	New or replacement vehicles assessed quarterly.	\$150,000
Rolling Equipment	New or replacement of large equipment.	\$38,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$45,000
HVAC	Small HVAC replacements.	\$25,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$11,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$500,000
Douglass Annex Kitchen Remodel*~	Upgrade cabinets and counter depths if possible. Maybe dishwasher. To meet public health and ADA, may need designer.	\$55,000
Powell Park Path Additions*~	Expansion of internal paths including linking existing connections to city sidewalks.	\$80,000
Lindsay Court Refurbish	Eight courts	\$40,000
Playground Replacement	One playground	\$250,000
Springer Upper Level Restrooms*	Renovation of two restrooms	\$85,900
Bark District Fencing Replacement	Major replacements all or parts	\$20,900
Eisner Park ADA Upgrade*	Walkway through park east/west. ADA deficits. Ballfield improve	\$100,000
Operations Shed Exteriors	North and south sheds painting or re-skin options. Overhead door trim replacement (currently aluminum)	\$80,900
Carle At the Fields Trail Node #4*	Mixed exercise and play node with Carle	\$25,000
Springer Kitchen Remodel (Instructional Kitchen)*~	Remodel to an instructional kitchen and new appliances and ADA	\$68,000
TOTAL FY28/29		\$1,574,700

PROJECT NAME FY29/30	DESCRIPTION	FY 29/30
Vehicles	New or replacement vehicles assessed quarterly.	\$150,000
Rolling Equipment	New or replacement of large equipment.	\$20,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$55,000
HVAC	Small HVAC replacements.	\$35,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$200,000
Fitness/Weight Equipment	Replacement and new treadmills, ellipticals, dumbbells/free weights, benches, bikes, stair climbers, electronic fitness machines, exercise equip. racks and bullk equipment buys, etc. Leonhard Exercise Bikes for FY24/25	\$28,000
Spalding Tennis	Refurbishment of six courts	\$80,000

Playground Replacement*	One playground	\$240,000
Centennial Pickleball Complex	Refurbishment of eight courts.	\$80,000
TOTAL FY29/30		\$888,000

PROJECT NAME FY30/31	DESCRIPTION	FY30/31
Vehicles	New or replacement vehicles assessed quarterly.	\$150,000
Rolling Equipment	New or replacement of large equipment.	\$30,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$55,000
HVAC	Small HVAC replacements.	\$35,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$12,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$200,000
Fitness/Weight Equipment	Replacement and new treadmills, ellipticals, dumbbells/free weights, benches, bikes, stair climbers, electronic fitness machines, exercise equip. racks and bulk equipment buys, etc. Leonhard Exercise Bikes for FY24/25	\$22,000
Playground replacement*	One Playground	\$250,000
Bresnan Roofing	Roof and skylight replacement/repair	\$225,000
TOTAL FY30/31		\$979,000

PROJECT NAME FY31/32	DESCRIPTION	FY31/32
Vehicles	New or replacement vehicles assessed quarterly.	\$160,000
Rolling Equipment	New or replacement of large equipment.	\$90,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$55,000
HVAC	Small HVAC replacements.	\$35,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$250,000
Fitness/Weight Equipment	Replacement and new treadmills, ellipticals, dumbbells/free weights, benches, bikes, stair climbers, electronic fitness machines, exercise equip. racks and bulk equipment buys, etc. Leonhard Exercise Bikes for FY24/25	\$22,000
Playground Replacement*	Two playgrounds	\$500,000
Springer Restoration Commitment	Two areas left that were committed to on original federal contract	\$230,000
Powell Park Sidewalk Linking*	Connecting internal pathways to city's sidewalks through houses in two areas.	\$25,000
Leonhard Kitchenette Replacement*	Replace sink, counter, cabinet and refrigerator in the party room.	\$18,000
TOTAL FY31/32		\$1,385,000

PROJECT NAME FY32/33	DESCRIPTION	FY32/33
Vehicles	New or replacement vehicles assessed quarterly.	\$160,000
Rolling Equipment	New or replacement of large equipment.	\$50,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$55,000
HVAC	Small HVAC replacements.	\$40,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$70,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$500,000
Fitness/Weight Equipment	Replacement and new treadmills, ellipticals, dumbbells/free weights, benches, bikes, stair climbers, electronic fitness machines, exercise equip. racks and bulk equipment buys, etc. Leonhard Exercise Bikes for FY24/25	\$32,000
Playground Replacement*	One Playground	\$250,000
Dodds Tennis Curtains	Replace five curtains and mechanisms that separate courts.	\$45,000
TOTAL FY32/33		\$1,202,000

PROJECT NAME FY32/33	DESCRIPTION	FY33/34
Vehicles	New or replacement vehicles assessed quarterly.	\$120,000
Rolling Equipment	New or replacement of large equipment.	\$35,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$55,000
HVAC	Small HVAC replacements.	\$45,000
Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$50,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$250,000
Fitness/Weight Equipment	Replacement and new treadmills, ellipticals, dumbbells/free weights, benches, bikes, stair climbers, electronic fitness machines, exercise equip. racks and bulk equipment buys, etc. Leonhard Exercise Bikes for FY24/25	\$20,000
Playground Replacement*	One Playground	\$250,000
Leonhard Walking Track Resurfacing		\$35,000
TOTAL FY33/34		\$860,000

PROJECT NAME FY34/35	DESCRIPTION	FY34/35
Vehicles	New or replacement vehicles assessed quarterly.	\$90,000
Rolling Equipment	New or replacement of large equipment.	\$95,000
Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$75,000
HVAC	Small HVAC replacements.	\$50,000

Flooring	General carpeting, tile, or epoxy, cove base, subfloor, etc. CUSR activity room* priority for FY24/25.	\$50,000
Parkland Way Repairs	Parkland Way repair with a one for one replacement.	\$250,000
Playground Replacement*	Two playgrounds	\$550,000
Dodds 4-Plex Field Lighting	Move to LED	\$510,000
TOTAL FY34/35		\$1,670,000

Capital Improvement Plan Fiscal Year 2025-2026

Projects are organized in order of Priority of High, Medium, and Low. High Priority items are critical maintenance, end of life, or rollover from FY25.

Basketball Replacement and ADA

Project Type: ADA

Funding Source: Capital Improvement Fund/Special Recreation Fund

Priority Level: High

Total Estimated Project Cost: \$142,000

Project Description: Washington Park re-site and replacement of basketball court with ADA sidewalk. Rollover project from FY25.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$100,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	\$42,000	-	-	-	-	-	-	-	-	-
Total	\$142,000	-	-	-	-	-	-	-	-	-

CUSR Pull-in and Therapeutic Area

Project Type: New Construction/Expansion

Funding Source: OSLAD and ADA from Special Recreation Fund

Priority Level: High

Total Estimated Project Cost: \$940,000

Project Description: The all-abilities activity hub will address safety and accessibility concerns through a pull-in feature from Sangamon Drive as well as a universally accessible and welcoming space on the north side of the CUSR Center to offer enhanced outdoor therapeutic recreation opportunities as well as features to increase safety and mitigate elopement. OSLAD application submitted, and if the Park District is awarded the grant the maximum OSLAD reimbursement amount would be \$600,000.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$410,000	-	-	-	-	-	-	-	-	-
Engineering	\$90,000	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	\$410,000	\$440,000	-	-	-	-	-	-	-	-
Total	\$500,000	\$440,000	-	-	-	-	-	-	-	-

Clark Park Renovation

Project Type: Renovation

Funding Source: Park Development Fund/Special Recreation Fund

Priority Level: High

Total Estimated Project Cost: \$602,000

Project Description: Requesting additional \$100,000 to existing FY 2024/25 budget. It is anticipated that the remaining balances from the current budget will be rolled into FY 2025/26. Project includes ADA sidewalk updates, resurfacing of basketball court, shade structures, and new playground. Rollover project from FY25.

Type	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$470,000	\$100,000	-	-	-	-	-	-	-	-	-
Engineering	\$32,000	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-
ADA	\$190,000	\$17,500	-	-	-	-	-	-	-	-	-
Total	\$502,000	\$100,000	-	-	-	-	-	-	-	-	-

Concrete*

Project Type: Maintenance

Funding Source: Paving & Lighting Fund

Priority Level: High

Total Estimated Project Cost: \$92,000

Project Description: Replacement or new concrete for safety, accessibility, and edging.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$40,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	\$12,000									
Total	\$40,000									

Copier Replacement

Project Type: Equipment Replacement/New

Funding Source: Capital Improvement Fund/Bond Proceeds Fund

Priority Level: High

Total Estimated Project Cost: \$105,000

Project Description: District-wide replacement of all copiers, this also includes the consolidation of copiers to increase efficiency. All current copiers are various outdated models most of which have parts no longer being manufactured. Replacement would We want to have a consistent model that is new to simplify ink and part orders moving forward.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$105,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$105,000	-	-	-	-	-	-	-	-	-

Dodds Tennis Center Overhead Screen

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$15,000

Project Description: Overhead door screen replacement. The current screen is very damaged, and staff need a better option to get large equipment in and out of the building.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$15,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$15,000	-	-	-	-	-	-	-	-	-

Generator

Project Type: Equipment Replacement

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$160,000

Project Description: Auto backup for Bresnan, Operations, and Servers. Without a backup generator for Bresnan an outage can have impacts District wide.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$160,000	-	-	-	-	-	-	-	-	-

Operations Shared lot Lane Replace

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$220,000

Project Description: Lane-wide, high density Concrete in north Operations lot from John Street to fence.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$220,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$220,000	-	-	-	-	-	-	-	-	-

Parkland Way Repairs

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$200,000

Project Description: Parkland Way repair of 300 Ft section of roadway.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$200,000									
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$200,000									

Pickleball Complex All Phases

Project Type: New Construction/Expansion

Funding Source: Capital Improvement Fund/Bond Proceeds Fund

Priority Level: High

Total Estimated Project Cost: \$2,800,000

Project Description: Architectural, engineering, design and construction of all remaining phases including 6 more courts, restroom, parking lots, tournament covered court, lighting, sidewalks detention, etc. Total projected cost \$2,800,000

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$270,000	\$2,460,000	-	-	-	-	-	-	-	-
Engineering	\$70,000	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	\$12,000	-	-	-	-	-	-	-	-
Total	\$340,000	\$2,460,000	-	-	-	-	-	-	-	-

Retaining Wall Replacement

Project Type: New Construction/Expansion

Funding Source:

Priority Level: High

Total Estimated Project Cost: \$122,000

Project Description: Boulware Trail Retaining Wall to be replaced with concrete instead of railroad ties.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$122,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$122,000	-	-	-	-	-	-	-	-	-

Rolling Equipment

Project Type: Equipment Replacement/New

Funding Source: Bond Proceeds Fund

Priority Level: High

Total Estimated Project Cost: \$53,000

Project Description: New or replacement of large equipment. This is an annual project to replace equipment on a regular basis. Ballfield mower in FY2026

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$53,000									
ADA	-									
Total	\$53,000									

Roof Replacement

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$360,000

Project Description: Roof replacement of Douglass Community Center and Douglass Annex. Both roofs are at end of life.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$360,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$360,000	-	-	-	-	-	-	-	-	-

Sholem Boiler Replacements

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$215,000

Project Description: All five pool heaters replaced

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$230,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$230,000	-	-	-	-	-	-	-	-	-

Sholem Pump Replacement

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$20,000

Project Description: Lazy River filter pump replacement

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$20,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$20,000	-	-	-	-	-	-	-	-	-

Sholem Storage Shed

Project Type: New Construction/Expansion

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$10,000

Project Description: Shed will be built by Operations staff for the storage of chemicals and filter building equipment, much of which is currently stored off site.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$10,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$10,000	-	-	-	-	-	-	-	-	-

Skate Park Study

Project Type: Contractual Services

Funding Source: Capital Improvement Fund or General Fund

Priority Level: High

Total Estimated Project Cost: \$10,000

Project Description: Spalding Park skatepark is nearing the end of its useful life and a study is needed to obtain a professional examination of potential updates to the skatepark.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$15,000	-	-	-	-	-	-	-	-	-

Tennis Court Refurbishment

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: High

Total Estimated Project Cost: \$130,000

Project Description: Crack filling and resurfacing of tennis courts at Hessel Park

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$130,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$130,000	-	-	-	-	-	-	-	-	-

Timberline Valley North Play Area

Project Type:

Funding Source:

Priority Level: High

Total Estimated Project Cost: \$70,000

Project Description: Playground area in Timberline Valley Subdivision requested by HOA. \$15,000 is committed by others. Including Neighborhood Services Grants. This is a rollover project from FY25

Type	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$70,000	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-	-
Total	70,000	-	-	-	-	-	-	-	-	-	-

Vehicles

Project Type: Vehicle Replacement/New

Funding Source: Bond Proceeds Fund

Priority Level: High

Total Estimated Project Cost: \$100,000

Project Description: Annual project for new or replacement vehicles assessed quarterly. Replacement includes 3 vehicles in FY2026.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$100,000									
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$100,000									

Virginia Theatre S2 Access

Project Type: Equipment Replacement/New

Funding Source: Liability Insurance Fund

Priority Level: High

Total Estimated Project Cost: \$90,000

Project Description: Electronic door access at all exterior doors of Virginia Theatre.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$90,000	-	-	-	-	-	-	-	-	-

Windscreen Replacement

Project Type: Maintenance

Funding Source:

Priority Level: High

Total Estimated Project Cost: \$12,000

Project Description: Lindsay Tennis Courts at Centennial Park. Currently the North side is completely torn off.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$12,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$12,000	-	-	-	-	-	-	-	-	-

Mattis Parking Lot

Project Type: Maintenance

Funding Source: Capitol Improvement Funds

Priority Level: High

Total Estimated Project Cost: \$25,000

Project Description: Neighbor requested improvements on their lot in exchange for some dedicated parking spaces for Mattis that would include an ADA spot. This is a rollover project from FY25

Type	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$25,000	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-	-
Total	\$25,000	-	-	-	-	-	-	-	-	-	-

Centennial Park Master Plan

Project Type: Contractual Services

Funding Source: Park Development Fund

Priority Level: Medium

Total Estimated Project Cost: \$35,000

Project Description: Evaluation of current infrastructure, amenities, areas, paths and traffic flows. To be completed concurrently with the Zahnd Master Plan. The plan will reference previous Centennial Park master plans and review options for relocation of Prairie Farm, expansion or relocation of Bresnan, and expansion of trails throughout the park and connections to existing adjacent trails.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$35,000	-	-	-	-	-	-	-	-	-

Community Survey

Project Type: Contractual Services

Funding Source: General Fund

Priority Level: Medium

Total Estimated Project Cost: \$25,000

Project Description: Best practices and accreditation standards recommend park districts complete a community-wide survey every five-ten years. The last community-wide survey was completed by the Champaign Park District in 2017.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering		-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$25,000	-	-	-	-	-	-	-	-	-

Electronic Sign

Project Type: Equipment Replacement/New

Funding Source: Capital Improvement Fund

Priority Level: Medium

Total Estimated Project Cost: \$180,000

Project Description: Electronic LED sign Sign, underground electric, WI-FI connection to install electronic digital signage at Martens Center and an Electronic LED sign at the corner of Kirby and Crescent St. If funds allow, a third sign is identified at the corner of Church and Prospect.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$180,000	-		-	-	-	-	-	-	-

Facilities Study

Project Type: Contractual Services

Funding Source: Capital Improvement Funds or General Fund

Priority Level: Medium

Total Estimated Project Cost: \$250,000

Project Description: District-wide comprehensive evaluation of all existing facilities. The findings will provide the district with data-driven insights that inform future capital improvement planning, maintenance schedules, and resource allocation. By understanding the current state of facilities, the district can prioritize investments and ensure funds are directed where they are needed most.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	\$250,000	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$250,000	-	-	-	-	-	-	-	-	-

Fencing

Project Type: Maintenance

Funding Source: General Fund

Priority Level: Medium

Total Estimated Project Cost: \$85,000

Project Description: Replacement or repairs to fencing

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$85,000									
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$85,000									

Floor Scrubber

Project Type: Equipment Replacement/New

Funding Source: Recreation Fund

Priority Level: Medium

Total Estimated Project Cost: \$11,000

Project Description: Leonhard walk-behind floor scrubber

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	\$11,000	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$11,000	-	-	-	-	-	-	-	-	-

Flooring

Project Type: Maintenance

Funding Source: General Fund

Priority Level: Medium

Total Estimated Project Cost: \$30,000

Project Description: General carpeting, tile, or epoxy, cove base, subfloor, etc.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$30,000									
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$30,000									

Parkland Way Engineering

Project Type: Contractual Services

Funding Source: Grant Funded

Priority Level: Medium

Total Estimated Project Cost: \$500,000

Project Description: Preliminary engineering of reconstruction of Parkland Way. Work is anticipated to be reimbursed with Congressionally Directed Funding.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	\$500,000	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$500,000	-	-	-	-	-	-	-	-	-

Playground Replacement

Project Type: Playground Replacement/New

Funding Source: Park Development Fund/Special Recreation Fund

Priority Level: Medium

Total Estimated Project Cost: \$280,000

Project Description: Replacement and ADA Upgrades to possibly Mullikin

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$267,000									
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	\$13,000									
Total	\$280,000									

Sholem Locker Replacement

Project Type: Maintenance

Funding Source: Capital Improvement Fund

Priority Level: Medium

Total Estimated Project Cost: \$50,000

Project Description: Locker replacements in hallway, locker rooms and possibly outside. Currently all lockers are pay by quarters and regularly have jamming and maintenance issues. Plan to move to electronic payment-based lockers.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$50,000	-	-	-	-	-	-	-	-	-

Zahnd Park Master Plan

Project Type: Contractual Services

Funding Source: Park Development Fund

Priority Level: Medium

Total Estimated Project Cost: \$20,000

Project Description: Master plan would be completed in conjunction with Centennial Park Master Plan and would consider existing Zahnd Park as well as newly acquired 4 acres.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$20,000	-	-	-	-	-	-	-	-	-

Power Bollards Porter Park

Project Type: New Construction/Expansion

Funding Source: Park Development Fund

Priority Level: Low

Total Estimated Project Cost: \$275,000

Project Description: Electrical infrastructure of bollards distributed throughout Porter Park, enabling staff to host a variety of special events without running cord and generators throughout.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	\$275,000	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$275,000	-	-	-	-	-	-	-	-	-

Sholem S2 Access

Project Type: Equipment Replacement/New

Funding Source: Liability Insurance Fund

Priority Level: Low

Total Estimated Project Cost: \$50,000

Project Description: Installation of electronic lock system at Sholem Bathhouse.

Type	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
Construction	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
ADA	-	-	-	-	-	-	-	-	-	-
Total	\$50,000	-	-	-	-	-	-	-	-	-

FY 2024/25 Capital Project List Review & Estimated Carryforward Amounts

Description	24-25 YTD Activity	24-25 Encumbrance	24-25 Budget	Status	24-25 Variance	Estimated Roll Forward	Funding Source
ADA AUDIT AND TRANSITION PLAN	11,446.02	441.00	80,000.00	In Process	68,112.98		Special Rec. Fund
ADA CUSR CENTER PULL-IN FROM SANGAMON	4,507.50	-	297,000.00	Partial Roll to FY26	292,492.50	240,000.00	Special Rec. Fund
ADA FUNDING FOR INCLUSION ASSISTANTS CPD	26,127.08	-	25,000.00	Completed	(1,127.08)		Special Rec. Fund
ADA UPD INCLUSION AIDS 50%	12,048.93	-	12,000.00	Completed	(48.93)		Special Rec. Fund
BOX TRUCK WRAP	4,086.59	-	5,000.00	Completed	913.41		General Fund
CARLE @ THE FIELDS TRAIL NODES	5,320.39	-	-	Completed	(5,320.39)		Capital Fund
CLARK PARK RENO ENG \$32K, CONST \$300K	22,798.00	30,816.00	495,599.06	Roll to FY26	441,985.06	441,985.06	Park Dev. Fund
ROOF REPLACEMENT	-	-	254,967.00	Ongoing	254,967.00		Capital/Bond Proceeds Fund
CONTINGENCY FUNDS FYE2025	29,774.10	7,512.00	171,352.00	Ongoing	134,065.90		Capital Fund
DEXTER FIELD LIGHTING	42.40	160,000.00	305,000.00	Roll to FY26	144,957.60	140,000.00	Capital Fund
DODDS ROOF (3-PLEX, 4-PLEX & SOCCER)	-	-	195,000.00	Spring Project	195,000.00		Capital Fund
DOUGLASS BASEBALL IMPROVEMENTS	883,164.58	24,858.03	1,116,300.00	Completed; Roll to FY26	208,277.39	208,277.39	Capital Fund
DOUGLASS CC GYM B RISERS REPLACEMENT PH1	15,480.00	-	46,925.00	Winter Project	31,445.00		Capital Fund
FITNESS / WEIGHT EQUIPMENT	-	-	11,200.00	Winter Project	11,200.00		Rec. Fund
FLOORING	-	-	30,000.00	Ongoing	30,000.00		General Fund
GENERAL CONCRETE	6,168.91	63,455.00	70,000.00	Ongoing	376.09		Paving & Lighting/Special Rec. Fund
GENERAL FENCING	-	30,000.00	30,000.00	Ongoing	-		General Fund
GENERAL PAINTING	2,706.98	-	25,000.00	Ongoing	22,293.02		General Fund
GENERAL ROADWAY PATCH	6,213.88	-	8,000.00	Ongoing	1,786.12		Paving & Lighting Fund
GREENBELT BIKEWAY CONNECTION PATH	319,504.32	67,914.55	394,300.00	Completed	6,881.13		Capital Fund
HENRY MICHAEL PARK SHELTER	21,895.61	-	21,895.61	Completed	-		Park Dev. Fund
LEONHARD CHAIRS	-	-	14,140.00	Winter Project	14,140.00		Capital Fund
LRC CURTAIN REPLACEMENT	-	-	67,000.00	Winter Project	67,000.00		Capital Fund
MARTENS CTR FLOOR SCRUBBER	6,100.00	-	6,100.00	Completed	-		Rec. Fund
MATTIS PARKING LOT	-	-	25,000.00	Roll to FY26	25,000.00	25,000.00	Capital Fund
MOWER REPLACEMENT	15,261.72	-	32,008.00	Completed	16,746.28		Capital Fund
NEW OR REPL OF LARGE EQUIPMENT (ROLLING)	12,096.61	-	115,000.00	Ongoing	102,903.39		Bond Proceeds Fund
NEW OR REPLACEMENT VEHICLES - QUARTERLY	-	-	180,000.00	Ongoing	180,000.00		Bond Proceeds Fund
PARK AMENITIES	4,268.10	-	27,000.00	Ongoing	22,731.90		Special Rec. Fund
PARKING LOT RENOVATION HESSEL LOT A	99,936.88	291,700.54	303,400.00	Under Construction	(88,237.42)		Bond Proceeds/Special Rec. Fund
PARKLAND WAY REPLACEMENT ONGOING	-	-	92,975.00	Partial Roll to FY26	92,975.00	45,000.00	Paving & Lighting Fund
PICKLEBALL COMPLEX LIGHTING	42.40	228,573.00	230,000.00	Under Contract	1,384.60		Capital Fund
PICKLEBALL COMPLEX SHADE BENCHES	14,050.80	-	39,000.00	Completed	24,949.20		Capital Fund
PLAYGROUND * NEW/REPL PG & O/D EXERC CLK	-	-	125,000.00	Partial Roll to FY26	125,000.00	42,000.00	Bond Proceeds/Special Rec. Fund
PLAYGROUND REPLACEMENT DAVIDSON	-	-	75,000.00	Under Construction	75,000.00		Bond Proceeds Fund
PLAYGROUND SURFACING	19,700.00	-	36,000.00	Ongoing	16,300.00		General/Special Rec. Fund
ROLLING EQUIPMENT REPLACEMENT (OPS)	20,898.00	-	78,692.00	Ongoing	57,794.00		Bond Proceeds Fund
S2 LOCK SYSTEM DOUGLASS CC & ANNEX	4,196.04	-	4,196.04	Completed	-		Liability Insurance Fund
S2 LOCK SYSTEM SPRINGER CC	7,754.89	-	7,754.89	Completed	-		Liability Insurance Fund
SEAL COATING AND LINE STRIPING	45,100.00	-	45,100.00	Completed	-		Paving & Lighting Fund
SEALCOATING AND STRIPING	47,176.40	-	47,100.00	Completed	(76.40)		Paving & Lighting Fund
SHOLEM DEFENDER FILTER	16,167.40	3,481.00	352,000.00	In Process	332,351.60		Capital Fund
SHOLEM OUTDOOR PUBLIC ADDRESS SYSTEM	-	-	24,000.00	Spring Project	24,000.00		Capital Fund
SHOLEM REPAIRS AND MAINTENANCE	24,839.54	5,160.46	30,000.00	Ongoing	-		Rec. Fund
SKELTON PARK IMPROVEMENT (INTERNAL USE)	51,846.94	-	-	Completed	(51,846.94)		Capital Fund
SMALL HVAC REPLACEMENTS	2,961.20	-	25,000.00	Ongoing	22,038.80		Capital Fund
SPALDING SKATE SAFETY NETTING	76,505.33	-	76,505.33	Completed	-		Park Dev. Fund

FY 2024/25 Capital Project List Review & Estimated Carryforward Amounts

Description	24-25 YTD Activity	24-25 Encumbrance	24-25 Budget	Status	24-25 Variance	Estimated Roll Forward	Funding Source
SPRINGER DRAIN LINE EXPLORATION	2,170.00	-	10,000.00	Roll to FY26	7,830.00	7,830.00	Museum Fund
SPRINGER FLOODING	-	-	16,000.00	Ongoing	16,000.00		Museum Fund
TENNIS COURT RESURFACING	33,777.00	-	24,500.00	Completed	(9,277.00)		Capital Fund
TIMBERLINE VALLEY NORTH HOA	-	-	70,000.00	Roll to FY26	70,000.00	70,000.00	Capital/Special Rec/General Fund
VEHICLE REPLACEMENT FY24	49,510.00	-	160,637.00	Release to Fund Balance	111,127.00		Bond Proceeds Fund
VEHICLE REPLACEMENTS FY23	-	-	186,240.00	Release to Fund Balance	186,240.00		Bond Proceeds Fund
VIRGINIA THEATRE LIGHTING CONSOLE	77,998.00	-	75,000.00	Completed	(2,998.00)		Capital Fund
VIRGINIA THEATRE STAGE AUTOMATION	50,732.85	10,800.00	242,500.00	Winter Project	180,967.15		Capital Fund
WASHINGTON PARK BASKETBALL COURT	6,000.00	-	7,000.00	Completed	1,000.00		Capital Fund
WEST SIDE SIDEWALK IMPROVEMENTS PHASE 1	151,533.20	-	110,000.00	Completed	(41,533.20)		Capital/Special Rec. Fund
ZAHND PORTABLE PITCH MOUNDS	7,516.00	-	11,000.00	Completed	3,484.00		Capital Fund
Totals	2,219,424.59	924,711.58	6,565,386.93		3,421,250.76	1,220,092.45	

FY 2024/25 Capital Project List by Funding Source

Funding Source	Sum of 24-25 YTD Activity	Sum of 24-25 Encumbrance	Sum of Estimated Roll Forward	Sum of 24-25 Budget
Bond Proceeds Fund	82,504.61	-		795,569.00
Bond Proceeds/Special Rec. Fund	99,936.88	291,700.54	42,000.00	428,400.00
Capital Fund	1,529,640.10	503,138.58	373,277.39	3,397,025.00
Capital/Bond Proceeds Fund	-	-		254,967.00
Capital/Special Rec. Fund	151,533.20	-		110,000.00
Capital/Special Rec/General Fund	-	-	70,000.00	70,000.00
General Fund	6,793.57	30,000.00		90,000.00
General/Special Rec. Fund	19,700.00	-		36,000.00
Liability Insurance Fund	11,950.93	-		11,950.93
Museum Fund	2,170.00	-	7,830.00	26,000.00
Park Dev. Fund	121,198.94	30,816.00	441,985.06	594,000.00
Paving & Lighting Fund	98,490.28	-	45,000.00	193,175.00
Paving & Lighting/Special Rec. Fund	6,168.91	63,455.00		70,000.00
Rec. Fund	30,939.54	5,160.46		47,300.00
Special Rec. Fund	58,397.63	441.00	240,000.00	441,000.00
Grand Total	2,219,424.59	924,711.58	1,220,092.45	6,565,386.93