



Wheaton Park District

PUBLIC NOTICE

**Wheaton Park District Board of Commissioners
SUBCOMITTEE MEETING
Wednesday December 8, 2021 4:30 p.m.
DuPage County Historical Museum
102 E. Wesley Street, Wheaton, IL 60187**

Public Notice Date December 3, 2021

Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the “Park Board”) will hold a Subcommittee Meeting at 4:30 pm on Wednesday December 8, 2021 at the DuPage County Historical Museum 102 E. Wesley Street, Wheaton, IL 60187

Please contact Michael J. Benard, Board Secretary, for further information.

mbenard@wheatonparks.org

Michael J. Benard
Secretary

The Agenda for the December 8, 2021 Subcommittee Meeting is as Follows:

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district’s ADA Compliance Officer, Michael Benard, at the park district’s Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

Subcommittee Meeting of the Wheaton Park District Board of Commissioners

December 8, 2021 4:30 pm

No Action Will Be Taken at This Meeting – Review & Discussion Only

CALL TO ORDER

DISCUSSION ITEMS

Finance and Administration

1. Review of Illinois Association of Park Districts Educational Conference January 27-29, 2022 – Commissioner Attendance
2. Review of Bid Results and Recommendation for Baseball and Softball Uniforms and Equipment
3. Review of Cosley Zoo Admission Fees – Recommendation to Increase the Non-Resident Adult Admission Fee by \$1.00 Per Guest Beginning January 1, 2022.
4. Review of Vehicle Purchase for Cosley Zoo Through the Illinois State Purchasing Program and Funded by the Cosley Foundation

Buildings and Grounds

1. Review of Bid Results and Recommendation for Maintenance and Monitoring Services for Facility Burglar Alarm, Fire Alarm, and Security Camera Systems
2. Review of a Construction Change Order for the Arrowhead Chemical Storage Building Project
3. Review of Request to Serve Beer and Wine at the Central Athletic Complex Ice Rinks on January 29, 2022 During a Special Event Rental
4. Review of a Lease Agreement between the Wheaton Park District and Computer System Innovations, Inc. for the Lease of a Portion of the Wheaton Oaks Professional Building Located at 855 W. Prairie Avenue, Wheaton Illinois

Park Board Vacancy Candidate Interviews – Closed Session

- **The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c)(3).**

1. William Ferguson – 5:15 pm
2. Joshua Gafaar – 6:00 pm
3. Linda Pecharich – 6:45 pm

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

CLOSED SESSION

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c)(1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, Probable or Imminent Litigation, 5ILCS 120/2 (c)(11)
- e. Discussion of Minutes of Meetings Lawfully Closed Under this Act, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes, 5 ILCS 120/2(c)(21)
- f. The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c)(3).

ADJOURNMENT

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email dsiciliano@wheatonparks.org



TO: Board of Commissioners

FROM: Donna Siciliano, Executive Assistant

THROUGH: Mike Benard, Executive Director

RE: Commissioner Attendance – IPRA/IAPD Conference and Exposition in January 2022

DATE: December 3, 2021

SUMMARY:

The Board of Commissioners recently adopted a formal travel policy which is attached for your convenience. Per Policy, the Park Board must approve attendance by, and related budgeted expenses for educational conference attendance by Commissioners.

PREVIOUS COMMITTEE/BOARD ACTION:

The board has previously approved commissioner attendance to the IPRA/IAPD Conference and Exposition.

REVENUE OR FUNDING IMPLICATIONS:

Per Commissioner Expense

Lodging 2 nights	\$300.00
Conference Registration: The Early bird price before December 13, 2021 is	\$335.00
after December 13, it is \$400.00.	
Meals and incidental expenses reimbursement maximum 2.5 days @ \$79.00 day	\$197.50
Self-Parking \$37.50 per day x 3 days	\$112.50
Total per person expense maximum before Dec 13	\$945.00
Total per person expense maximum after Dec 13	\$1,010

ATTACHMENTS: Travel Policy and Conference preliminary program guide

RECOMMENDATION:

Approval for Commissioners who would like to attend the IPRA/IAPD educational conference at a maximum of \$1,010 per attendee.

A. Purpose

The purpose of this policy is to establish guidelines for employees and elected officials of the District to follow when incurring business travel expenses while on assignments such as attending educational programs, association conferences or conducting onsite visits of parks and facilities for fact finding purposes outside of the local area and for the use of District owned vehicles. For employees, the immediate supervisor and department head must approve all business travel in advance and include related expenses in the annual operating budget. For elected officials, the Board of Park Commissioners must approve attendance and budgeted travel expenses in advance on a case by case basis.

B. Expenditure Limit

Consistent with the requirements of the Local Government Expense Control Act, the District may establish an expenditure limit for travel expenses incurred. By establishing said limit, the board would not have to approve each employee's attendance prior to said attendance. Instead they would approve all such expenditures via the budget and appropriation ordinance. However, in the event that an employee desires to attend some event that would cost in total in excess of the limit established, that attendance would have to be approved by the board in one of their noticed public meetings PRIOR to attendance. This policy is establishing the District's limit as \$2,500 per staff member per conference/event attended. The Act does not permit the reimbursement for any entertainment expense.

C. Elected Official

The Act **does not permit any elected official to attend without obtaining prior approval**, even if the expenses to be incurred are below the established limit. Any such expenses incurred by an elected official of the District must be approved before incurrence, by roll call vote at an open meeting of the governing board of the District. Any elected official incurring expenses under this policy is required to submit documentation of an estimate of said expenses prior to incurring them. Before travel, meals or lodging expenses may be approved under the Act the Documentation as specified in the "Documentation Required" section below must be submitted in writing to the governing board. In this instance, where the exact amount of the actual expenses to be incurred for some expenses, such as meals and travel may be unknown, such expenses may be estimated. Once the expenses have been incurred, the elected official must also complete the expense report form as noted in the "Documentation Required" section below.

It is expected that employees and elected officials attend educational sessions when attending conferences.

The District's objectives are to permit travel arrangements that:

- Conserve travel expenses
- Provide uniform treatment for employees
- Allow for Board oversight
- Adhere to the plan adopted in the budget
- Result in prompt approval and recording of District expenses

D. Personal Travel/Travel Companions

A family member or friend may accompany employees and elected officials on business travel, at their expense, when the presence of a companion will not interfere with successful completion of business objectives. Generally, employees and elected officials are also permitted to combine personal travel

with business travel, as long as time away from work is approved and vacation or personal time is used (employees only). Additional expenses arising from such non-business travel are the responsibility of the employee or the elected official.

E. Covered Expenses

When approved, the actual costs of conference or convention registrations, participation in professional organizations, technical meetings and the travel, meals, lodging and other expenses directly related to accomplishing business travel objectives can be either:

- charged to the District's procurement card (if one has been issued to employee or elected official traveling) or
- reimbursed by the District

F. Documentation Required

Per the Local Governmental Expense Control Act: travel, meal and lodging expenses must, whether above or below the Expenditure Limit established above, be documented in an expense report. The form of this report can be found on the G drive under District Forms\Expense Reports.

Expense Report Form effective October 2016

G: » DISTRICT FORMS » Expense Reports

These must be

completed for each attendee. The report must indicate:

- An estimate of the cost of travel, meals or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals or lodging if the expenses have already been incurred;
- The name of the individual who received or is requesting the travel, meal or lodging expense;
- the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- the date or dates and nature of the official business in which the travel, meals or lodging expense was or will be expended.

In either case, original receipts or equivalent evidence must be provided to support the expenses incurred. These receipts must be turned in within 60 days of the date the purchase was incurred. It is expected that staff and elected officials will be cost-conscious when spending District funds, and make all reasonable efforts to minimize their expenses related to travel, lodging, and meals. The District Limit will be set to the current CONUS rate for Chicago, Illinois. The maximum daily limit for meals and incidental expenses for 2021 is \$76. The first and last day of travel meals and incidentals is \$57, which is 75% of the full amount. These rates and limits are the US General Services Administration CONUS rates. The District has elected to use the rates for Chicago to establish the rates to be used by District employees. Any expenses incurred beyond the daily limit on a district procurement card will be reimbursed to the district by the staff member/official.

Further, it is expected that Supervisors and Department Heads will be looking over their staff's charges even when the individual charges do not exceed the employee's approval limit as the travel costs may be broken into multiple charges that individually do not exceed the employee's approval limit but in total for a given trip would exceed that limit.

The Executive Director, at his discretion may authorize exceeding the amount spent on a meal for the purposes of team building or strategic planning. The entire bill will be charged to Executive Director's procurement card. Any staff/official in attendance will record \$34.00 of group meal expense on their daily log to count against their daily limits. The \$34.00 is the portion of the CONUS daily meals and incidentals rate that is attributable to the evening meal, per the GSA. If the Executive Director is not in attendance, prior approval may be granted to another staff member/official to accomplish similar district objectives.

G. Alcohol

Consistent with the District's personnel manual direction, no alcohol purchases will be paid for by the District. Receipts for dining establishments must be provided in sufficient detail to document that no alcoholic beverages are being paid for by the District.

H. Accidents

Employees or elected officials who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor or the executive director.

I. Vehicle Use

District vehicles are used for official business and may be kept overnight in certain instances only when authorized by the Executive Director. Any employee provided a vehicle by the district shall not be authorized to use their private vehicle and receive reimbursement for travel, except on approval of the Executive Director.

Effective January 1, 2017, it is the policy of the Wheaton Park District to provide its Executive Director with a monthly vehicle stipend in a manner that is non-contributory to his or her Pension Calculation. The amount of the vehicle stipend will be voted on by the Board of Commissioners and reviewed and updated periodically. No other district employee shall be granted a vehicle stipend without the approval of the Board of Commissioners.

No employee may operate a district vehicle without having in his/her possession a valid driver's license.

District vehicles shall not be used to transport unauthorized passengers such as hitchhikers.

All accidents involving district vehicles must be reported in writing to the administrative office within twenty-four (24) hours of the accident. The report shall include the names and addresses of available witnesses and principals. All accidents involving district vehicles are to be reported to the police immediately and at the site of the accident. A police report must be submitted to the administrative office as soon as available from the police department in order to submit claims to the insurance company.

J. Mileage Reimbursement

Mileage reimbursement is made for the use of personal motor vehicles for District business at the current rate allowed by the Internal Revenue Service. Employees and elected officials are required to track their mileage and submit the mileage logs to the Finance Department with the appropriate approval signatures in order to get reimbursement as outlined in the District's purchasing policy.

K. Issues/Abuse

Employees should contact their supervisor or the Finance Department for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses or any other business travel issues. Abuse of this business travel expenses policy, including falsifying expense

reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

L. Exceptions

Where this policy does not cover a specific situation, the Executive Director retains the sole right to authorize exceptions to the policy related to employees only. Exceptions related to elected officials shall be referred by the Executive Director to the entire Board for resolution.

M. Timeliness

Consistent with IRS Publication 463, reimbursements must be submitted within 60 days of being incurred for such reimbursements to be considered made under an accountable plan and not subject to taxation. Any reimbursements submitted subsequent to 60 days will be paid through accounts payable and reported on their next paycheck and subject to taxation in compliance with IRS regulations.



PRELIMINARY PROGRAM

January 27-29

151 E. Wacker Drive, Chicago, Illinois

Hyatt Regency Chicago

IAPD
Illinois Association of Park Districts

ILLINOIS
ipra
PARK & RECREATION ASSOCIATION

ILparksconference.com



2022

IAPD/IPRA

SOARING to NEW HEIGHTS

CONFERENCE

WELCOME



WELCOME AND GREETINGS!

Last January, the IAPD/IPRA *Soaring to New Heights Conference* pivoted to an incredible virtual experience. It was a tremendous success, but something was missing. The park, recreation, and conservation family has an energy and enthusiasm that is contagious, and sharing our annual conference in person is the best way to make connections, solve problems, and generate ideas that shape the future of our agencies. According to a study by *Forbes Insight*, 85% of people say they build stronger, more meaningful business relationships during in-person meetings and conferences. While digital options are worthy alternatives, there's no denying the effectiveness of in-person meetings. **That's why we are excited to welcome you back to the Hyatt Regency Chicago, January 27-29 for the 2022 IAPD/IPRA *Soaring to New Heights Conference*!**

The Joint Conference Committee and our dedicated volunteers and staff have been working hard to develop another world class conference, including an exciting, content-rich curriculum and a dynamic Exhibit Hall showcasing the latest products and services from your favorite vendors.

As you view the preliminary schedule, you will notice familiar highlights such as the Thursday night Welcome Social, Friday afternoon Awards Luncheon, Saturday morning Keynote Address with Scott Christopher, and a specially themed Saturday evening Closing Social, "Through the Decades: A Culinary and Musical Celebration." You will also notice some format and program adjustments that have been made as we keep the health and safety of our attendees in mind. To learn more about what's new at conference this year, be sure to visit the Schedule-At-A-Glance and General Information pages on C3 - C11.

We have been inspired by your adaptability, perseverance, and creativity in these changing times, and we look forward to showcasing this same resilient spirit when you join us in January at the best state conference in the nation for park districts, forest preserves, conservation, recreation, and special recreation agencies!

ADRIANE JOHNSON

Commissioner
Buffalo Grove Park District
IAPD Conference Chair

CARLO CAPALBO

Executive Director
Plainfield Park District
IPRA Conference Chair

Published by:

ILLINOIS ASSOCIATION OF PARK DISTRICTS (IAPD)

211 East Monroe Street
Springfield, IL 62701
P: (217) 523-4554; F: (217) 523-4273
ILparks.org

ILLINOIS PARK & RECREATION ASSOCIATION (IPRA)

536 East Avenue
La Grange, IL 60525
P: (708) 588-2280; F: (708) 354-0535
ILipra.org

Designed by:

GOSS ADVERTISING

1806 North Oakcrest Avenue
Decatur, IL 62526
P: (217) 423-4739
gossadvertising.com



SCHEDULE-AT-A-GLANCE

THURSDAY, JANUARY 27

7:30 am – 5:00 pm	Conference Registration Open
9:30 am – 10:30 am	Conference Sessions (0.1 CEUs)
11:00 am – 12:00 pm	Conference Sessions (0.1 CEUs)
12:00 pm – 5:00 pm	Grand Opening of the Exhibit Hall
12:30 pm – 2:30 pm	Career Development Symposium * (0.2 CEUs)
12:30 pm – 2:30 pm	Conference Workshops * (0.2 CEUs)
3:00 pm – 5:00 pm	Conference Workshops * (0.2 CEUs)
5:15 pm – 7:15 pm	IPRA Section Meetings
6:00 pm – 7:00 pm	Professional Connection
9:00 pm – 11:30 pm	Welcome Social featuring Radio Gaga

FRIDAY, JANUARY 28

7:00 am – 5:00 pm	Conference Registration Open
8:30 am – 9:30 am	Conference Sessions (0.1 CEUs)
8:30 am – 4:00 pm	Agency Showcase
9:00 am – 12:00 pm	Exhibit Hall Open
10:00 am – 11:00 am	Conference Sessions (0.1 CEUs)
11:00 am – 12:00 pm	Exhibit Hall Dedicated Hours
12:15 pm – 2:15 pm	All-Conference Awards Luncheon *
1:00 pm – 2:00 pm	Conference Sessions (0.1 CEUs)
1:00 pm – 3:30 pm	Exhibit Hall Open
2:15 pm – 3:30 pm	Dessert in the Exhibit Hall *
3:45 pm – 4:45 pm	Conference Sessions (0.1 CEUs)
5:00 pm – 6:30 pm	Commissioners' Reception
5:00 pm – 6:30 pm	IPRA Annual Business Meeting
9:30 pm – 11:00 pm	Chairmen's Reception **

SATURDAY, JANUARY 29

7:45 am – 12:00 pm	Conference Registration Open
9:00 am – 10:00 am	Keynote General Session with Scott Christopher
10:30 am – 11:30 am	Conference Sessions (0.1 CEUs)
12:30 pm – 1:30 pm	Conference Sessions (0.1 CEUs)
2:00 pm – 3:00 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 4:30 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 5:00 pm	IAPD Annual Business Meeting
7:00 pm – 10:00 pm	Closing Social – Through the Decades: A Culinary and Musical Experience featuring Maggie Speaks *

TABLE OF CONTENTS

Agency Showcase 2021	C4
All-Conference Awards Luncheon	C4
All-Conference Awards Luncheon Preferred Agency Seating	C5
Career Development Symposium	C19
Closing Social – Through the Decades: A Culinary and Musical Experience featuring Maggie Speaks	C23
Commissioners' Reception	C5
Conference Exhibitors	C34 – C35
Conference Policies and Protocols	C6-C7
Conference Sessions and Workshops At-A-Glance	C24 – C29
Conference Workshops	C17 – C21
Continuing Education Units	C6
Continuing Legal Education	C6
Exhibit Hall Information	C8
General Information	C4 – C11
Housing & Parking Information	C8 – C9
Keynote General Session with Scott Christopher	C30
Registration Form: Conference	C31 – C32
Registration Information	C9 & C33
Student Events	C11
Welcome Social featuring Radio Gaga	C22

* Ticketed Event

** By Invitation Only

Event photography provided by JHyde Photography and Mitchell Fransen Photography.

GENERAL INFORMATION

ACCESSIBILITY

Meeting Rooms: All meeting rooms are accessible at the Hyatt Regency Chicago and the Swissôtel Chicago.

Parking: Parking at the Hyatt Regency Chicago and the Swissôtel Chicago are accessible for persons with disabilities. If the lower garage is used at the Hyatt Regency Chicago, elevators provide service to the hotel.

Restaurants: All restaurants are accessible at the Hyatt Regency Chicago and the Swissôtel Chicago.

Restrooms: All restrooms are accessible except the third-floor restrooms in the West Tower of the Hyatt Regency Chicago. All restrooms are accessible at the Swissôtel Chicago.

Sleeping Rooms: The Hyatt Regency Chicago and the Swissôtel Chicago have ADA rooms available. These rooms have been designed for individuals with special needs. If you are in need of an accessible room, please be sure to notify the respective hotel when making your reservation.

ADA AND SERVICES FOR THE HEARING IMPAIRED

In compliance with the Americans with Disabilities Act, the IAPD/IPRA Joint Conference Committee will make all reasonable efforts to accommodate persons with disabilities. Please indicate any special needs on your registration form or contact Leesa Kuo Johnson at IPRA at leesa@ilipra.org no later than January 17, 2022. If you have special needs regarding hotel accommodations, please contact the Hyatt Regency Chicago at (312) 565-1234 or the Swissôtel Chicago at (312) 565-0565. Individuals who require TTY may call (800) 526-0844 and the Illinois Relay Center will transmit the message to IAPD or IPRA.

ADMISSION

Admission to the Exhibit Hall and all conference sessions and workshops require a name badge for the duration of the conference. Security guards will be stationed at the entrance to the Exhibit Hall where name badges will be checked. Name badges will also be checked at all conference sessions and workshops. Individuals without a name badge will be required to register at conference registration.

ALL-CONFERENCE AWARDS LUNCHEON

Grand Ballroom, East Tower/Gold Level

Delegates who register for the "Full Package" will receive a ticket for this event. Additional tickets may be purchased through your registration or on-site. Please join us as we recognize and honor the leaders and volunteers of park districts, forest preserves, conservation, recreation, and special recreation agencies.



Grand Hall MN, East Tower/Gold Level

Since 2009, Agency Showcase has shone a spotlight on the brightest ideas exhibited by parks, recreation, and conservation agencies.

This professionally judged competition recognizes Illinois agencies for their marketing and communication efforts ranging from print to multimedia.

Agency entries and winners will be on display in Grand Hall MN, East Tower/Gold Level on Friday, January 28 until 4:00 pm. Stop by to cast your ballot for the People's Choice Award! People's Choice votes will be tallied, and the winners will be announced at the IAPD Annual Business Meeting on Saturday, January 29 at 3:30 pm.

Division 1: Overall Agency Showcase

Your agency submits in eight of the fourteen individual categories and creates a tabletop display that showcases how your marketing efforts represent your agency as a whole. Scores from each category as well as the display are compiled to determine the overall winners. The eight categories that you select will be eligible for recognition in the Individual Category division. First, second, and third place are awarded in the Overall Showcase division.

Division 2: Individual Category

This division allows you to select up to four categories below to enter your work for the judges to critique. There will be one outstanding submission recognized in each category.

Categories

- Program Brochure Print
- Program Brochure Virtual
- **NEW!** Hindsight is 20/20 - Watch for more information
- Integrated Photography
- Large Format Marketing
- Logo Design
- Marketing Campaign
- Paid Advertisement
- Print Communication - Informational
- Print Communication - Promotional
- Social Media Campaign
- Videography Long Form
- Videography Short Form
- Website

For more information on the Agency Showcase competition, please visit ILparksconference.com.

Proudly brought to you by IPRA and IAPD.

GENERAL INFORMATION

ALL-CONFERENCE AWARDS LUNCHEON PREFERRED AGENCY SEATING

(Includes Legislator Tables!)

DEADLINE: Monday, January 17, 2022

Preferred Agency Seating is available for delegates from the same agency/organization (and legislators) who wish to be seated together at a table during the Friday All-Conference Awards Luncheon. An agency that opts to participate must indicate so on the registration form on pages C31-C32 or when registering online. There is a \$50 nonrefundable fee (per agency, per table) to participate, which must be paid for when registering for the conference. **Legislator preferred seating is reserved through this process as well.** The person who is the designated agency contact will receive an email with additional details and instructions on the preferred seating process. Agency contacts will be responsible for notifying those seated at their table(s) of the table assignment(s). After **January 17, 2022**, preferred agency table reservation seating requests WILL NOT be accepted, and **there will be no on-site requests taken.**

**NEW
FOR
2022**

To accommodate varying degrees of social distancing levels, and subject to applicable health and safety regulations and protocols, participating agencies will be able to designate the number of seats available at their table(s). The minimum number of seats per table is six and the maximum number is twelve. **Remember to register early, as the number of total tables is limited and preferred agency seating requests will be filled on a first-come, first-served basis.**

Non-reserved tables for open general seating will be noted with a balloon. **Open seating tables will be set twelve seats per table.**

ANNUAL MEETINGS FOR IAPD AND IPRA

Grand Ballroom AB, East Tower/Gold Level

The Illinois Park & Recreation Association's (IPRA) Annual Meeting will be held on Friday, January 28 at 5:00 pm. The Illinois Association of Park Districts' (IAPD) Annual Meeting will be held on Saturday, January 29 at 3:30 pm.

The associations have staggered their annual meetings in order to accommodate elected officials and professionals who would like to attend both meetings.

COMMISSIONERS' RECEPTION

Crystal Ballroom, West Tower/Green Level

Attention all IAPD members!

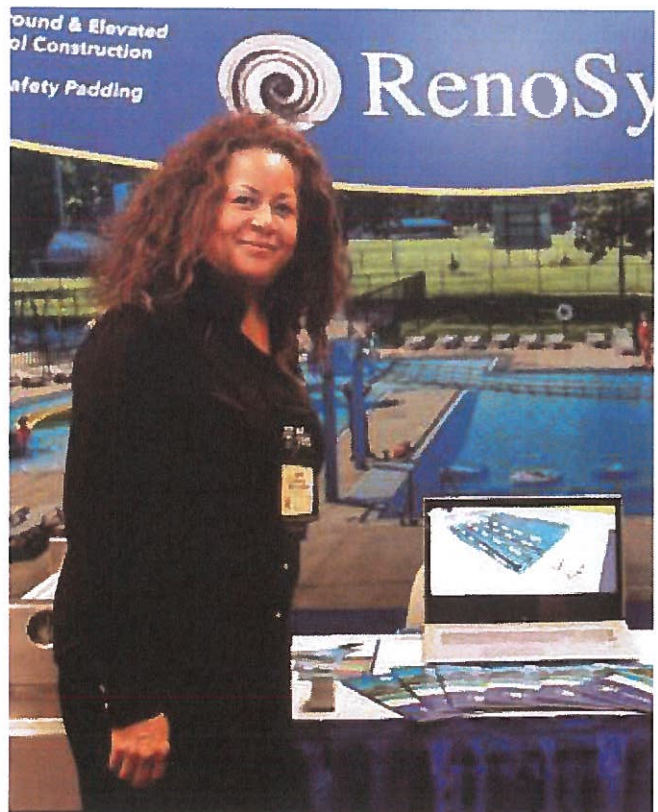
Please join us on Friday, January 28 at 5:00 pm. This reception will be an excellent opportunity for commissioners to exchange ideas, network, and socialize. The IAPD board and staff will be present to answer questions and visit with commissioners.

CONFERENCE TRACKS AND NUMBERING SYSTEM

To help attendees identify sessions and workshops relevant to their field/interests, the conference program is organized around eleven different topic tracks: Boardmanship, Diversity, Facilities, Finance/Information Technology, Governance/Legal, HR/Risk Management, Leadership/Management, Marketing/Communications, Parks/Natural Resources, Recreation and Therapeutic Recreation.

Additionally, a numbering convention is used to provide attendees another avenue for identifying sessions/workshops that may be beneficial to them. The numbering system indicates the host sponsoring the session/workshop. Attendees can use the numbering system to quickly identify any session/workshop pertaining to a specific host across the multiple tracks. The following is the numbering system legend:

10 – 99:	IPRA
100 – 199:	IAPD
200 – 299:	Parks and Natural Resource Management Section (PNRMS)
300 – 399:	Administration and Finance Section (A&F)
400 – 499:	Recreation Section (REC)
500 – 599:	Therapeutic Recreation Section (TR)
600 – 699:	Facilities Management Section (FM)
900 – 999:	Communications and Marketing Section (C&M)
1000 – 1099:	Diversity Section (DIV)



GENERAL INFORMATION

CONTINUING EDUCATION UNITS (CEUs)

- Concurrent sessions and the Keynote General Session scheduled for 60 minutes award 0.1 CEUs.
- Conference workshops and the Career Development Symposium scheduled for two hours award 0.2 CEUs.
- No additional CEU fees for Thursday, Friday, and Saturday sessions apply; **CEUs for conference workshops will be charged at \$6 per workshop.**
- Approximately four weeks after conference, attendees will receive an email from CTE, our conference registration company, with a link to their official CEU transcript. No hard copies will be distributed.

CONTINUING LEGAL EDUCATION (CLE)

- The CLE credit is educational credits that attorneys elect to earn by attending educational offerings certified by the Supreme Court of Illinois.
- CLE approved sessions scheduled for 60 minutes award 1.0 CLE. Please note that not all sessions are eligible for CLE credits. Sessions that are eligible for CLE credits will be noted in the final conference program. A minimum of 12 CLE credits will be offered at the conference; attorneys will be eligible to earn up to 8 CLE credits.
- If you would like to apply for CLE credits, you must register, provide your ARDC number and pay for them with your conference registration. See page C32.
- Four different CLE packages are offered:
 - (3) CLE credits is \$45 plus registration
 - (4) CLE credits is \$60 plus registration
 - (7) CLE credits is \$105 plus registration
 - (8) CLE credits is \$120 plus registration
- Attorneys will receive their CLE attendance receipts within 2 weeks of the conclusion of the conference.

NEW

CEUs and CLE Are Ticketless!

To simplify the process, CEUs and CLE will be contactless and fully digital through the conference mobile app (no paper tickets). Workshop/session moderators will provide attendees with a code at the end of the workshop/session that participants enter into the mobile app to earn their applicable credit(s) for CEUs or CLE.

Since no paper tickets will be issued, you will not need to sign up for CEUs during the registration process. However, you will need to ensure that you provide a valid email so that you will be able to access the mobile app. Attendees will be able to login to the app at any time during the conference to manage, earn, and track their CEUs.

Attorneys do need to register for CLE and CLE attendance receipts will be emailed to the attorneys within 2 weeks of the conclusion of the conference.

CONFERENCE POLICIES AND PROTOCOLS

COVID-19 Health and Safety

Our goal is to host a safe and meaningful conference, and as such we are continuing to monitor the evolving public health guidance as it pertains to conferences and other large gatherings.

The 2022 *Soaring to New Heights Conference* will adhere to applicable regulations that are in effect when the conference takes place. IAPD/IPRA will ask participants to make informed choices about travel, participation, and onsite and external engagement, but please be advised that all participants will be required to adhere to the health and safety protocols and other rules as a condition of attending the conference.

While we cannot guarantee that participants will not become infected with COVID-19 while attending the conference, we will make every effort to keep everyone as safe as possible during the event. We will ask all participants to do their part by remaining vigilant about their own health, including taking commonsense measures to slow the spread of COVID-19, and by taking personal responsibility in adhering to all health and safety protocols that are in effect during the conference, which we continue to develop in collaboration with our meeting partners and in accordance with applicable guidance, and that currently include:

- Enhanced cleaning and sanitation of frequently touched surfaces and high-traffic guest areas such as elevators and elevator buttons, escalator handrails, and restrooms.
- Cleaning and sanitation using hospital-grade disinfectants.
- Hand sanitizer stations or sanitizing wipes prominently located in areas throughout the hotel.
- Social distancing measures are strongly encouraged in the hotel's public areas and increased seating space will be provided in education and networking spaces as we deem practical.
- Agencies participating in the Awards Luncheon Preferred Agency Seating program will be able to choose the number of seats at their table(s). The minimum number of seats per table is 6 and the maximum number is 12 (see page C5 for more details).

Because we recognize that the situation and applicable guidance will continue to evolve, attendees should check the Health and Safety Hub on the conference website (ilparksconference.com), as well as email announcements and social media channels for the latest information about on-site health and safety protocols for attendees, exhibitors, speakers, and staff as the 2022 *Soaring to New Heights Conference* approaches.

Meeting Safety and Responsibility Policy

IAPD/IPRA are committed to providing a safe, productive, and welcoming environment for all conference participants and staff. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, staff, service providers, and others are expected to abide by this Meeting Safety and Responsibility Policy. This Policy applies to all conference-related events, including those sponsored by organizations other than IAPD/IPRA but held in conjunction with the *Soaring to New Heights Conference*, in public or private facilities.

GENERAL INFORMATION

Responsible Drinking

At some networking events both alcoholic and non-alcoholic beverages are served. IAPD/IPRA expect participants at our events to drink responsibly. IAPD/IPRA and host venue staff have the right to deny service to participants for any reason and may require a participant to leave the event.

Personal Safety and Security

IAPD/IPRA work diligently to provide a safe and secure environment at their meetings and events by working with venue staff to make sure meeting participants are safe. We ask that all attendees report any questionable or concerning activity to IAPD or IPRA staff so that they can take immediate action. No concern is too small, if you see something, say something.

- Be aware of your surroundings at all times.
- Use the buddy system when walking to and from the event venue, networking event locations during early or late hours.
- Don't wear your meeting badge on the street. Take it off as soon as you leave the building/venue.
- Don't carry a lot of cash or credit cards. Leave in your hotel room safe.
- Don't leave personal property unattended anywhere, anytime.

If it is an emergency or if you need immediate assistance, you should ask any IAPD or IPRA staff member or the on-site security personnel to help you.

Unacceptable Behavior

- Harassment, intimidation, or discrimination in any form.
- Physical or verbal abuse of any attendee, speaker, volunteer, exhibitor, staff member, service provider, or other meeting guest.
- Examples of unacceptable behavior include, but are not limited to, verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, inappropriate use of nudity and/or sexual images in public spaces or in presentations, or threatening or stalking any attendee, speaker, volunteer, exhibitor, IAPD/IPRA staff member, service provider, or other meeting guest.
- Disruption of presentations at workshops, sessions, in the Exhibit Hall, or at other events organized by IAPD/IPRA at the meeting venue, hotels, or other IAPD/IPRA-contracted facilities.

IAPD/IPRA have zero-tolerance for any form of discrimination or harassment, including but not limited to sexual harassment by participants or our staff at our meetings. If you experience harassment or hear of any incidents of unacceptable behavior, we ask that you inform either Sue Triphahn, CMP, IAPD's Educational Services and Conference Director, striphahn@ilparks.org or Leesa Kuo Johnson, CMP, IPRA's Conferences and Meetings Director, leesa@ilipra.org, so that we can take the appropriate action.

IAPD/IPRA reserve the right to take any action deemed necessary and appropriate, including immediate removal from the meeting without warning or refund, in response to any incident of unacceptable behavior, and IAPD/IPRA reserve the right to prohibit attendance at any future meeting.

EVENT LOCATIONS

Agency Showcase:

Grand Hall MN, East Tower/Gold Level

All-Conference Awards Luncheon:

Grand Ballroom, East Tower/Gold Level

Career Development Symposium:

Crystal Ballroom C, West Tower/Green Level

Closing Social:

Hyatt Regency Atrium Lobby (Street Level)

Conference Headquarters:

East Tower/Gold Level (across from Conference Registration)

Conference Registration:

East Tower/Gold Level (across from the Grand Ballroom)

Exhibit Hall:

Riverside Center, East Tower/Purple Level (Lower Level)

IAPD Annual Business Meeting:

Grand Ballroom AB, East Tower/Gold Level

IPRA Annual Business Meeting:

Grand Ballroom AB, East Tower/Gold Level

Keynote General Session:

Grand Ballroom C-F, East Tower/Gold Level

Conference Workshops and Conference Sessions:

Grand Hall rooms, East Tower/Gold Level, Regency Ballroom, West Tower/Gold Level and other meeting space throughout the hotel

Professional Connection:

Regency Ballroom C, West Tower/Gold Level

Welcome Social:

Grand Ballroom East Tower/Gold Level

NEW

SAME SPACE, NEW NAME!

Columbus Hall (previously)

Grand Hall (presently)

COLUMBUS AB	→	GRAND HALL MN
COLUMBUS CD	→	GRAND HALL L
COLUMBUS EF	→	GRAND HALL K
COLUMBUS GH	→	GRAND HALL GH
COLUMBUS IJ	→	GRAND HALL I
COLUMBUS KL	→	GRAND HALL J
COLUMBUS FOYER	→	GRAND HALL FOYER

GENERAL INFORMATION

EXCEPTIONAL WORKPLACE AWARD 2021

Park and Recreation agencies applying for the Exceptional Workplace Award (EWA) must complete an online survey that will be emailed to the applicant within 24 hours upon completion of payment. It includes a series of 48 questions, and each question must be answered. A point value has been assigned to each question, which the committee will use when your questions are being reviewed and tallied. Once the survey has been reviewed, if the committee feels that there is a need for documentation, your agency will be notified prior to the final decision. **Surveys will be available August 2 - November 12, 2021. The application fee is \$45.**

If the park and recreation agency meets the award criteria, the recognition as an IPRA Exceptional Workplace is five years. Park and recreation agencies may re-apply five years after receiving the IPRA Exceptional Workplace award for subsequent consideration. If a park and recreation agency does NOT meet the minimum award requirements during their application year, they may re-apply the following year at no additional cost.

Agencies that meet the criteria will receive the Exceptional Workplace Award at the 2022 Soaring to New Heights Conference, during the IPRA Annual Business Meeting.

If you have questions about the EWA program, please contact Kelly Carbon, Director of Marketing and Communications, Elk Grove Park District, (847) 228-3548, kcarbon@elkgroveparks.org.

EXHIBIT HALL

The Exhibit Hall will be open on Thursday and Friday, with **dedicated hours** on Friday.

Come visit more than 250 commercial manufacturers, distributors, designers, and educational booths. The exhibits will showcase the newest equipment, supplies, ideas, and services available to park, recreation, forest preserve, conservation, and therapeutic recreation agencies. Plan to spend several hours in the Exhibit Hall viewing the displays and visiting with exhibitors.

Each registered delegate will have multiple opportunities to win great prizes. Drawings will take place throughout the day Thursday and Friday. Entry blanks will be in the registration materials that you must pick up at conference registration. You must be present to win. Rules and regulations will apply.

The IAPD/IPRA Soaring to New Heights Conference has the largest exhibition of any state park and recreation conference in the country. Be sure to visit!

EXHIBIT HALL HOURS

Thursday, January 27:

12:00 pm – 5:00 pm, Grand Opening

Friday, January 28:

9:00 am – 12:00 pm

11:00 am – 12:00 pm (*dedicated hours*)

1:00 pm – 3:30 pm

2:15 pm – 3:30 pm (*dessert reception and dedicated hours*)

HOUSING INFORMATION

Hyatt Regency Chicago (Host)

151 E. Wacker Drive

Chicago, Illinois 60601

Reservations (877) 803-7534

Group Code Refer to the group name IAPD/IPRA and group code **G-AIPD** when making a reservation by phone.

Rates \$129 Single/Double; \$139 Triple; \$149 Quad

Note: Surcharges apply to upgraded room types including Deluxe, Regency Club and Business Plan rooms.

Swissôtel Chicago (Overflow)

323 E. Wacker Drive

Chicago, Illinois 60601

Reservations (888) 737-9477

Group Code Refer to the group code **IAPD0122** when making a reservation by phone.

Rates \$129 Single/Double; \$159 Triple; \$189 Quad

Note: Surcharges apply to upgraded room types including Lakeview and Corner King rooms.

For online reservations for either the Hyatt Regency Chicago or the Swissôtel Chicago, visit ILparksconference.com

Rooms are reserved on a first-come, first-served basis.

- The cut-off date for reservations for both the Hyatt and the Swissôtel is **January 5, 2022**. Reservations made after this date may be assessed at a higher rate and are subject to availability.
- One (1) night's room and tax advance deposit by check or credit card must accompany each reservation. This deposit is fully refundable on or before December 20, 2021. After this date there will be no refunds for cancelled rooms. The Joint Conference Committee implemented this policy in 1999 due to the high rate of rooms cancelled at the last minute.

Suites: IAPD member agencies or IPRA members interested in reserving a suite must first contact Leesa Kuo Johnson at IPRA (leesa@ilipra.org). Once IPRA has given approval, you will be put in contact with the Hyatt Regency Chicago directly.

Exhibitors interested in reserving a suite must first contact Sue Triphahn at IAPD (striphahn@ilparks.org). Once IAPD has given approval, you will be put in contact with the Hyatt Regency Chicago directly.



GENERAL INFORMATION

PARKING

Overnight Attendees: Attendees staying overnight at the Hyatt Regency Chicago will receive a 50% discount off the existing published parking rate, currently \$73 for overnight valet (no self-park on-site). Attendees staying overnight at the Swissôtel will receive a 50% discount off the existing daily parking rate, currently \$78 for valet (not applicable to self-park).

Note: Rates above are subject to change. Parking information is accurate as of October 2021.

Daily Commuters: Delegates not staying at the hotels can park in any of the downtown garages at regular rates. Additional parking in the area can be viewed at www.chicagoparkingmap.com.

Reserve Discounted Parking:

IAPD/IPRA has partnered with SpotHero, the nation's leading parking reservation app, to offer attendees the option to book convenient and affordable parking in advance.

**SPOT
HERO**

To reserve your parking spot, visit the parking information page on conference website and click on the SpotHero link to book a spot with rates up to 50% off drive-up.

POLICY ON CHILDREN

To preserve a professional business environment and ensure a quality educational atmosphere at the IAPD/IPRA Soaring to New Heights Conference, no one under the age of 18 will be allowed to participate in pre-conference workshops, conference sessions, the Welcome and Closing Socials or the Exhibit Hall. An exception will be made if the person is a speaker or a registered full or part-time college or university student, and is attending the conference for the purpose of professional development and networking opportunities.

POLICY ON MEMBERS AND NONMEMBERS

The following persons will be allowed to register at the member rate:

- Members of IPRA in current standing through 12/31/22. **IPRA memberships not renewed for 2022 will be assessed the difference between the member and non-member conference registration fees upon their check-in on-site at Conference Registration.**
- Commissioners/park board members, attorneys, board treasurers, and board secretaries of agencies that are members of the Illinois Association of Park Districts
- A maximum of six **support** staff from IAPD member agencies ("**Support staff**" is defined as front desk/clerical and maintenance personnel only.)

Requests from other persons or agencies asking for member rates will be presented to the Joint Conference Committee for approval prior to conference.

RECORDING/VIDEOTAPING

Recording or videotaping from attendee smartphones or other electronic devices is not permitted during any part of the educational program, including pre-conference workshops, sessions, the Career Development Symposium or the Keynote General Session.

REGISTRATION INFORMATION

Early Registration Deadline Monday, December 13, 2021

Registration Deadline Monday, January 17, 2022

Registration Methods:

- Online at ILparksconference.com; online registration **must be** accompanied by credit card for payment.
- Complete the Advance Registration Form and mail it with credit card or check to 2022 IAPD/IPRA CONFERENCE, 1460 Renaissance Drive, Suite 209, Park Ridge, IL 60068
- Complete the Advance Registration Form and fax it with credit card information to (847) 957-4255; faxed registrations **must be** accompanied by credit card for payment.

Registration Information:

- Faxed, mailed, and online registrations will be accepted until January 17, 2022.
- **IAPD/IPRA will not invoice agencies or individuals for conference registrations.**
- After registering you will receive an email confirmation with a bar code – **please bring this with you to conference.** This confirmation and a photo ID will be required to pick up your registration materials.
- Each registered delegate will receive their name badge and event tickets on-site at conference.
- Once on-site there will be a \$5 charge to reprint your name badge and **EVENT TICKETS WILL NOT BE REPRINTED. You must purchase new tickets at the current on-site price in order to attend any ticketed events.**
- You will not be permitted into conference workshops, sessions, or the Exhibit Hall without the proper name badge.

On-site Registration Hours:

- Thursday, January 27 7:30 am – 5:00 pm
- Friday, January 28 7:00 am – 5:00 pm
- Saturday, January 29 7:45 am – 12:00 pm

Registration Questions?

Contact CTE, our conference registration company, at either ilparks2022@cteusa.com or (847) 957-4255.



GENERAL INFORMATION



SATISFACTION GUARANTEED

The Illinois Association of Park Districts (IAPD) and the Illinois Park & Recreation Association (IPRA) have instituted a Satisfaction Guaranteed Policy for the Thursday conference workshops. IAPD and IPRA make every effort to ensure quality programs for participants. However, if a participant is not fully satisfied with the content of the workshop, he or she may request and receive a 100% refund of the workshop fee. A participant who wishes to request a refund for a conference workshop must do so no later than the end of the workshop in question. Any CEUs offered will be forfeited when a refund is made. Refunds will only be made payable to the originator of the check or credit card for the workshop registration. Look for the Satisfaction Guaranteed symbols next to these workshops.

SILENT AUCTION & SPORTS RAFFLE

The Illinois Park & Recreation Foundation (IPRF) provides resources to park and recreation agencies and professionals statewide.

Part of our commitment to the profession is ensuring that future and current park and recreation professionals have the tools they need to be successful. IPRF will be holding a Silent Auction at the IAPD/IPRA Soaring to New Heights Conference to provide support and funding for educational programming, research that will benefit the Illinois Park & Recreation Association and its members, and funding support for professional development for students studying parks and recreation within Illinois.

If you would like to make a donation or need more information, please contact Liz Thomas at lizc@nwsra.org.



THANK YOU TO OUR SPONSORS

Diamond Giveaway



Diamond Exposure



Platinum



Gold



GENERAL INFORMATION

SPECIAL DIETS/ACCOMMODATIONS

Attendees with special needs requirements or meal requests should indicate their needs on the conference registration form. If you have questions or need additional assistance, please contact Leesa Kuo Johnson at leesa@ilprpa.org.

SPOUSE/GUEST PROGRAM AND REGISTRATION

All spouses or guests must register in order to participate in the conference, visit the Exhibit Hall, and attend special programs. **Spouses or guests must have no affiliation with or be employed by any park district, forest preserve, conservation, recreation or special recreation agency.** Registration will include a name badge for admission to the Exhibit Hall, Welcome Social on Thursday, all 60-minute educational breakout sessions, and the Keynote General Session on Saturday. Tickets for the All-Conference Awards Luncheon and the Saturday evening Closing Social will be available for purchase. See pages 31-32 for registration.

STUDENT EVENTS

Professional Connection
THURSDAY, JANUARY 27
6:00 pm – 7:00 pm

You won't want to miss this unique opportunity to network with professionals in the field. The Professional Connection provides a relaxed, social atmosphere and an informal setting for talking with and getting to know professionals currently working in your area of interest. It also provides a great opportunity to learn about current and upcoming internships. Everyone who attends will enjoy complimentary pizza and soda. To register, see page C32 of the registration form.

Mock Interviews/Resume Review
FRIDAY, JANUARY 28
10:00 am – 11:00 am

The Mock Interviews/Resume Review offers students the opportunity to receive critique on their resume, along with practice to improve their interviewing skills by being paired with a professional who will engage them in a simulated interview experience. At the conclusion of the interview, students will receive constructive feedback and advice to help them be more prepared and to do well in a real-life interview.

Matched student-professional pairs will be communicated with prior to the conference. Dedicated meeting space will be available on Friday, January 28 from 10:00 am – 11:00 am for the Mock Interviews/Resume Reviews to take place. However, since the goal is to help students connect and gain career advice from professionals, matched student-professional pairs are welcome to meet at a time and location that is most convenient for them.

In order to participate and be matched in the program, advance registration is required. See page C32 of the registration form.

VOLUNTEERS... CALLING ALL COMMISSIONERS, PROFESSIONALS AND STUDENTS!

Commissioners and Professionals: We are recruiting volunteers for Conference Registration. If you are interested and have an hour or two to spare during conference, please send an email to Alan Howard (ahoward@ilprpa.org) with the day(s)/time(s) you are available.

Students: Student volunteers are needed in additional operational roles at conference, including the All-Conference Awards Luncheon, Exhibit Hall Dessert Reception, conference sessions, and more! Students that are registered attendees of the conference, a full-time student in a park and recreation program, and a current IPRA member can receive a refund of their registration fee if they complete four volunteer hours at the conference. For more information, please visit the conference website at ilprpconference.com or contact Dawn Krawiec at dkrawiec@seaspar.org.

WHAT TO WEAR

All-Conference Awards Luncheon:	Business attire
Opening Social:	Casual business attire
Exhibit Hall Grand Opening:	Casual business attire
Closing Social:	Casual attire or come dressed in your favorite decade!



Well Played.

A community that plays
together... stays together.

Visit us at
booth #703



Everyone deserves the opportunity for outdoor play and physical activity. From design to installation, our team of experts can help guide you to creating the perfect play and recreation space for your community.

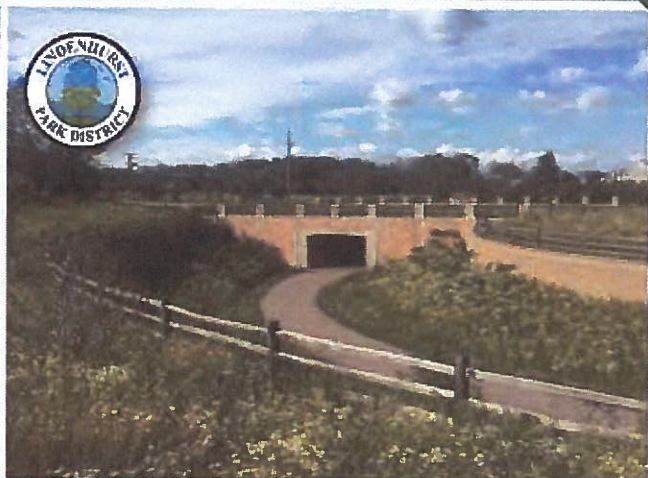
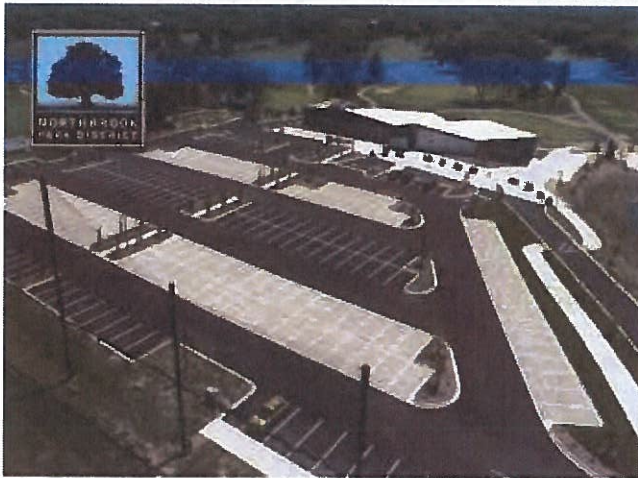
800.438.2780 | cunninghamrec.com



GHA GEWALT HAMILTON ASSOCIATES, INC.

PROUDLY SERVING THE PARKS &
RECREATION INDUSTRY SINCE 1986

Visit us at
booth #208



SITE DESIGN



TRANSPORTATION



MUNICIPAL



CONSTRUCTION



SURVEY



DATA COLLECTION



WATER RESOURCES



SUSTAINABLE DESIGN

CONTACT

Michael Shrake, P.E. - CEO

Direct: 847.821.6216

MShrake@GHA-Engineers.com

Gewalt Hamilton Associates, Inc.

625 Forest Edge Drive

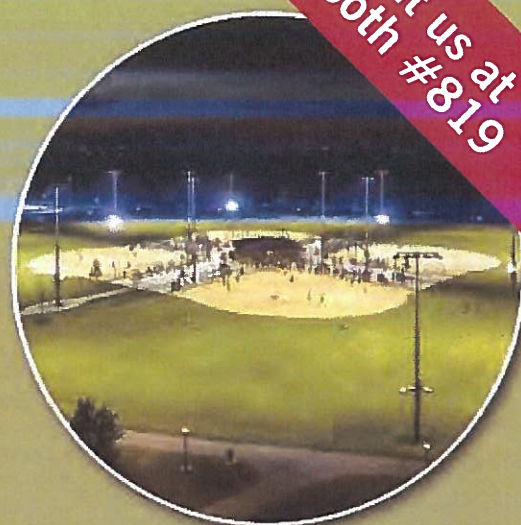
Vernon Hills, IL

847.478.9700

GHA-Engineers.com

ENVIRONMENTS DESIGNED FOR ACTIVE COMMUNITIES

Visit us at
booth #819



- Facility Condition Assessment
- Comprehensive Planning
- Design of New Construction, Additions, & Remodeling
- Interior Design
- Space Planning
- Green & Sustainable Design

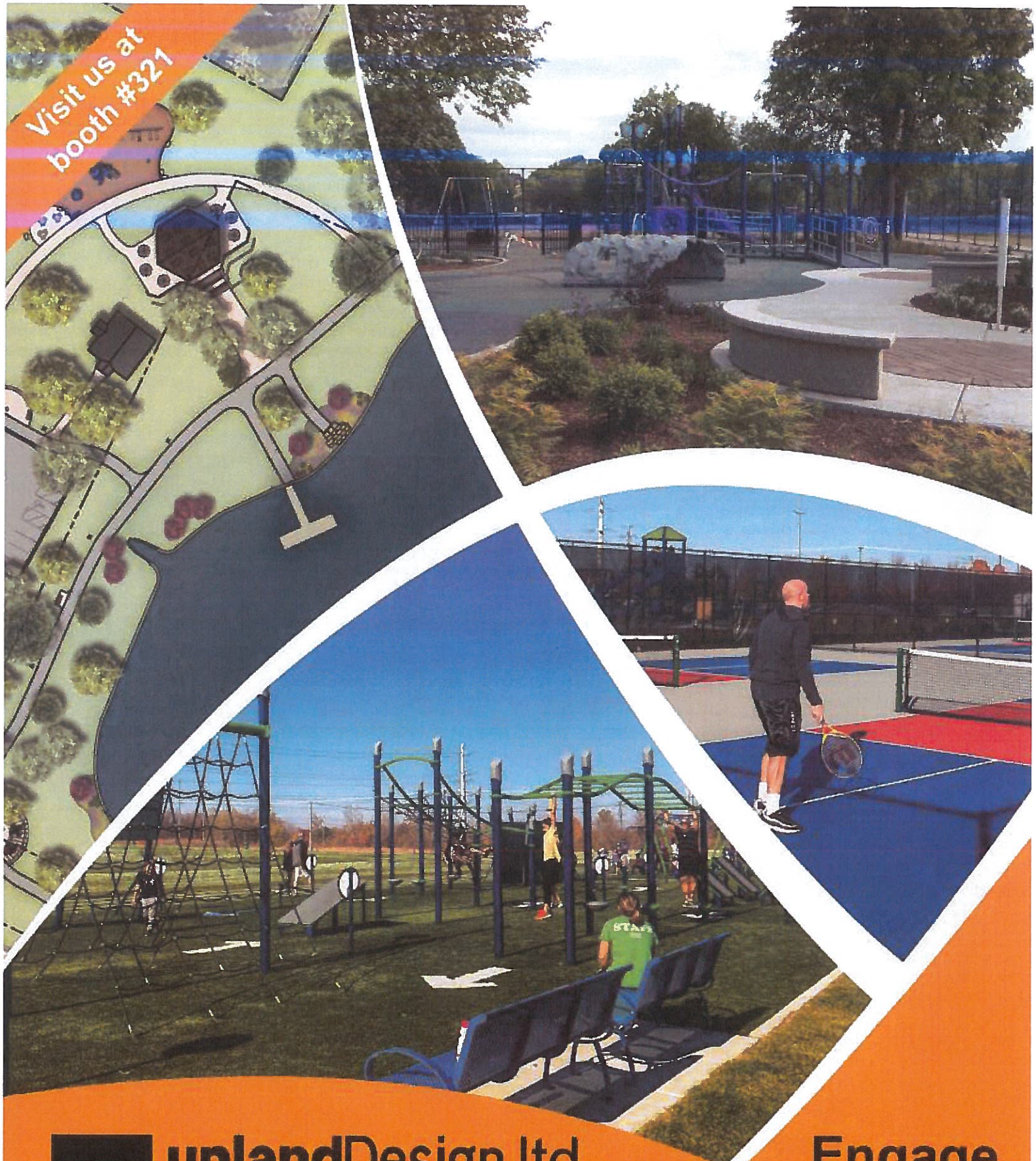


DLA
ARCHITECTS

www.dla-ltd.com

form follows
learning

Visit us at
booth #321



uplandDesign Ltd

Landscape Architecture & Park Planning

Chicago | Plainfield
www.uplandDesign.com

**Engage
Design
Build**



Visit us at
booth #122

IT'S TIME FOR PLAY!

It's always the right time for imagination, development,
movement and fun. For community, connection and
engagement. It's always the right time to play with Burke.

Isn't it time to Join Our Movement?

PLAY
ILLINOIS
playil.com

Proud Representative of
Burke
PLAY THAT MOVES YOU.

Trademark(s) are the property of BCI Burke Company. © BCI Burke
Company 2021. All Rights Reserved. 800-356-9070



CONFERENCE WORKSHOPS 12:30 pm – 2:30 pm

All conference workshops award 0.2 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page C31.

10 4 Secrets to Becoming a S.T.A.R.: How to Attain Success in Your Personal and Professional Life

Speaker(s): Neil Idhe, Speaker, Trainer, Founder, Life IQ

Successful people have certain characteristics in common. These individuals are in our circles. They encourage and inspire us. We are better for having known them. Over fifteen years ago, I made a list of my favorite people and began to examine their influence and what made them so special. I found that each of them was a S.T.A.R., and I uncovered the characteristics that led to their personal and professional success. In this workshop, we will explore what these key attributes are and discuss how to harness them to attain greater success in your own personal and professional life.

Learning Outcomes: Participants will be able to

- identify the importance of self-awareness,
- discover the power of self-regulation,
- determine the sources of self-confidence,
- explore the importance of being teachable,
- identify the characteristics of ambitious individuals, and
- explore the importance of resilience in dealing with life's challenges.



101 Crucial Conversations

Speaker(s): Eileen Soisson, President, The Meeting Institute

This VitalSmarts session will share tools for talking when the stakes are high and when the conversation is crucial and most likely difficult. The three elements that make up a crucial conversation will be explored: how to get unstuck, start with the heart, and master our stories before the conversation begins. Our goal during a crucial conversation is to build shared meaning, and this session will share how to state your path and stay in dialog when you are angry, scared, or hurt. The importance of making it safe and how to do that within the conversation will be discussed. The last step we will discuss is moving the crucial conversation to action to generate the desired results through better communication. Instructional and fun videos will back up the content and generate group discussion.

Learning Outcomes: Participants will be able to

- identify the three elements that make up a crucial conversation and
- recognize the before, during, and after steps required for an effective, crucial conversation.

301 How to Develop an Effective Employee Training Program

Speaker(s): Ruby Newell-Legner, Certified Speaking Professional, 7 Star Service

Total quality performance calls for workers with solid basic skills. In this workshop, Ruby will teach you how to help employees fine-tune their skills—your secret weapon for nurturing loyal staff members. Learn training strategies for introducing new employees to your organization and how to improve their skills as they develop.

Learning Outcomes: Participants will be able to

- summarize strategies for a positive learning environment
- review David Kolb's adult learning styles, and
- identify how to provide the tools your employees need to do their job efficiently and effectively.

401 Leadership Gym – Train the Brain

Speaker(s): Jennifer Robertson, Quality Specialist, YWCA; Nicole Chesak, Recreation and Banquet Manager, Westchester Park District

How would you define success? If you painted a picture of what success and improvement look like to you, what would be included in your drawing? Now try to visualize your superiors' picture. Do the pictures look anything alike? Today's definition of leadership is not defined by the position you hold within an agency but the ability to be surrounded by people who believe what you believe and love what you love. Join us as we walk you through various ways to be inspired and fulfilled each day. Inspired by Brene Brown and Simon Sinek lectures, books, and courses.

Learning Outcomes: Participants will be able to

- learn ways to determine what motivates you at work and
- learn actions you must take to reach a higher level of fulfillment each day.

501 "Why Don't You Behave?!" The Brandwein Key System Solution to Handling Negative Behavior in Young People While Teaching Positive Choices

Speaker(s): Michael Brandwein, Speaker, Educator, Author

When a young person says, "You can't make me!" or "They did it first!" do our staff members know precisely how to reply? Can they stop bullying, put-downs, and teasing by doing more than just saying, "It's not allowed!"? Do they know how to respectfully get young people to listen the first time? This session is for everyone who works directly with or leads staff who work with young people of every age, type, and need in camp, school, and other programs. Teaching how to handle undesirable behavior is the toughest to teach staff. Here is the solution! The #1 national best-selling author of supervision and training books for camp and other youth program staff, internationally acclaimed camp and recreation expert Michael Brandwein, returns with another exciting, skill-packed session demonstrating



THURSDAY, JANUARY 27, 2022

his original and creative techniques to train others and ourselves to handle behavior with greater confidence, calmness, and expertise.

Learning Outcomes: Participants will be able to

- use the included unique training materials for staff, which you will not find anywhere else, to teach (and model/use) Michael's three-step key system to boost credibility (achieve first-time listening), build respect, reduce put-downs and bullying, and replace undesirable choices with better ones.
- Teach and practice more effective techniques to establish positive expectations from the beginning to create communities of outstanding character traits, such as kindness, caring, collaboration, and more.

901

3 Steps to Enhancing your Member's Experience: Your Culture, Your Product, Your Delivery System

Speaker(s): Mark Davis, CEO, CMS International

Have you ever wondered what other facilities are doing to recruit more members and turn them into raving fans? In this session, you will learn what facilities like yours worldwide are doing to make this happen. We will teach you how to build the three core elements to make your facility hum. Learn the three golden questions that will lead you to success. You will be prepared to design your plan to create your own raving fans, turning them into marketing gold.

Learning Outcomes: Participants will be able to

- identify what matters most, come away with a plan to attack your weaknesses and build on your strengths, and learn the best practices from around the world;
- learn the concept of "perceived neglect" and how it affects your members' experience and the marketing funnels you create; and
- walk away with a plan you can put in place today to help you meet your members' expectations.

903

Digital Listening: Capturing the Stories of Your Community

Speaker(s): Ananda Mitra, Professor of Communication, Wake Forest University

Recreation departments must pay attention to the community and "digitally listen" to their stories using various digital tools, including dedicated surveys with open-ended questions on digital social networking opportunities. The process creates a vast amount of data, and the session will 1) demonstrate some fundamentals of how to capture data and 2) how the data become instrumental in creating the stories of the community. This information will have immense marketing and planning value when things return to normal, and the method can be employed to stay connected with the community.

Learning Outcomes: Participants will be able to

- explain the importance of collecting digital open-ended data and
- demonstrate methods of collecting open-ended data.

1001

Hiring a Resilient and Diverse Workforce

Speaker(s): Linda Henderson-Smith, PhD, President, All Things Consulting

Research indicates that diversity in teams creates more effective and efficient teams as well as better outcomes. Additionally, the last two years have indicated that our workforce also needs to be resilient, meaning they need to be able to adapt well to stress, trauma and tragedy. Join this workshop to discuss how to build and sustain a resilient and diverse workforce.

Learning Outcomes: Participants will be able to

- understand the impact implicit bias has on the hiring, interview, and appraisal processes,
- describe what an equitable hiring and performance process is, and
- explain the importance of cultural humility training on building a resilient workforce.



THURSDAY, JANUARY 27, 2022



12:30 pm – 2:30 pm

Career Development Symposium

Location: Crystal Ballroom, West Tower/Green Level

Registration Fee: \$99

Speaker: Sherry Prindle

CEUs: 0.2



About the Speaker

International speaker and trainer, Sherry Prindle has delivered over 4,000 presentations in six countries in three languages. She has a track record of outstanding long-term results with developing desired skillsets and effecting change in individuals and organizations. A Certified Master Coach Trainer, Sherry founded the Professional Coach Academy where she has created Certified Professional Coach, Certified Executive Coach, and Certified Master Coach training programs delivered to individuals and organizations throughout the Midwest and Southwest. She holds a Master of Arts in Business and Linguistics from the *University of Texas at Arlington*, and a Bachelor of Arts in Communications and International Relations from *William Jewell College*.

11:15 am – 12:30 pm

Registration/Check-In

YOU MUST FIRST GO TO CONFERENCE REGISTRATION, LOCATED IN THE EAST TOWER/GOLD LEVEL.

12:30 pm – 2:30 pm*

How to Handle Emotionally Charged Situations in the Workplace

Can your agency afford to ignore uncontrolled conflict and confrontation? Today's workers are faced with greater — and potentially riskier — challenges than ever before. Opposing points of view, coupled with high levels of stress, can lead to anger, conflict and confrontation between people, both at work and home. The heavy cost inflicted on agencies due to low morale, absenteeism, lack of cooperation and poor productivity can be devastating.

Stopping conflict before it starts is critical to success. The first step is helping people understand what triggers their anger. This workshop helps individuals assess their own personal attitudes and better understand the negative impact of self-destructive behaviors.

Participants will learn how to build successful relationships, resulting in increased trust, harmony and teamwork. They'll gain strategies for remaining calm, clear-headed and positive even in the face of the most difficult circumstances or challenges.

Learning Outcomes: Participants will be able to:

- recognize a problem situation before it reaches the crisis stage — and avert it entirely!
- Gain steps to take right now to repair relationships damaged by past conflicts,
- learn innovative practices to help gain control in the crucial first moments of a crisis, and
- transform the negative energy of anger into a positive, productive force.

* Includes a 15-minute refreshment break

2:30 pm

Tour the Exhibit Hall, Riverside Center, East Tower/Purple Level.



THURSDAY, JANUARY 27, 2022

CONFERENCE WORKSHOPS

3:00 pm – 5:00 pm

All conference workshops award 0.2 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page C31.

11

How Your Personality Can Help or Hinder Your Personal Effectiveness

Speaker(s): Neil Idhe, Speaker, Trainer, Founder, Life IQ

Most of us would agree that connecting with others is mainly about speaking their language. The problem is that we often communicate in different languages because of our personalities and how we are hard-wired. In this workshop, we will explore the foundational personality principles based on the Myers-Briggs Type Indicator® and how we can apply that understanding to our everyday interactions with others. The first step is understanding our preferences of communicating and interacting in the world. Once we recognize those, we can look for clues on how others prefer to communicate and interact and adjust our influence accordingly. However, it begins with a solid foundation of self-awareness of who you are and how you come across to others. This interactive, information-packed workshop will get you talking (or mulling—depending on your personality) about your relationships in a way you have never done before.

Learning Outcomes: Participants will be able to

- accept the notion that we tend to see others as broken versions of ourselves,
- recognize that individuals have different personalities and communication styles,
- understand how to recognize differences in others, and
- adapt your personality and communication style to improve your interpersonal effectiveness.

102

Leading Change

Speaker(s): Eileen Soisson, President, The Meeting Institute

We live in a world where “business as usual” is change, especially since the pandemic. New initiatives, projects, retention, competition, staffing issues, and endless paperwork all come together to drive ongoing changes to better the work we do. Whether that change is big or small, we tend to feel uneasy, intimidated, and out of control when we must lead change. We will review the emotional cycle of change and Kotter's change model and discuss the steps needed to implement the change needed or deemed important. Time will be allotted for participants to share the change they are leading or are a part of and how they are seeking solutions, results, and alliances. This session will help participants lead and implement change effectively for the betterment of where they work.

Learning Outcomes: Participants will be able to

- discuss the emotional cycle of change and
- apply Kotter's steps of change to the current change.

302

Learning and Emerging from Chaos

Speaker(s): Jamie Sabbach, President & CEO, 110%

The recent public health, economic, and social crises have created an urgent need for organizations to better understand their realities and vulnerabilities as well as those of their communities. If we are to begin to heal, recondition, and ultimately succeed, it will take a complete and unmitigated commitment to strengthening our communities' social fabric, creating rules and policies that favor the common good, and doing some tough but necessary work that will require courage and strength of character.

Learning Outcomes: Participants will be able to

- review and analyze prepandemic and current realities and
- describe and identify deficiencies in our current park and recreation operation model(s) and the opportunities that exist moving forward.

402

Fit, Fad, or Flop? Increasing the Chance that Your New Program Ideas Will Succeed

Speaker(s): Bobbi Nance, CPRP, President, Recreation Results

When it is time to add new recreation programs to your offerings each season, how confident are you that they will be successful? Instead of launching new programs and waiting to see what sticks, we will explore a set of exercises and techniques you can use to brainstorm, test, and evaluate new program ideas before you even start writing that brochure description. In this workshop, you will have the opportunity to take a more thoughtful approach to expanding your program offerings and understanding some of the drivers and trends influencing today's consumers—all to increase your new programs' potential for success.

Learning Outcomes: Participants will be able to

- evaluate recreation programs before they are offered for fit and their potential for success and
- examine past successes and envision new program and recreational service ideas that build off of them.

502

L.A.S.E.R.B.E.A.M.: Using More Powerful and Positive Communication to Supervise and Lead People to Best Performance

Speaker(s): Michael Brandwein, Speaker, Educator, Author

If you manage, supervise, or lead in parks and recreation, this unique session is your essential toolbox for success. This session was one of the highest-rated ever presented at an NPRA national conference. It teaches the power of being more specific every day in our communication and expectations, building a more motivating, positive, and supportive work environment. Michael has presented in 50 states and six continents and is a former keynote speaker for NRPA and IPRA. Saying things like “You've got to be more organized” or “Be creative” or “Be a team player” does not work; replace this with more specific, positive communication. Go beyond identifying the qualities you want in others and be able to identify specific behaviors that define success. Learn



Michael's DLP technique to move past "Great job!" to be more credible when giving feedback about behavior, including evaluation and coaching.

Learning Outcomes: Participants will be able to

- learn and practice techniques to convert the qualities we look for in others to the specific behaviors that demonstrate them—knowing precisely what we want staff and employees to do and say, which makes our communication clear, positive, and motivating, while ensuring greater success by providing specific paths for high performance; and
- make the daily ways we talk to people about their behavior more positive, informational, credible, and especially more useful.

602

Olmsted Parks in Chicago (Offsite Tour)

Speaker(s): Julia Bachrach, Historian and Preservation Planner, Julia Bachrach Consulting

This bus tour provides an overview of Olmsted's Chicago Park legacy to coincide with Olmsted 200 (<https://olmsted200.org/>), a national initiative to honor the 200th anniversary of the birth of Frederick Law Olmsted (1822–1903). America's preeminent landscape architect and creator of parks, Olmsted produced such seminal 19th-century parks as New York's Central Park, Jackson and Washington Parks, and Midway Plaisance in Chicago. Providing democratic and beautiful public spaces, Olmsted's greenspaces have influenced generations of park designers and administrators. His sons, the Olmsted Brothers, continued the family tradition. They designed thousands of 20th-century parks in towns and cities across the country, including revolutionary Chicago parks that provided social services and breathing spaces to the densely populated immigrant neighborhoods that surrounded them. Park historian Julia Bachrach will bring Olmsted's legacy in Chicago to life during this tour.

Learning Outcomes: Participants will be able to

- gain a deeper understanding of Frederick Law Olmsted's philosophies and how they were incorporated into his Chicago park designs and
- learn about the history of Olmsted's work in Chicago and how his ideas about nature and social reform continue to influence the development and programming of parks today.

902

It Is All About the B-R-A-N-D

Speaker(s): Kristina Nemetz, Communications Manager, Village of Montgomery; Jessie Scheunemann, Marketing Director, Campfire Concepts

This two-hour workshop is packed with information and hands-on application to take your agency's brand to the next level in 2022. Learn the process of brand auditing to enhance your services and strengthen community engagement through branding. We will explore case studies and share examples so that participants can use this time to begin their branding inventory. Take the time to invest in your agency's image without disrupting the budget and staff time.

Learning Outcomes: Participants will be able to

- learn the process of brand auditing and how it can allow you to view the brand and image from the stakeholders' viewpoint,
- establish an inventory of your branding elements and assess their strengths and weaknesses,
- explore opportunities to refresh your agency brand without losing your identity,
- discuss how to effectively create visual brand changes without disrupting your budget and staff, and
- leave with a concrete plan on how to leverage one or more brand elements at your agency this week.

1002

The Impact of Millennials in the Workplace: The Trends That All Leaders Should Understand

Speaker(s): Sean Bailey, PhD, President & CEO, BCG Learning Solutions

The generation known as Millennials is the largest in the US workforce, and by 2025, it will make up 65% of the global workforce. With Generation Z joining that workforce right now, we are looking at over half of the planet's workers being under 40, with the average age of first-time managers being 30. How do these trends affect the parks and recreation industry? Are we culturally prepared to meet the workplace demands of this group? With an average of a decade of experience already, Millennials are ready for more senior roles and have many traits enabling them to jump ahead of older

Generation X employees into those senior roles. This interactive workshop will empower leadership to think more strategically regarding preparing the parks and recreation industry and profession for a shift in mindset, talent, and culture.

Learning Outcomes: Participants will be able to

- understand the data, trends, and expectations Millennials seek in a management style and corporate culture, which are significantly different from anything that has gone before;
- evaluate why organizations are struggling to identify, attract, or retain top talent in Millennials;
- debunk the misconceptions and some of the features of the Millennial workforce; and
- analyze the premise of salaries and titles and the role these variables play in attracting Millennials in relation to company culture.

1004

Is Your Leadership Style Denouncing or Promoting Bullying?

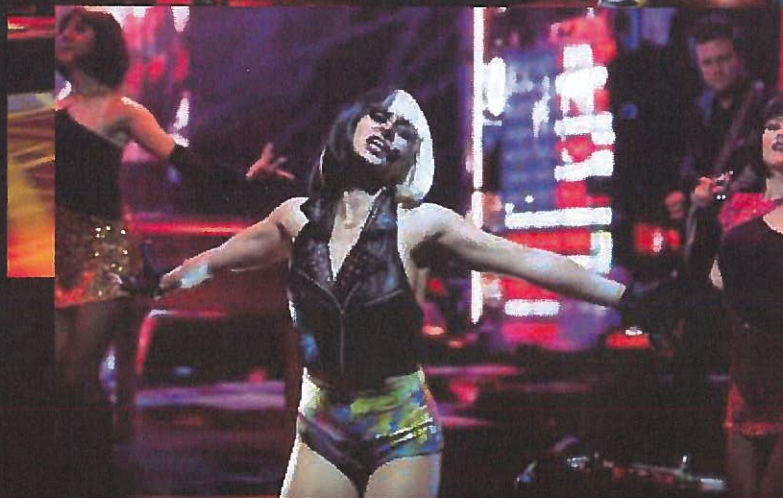
Speaker(s): Stephanie Pearson-David, Executive Director, It Could Be Your Kid

Leaders typically have a unique set of skills and personality traits that make them successful. This presentation identifies those traits and explains how the same traits that make leaders successful also lead to failure and breakdown within an organization. This workshop will introduce G.R.A.C.E. as a strategy for cultivating healthy, productive work environments that leave everyone feeling authentically valued and seen.

Learning Outcomes: Participants will be able to

- identify their strengths and weaknesses as a leader,
- recognize and synthesize the value of "intent vs. impact vs. outcome," and
- understand empathy and evaluate the personal bandwidth for it.

WELCOME SOCIAL



RADIO GAGA

Thursday, January 27

9:00 pm – 11:30 pm

Hyatt Regency Chicago,

Grand Ballroom,

East Tower/Gold Level

In a parallel universe where rockstars are immortal, Freddie Mercury and Lady Gaga meet and serve as muses for each other. The friendship blossomed as they pushed the limits of artistry and showmanship, breaking down every barrier that inhibits our imaginations from running wild.

Taking the stage, Radio Gaga delivers a tour de force featuring two of the world's largest musical icons. For the first time ever, you will hear a full catalog of the hits of Queen and Lady Gaga in this Vegas style production show, complete with eye-popping costuming, dazzling choreography and unmatched showmanship. Prepare to be wowed as the vision and spirit of these performers emanates from the stage, delivering a unique show that will blow you away!

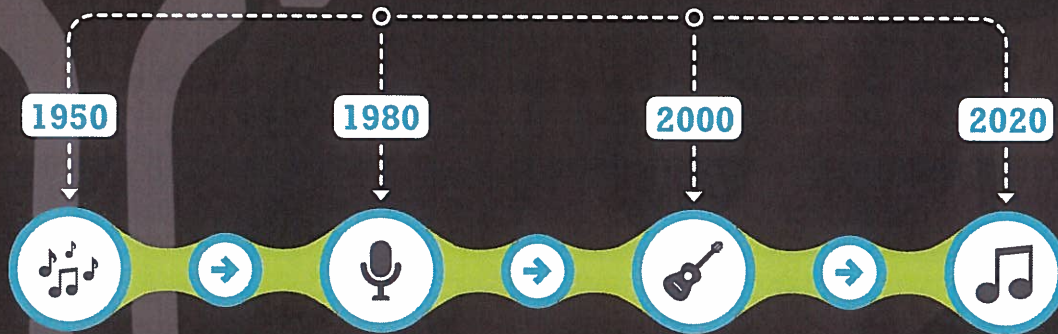
This is not a ticketed event... everyone is welcome!

CLOSING SOCIAL

Saturday, January 29
7:00 pm – 10:00 pm
Hyatt Regency Lobby Atrium

Journey back in time as we close the conference with a culinary and musical celebration that captures the iconic tastes and sounds of the past decades. This fun trip down memory lane will delight your senses with an inspired menu of popular foods from the 50's through today, as well as toe-tapping, get-up-and-dance music from Midwest favorite Maggie Speaks!

Attendees are encouraged to come dressed in your favorite decade!



Through the Decades:

A Culinary and Musical Celebration



About Maggie Speaks

Considered one of the hottest bands in the Midwest, Maggie Speaks has shared the stage with a veritable who's-who list of celebrity talent, including Earth Wind and Fire, The Doobie Brothers, .38 Special, rapper Tone Loc, Loverboy's Mike Reno, and Starship's Mickey Thomas, among many others.

Covering music from the '60s through today, Maggie Speaks knows no musical limits. Rock, Pop, Top 40, Dance, Funk, Country, Hip Hop, Jazz, Motown, R&B, and more, Maggie Speaks' musical diversity is second to none.

From Sydney to Venice to their hometown of Chicago, Maggie Speaks has a reputation that is hot, hot, hot and is ready to get this party started!

THIS IS A TICKETED EVENT!

Ticket includes:

- Dinner buffet with unlimited beer, wine and soft drinks
- Live entertainment provided by Maggie Speaks
- A great night of entertainment and fun!

TICKET INFORMATION:

- Delegates who register for the Full Package or the Saturday Only Package will receive one ticket for admission.
- Additional tickets may be purchased for \$125 per ticket through the pre-registration process or on-site from Conference Registration.
- Tickets **will not be sold** on-site at the Closing Social.

THURSDAY, JANUARY 27

SESSION SCHEDULE AT-A-GLANCE

BOARDMANSHIP

DIVERSITY

FACILITIES

FINANCE/ INFORMATION TECHNOLOGY

GOVERNANCE/LEGAL

HR/RISK MANAGEMENT

9:30 am - 10:30 am

1006 – Using Healing Cafes to Begin to Heal Our Communities

609 – Tennis Courts and Athletic Tracks: Common Problems and Solutions

310 – Financing for Illinois Park Districts - Bonds 101

116 – Bidding, Construction and Contract Administration

314 – It's a Brave New e-World: From Online Meetings to e-Sports

112 – The Nuts and Bolts of Employee Leave Rights Under FMLA, ADA, and Illinois Law

11:00 am - 12:00 pm

1013 – Where Are You in the DEI Process?

603 – COVID Made Me Do It: Reimagining Traditional Uses of Facilities

605 – Do You Know What You Have? Understanding and Assessing Your System Assets

312 – Implementing GASB Statement No. 87, Leases

115 – Social Media, Public Speech and the First Amendment

107 – Updates from the Department of Human Rights

308 – Tis The Season... Demonstrating a Conscious Regard for Safety Throughout The Year

PRELIMINARY SCHEDULE AS OF OCTOBER 2021 – SUBJECT TO CHANGE.

THURSDAY, JANUARY 27

WORKSHOP* SCHEDULE AT-A-GLANCE

12:30 pm - 2:30 pm

10 – 4 Secrets to Becoming a S.T.A.R.: How to Attain Success in Your Personal and Professional Life

101 – Crucial Conversations

301 – How to Develop an Effective Employee Training Program

401 – Leadership Gym – Train the Brain

501 – "Why Don't You Behave?!" The Brandwein Key System Solution to Handling Negative Behavior in Young People While Teaching Positive Choices

3:00 pm - 5:00 pm

11 – How Your Personality Can Hinder or Help Your Personal Effectiveness

102 – Leading Change

302 – Learning and Emerging from Chaos

402 – Fit, Fad, or Flop?

502 – L.A.S.E.R.B.E.A.M.: Using More Powerful & Positive Communication to Supervise & Lead People to Best Performance

PRELIMINARY SCHEDULE AS OF OCTOBER 2021 – SUBJECT TO CHANGE.

* FEE-BASED WORKSHOPS. PRE-REGISTRATION IS REQUIRED.

SESSION SCHEDULE AT-A-GLANCE

THURSDAY, JANUARY 27

LEADERSHIP/ MANAGEMENT	MARKETING/ COMMUNICATIONS	PARKS/NATURAL RESOURCES	RECREATION	THERAPEUTIC RECREATION
15 – Cultivating Collaboration: Pekin Park District's Experience Adopting a Health and Wellness Policy	905 – Surviving or Thriving; Sponsorships Amid a Pandemic 914 – Applying Strategy to Your Digital Presence	205 – Using Native Plants in Parks for Beauty, Cost Savings and Stormwater Management 211 – Storytelling Through Play	404 – Program Evaluation: Obtaining the Information You Really Want to Know, Part I 408 – Natural Benefits: What Nature Centers Can Do to Boost Your Programming!	506 – Introduction to Adaptive Scuba Diving
16 – How to Raise the Bar Without Burning Out 510 – Turning Failure On Its Head: How to Stop What's Stopping You From Moving Forward	906 – DIY Branding 917 – Solve Those Problems and Elevate Your Customer Experience	208 – Midwest Grows Green Technical Assistance Program: Improving Soil Health with Organics 214 – How to Manage Your Parking Lots and Other Pavements	405 – Program Evaluation: Obtaining the Information You Really Want to Know, Part II 409 – Freshen Up Annual Special Events	

THURSDAY, JANUARY 27

WORKSHOP* SCHEDULE AT-A-GLANCE

12:30 pm - 2:30 pm	901 – 3 Steps to Enhancing your Member's Experience – Your Culture, Your Product, Your Delivery System	903 – Digital Listening: Capturing the Stories of Your Community	1001 – Hiring a Resilient and Diverse Workforce	Career Development Symposium: How to Handle Emotionally Charged Situations
3:00 pm - 5:00 pm	602 – Olmsted Parks in Chicago (Offsite Tour)	902 – It Is All About the B-R-A-N-D	1002 – The Impact of Millennials in the Workplace: Trends Leaders Should Understand	1004 – Is Your Leadership Style Denouncing or Promoting Bullying?

FRIDAY, JANUARY 28

SESSION SCHEDULE AT-A-GLANCE

BOARDMANSHIP

DIVERSITY

FACILITIES

FINANCE/ INFORMATION TECHNOLOGY

GOVERNANCE/ LEGAL

HR/RISK MANAGEMENT

8:30 am - 9:30 am

105 – Board Member to Board Leader

1011 – Small Park District, Big Successes!

606 – Essentials of Project Management

307 – Current Trends in the Municipal Bond Market: How Illinois Park Districts are Funding Capital Needs

110 – Legal/Legislative, Part I

127 – Budget Rehab: How Do You Recover from Coronavirus?

129 – Is Your Staff Hiring a Walk in the Park or an Obstacle Course

316 – Motivating Your Staff: How to Build a Recognition Program that

10:00 am - 11:00 am

123 – The Culture Code: Creating a Healthy Relationship Between Executive Directors and Elected Officials

1012 – Equity in Parks: The Benefits of Diversity in the Workplace

131 – Successfully Incorporating Inclusive Restrooms and Locker Rooms Into Your Facility Design

610 – The Benefits of Green Roofs in Sustainable Developments

111 – Legal/Legislative, Part II

119 – Sexual Harassment: Tips for Prevention and Handling

315 – Managing Performance-Based Pay Amidst a Pandemic

1:00 pm - 2:00 pm

1007 – Democratizing Parks through Arts and Culture

613 – Park District Contracting for Use of Facilities

304 – Cooperative Purchasing 101

3:45 pm - 4:45 pm

113 – Boardmanship, Part I

1005 – Finding Your Community and Helping Others Find Theirs

604 – Developing Your Aquatic EAP: Essential Aquatic Philosophies

313 – Investing 101: Best Practices for Park Districts

117 – From Crowd Control to Errant Elected Officials – Best Practices for Public Meetings

122 – Lumber is Expensive: Successful Park District Referendum Strategy

135 – Understanding Your IMRF Benefits

303 – Conducting Employment Investigations

PRELIMINARY SCHEDULE AS OF OCTOBER 2021 – SUBJECT TO CHANGE.

SESSION SCHEDULE AT-A-GLANCE

FRIDAY, JANUARY 28

LEADERSHIP/ MANAGEMENT	MARKETING/ COMMUNICATIONS	PARKS/NATURAL RESOURCES	RECREATION	THERAPEUTIC RECREATION
<p>12 – Golden Shovels, Red Ribbons, and Debt</p> <p>912 – People, Praise, Positivity</p>	<p>103 – Common Sense (But Not Common) Customer Service Skills</p>	<p>206 – Ready to Act on Climate Change?</p> <p>212 – Time to Change? Developing a Destination Splash Park Versus Renovating Your Municipal Pool</p>	<p>407 – Marketing Best Practices for Non Marketers: Bridging the Gap Between Marketing & Recreation (The Sequel)</p> <p>417 – “Value-ocity” – Minimizing Costs, Maximizing Efficiency</p>	<p>507 – Missing the Mark: The Recreational Needs of Veterans and How to Serve Those Who Served</p>
<p>13 – Breaking Away from the Herd</p> <p>108 – Girl Power IV: Growing Your Confidence</p> <p>309 – Employee Engagement Comes Before Customer Engagement</p>	<p>907 – Marketing with a Tiny Team and Budget</p> <p>911 – Marketing & Communications Roundtable</p>	<p>207 – Repurposed and Unexpected Parks and Rec – When Space is Limited, Where Can Communities Play?</p> <p>210 – Mosquitoes, Ticks and Things that Itch: Protecting Public Health and Comfort in Natural Areas</p>	<p>416 – Senior Smorgasbord and Active Adult Tidbits</p> <p>418 – Deal Me In....Impactful Training Activities With Only a Deck of Cards</p>	<p>509 – The Trauma Informed Professional</p>
<p>17 – Congrats – You're a Full Time Supervisor!</p> <p>318 – Planning and Preparing for Grant Submissions</p>	<p>916 – Effective Social Media</p>	<p>209 – Using Technology to Plan, Document, and Report the Outcomes of Environmental Conservation Projects</p>	<p>415 – Vetting and Training Youth Coaches: The Bar Has Been Raised</p> <p>422 – Everybody Plays: A Best Practice Guide to Multigenerational Design</p>	<p>503 – Developing Your Professional Self</p>
<p>20 – Creating a Community Experience to Highlight Your Agency</p> <p>106 – State Accreditation: A Blueprint to Excellence</p>	<p>910 – Mic Check: The Podcast Experience and the Ever-Changing Landscape of Virtual Marketing</p>	<p>204 – Pavement Design, Pavement Assessment, and Maintenance Planning</p>	<p>137 – Read Beyond the Beaten Path: Parks and Libraries Collaborating on Summer Reading</p> <p>419 – Exciting and Impactful Activities to Maximize Any Staff Training</p> <p>420 – How to Make Live Music the Pulse of Your Park District</p>	<p>504 – Selling Self-Regulation and Mental Health: Social/Emotional Learning Through Music and Movement</p>

SATURDAY, JANUARY 29

SESSION SCHEDULE AT-A-GLANCE

	BOARDMANSHIP	DIVERSITY	FACILITIES	FINANCE/ INFORMATION TECHNOLOGY	GOVERNANCE/LEGAL	HR/RISK MANAGEMENT
10:30 am - 11:30 am	104 – Social Media and Electronic Communications for the Candidate and Elected Official 126 – Better Board Meetings With Robert's Rules	1008 – What's In A Name?	612 – Why? How? When? The Necessary Components to a Successful Referendum		120 – Complying With the Illinois Open Meetings Act 132 – How is That Possible? 30 Years Later and We Still Make ADA Mistakes!	305 – Coronavirus, Workers Comp, and Occupational Safety
12:30 pm - 1:30 pm	114 – Boardmanship, Part II	1009 – Making It a Smooth Transition: Public Accessibility for Transgender Populations, Part I	607 – Planning for Tomorrow and Making it Happen	306 – Current Topics in Public Finance and Bond Issuances	121 – The Current Status of Recreational Property Liability in Illinois 130 – 2022 Government Tort Immunity Update	136 – Changes to Rules and Policies: It's An ADA Thing
2:00 pm - 3:00 pm	109 – Ask the Commissioner 118 – Are You Allowed to Do That? What Local Government Leadership Must Know About Ethics Requirements	1010 – Making It a Smooth Transition: Public Accessibility for Transgender Populations, Part II		133 – Bond Issuance Regulatory Checklist – What You Need to Know When You Issue Bonds	124 – The New Not in My Park: Regulating Controversial Park Activities 125 – Park District Finance 101 for the Elected Official	317 – Navigating a Harassment/Discrimination Free Workplace
3:30 pm - 4:30 pm			608 – Retail Buildings Reimagined for Community Health, Wellness and Recreation		311 – Illinois' Freedom of Information Act	

PRELIMINARY SCHEDULE AS OF OCTOBER 2021 – SUBJECT TO CHANGE.

SESSION SCHEDULE AT-A-GLANCE

SATURDAY, JANUARY 29

LEADERSHIP/ MANAGEMENT	MARKETING/ COMMUNICATIONS	PARKS/NATURAL RESOURCES	RECREATION	THERAPEUTIC RECREATION
<p>14 – Cultivating Agency Success Through Strategic Collaboration</p> <p>511 – Be a Goal Getter</p>	<p>414 – GTWO - Huh?</p>	<p>203 – Celebrating and Taking Care of Our Nature Preserves ... Not Just an Ordinary Park!</p>	<p>403 – Partnering With Your Local Schools to Bring Inclusive Nature Programs</p>	
<p>22 – Leadership is an Action, Not a Position</p>	<p>915 – Mobile Media: Vertical Video & Its Role In Your Messaging</p>	<p>215 – Innovation is Invitation: What's Next in Inclusive Play</p>	<p>406 – Teaming With Your Local Historical Organizations</p> <p>413 – Safe2Help IL: Addressing 21st Century Threats Facing Illinois Students</p>	<p>505 – Framework for Victory</p>
<p>19 – Accountability: The Cornerstone of Success</p> <p>908 – The Power of Personal Branding</p>		<p>213 – The Benefits of Risky Play in Outdoor Playgrounds and How to Design Them</p>	<p>410 – Esports and How Communities Can Get Involved</p> <p>421 – The Power of a Senior Center Members' Council: From Marketing to Membership!</p>	<p>508 – Supporting Persons With an Intellectual/ Developmental Disability Who Have Been Diagnosed With Borderline Personality Disorder</p>
<p>21 – Executive Directors' Roundtables</p>	<p>913 – Digital Marketing that Rocks</p>	<p>216 – Planning a Park Renovation: How to Reduce Crime Through Environmental Design and Planning</p>	<p>411 – Why Early Childhood Literacy is Necessary for Our Preschoolers Upon Entering Kindergarten to be Prepared and Confident in Order to Succeed Later in Life</p> <p>412 – Preserving Human Interaction in a Digital Society</p>	

KEYNOTE GENERAL SESSION

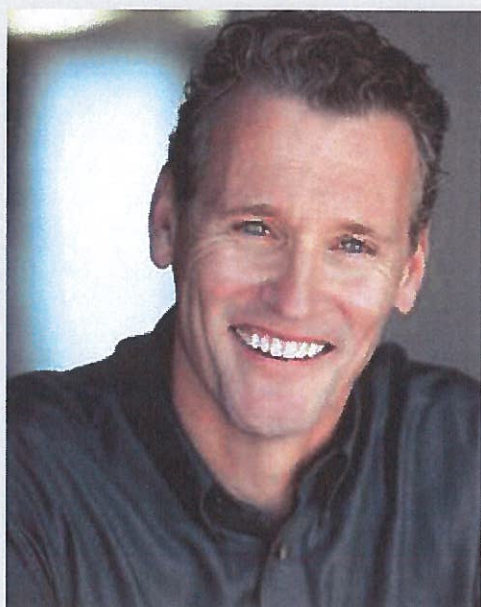
Keynote General Session with Scott Christopher

Saturday, January 29, 2022

9:00 am – 10:00 am

Grand Ballroom C-F, East Tower/Gold Level

CEUs: 0.1



About the Speaker

Scott Christopher holds a Master's Degree in Human Resources Management from the University of Connecticut. As an undergrad he earned the United States' highest collegiate acting honors, The Irene Ryan Award at the Kennedy Center in Washington D.C. as the nation's top actor. In a parallel professional life he has appeared in movies and television series (NCIS, Modern Family, Criminal Minds, Granite Flats and many others).

The Levity Effect: It Pays to Lighten Up

The evidence is abundant: it pays to lighten up. From greater employee engagement to higher financial returns, leaders who embrace levity enrich the lives of their direct reports while reaping personal rewards as well. In this humor-filled session, bestselling author Scott Christopher (*The Levity Effect: Why It Pays to Lighten Up; People People; The 7 Ups of Happiness*) reveals how tapping your "lighter side" brings tangible, positive results. Attendees learn what constitutes levity at work--Latitude, Attitude and Gratitude™, how to effectively recognize employee accomplishments, and what successful organizations are doing to cultivate a more 'people first' culture. Amid audience interaction and lots of laughter, attendees experience firsthand *the levity effect* in action.

Learning Outcomes: Participants will be able to

- understand the science behind why it pays to lighten up in the workplace.
- recognize the remarkable power of humor and fun in the workplace.

KEYNOTE GENERAL SESSION



2022 Conference Registration Form

REGISTRATION DEADLINE IS JANUARY 17, 2022

Register online at ilparksconference.com

Faxed or mailed registration forms will be accepted until January 17, 2022.

☐ I am completing this form on behalf of the attendee and would like a copy of the receipt; email to: _____

SECTION I. ATTENDEE INFORMATION

NAME _____ TITLE _____

NICKNAME FOR BADGE _____ AGENCY _____

MAILING ADDRESS, CITY, STATE, ZIP _____

PHONE _____ ATTENDEE EMAIL ADDRESS (ONE EMAIL PER REGISTRATION FOR MOBILE APP ACCESS) _____

CERTIFICATIONS: ☐ AFO ☐ CPO ☐ CPRE ☐ CPRP ☐ CPSI ☐ CTRS

MEMBER: ☐ IAPD ☐ IPRA ☐ NON-MEMBER

MEMBER RATES: All registrations are checked for membership status. Refer to the Policy on Members and Non-Members on page C9.

Is this your first time attending the IAPD/IPRA Soaring New Heights Conference? ☐ Yes ☐ No
If "No," how many years have you attended? ☐ 2-5 ☐ 6-9 ☐ 10-15 ☐ 16+

IAPD/IPRA makes available the email addresses of conference attendees to conference exhibitors who provide products and services to the park and recreation field. ☐ Please check here if you prefer your email address to NOT be provided.

ADA COMPLIANCE / SPECIAL MEAL ACCOMMODATION: If you have any special accessibility/meal requirement, please provide a brief description below. For requests pertaining to your hotel/lodging needs, please contact the Hyatt or Swiossotel directly when booking your room. _____

Emergency Contact (REQUIRED): Name: _____ Relationship: _____ Phone: _____

SECTION II. PRE-CONFERENCE WORKSHIPS - THURSDAY, JANUARY 27, 2022 (Enrollment is limited - REGISTER EARLY!)			
ID#	TITLE	FEE	CEUs
12:30 pm – 2:30 pm			
10	4 Secrets to Becoming a S.T.A.R.: How to Attain Success in Your Personal and Professional Life	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
101	Crucial Conversations	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
301	How to Develop an Effective Employee Training Program	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
401	Leadership Gym – Train the Brain	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
501	"Why Don't You Behave?!" The Brandwein Key System Solution to Handling Negative Behavior in Young People While Teaching Positive Choices	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
901	3 Steps to Enhancing your Member's Experience - Your Culture, Your Product, Your Delivery System	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
903	Digital Listening: Capturing the Stories of Your Community	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1001	Hiring a Resilient and Diverse Workforce	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
CDS	How to Handle Emotionally Charged Situations in the Workplace	<input type="checkbox"/> \$99	<input type="checkbox"/> \$6
3:00 pm – 5:00 pm			
11	How Your Personality Can Hinder or Help Your Personal Effectiveness	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
102	Leading Change	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
302	Learning and Emerging from Chaos	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
402	Fit, Fad, or Flop? Increasing the Chance that Your New Program Ideas Will Succeed	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
502	L.A.S.E.R.B.E.A.M.: Using More Powerful and Positive Communication to Supervise and Lead People to Best Performance	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
602	Olmsted Parks in Chicago (Offsite Tour)	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
902	It Is All About the B-R-A-N-D	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1002	The Impact of Millennials in the Workplace: Trends Leaders Should Understand	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1004	Is Your Leadership Style Denouncing or Promoting Bullying	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
SECTION II SUBTOTAL		\$	

OVER

SECTION III. CONFERENCE REGISTRATION

PACKAGE	EARLY (BY 12/13/21)		REGULAR (12/14/21 – 01/17/22)		ON-SITE	
	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER
Full	<input type="checkbox"/> \$335	<input type="checkbox"/> \$640	<input type="checkbox"/> \$400	<input type="checkbox"/> \$770	<input type="checkbox"/> \$440	<input type="checkbox"/> \$850
No Frills	<input type="checkbox"/> \$280	<input type="checkbox"/> \$530	<input type="checkbox"/> \$335	<input type="checkbox"/> \$640	<input type="checkbox"/> \$390	<input type="checkbox"/> \$750
Thursday Only	<input type="checkbox"/> \$120	<input type="checkbox"/> \$230	<input type="checkbox"/> \$135	<input type="checkbox"/> \$260	<input type="checkbox"/> \$150	<input type="checkbox"/> \$285
Friday Only	<input type="checkbox"/> \$240	<input type="checkbox"/> \$455	<input type="checkbox"/> \$270	<input type="checkbox"/> \$515	<input type="checkbox"/> \$295	<input type="checkbox"/> \$565
Saturday Only	<input type="checkbox"/> \$260	<input type="checkbox"/> \$495	<input type="checkbox"/> \$290	<input type="checkbox"/> \$555	<input type="checkbox"/> \$315	<input type="checkbox"/> \$605
Student	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220
Retiree	<input type="checkbox"/> \$145	<input type="checkbox"/> \$360	<input type="checkbox"/> \$155	<input type="checkbox"/> \$385	<input type="checkbox"/> \$185	<input type="checkbox"/> \$460
Guest/Spouse	<input type="checkbox"/> \$145	<input type="checkbox"/> \$145	<input type="checkbox"/> \$155	<input type="checkbox"/> \$155	<input type="checkbox"/> \$185	<input type="checkbox"/> \$185

A LA CARTE TICKET OPTIONS	QTY.
• Friday, Awards Luncheon Ticket (includes one (1) dessert ticket)	<input type="checkbox"/> \$70 x _____ \$ _____
• Friday, Dessert Ticket (dessert served in the Exhibit Hall immediately following the luncheon)	<input type="checkbox"/> \$15 x _____ \$ _____
• Friday, Awards Luncheon Preferred Agency Seating (non-refundable fee)	<input type="checkbox"/> \$50 x _____ \$ _____
- Specify preferred agency table OR preferred legislative table (if you will be inviting a legislator to join your agency).	<input type="checkbox"/> Agency <input type="checkbox"/> Legislative
- Please indicate the number of seats needed per table(s); min. of 6, max. of 12 (see page C5)	Seats Per Table(s): _____
• Saturday, Closing Social Ticket	\$125 x _____ \$ _____
• CLE Credit Packages (3=\$45; 4=\$60; 7=\$105; 8=\$120) ARDC # _____	<input type="checkbox"/> \$45 <input type="checkbox"/> \$60 <input type="checkbox"/> \$105 <input type="checkbox"/> \$120

SECTION III SUBTOTAL	\$
-----------------------------	-----------

SECTION IV. SPECIAL EVENT REGISTRATION (Space is limited - REGISTER EARLY!)

Professional Connection: Thursday, January 27, 6:00 pm – 7:00 pm (see page C11 for details.)

PCS	Professional Connection – Student	<input type="checkbox"/> N/C
PCP	Professional Connection – Professional	<input type="checkbox"/> N/C
Mock Interviews/Resume Review: Friday, January 28, 10:00 am – 11:00 am (see page C11 for details.)		
MIS	Mock Interviews/Resume Review – Student	<input type="checkbox"/> N/C
MIP	Mock Interviews/Resume Review – Professional	<input type="checkbox"/> N/C

Instructions: Enter the subtotal from each section.
Add Section II – IV line totals together
to get the total amount now due.

SECTION II: CONFERENCE WORKSHOPS	\$
SECTION III: CONFERENCE REGISTRATION	\$
SECTION IV: SPECIAL EVENTS	\$ N/C
TOTAL AMOUNT DUE	\$

SECTION V. PAYMENT

METHOD OF PAYMENT

* Should you make an error in calculating, your card will be charged for the correct amount.

☐ Check # _____ (Please make checks payable to IAPD.) ☐ Visa ☐ MasterCard **TOTAL \$** _____

Cardholder's Name _____

Credit Card Number _____ Expiration Date _____

Cardholder's Billing Address _____ Zip Code _____

3-Digit CVC # _____ Signature _____

FAXED OR MAILED REGISTRATION FORMS WILL BE ACCEPTED UNTIL JANUARY 17, 2022 AT:
2022 IAPD/IPRA CONFERENCE

1460 Renaissance Drive, Suite 209, Park Ridge, IL 60068
OR FAX: (847) 957-4255

FOR QUESTIONS OR TO MODIFY AN EXISTING REGISTRATION, EMAIL ILPARKS2022@CTEUSA.COM OR CALL (847) 957-4255

IMPORTANT REGISTRATION INFORMATION

REGISTRATION FOR CONFERENCE AND ANY FEE-BASED CONFERENCE WORKSHOPS MUST BE DONE AT THE SAME TIME.

	Full Package	No Frills	Thursdy Only	Friday Only	Saturday Only	Student/ Retiree	Spouse/ Guest
All-Conference Awards Luncheon (Friday)	✓						
Closing Social (Saturday)	✓				✓		
60-Minute Sessions * (Thursday-Saturday)	✓	✓	✓**	✓***	✓****	✓	✓
Exhibit Hall Admission (Thursday & Friday)	✓	✓	✓**	✓***		✓	✓
Keynote General Session (Saturday)	✓	✓			✓	✓	✓
Welcome Social (Thursday)	✓	✓	✓	✓	✓	✓	✓

* 2-hour workshops not included and are available for an additional fee.

** 60-minute sessions and access to Exhibit Hall on Thursday only.

*** 60-minute sessions and access to Exhibit Hall on Friday only.

**** 60-minute sessions on Saturday only.

CEU FEES – There are no additional CEU fees for the 60-minute conference sessions on Thursday - Saturday. CEU fees for the 2-hour conference workshops will be charged a \$6 fee.

FULL – Includes All-Conference Awards Luncheon ticket, Thursday - Saturday 60-minute sessions, Closing Social ticket, admission to the Exhibit Hall, Keynote General Session, and Welcome Social.

NO FRILLS – Includes Thursday - Saturday 60-minute sessions, Keynote General Session, admission to the Exhibit Hall, and Welcome Social.

THURSDAY ONLY – Includes Thursday 60-minute sessions, admission to the Exhibit Hall, and Welcome Social.

FRIDAY ONLY – Includes Friday 60-minute sessions, admission to the Exhibit Hall, and Welcome Social.

SATURDAY ONLY – Includes Saturday 60-minute sessions, Closing Social ticket, Keynote General Session, and Welcome Social.

STUDENTS/RETIREES – Includes Thursday - Saturday 60-minute sessions; Admission to the Exhibit Hall; Keynote General Session; Welcome Social.

GUEST/SPOUSE/FAMILY/FRIEND (Must not be affiliated with or employed by any park and recreation agency.) Includes Thursday - Saturday 60-minute sessions, admission to the Exhibit Hall, Keynote General Session, and Welcome Social.

CANCELLATION POLICY:

Cancellations must be submitted in writing and received by December 27, 2021, in order to receive a refund less a processing fee of \$25. Refund requests received after this date will be reviewed on a case-by-case basis. No refunds will be given for no shows.

ADDITIONAL REGISTRATION POLICIES:

- IAPD/IPRA will not invoice agencies or individuals for conference registrations.
- Please complete a separate registration form for each individual registering.
- Participants wishing to change workshops must pay the difference for a higher workshop or forfeit the difference for a lesser workshop.

- Pre-registration ends January 17, 2022. In order to receive the discounted pre-registration fee(s), registration forms must be postmarked or faxed by January 17, 2022. On-site registration begins at 7:30 am on January 27, 2022.
- The deadline for Preferred Agency Seating is January 17, 2022. No preferred seating will be taken on-site.
- ADA Compliance/Special Meal Accommodation: Attendees with special needs/meal requests should indicate their requirements on the conference registration form. If you have questions or need additional assistance, please contact Leesa Kuo Johnson at leesa@ilipra.org.

QUESTIONS:

- Email your question to ilparks2022@cteusa.com or call (847) 957-4255. Be sure to reference the IAPD/IPRA conference.

CONSENT TO CONFERENCE POLICIES

As a condition of attending the Soaring to New Heights Conference and to help protect the health and safety of yourself and others, all participants will be required to comply with the protocols and conference policies that are in effect when the event takes place.

All participants will also be required to sign an acknowledgement of personal responsibility form prior to, and as a condition of, being admitted to the conference.

Any individual who refuses to adhere to the health and safety protocols and conference policies or who refuses to submit a signed personal acknowledgement of personal responsibility form will not be admitted to, or be removed from, the conference without receiving a refund.

CONSENT TO USE PHOTOS AND OTHER REPRODUCTIONS

By registering for, participating in or attending IAPD/IPRA meetings or other activities, an individual irrevocably agrees to the use and distribution by IAPD/IPRA of his or her image or voice in photographs, video recordings, audio recordings and any other electronic reproductions of such events and activities for any purpose without inspection or approval and without compensation, right to royalties or any other consideration now and in the future.


Event photography provided by JHyde Photography and Mitchell Fransen Photography.



2022 EXHIBITORS

COMPANY

BOOTH#

All Inclusive Rec LLC 624
 American Ramp Company 528
 American Red Cross 316
 Andrews Technology 103
 Anthony Roofing - Tecta America 149
 Aqua Pure Enterprises, Inc. 431
 AstroTurf 323
 Balanced Environments, Inc 712
 **BCI Burke Company 122**
 Beacon Athletics 524
 BerryDunn 734
 Bid Evolution 216
 Bienenstock Natural Playgrounds 630
 Blick Art Materials 706
 Bounce Houses R Us LLC 607
 Brian Wismer Entertainment 905
 Bronze Memorial Company 333
 BS&A Software 204
 Byrne & Jones Sports Construction 203
 Camosy Construction 601
 CampDoc 529
 Capri Pools & Aquatics 916
 CivicRec 412
 Clowning Around Entertainment 235
 Columbia Cascade Company 135
 Commercial Recreation Specialists, Inc. 213
 CommunityPass 623
 Confluence 427
 Cordogan Clark & Associates, Inc. 143
 Corporate Construction Services 539
 Correct Digital Displays 133
 Counsilman-Hunsaker 315
 Crown Trophy 406
 **Cunningham Recreation 703**
 Custom Bridges and Boardwalks 639
 CXT, Inc. 700
 Design Perspectives, Inc. 733
 Deuchler Engineering Corporation 226
 Dewberry Architects Inc. 419
 Direct Fitness Solutions 238
 Divine Signs Inc. 335
 **DLA Architects, Ltd. 819**
 Doty & Sons Concrete Products, Inc. 319
 Engineering Resource Associates, Inc. 304
 Entertainment Concepts 917
 Eriksson Engineering Associates, Ltd. 400
 ExoFit Outdoor Fitness 611
 Farnsworth Group, Inc. 320
 FGM Architects, Inc. 600

COMPANY

BOOTH#

FieldTurf 612
 Fifth Third Commercial Bank 538
 Fountain Technologies LTD 404
 Frederick Quinn Corp. 430
 GagaXP 938
 Genan Safety Surfacing 306
 Gen Power 309
 **Gewalt Hamilton Associates, Inc. 208**
 Gold Medal Products, Co. 313
 GovDeals, Inc. 714
 Green-Up 334
 H2i Group 638
 Halogen Supply Company, Inc. 438
 Harris Local Government 906
 Hawkins, Inc. 602
 Henry Bros. Co. 444
 Hershey Ice Cream 147
 Hey and Associates, Inc. 219
 Hitchcock Design Group 614
 Homer Industries, LLC 521
 Hot Shots Sports 310
 IHC Construction Companies LLC 805
 Illinois Association of Park Districts (IAPD) 503
 Illinois Park & Recreation Association (IPRA) 500
 Illinois Public Risk Fund 246
 IMAGINE Nation LLC / Waterplay Solutions 525
 Corp.
 INSPEC, Inc. 720
 IPARKS 520
 iStrike by AnythingWeather 118
 Jeff Ellis & Associates, Inc. 345
 Jet Vac Environmental 153
 JSD Professional Services 628
 Kankakee Nursery Co. 626
 Keeper Goals 340
 Kiefer USA 409
 KI Furniture 237
 Lake Country Corporation 332
 Legat Architects 429
 Leopardo Companies, Inc. 606
 Lincoln Aquatics 519
 Links Technology 634
 Mad Bomber Fireworks Productions 448
 Matrix Fitness 113
 Melrose Pyrotechnics, Inc. 604
 Mesirow Financial 424
 Midwest Commercial Fitness 633
 Monroe Truck Equipment, Inc. 131
 Most Dependable Fountains 336

2022 EXHIBITORS

COMPANY	BOOTH#	COMPANY	BOOTH#
Musco Sports Lighting, Inc.	615	Sport Court Midwest	800
MyRec.com	813	Sportsfields, Inc.	239
NiceRink	344	Stalker Sports Floors	527
Norwalk Concrete Industries	214	Stantec	534
NuToys Leisure Products	420	Starfish Aquatics Institute (SAI)	244
Official Finders, LLC	446	Starved Rock Lodge & Conference Center	346
Omega II Fence Systems	631	Stifel	159
Paddock Pool Equipment	532	Team REIL, Inc.	715
Palos Sports, Inc.	719	TERRA Engineering, Ltd.	236
Park District Risk Management Agency (PDRMA)	303	The Davey Tree Expert Company	608
Parkreation, Inc.	449	The Garland Company, Inc.	920
Perfect Turf LLC	523	The Larson Equipment and Furniture Company	729
Perkins+Will	413	The Mobile Adventure Company	526
Perry Weather	312	The Pizzo Group	620
PFM Asset Management LLC/ IPDLAF+Class	401	TimePro by Commeg Systems, Inc.	206
Planning Resources, Inc.	425	TIPS - The Interlocal Purchasing System	311
PlayGround Games	145	Tyler Technologies	722
Playground Grass by ForeverLawn Chicago	137	Univar MiniBulk	119
Play & Park Structures	731	University of Wisconsin - La Crosse	708
PMA Financial Network, Inc.	220	 Upland Design, Ltd.	321
PowerDMS	308	U.S. Arbor Products, Inc.	613
Productive Parks LLC	632	U.S. Tennis Court Construction Company	407
Rain Drop Products	605	Vermont Systems, Inc.	531
Ramuc Pool Paint	833	Visual Image Photography	421
RATIO	115	Vortex Aquatic Structures International	610
RecDesk Software	231	Water Odyssey by Fountain People	426
Record-A-Hit Entertainment	416	Water Technology, Inc.	343
ReCPro Software	322	W.B. Olson, Inc.	337
Recreonics, Inc.	329	Wickcraft Co.	314
Reinders, Inc.	202	Wight & Company	423
Robert Juris & Associates Architects, Ltd.	820	Williams Architects / Aquatics	603
Santa's Village	428	Willoughby Stainless Fountains	934
SCORE Sports	619	Wintrust Financial Corporation	625
Shade Creations by Waterloo	414	Wold Architects and Engineers	355
Shaw Sports Turf	436	 WT Group, LLC	410
Sikich LLP	120	Yodel Pass	925
Smart Industry Products, LLC	330	Zenon Company	434
SmartRec by Amilia	325	Zing Card	530
SmithGroup	221		
Soccer Made in America	243		
Sourcwell	622		
Spear Corporation	540		
Speer Financial, Inc.	339		
Splashtacular	834		
Spohn Ranch	338		

 = Conference Diamond Giveaway Sponsor

 = Conference Diamond Exposure Sponsor

 = Conference Platinum Sponsor

 = Conference Gold Sponsor

Exhibitors as of October 2021



**SECONDARY
ENTRANCE**

EXHIBITOR REGISTRATION

JANUARY 28-29, 2022
HYATT REGENCY CHICAGO
Riverside Center, East Tower, Purple Level





(<https://www.ilparksconference.com>)

Schedule-At-A-Glance

(<https://www.ilparksconference.com/education/schedule/>)

DAY 1: THURSDAY, JANUARY 27

7:30 am –

Registration Open

5:00 pm

9:30 am –

Conference Sessions

10:30 am

11:00 am

– 12:00

Conference Sessions

pm

12:00 pm

Exhibit Hall Grand Opening

– 5:00 pm

12:30 pm Career Development Symposium

– 2:30 pm (<https://www.ilparksconference.com/#cds>)*

12:30 pm

Conference Workshops*

– 2:30 pm

5:00 pm –
6:30 pm Commissioners' Reception

5:00 pm –
6:30 pm IPRA Annual Business Meeting

9:30 pm –
11:00 pm Chairmen's Reception**

DAY 3: SATURDAY, JANUARY 29

7:45 am –
12:00 pm Registration Open

9:00 am – Keynote General Session with Scott Christopher
10:00 am (<https://www.ilparksconference.com/#keynote>)

10:30 am
– 11:30 am Conference Sessions

12:30 pm
– 1:30 pm Conference Sessions

2:00 pm –
3:00 pm Conference Sessions

3:30 pm –
4:30 pm Conference Sessions

3:30 pm –
5:00 pm IAPD Annual Business Meeting

7:00 pm –
10:00 pm Closing Social – Through the Decades: A Culinary and
Musical Celebration featuring Maggie Speaks!
(<https://www.ilparksconference.com/education/#closing>) *





TO: Board of Commissioners

FROM : Dan Novak, Director of Athletics & Facilities
Adam Lewandowski, Superintendent of Athletic Programs & Facilities
Darrell Houston, Athletic Manager

THROUGH: Michael Benard, Executive Director

RE: BASEBALL/SOFTBALL UNIFORMS AND ATHLETIC EQUIPMENT

DATE: November 19, 2021

SUMMARY:

The Wheaton Park District Youth Baseball and Softball Program has over 1,600 participants. All expenses are covered by sponsorships, registration fees, and fundraising in the 2022 Athletic Department Baseball/Softball Budget.

Bid packets were sent to thirty-two companies and a bid notice was placed in the Daily Herald. Bids were officially opened on Tuesday, November 16, 2021, at 10:00am at the Wheaton Park District Park Services Center. Two bid submissions were not accepted as one submission came in after the bid opening time and the other bid submission used the 2021 bid specifications and not the 2022 bid specifications. Results for the five qualified competing vendors are listed below.

Bid Results:

I. BASEBALLS

Vendor	Rawlings RLLB1 90 doz.	Rawlings RPLB1 25 doz.	Champro CBB-61 SAF-T-SOFT Level 1 Baseball 55 doz.
TPS Sports	\$37.28	\$37.28	\$20.98
Winning Teams	NB	NB	\$21.50
BSN Sports	\$45.48	\$47.98 – SUB	\$39.98 - SUB
Riddell	NB	NB	\$28.80
Pyramid School Products	\$41.99	\$41.99	\$24.60

The characteristics when buying baseballs include stitching, cover, and keeping its original shape for an extended period of time. These baseballs are used for game play and practice balls after initial use.

Recommendation:

- **Staff recommends TPS Sports be awarded the Rawlings RLLB1, Rawlings RPLB1, and Champro CBB-61 SAF-T-SOFT Level 1 baseball bid.** They are the lowest qualified bidder in the respective bid specifications.

II. SOFTBALLS

Vendor	Rawlings C11BYLUC 30 doz.	Rawlings C12BYLUC 70 doz.	Champro CSB63 11" SAFE-T-SOFT – Durahide Cover 20 doz.	B5105 JUGS Sports 12" Softies 6 doz.	B5110 JUGS Sports 11" Softies 2 doz.
TPS Sports	\$60.28	\$60.28	\$48.98	NB	NB
Winning Teams	NB	NB	\$50.50	\$106.88	\$106.88
BSN Sports	\$77.98	\$77.98	\$50.98 – SUB	\$124.98	NB
Riddell	NB	NB	\$65.60	\$97.25	\$97.25
Pyramid School Products	\$63.50	\$63.50	\$56.00	\$99.95	\$99.95

The characteristics when buying softballs include stitching, cover, and keeping its original shape for an extended period. These softballs are used for game play and practice balls after initial use.

Recommendations:

- Staff recommends **TPS Sports** be awarded the **Rawlings C11BYLUC, Rawlings C12BYLUC, and Champro CSB63 11" SAFE-T-SOFT – Durahide Cover** softball bids. They are the lowest qualified bidder in the respective bid specifications.
- Staff recommends **Riddell** be awarded the **JUGS Sports 12" Softies and JUGS Sports 11" Softies** softball bids. They are the lowest qualified bidder in the respective bid specifications.

III. CAPS/VISORS

Vendor	Replica Caps Adult MLB-350 42 doz.	Replica Caps Youth MLB-350 40 doz.	Cotton Twill Visors PCTV-100Y With embroidered "W" 25 doz. #	Cotton Twill Caps GL271 With embroidered "W" 26 doz. #	Cotton Twill Caps GL271Y With embroidered "W" 23 doz. #
TPS Sports	\$71.98	\$71.98	NB	NB	NB
Winning Teams	NB	NB	NB	NB	NB
BSN Sports	\$76.56	\$76.56	\$66.72	\$62.88	\$62.88
Riddell	NB	NB	NB	NB	NB
Pyramid School Products	NB	NB	NB	NB	NB

Recommendations:

- Staff recommends **TPS Sports** be awarded the **Replica Caps Adult MLB-350 and Replica Caps Youth MLB-350** bids. They are the lowest qualified bidder in the respective bid specifications
- Staff recommends **BSN Sports** be awarded the **Cotton Twill Visors PCTV-100Y, Cotton Twill Caps GL271, and Cotton Twill Caps GL271Y** bids. They are the only qualified bidder in the respective bid specifications.

IV. PANTS/JERSEYS

Vendor	Champro BPVY Value Pull-up Youth 30 doz.	Champro BPA Performance Pull Up Adult 17 doz.	Champro BP11 Tournament Girl's Traditional Low Rise 25 doz.	Champro BP11 Tournament Women's Traditional Low Rise 25 doz.	Gildan 8000B DryBlend Youth T-shirt 614 ea.	Augusta 791 Youth Nexgen Wicking Tee 396 ea.
TPS Sports	\$45.88	\$67.88	\$115.88	\$134.88	\$3.98	\$5.98
Winning Teams	\$46.95	\$69.88	\$119.50	\$138.50	NB	\$5.45 - SUB
BSN Sports	\$53.88	\$81.36	\$139.56	\$161.76	\$3.84	\$6.99
Riddell	\$59.16	\$85.20	\$161.40	\$175.20	\$4.65	\$9.35
Pyramid School Products	\$54.99	\$81.60	\$140.40	\$163.20	NB	\$10.95

Recommendations:

- Staff recommends TPS Sports be awarded the Champro BPVY Value Pull-up youth pant, Champro BPA Performance Pull-up Adult pant, Champro BP11 Tournament Girl's Traditional Low Rise pant, and Champro BP11 Tournament Women's Traditional Low Rise pant bids. They are the lowest qualified bidder in the respective bid specifications.
- Staff recommends BSN Sports be awarded the Gildan DryBlend Youth 8000B shirt bid. They are the lowest qualified bidder in the respective bid specifications.
- Staff recommends Winning Teams be awarded the August 791 Youth Nexgen Wicking Tee shirt bid. This acceptable alternate is lowest qualified bidder in the respective bid specifications.

V. SOCKS/BELTS/BATS

Vendor	Champro AS2 Multi- sport sock Small 54 doz.	Champro AS2 Multi- sport sock Medium 24 doz.	Champro AS2 Multi- sport sock Large 16 doz.	Champro A060 Adult Brute 30 doz.	Rawlings 5150 (-10) (2 5/8") US15 – (27"- 31") 10 ea.	Rawlings 5150 (-5) (2 5/8") US15 – (30"-32") 6 ea.
TPS Sports	\$24.68	\$24.68	\$24.68	\$27.18	\$62.88	\$62.88
Winning Teams	\$26.50	\$26.50	\$26.50	\$31.25	NB	NB
BSN Sports	\$29.28	\$29.28	\$29.28	\$32.52	NB	NB
Riddell	\$29.88	\$29.88	\$29.88	\$39.60	NB	NB
Pyramid School Products	\$29.40	\$29.40	\$29.40	\$31.80	\$74.00	\$74.00

Recommendation:

- Staff recommends TPS Sports be awarded the Champro Multi-sport AS2 Small sock, Champro Multi-sport AS2 Medium sock, Champro Multi-sport AS2 Large sock, Champro A060 Adult Brute belt, Rawlings 5150 (-10) 2 5/8" US15 bat, and Rawlings 5150 -5 (2 5/8") US15 bat bids. They are the lowest qualified bidder in the respective bid specifications.

VII. EQUIPMENT (HELMETS)

Vendor	Easton 8016383 Junior Z5 2.0 Matte Solid – Black 15 ea.	Easton 8016371 Senior Z5 2.0 Matte Solid - Black 10 ea.	Diamond DCH- Edge Pro SM 10 ea.	Diamond DCH- EDGE Pro LG 5 ea.
TPS Sports	\$24.88	\$24.88	NB	NB
Winning Teams	NB	NB	NB	NB
BSN Sports	\$34.98 - SUB	\$34.98 – SUB	NB	NB
Riddell	\$26.88 – SUB	\$26.88 – SUB	\$118.80	\$127.80
Pyramid School Products	\$30.00	\$30.00	NB	NB

Recommendations:

- Staff recommends TPS Sports be awarded the Easton 8016383 Junior Z5 2.0 Matte Solid – Black and Easton 8016371 Senior Z5 2.0 Matte Solid – Black helmet bids. They are the lowest qualified bidder in the respective bid specifications.
- Staff recommends Riddell be awarded the Diamond DCH-Edge Pro SM and Diamond DCH-EDGE Pro LG helmet bids. They are the only qualified bidder in the respective bid specifications.

VIII. MISCELLANEOUS

Name	Champro B047 Movable Pitcher Rubber 10 ea.	Champro B040 3-Spike Pitcher's Rubber 10 ea.	Champro A07 Scorebook 100 ea.	Champro B038 Home Plate Extension 2 ea.
TPS Sports	\$12.98	\$11.28	\$2.38	\$4.38
Winning Teams	\$13.50	\$11.50	\$2.35	\$4.65
BSN Sports	\$11.98 – SUB	\$10.48 – SUB	\$4.82 – SUB	NB
Riddell	\$19.30	\$16.44	\$2.70	\$6.40
Pyramid School Products	\$16.99	\$14.99	\$2.95	\$5.25

Recommendations:

- Staff recommends BSN Sports be awarded the Champro Movable B047 pitcher rubber bid. This acceptable alternate is lowest qualified bidder in the respective bid specifications.
- Staff recommends TPS Sports be awarded the Champro B040 3-Spike Pitcher's Rubber and Champro B038 Home Plate Extension bids. The BSN Sports substitute 3-Spike Pitcher's Rubber is not an acceptable alternate.
- Staff recommends Winning Teams be awarded the Champro A07 scorebook bids. They are the lowest qualified bidder in the respective bid specifications.

IX. MISCELLANEOUS ITEMS

Additional miscellaneous supplies will be purchased including bat bags, equipment bags, rulebooks, etc. Staff will purchase these supplies from the retailer providing the best price.

PREVIOUS COMMITTEE/BOARD ACTION:

On December 16, 2020 the Wheaton Park District Board of Commissioner's approved the 2021 Baseball/Softball uniforms and athletic equipment bid results presented by staff.

REVENUE OR FUNDING IMPLICATIONS:

All expenses will be included in the Wheaton Park District Baseball/Softball fund and will be covered by registration fees, fundraising, and sponsorships. Quantities are approximate and may vary accordingly. Overall bid expenses shall not exceed the budgeted amount of \$70,000.

ATTACHMENTS:

Summary of the Awarded Vendors per Baseball / Softball Equipment Bid Category

RECOMMENDATION:

Staff recommends that the Wheaton Park District Board of Commissioner's approve the 2022 Baseball/Softball uniforms and athletic equipment bid results as presented.

**Wheaton Park District
2022
BASEBALL SOFTBALL UNIFORM AND ATHLETIC EQUIPMENT BIDS**

Vendor	Equipment	Quantity	Cost
Baseballs			
TPS Sports	Rawlings RLLB1	90 doz	\$37.28/doz
TPS Sports	Rawlings RPLB1	25 doz	\$37.28/doz
TPS Sports	Champro CBB-61 SAF-T-SOFT Level 1 Baseball	55 doz	\$20.98/doz
Softballs			
TPS Sports	Rawlings C11BYLUC	30 doz	\$60.28/doz
TPS Sports	Rawlings C12BYLUC	70 doz	\$60.28/doz
TPS Sports	Champro CSB63 11" SAFE-T- SOFT – Durahide Cover	20 doz	\$48.98/doz
Riddell	JUGS Sports 12" Softies	6 doz	\$97.25/doz
Riddell	JUGS Sports 11" Softies	2 doz	\$97.25/doz
Caps/Visors			
TPS Sports	Replica Caps Adult MLB-350	42 doz	\$71.98/doz
TPS Sports	Replica Caps Youth MLB-350	40 doz	\$71.98/doz
BSN Sports	Cotton Twill Visors PCTV-100Y With embroidered "W"	25 doz	\$66.72/doz
BSN Sports	Cotton Twill Caps GL271 With embroidered "W"	26 doz	\$62.88/doz
BSN Sports	Cotton Twill Caps GL271Y With embroidered "W"	23 doz	\$62.88/doz

**Wheaton Park District
2022
BASEBALL SOFTBALL UNIFORM AND ATHLETIC EQUIPMENT BIDS**

Pants/Jerseys			
TPS Sports	Champro BPVY Value Pull-up Youth	30 doz	\$45.88/doz
TPS Sports	Champro BPA Performance Pull Up Adult	17 doz	\$67.88/doz
TPS Sports	Champro BP11 Tournament Girl's Traditional Low Rise	25 doz	\$115.88/doz
TPS Sports	Champro BP11 Tournament Women's Traditional Low Rise	25 doz	\$134.88/doz
BSN Sports	Gildan DryBlend Youth T-shirt 8000B	614 ea	\$3.84/ea
Winning Teams	Augusta 791 Youth Nexgen Wicking Tee	396 ea	\$5.45/ea
Socks/Belts/Bats			
TPS Sports	Champro Multi- sport sock AS2 Small	54 doz	\$24.68/doz
TPS Sports	Champro Multi- sport sock AS2 Medium	24 doz	\$24.68/doz
TPS Sports	Champro Multi- sport sock AS2 Large	16 doz	\$24.68/doz
TPS Sports	Champro A060 Adult Brute Belts	30 doz	\$27.18/doz
TPS Sports	Rawlings 5150 (-10) (2 5/8") US15 – (27"-31")	10 ea	\$62.88/ea
TPS Sports	Rawlings 5150 (-5) (2 5/8") US15 – (30"-32")	6 ea	\$62.88/ea

**Wheaton Park District
2022
BASEBALL SOFTBALL UNIFORM AND ATHLETIC EQUIPMENT BIDS**

Equipment (Helmets)			
TPS Sports	Easton 8016383 Junior Z5 2.0 Matte Solid – Black	15 ea	\$24.88/ea
TPS Sports	Easton 8016371 Senior Z5 2.0 Matte Solid - Black	10 ea	\$24.88/ea
Riddell	Diamond DCH- Edge Pro SM	10 ea	\$118.80/ea
Riddell	Diamond DCH- EDGE Pro LG	5 ea	\$127.80/ea
Miscellaneous			
BSN Sports	Champro Movable Pitcher Rubber B047	10 ea	\$11.98/ea
TPS Sports	Champro B040 3- Spike Pitcher's Rubber	10 ea	\$11.28/ea
Winning Teams	Champro A07 Scorebook	100 ea	\$2.35/ea
TPS Sports	Champro B038 Home Plate Extension	2 ea	\$4.38/ea

TO: Board of Commissioners
FROM: Andy Bendy, Director of Special Facilities
Susan Wahlgren, Cosley Zoo Director
THROUGH: Michael Benard, Executive Director
DATE: December 8, 2021
RE: Zoo Admission Fees



SUMMARY

Over the past five years, the zoo has welcomed an average of 160,000 annual visitors, 33.8% or 56,000 of which are non-resident adults and seniors currently subject to an admission fee.

To preserve sustainability while maintaining operations and implementing necessary repairs, the zoo proposes to increase its adult and senior non-resident admission rate by \$1.00/person.

DISCUSSION OF THE ISSUE Cosley Zoo currently utilizes the following rate structure:

CURRENT ADMISSION FEES	RESIDENT	NON-RESIDENT	MEMBER
Child (0-17 yrs)	FREE	FREE	FREE
Adult (18-54 yrs)	FREE	\$8.00	FREE
Seniors (55+ yrs)	FREE	\$7.00	FREE

Relative to 42 other small AZA accredited institutions (budgets of \$200,000 - \$1,999,999) Cosley Zoo charges less than the average admission fee which is \$10.07 for an adult and \$7.02 per child. Cosley Zoo is the only AZA accredited zoo that offers children (0-17 years of age) and residents' 100 % complimentary admission.

From a business perspective it is worth noting that most zoos and aquariums implement a 5% admission fee increase on an annual basis.

Based on industry standards, the staff is recommending the following changes beginning January 1, 2022.

PROPOSED ADMISSION FEES	RESIDENT	NON-RESIDENT	MEMBER
Child (0-17 yrs)	FREE	FREE	FREE
Adult (18-54 yrs)	FREE	\$9.00	FREE
Seniors (55+ yrs)	FREE	\$8.00	FREE

PREVIOUS COMMITTEE/BOARD ACTION

In October 2020, the Wheaton Park District Board of Commissioners approved a \$1.00 increase to non-residents for 2021 to \$8.00 (Adults) and \$7.00 (Seniors 55+) respectively. Wheaton residents, zoo members, and all children continue to enjoy free admission.

REVENUE AND FUNDING IMPLICATIONS

The impact of a \$1.00 increase in non-resident admission will grow zoo revenue by approximately \$56,000 per year. The increased revenue amount, (\$56,000) is based on our current admission data, in which the zoo greets an average of 56,000 non-resident adults and seniors each year. This accounts for 33.8% of total zoo visitors.

RECOMMENDATION

Staff recommends increasing the non-resident adult and senior admission rates by \$1.00 per guest, beginning January 1, 2022.

TO: Board of Commissioners
FROM: Andy Bendy, Director of Special Facilities
Susan Wahlgren, Cosley Zoo Director
THROUGH: Michael Benard, Executive Director
DATE: December 8, 2021
RE: Zoo Vehicle Purchase



SUMMARY

Staff is seeking to add a small van to the zoo's modest fleet of vehicles. The van will primarily be used for the 250-300 off-site Zoo to You outreach programs that the zoo conducts each year. Two donors have provided funds for the specific purpose of acquiring the van.

DISCUSSION OF THE ISSUE

The zoo's primary vehicle is a Ford F250 Super Duty long bed, crew cab pickup truck. While this truck fulfills many needs such as pulling the livestock trailer and picking up twice weekly pallets of donated produce, it is too large to fit in the parking lot of many organizations where staff conducts programs. This necessitates employees using their own vehicles to transport animals. Two zoo supporters have specifically requested that their donations be utilized to acquire a van for program use. One hundred percent of the funds needed are currently in the possession of the Cosley Foundation and will be transferred to the park district prior to the purchase of the vehicle.

PREVIOUS COMMITTEE/BOARD ACTION

No previous action has been taken.

REVENUE AND FUNDING IMPLICATIONS

A quote has been received from National Auto Fleet Group, who has a contract with Sourcewell. (Contract #120716-NAF). The quote is for a Ford Transit Connect Wagon XLT, at a price of \$29,730.60. A total of \$35,000 was donated by two supporters for the purchase with \$30,000 earmarked for the van and \$5,000 for a graphic wrap.

The 2022 Ford Transit Connect Wagon is on a 3-6 month delay for delivery once ordered

STAKEHOLDER PROCESS

Not applicable.

LEGAL REVIEW

Joint purchasing agreements were reviewed in 2013 and considered acceptable.

ATTACHMENTS

Quote, contract, and contract extension from National Auto Fleet Group are attached.

ALTERNATIVES

Local car dealers were researched and the 2022 Ford Transit Connect Wagon XLT base rate started at \$31,000.

RECOMMENDATION

Staff recommends the purchase of the following vehicle through the State Purchasing Agreement via National Auto Fleet Group contract # 120716-NAF for the 2022 Ford Transit Connect Wagon XLT LWB for \$29,730.60



National Auto Fleet Group

A Division of Chevrolet of Watsonville

480 Auto Center Drive, Watsonville, CA 95076

(855) 289-8572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

11/10/2021

11/10/2021 Re-Configured

Quote ID: **19067 R1**

Order Cut Off Date: **TBA**

Mr Sue Wahlgren
Wheaton Parks

26 W 151 Butterfield Rd

Wheaton, Illinois, 60189

Dear Sue Wahlgren,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2022 Ford Transit Connect Wagon (S9F) XLT LWB w/Rear Symmetrical Doors, Factory Order) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	\$31,370.00	\$29,730.60	5.226 %	\$1,639.40
Factory Order	\$0.00	\$0.00		
Tax (0.0000 %)		\$0.00		
Tire fee		\$0.00		
Total		\$29,730.60		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell (Formerly Know as NJPA) Contract 120716-NAF**. Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Quoting Department
Account Manager
Fleet@NationalAutoFleetGroup.com
(855) 289-6572



GMC

Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle: www.NAFGETA.com

Use the upfitter of your choice: www.NAFGpartner.com

Vehicle Status: ETA@NationalAutoFleetGroup.com

General Inquiries: Fleet@NationalAutoFleetGroup.com

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

ENGINE	
Code	Description
992	ENGINE: 2.0L GDI I-4 GAS, -inc: auto start/stop technology and EcoMode (STD)
TRANSMISSION	
Code	Description
448	TRANSMISSION: 8-SPEED SELECTSHIFT AUTOMATIC, (STD)
PRIMARY PAINT	
Code	Description
Z2	FROZEN WHITE
PAINT SCHEME	
Code	Description
—	STANDARD PAINT
SEAT TYPE	
Code	Description
LK	PALAZZO GREY, LEATHER FRONT BUCKET SEATS, -inc: 6-way power driver seat (fore/aft and up/down power recline) w/manual lumbar and 4-way manual passenger seat (fore/aft and lever recline) w/manual lumbar (non-folding back), Leather Gearshift Knob
ADDITIONAL EQUIPMENT	
Code	Description
942	NON-CONFIGURABLE DAYTIME RUNNING LAMPS, -inc: Note: User-Configurable Daytime Running Lamps already standard on all versions
87D	3RD ROW REAR SEAT DELETE, -inc: Horizontal Cargo Net,
21M	2ND ROW 3-PASSENGER 60/40 BENCH SEAT
18P	REAR CARGO AREA VINYL FLOOR COVER, -inc: 3rd row
OPTION PACKAGE	
Code	Description
210A	ORDER CODE 210A

2022 Fleet/Non-Retail Ford Transit Connect Wagon XLT LWB w/Rear Symmetrical Doors

WINDOW STICKER

2022 Ford Transit Connect Wagon XLT LWB w/Rear Symmetrical Doors		
CODE	MODEL	MSRP
S9F	2022 Ford Transit Connect Wagon XLT LWB w/Rear Symmetrical Doors	\$30,035.00
OPTIONS		
992	ENGINE: 2.0L GDI I-4 GAS, -inc: auto start/stop technology and EcoMode (STD)	INC
448	TRANSMISSION: 8-SPEED SELECTSHIFT AUTOMATIC, (STD)	\$0.00
Z2	FROZEN WHITE	\$0.00
—	STANDARD PAINT	\$0.00
LK	PALAZZO GREY, LEATHER FRONT BUCKET SEATS, -inc: 6-way power driver seat (fore/aft and up/down power recline) w/manual lumbar and 4-way manual passenger seat (fore/aft and lever recline) w/manual lumbar (non-folding back), Leather Gearshift Knob	\$0.00
942	NON-CONFIGURABLE DAYTIME RUNNING LAMPS, -inc: Note: User-Configurable Daytime Running Lamps already standard on all versions	\$0.00
87D	3RD ROW REAR SEAT DELETE, -inc: Horizontal Cargo Net,	(\$155.00)
21M	2ND ROW 3-PASSENGER 60/40 BENCH SEAT	\$0.00
18P	REAR CARGO AREA VINYL FLOOR COVER, -inc: 3rd row	\$95.00
210A	ORDER CODE 210A	\$0.00
Please note selected options override standard equipment		
SUBTOTAL		\$29,975.00
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$1,395.00
TOTAL PRICE		\$31,370.00
Est City: N/A MPG		
Est Highway: N/A MPG		
Est Highway Cruising Range: N/A mi		

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Standard Equipment

MECHANICAL

Engine: 2.0L GDI I-4 Gas -inc: auto start/stop technology and EcoMode
Transmission: 8-Speed SelectShift Automatic
3.80 Axle Ratio
GVWR: 5,302 lbs
50-State Emissions System
Transmission w/SelectShift Sequential Shift Control
Front-Wheel Drive
80-Amp/Hr 800CCA Maintenance-Free Battery w/Run Down Protection
220 Amp Alternator
1250# Maximum Payload
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
15.8 Gal. Fuel Tank
Single Stainless Steel Exhaust
Strut Front Suspension w/Coil Springs
Torsion Beam Rear Suspension w/Coil Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist and Hill Hold Control

EXTERIOR

Wheels: 16" Sparkle Silver-Painted Steel -inc: full wheel covers (non-locking lug nuts)
Tires: 215/55R16 97H XL AS
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Body-Colored Front Bumper
Body-Colored Rear Bumper
Black Side Windows Trim and Black Front Windshield Trim
Body-Colored Bodyside Moldings
Body-Colored Door Handles
Black Power Heated Side Mirrors w/Convex Spotter and Power Folding
Fixed Rear Window w/Fixed Interval Wiper and Defroster
Rain Detecting Variable Intermittent Wipers
Deep Tinted Glass
Fully Galvanized Steel Panels
Black Grille w/Chrome Surround

Sliding Rear Doors
Split Swing-Out Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Autolamp Auto On/Off Aero-Composite Halogen Auto High-Beam Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Perimeter/Approach Lights
Headlights-Automatic Highbeams
Front Fog Lamps

ENTERTAINMENT

Radio: SYNC 3 w/o Navigation -inc: FordPass Connect/telematics modem w/WiFi hotspot connects up to 10 devices (a trial subscription of 3 months or 3 gigabytes - whichever comes first, wireless service plan required after trial subscription ends), remotely start, lock and unlock vehicle, schedule specific times to remotely start vehicle, locate parked vehicle and check vehicle status (service for 1 year from the vehicle sale date as recorded by the dealer), 6.5" LCD touch screen, AM/FM stereo receiver, SiriusXM satellite radio, 911 Assist, AppLink, Apple CarPlay compatibility, Android Auto compatibility, 2 smart-charging USB ports and 6-speaker system (4 front speakers and 2 rear door speakers), Ford telematics and data services prep included for fleet ONLY: FordPass Connect 4G Wi-Fi modem provides data to support telematics and data services including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts, Device enables telematics services through Ford or authorized providers, Activate at www.FleetAccount.ford.com or call 833-FCS-Ford (833-327-3673)
Radio w/Seek-Scan, Clock, Speed Compensated Volume Control and Radio Data System
Streaming Audio
Integrated Roof Antenna
SYNC 3 Communications & Entertainment System -inc: VHR, SYNC services, Bluetooth, steering wheel controls and auxiliary input jack
2 LCD Monitors In The Front
Turn-By-Turn Navigation Directions

INTERIOR

Driver Seat
2-Way Passenger Seat -inc: Manual Lumbar Support
Bucket Folding Bucket Front Facing Fold Forward Seatback Cloth Rear Seat
Front Center Armrest and Rear Seat Mounted Armrest Outboard Only
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
Fixed Bucket Bucket Cloth 3rd Row Seat Front, 2 Manual and Adjustable Head Restraints
Leather/Metal-Look Steering Wheel
Front Cupholder

Rear Cupholder
3 12V DC Power Outlets
Compass
Remote Keyless Entry w/Integrated Key Transmitter and Illuminated Entry
Cruise Control w/Steering Wheel Controls
Dual Zone Front Automatic Air Conditioning
Rear HVAC w/Separate Controls
Glove Box
Driver Foot Rest
Full Cloth Headliner
Cloth Door Trim Insert
Urethane Gear Shifter Material
Interior Trim -inc: Chrome Interior Accents
Cloth Front Bucket Seats -inc: 6-way power driver seat (fore/aft, up/down and power recline) w/manual lumbar and 4-way manual passenger seat (fore/aft and lever recline) w/manual lumbar (non-folding back)
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Full Floor Console w/Storage, Full Overhead Console w/Storage, Conversation Mirror, 3 12V DC Power Outlets and 1 120V AC Power Outlet
Front Map Lights
Delay Off Interior Lighting
Full Carpet Floor Covering -inc: Carpet Front And Rear Floor Mats
Carpet Floor Trim
Cargo Net
Cargo Space Lights
FOB Controls -inc: Cargo Access
Driver / Passenger And Rear Door Bins
Delayed Accessory Power
Power Door Locks w/Autolock Feature
Power 1st Row Windows w/Front And Rear 1-Touch Up/Down
Systems Monitor
Redundant Digital Speedometer
Trip Computer
Outside Temp Gauge
Analog Appearance
Manual w/Tilt (driver Only) Front Head Restraints and Manual Adjustable Rear Head Restraints
Seats w/Cloth Back Material
2 Seatback Storage Pockets
Securilock Anti-Theft Ignition (pats) Engine Immobilizer
3 12V DC Power Outlets and 1 120V AC Power Outlet

SAFETY

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Reverse Sensing System Rear Parking Sensors
Collision Mitigation-Front
Ford Co-Pilot360 - BLIS (Blind Spot Information System) Blind Spot
Ford Co-Pilot360 - Automatic Emergency Braking (AEB) and Cross-Traffic Alert
Lane Keeping Alert Lane Keeping Assist
Lane Keeping Alert Lane Departure Warning
Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Safety Canopy System Curtain 1st, 2nd And 3rd Row Airbags
Airbag Occupancy Sensor
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners
Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
Back-Up Camera

**Letter of Agreement
To Extend the Contract**

Between

**72 Hour LLC, dba National Auto Fleet Group
490 Auto Center Dr.
Watsonville, CA 95076-3726**

And

**Sourcewell
202 12th Street NE
Staples, MN 56479
Phone: (218) 894-1930**

The Vendor and Sourcewell have entered into an Agreement (Contract #120716-NAF) for the procurement of Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories and Services. This Agreement has an expiration date of January 17, 2021, but the parties may extend the Agreement for one additional year by mutual consent.

The parties acknowledge that extending the Agreement for another year benefits the Vendor, Sourcewell and Sourcewell's members. **The Vendor and Sourcewell therefore agree to extend the Agreement listed above for a fifth year. This existing Agreement will terminate on January 17, 2022. All other terms and conditions of the Agreement remain in force.**


Sourcewell

DocuSigned by:
By:  _____, Its: **Director of Operations & Procurement/CPO**
C0FD2A139D08489...

Name printed or typed: Jeremy Schwartz

Date 6/17/2020 | 1:32 PM CDT

72 Hour LLC, dba National Auto Fleet Group

DocuSigned by:
By:  _____, Its: Fleet Manager
FACBB5730C1E467...

Name printed or typed: Jesse Cooper

Date 7/8/2020 | 4:22 PM CDT

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 120716-NAF

Proposer's full legal name: 72 Hour LLC, dba National Auto Fleet Group

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be January 17, 2017 and will expire on January 17, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:


NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)


NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on January 16, 2017

NJPA Contract # 120716-NAF

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name 72 HOUR LLC, National Auto Fleet Group

Authorized Signatory's Title FLEET MANAGER


VENDOR AUTHORIZED SIGNATURE

JESSE COOLEY
(NAME PRINTED OR TYPED)

Executed on 1-16, 2017

NJPA Contract # 120716-NAF

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning

THROUGH: Michael Benard, Executive Director

RE: Alarms and Security

DATE: December 1, 2021



SUMMARY:

The Wheaton Park District has several facilities and parks equipped with alarm systems for fire and burglar, as well as security cameras. Three years ago, we bid to improve these systems and consolidate them into a single contract. The maintenance and monitoring portion of this contract is set to expire at the end of 2021.

Staff prepared specifications and contractors were asked to provide base bid amounts for:

1. Burglar alarms and security for all facilities other than Arrowhead
2. Fire alarms and security for all facilities other than Arrowhead
3. Burglar alarms and security for Arrowhead
4. Fire alarms for Arrowhead

We provided the ability to separate fire alarms from the burglar and camera systems because they are more of a specialty system that not all contractors are capable of servicing adequately. Arrowhead was separated as well because of some unique aspects of their systems including that they are not a part of DuComm and require monitoring that is not automated.

Additionally there were three alternates to alter and add to the current systems.

- Alt. 1. Move from two online monitoring systems to one
- Alt. 2. Additional sensors (3 humidity and 1 motion) and 1 keypad
- Alt. 3. Additional security cameras at various locations for better coverage

Bids were solicited on October 21, 2021, and ten contractors received bid documents. Bids were opened on November 18, 2021. The results are attached. We are recommending splitting the bid between two contractors to obtain the best value.

S&S Security would be awarded monitoring of burglar alarms and camera systems throughout the district. They would also be awarded alternate 2. Alternate 1 would not be necessary as it is included in the pricing from S&S. Reliable Fire and Security would be awarded all fire alarm monitoring as well as burglar and camera monitoring at Arrowhead. Even though Reliable's bid for district burglar and camera monitoring appears to be close to S&S', their bid would require selecting Alternate 1 for an additional \$27,588.00. We are not recommending accepting alternate 3 currently. Since only two companies provided bids and the variability on those bids, we are concerned that the scope was not well defined.

The bid was structured for services provided in 2022 with the option to renew annually through 2024. The first-year amounts are higher as contractors have added costs to transition from our current provider including replacing transmitters. After this, we will see a substantial savings in years two and three with a total savings of nearly \$49,000.

References were checked for each of the bidders, and all references had positive reviews. No reference had any negative feedback regarding their experience with low bidders. We did not receive bids from current providers.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

The following amounts were budgeted for alarms and security services for 2022. XXX denotes that various accounts are used for individual facilities.

ACCOUNT	BUDGETED AMOUNT
10-101-XXX-52-5211-0000	\$22,080.88
20-101-XXX-52-5211-0000	\$20,106.00
60-000-000-52-5211-0000	\$7,095.24
Total Annual	\$49,282.12

STAKEHOLDER PROCESS:

Staff from facilities with systems were consulted about their needs.

LEGAL REVIEW:

Our legal counsel provided the front-end bid documents and sample legal agreement that will be used with the selected bidder.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve a contract with S&S Systems of America for Burglar Alarms and Security plus Alternate 2 in the amount of \$25,203.70 for the first year and the option to renew at \$7,560.00 per year in years two and three.

It is recommended that the Wheaton Park District Board of Commissioner's approve a contract with Reliable Fire and Security for fire alarms throughout the district and Arrowhead as well as burglar alarms and security at Arrowhead in the amount of \$24,064.00 for the first year and the option to renew at \$17,376.00 in years two and three.

Bid Results

Burglar Alarms

Contractor	Year 1	Year 2	Year 3	3 Year Total
S&S Security	\$22,252.14	\$7,560.00	\$7,560.00	\$37,372.14
Reliable Fire & Security	\$21,078.00	\$8,232.00	\$8,232.00	\$37,542.00*
ADT Commercial	\$31,536.96	\$8,214.44	\$8,214.44	\$47,965.84
Current (Imperial)	\$23,509.88	\$23,509.88	\$23,509.88	\$70,529.64

*Requires Alternate 1 to move to one online monitoring system (see Alternates below)

Fire Alarms

Contractor	Year 1	Year 2	Year 3	3 Year Total
S&S Security	No Bid	No Bid	No Bid	\$0.00
Reliable Fire & Security	\$16,400.00	\$13,100.00	\$13,100.00	\$42,600.00
ADT Commercial	\$38,892.06	\$14,447.64	\$14,447.64	\$67,787.34
Current (Imperial)	\$18,677.00	\$18,677.00	\$18,677.00	\$56,031.00

Arrowhead Burglar Alarms

Contractor	Year 1	Year 2	Year 3	3 Year Total
S&S Security	\$3,555.42	\$1,080.00	\$1,080.00	\$5,715.42
Reliable Fire & Security	\$3,164.00	\$1,176.00	\$1,176.00	\$5,516.00
ADT Commercial	\$5,797.72	\$1,356.76	\$1,356.76	\$8,511.24
Current (Imperial)	\$2,471.76	\$2,471.76	\$2,471.76	\$7,415.28

Arrowhead Fire Alarms

Contractor	Year 1	Year 2	Year 3	3 Year Total
S&S Security	No Bid	No Bid	No Bid	\$0.00
Reliable Fire & Security	\$4,500.00	\$3,100.00	\$3,100.00	\$10,700.00
ADT Commercial	\$10,957.33	\$3,624.00	\$3,624.00	\$18,205.33
Current (ADS)	\$4,623.48	\$4,623.48	\$4,623.48	\$13,870.44

Alternates

Contractor	Alternate 1	Alternate 2	Alternate 3	Alt. 1 + 2
S&S Security	Included in 1st year	\$2,951.56	No Bid	\$2,951.56
*Reliable Fire & Security	\$27,588.00	\$8,897.00	\$97,557.00	\$36,485.00
ADT Commercial	Included in 1st year	\$1,721.17	\$53,812.26	\$1,721.17

Recommended

Contractors	Year 1	Year 2	Year 3	3 Year Total
S&S Security	\$25,203.70	\$7,560.00	\$7,560.00	\$40,323.70
Reliable Fire & Security	\$24,064.00	\$17,376.00	\$17,376.00	\$58,816.00
Total	\$46,316.14	\$24,936.00	\$24,936.00	\$99,139.70

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Integral Construction C.O. #3 for fire alarm feeder conduit

DATE: November 23, 2021



SUMMARY:

The Arrowhead Chemical Storage building was completed in April 2021. Staff recently received the final payment application and attached change order #3 from Integral Construction.

The change order is for installing feeder conduit in a trench between the Arrowhead maintenance building and the chemical storage building for the fire alarm control panel. This work was removed from the original scope through value engineering. The Park District contracted directly with ADS to install the fire alarm control panel and the feeder conduit was necessary for this installation.

PREVIOUS COMMITTEE/BOARD ACTION:

C.O. #1 was approved at the May 20, 2020, board meeting and C.O. #2 was approved at the September 16, 2020, board meeting.

REVENUE OR FUNDING IMPLICATIONS:

Account 60-601-000-57-5701-0000	Budget Amount: \$325,000
Contract Amount	-\$274,320
C.O. #1 - Heaters	- \$11,885
C.O. #2 - Storm Pipe	- \$7,021
C.O. #3 – Conduit for Fire Alarm Panel	-\$1,332
Balance	<u>\$30,442</u>

STAKEHOLDER PROCESS:

Proceeding with the feeder conduit on a time and material basis was discussed previously with Commissioner Kelly. Our architect reviewed the change order costs and found them to be reasonable.

ATTACHMENTS:

Integral C.O. and subcontractor's proposal.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve change order #3 from Integral Construction for \$1,332.



320 Rocbaar Dr.
Romeoville, IL 60446
(O) 844-317-7403
(F) 844-317-7402

CHANGE ORDER REQUEST

Monday, November 1, 2021

Project: Arrowhead Golf Course Environmental Storage Building
Location: 26W151 Butterfield Road, Wheaton, IL 60189
Owner / Agent: Wheaton Park District
102 East Wesley Street
Wheaton, IL 60187

COR #: 003
COR Description: Additional Fire Alarm Scope

DIVISION	SCOPE DESCRIPTION	QTY	UNIT	COST
21-0000	Fire Alarm System			
	FA feeder installation on T&M per Owner	1.00	ls	\$ 1,211.00

COR SUBTOTAL \$ 1,211.00

General Requirements	5.0000%	\$	61.00
Liability Insurance	1.0000%	\$	12.00
Builders Risk Insurance	0.0000%	\$	-
Performance & Payment Bond	1.0000%	\$	12.00
Fee	3.0000%	\$	36.00

COR GRAND TOTAL \$ 1,332.00

Signed _____ Owner / Agent

Date


Signed _____ Integral Construction, Inc.

11/23/21

Date

PROPOSED CHANGE ORDER

Valley Electrical Contractors

Po Box 461
Oswego, IL 60543
Telephone: 630-554-6200
Fax: 630-554-5543

CCN # 4677 - 4
CCN Date 12/11/2020
Date: 12/11/2020
Project Name: Wheaton Arrowhead Maintenance bldg
Project Number: Wheaton Arrowhead Maintenance bldg
Page Number: 1

Client Address:

26W151 Butterfield Rd
Wheaton, IL 60189

Work Description

We reserve the right to correct this quote for errors and omissions.

This Change Order is T&M for the Fire Alarm Conduit to be installed in the ground

Itemized Breakdown

Description	Qty
1" EMT	10
1" GRC (GALV)	10
1" LB MALL BODY, CVR, GSKT	1
1" GRC 90 ELBOW	3
1" PVC	100
Totals	124

Summary

General Materials		139.42
Material Overhead	(@ 10.000 %)	13.94
Material Markup	(@ 5.000 %)	7.67
Material Total		161.03
JOURNEYMAN	(7.00 Hrs @ \$150.00)	1,050.00
Final Adjustment		-0.03
Final Amount		\$1,211.00

ORIGINAL



TO: Board of Commissioners

FROM: Dan Novak, Director of Athletics and Facilities
Amy Seklecki, Superintendent of Marketing & Special Events
Russ Hillard, Director of Food and Beverage

THROUGH: Mike Benard, Executive Director

RE: Special Event Rental at Central Athletic Complex - Saturday, January 29

Date: November 17, 2021

SUMMARY:

Central Athletic Complex is scheduled for an outdoor special event at the ice rink this 2022 season. The rental is by R33M Foundation as they host their Winter Tough Hockey Tournament Fundraiser (round-robin 3-game guarantee tournament) on Saturday, January 29. This event was held in 2017, 2018, 2019 and 2020. Due to COVID-19 restrictions, R33 was not held in 2021.

Staff seeks the board's approval for Arrowhead Golf Club to service beer/wine at this event. Staff proposes the outdoor beer/wine service area to include a tented 20x40 area for service as well as the ice rink, warming shelters and viewing areas available to attendees. Please see the attached map. The R33M Foundation will collect an admission fee that will benefit Pediatric Brain Cancer Research.

The menu is listed below with suggested pricing. Arrowhead Golf Club will provide beer/wine service at the following dates and times:

Saturday, January 29 | 8A-8P

- Soda/ Water	\$2.00
- Aluminum Bottled Beer (Miller Lite, Coors Light)	\$5.00
- Wine (House Choice)	\$5.00

ATTACHMENTS:

1. Map of Central Athletic fenced in beer garden.
2. Bio of R33M Foundation.

REVENUE OR FUNDING IMPLICATIONS:

All beverage proceeds will go to Arrowhead Golf Club.

RECOMMENDATION:

Staff seeks board approval to serve beer and wine within the perimeter of the Central Athletic Complex Ice Rink Outdoor Area on Saturday, January 29 between 8A and 8P for the special event rental by R33M Foundation.

Central Athletic Complex Ice Rinks

600 S. Naperville Rd. Wheaton, IL
 Located on Naperville Rd just north of Roosevelt Rd.



CENTRAL
 athletic complex
 An Equal Opportunity Employer

0 95 180 360 540 720 Feet





The Ross K. MacNeill Foundation

to end pediatric brain cancer

Our Mission

The Ross K. MacNeill Foundation's mission is to end pediatric brain cancer.

Pediatric brain cancer is a devastating path for children. The diagnosis is shocking. The treatment path is intensely challenging, and often not effective. The life-changing impact this diagnosis has on a child and his family is larger than imaginable. The brain cancer tragedy that comes upon 13 children each and every day, with utter surprise, must stop.

Our Foundation will devote all of our efforts to accelerate innovative research that will rapidly develop new learnings and therapies to put to end the diagnosis of pediatric brain cancer. We will work tirelessly to increase awareness, understanding, and the sense of urgency that needs to surround these children and this diagnosis.

This will save precious lives.

It is this Foundation's, and our family's, commitment to this mission. Anything less is not enough.

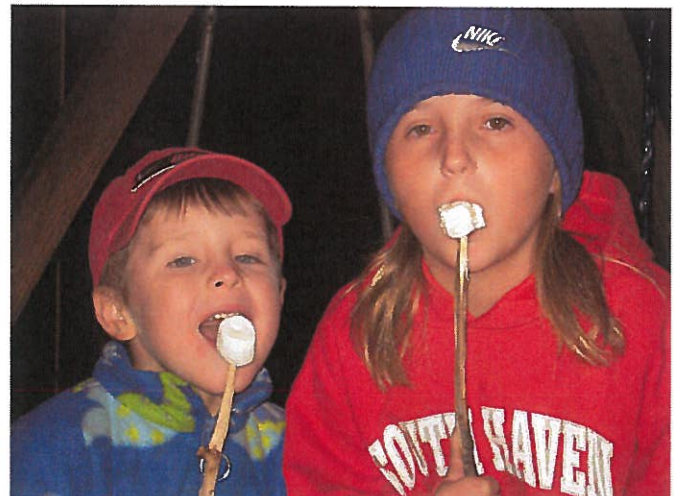
*Ross asked us to promise him that we would
"never let another child go through what I've gone through".*

It was that simple to him.

*We promised.
And we keep our promises.*

About Us

The Ross K. MacNeill Foundation is dedicated to fighting pediatric brain cancer in the memory of 11-year-old Ross K. MacNeill. Ross was a devoted hockey player (#33) and Chicago Blackhawks fan that lived his life with joy, strength, courage and selflessness. He died of a malignant brain tumor, in 2013.



Memorandum - December 3, 2021

To: Board of Park Commissioners

From: Michael J. Benard, Executive Director

Re: Renewal of Lease Agreement with Computer System Innovations (CSI) for Office Space at 855 Prairie Avenue

Summary of Issue

CSI occupies the first-floor west suite within the Office Building at 855 Prairie Avenue. CSI was a tenant in the building at the time the Park District purchased the building in 2012. The Park Board approved a lease agreement with CSI in late 2012 for a five-year term. The Board subsequently approved a two-year lease extension in 2017 and one-year lease extensions in 2019 and 2020. The current lease expires December 31, 2021. CSI paid \$50,000 in rent for the 2021 lease for approximately 2,200 square feet of office space. I recommend approval of a one-year lease for \$50,000 for 2022.

LEASE AGREEMENT

This Lease Agreement ("Lease") is made by and between the Wheaton Park District, an Illinois park district (the "Landlord") and Computer System Innovations, Inc., an Illinois corporation (the "Tenant") (Landlord and Tenant are collectively referred to as the "Parties"). This Lease is effective the date the Landlord closes on the purchase of the Building.

Landlord is the owner of the land and improvements commonly known as the Wheaton Oaks Professional Building, and numbered as 855 West Prairie Avenue, Wheaton, IL 60176 (the "Building").

Landlord makes available for lease a portion of the Building designated as approximately 2,200 square feet of the First Floor West Suite in Exhibit A, attached to and incorporated herein by reference (the "Leased Premises").

Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord for the term, at the rental and upon the covenants, conditions and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein contained and other good and valuable consideration, it is agreed:

1. Term and Termination.

Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord, for a term beginning January 1, 2022 and ending December 31, 2022 (the "Term"), unless otherwise terminated in accordance with the terms and provisions of this Lease. Tenant already has and shall retain possession. Notwithstanding the foregoing, Landlord has the right to terminate this Lease in accordance with Sections 8C and 16 of this Lease.

Upon termination of this Lease, by expiration or otherwise, or upon any termination of Tenant's right to possession without termination of this Lease, Tenant shall immediately, peaceably, and quietly surrender to Landlord possession of and vacate the Leased Premises, and Tenant shall return the Leased Premises to Landlord in as good a condition as existed when Tenant took possession, except for reasonable wear and tear and loss by fire or other casualty.

2. Rental.

Tenant shall pay to Landlord during the Term rent of \$50,000 paid in full in a lump sum payment on or before January 1, 2022 ("Rent"). Rent shall be due to Landlord at 102 E. Wesley Street, Wheaton, Illinois 60187, or at such other place designated by written notice from Landlord to Tenant.

3. Intentionally Omitted.

4. Use.

Tenant shall use and occupy the Leased Premises for office space only. The Leased Premises shall be used for no other purpose. Landlord represents that the Leased Premises may lawfully be used for such purpose. Tenant shall not use or permit the Leased Premises to be used for any unlawful purpose and covenants and agrees not to maintain any nuisance on the Leased Premises which shall be in any manner injurious to or endanger the health and safety of any persons on or in the vicinity of the Leased Premises.

5. Sublease and Assignment.

Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part, without Landlord's written consent, which may be withheld for any reason. Landlord may assign this Lease without Tenant's consent to any purchaser of the Building.

6. Cleaning and Repairs.

During the Term, Tenant shall keep the Leased Premises in clean, safe and sanitary condition and be responsible for the costs of cleaning the Leased Premises and shall make, at Tenant's expense, all necessary repairs to the Leased Premises. Repairs shall include such items as routine repairs of floors, walls, ceilings, and other parts of the Leased Premises damaged or worn through normal occupancy. Tenant shall not be responsible for other expenses of the Building, including the maintenance and repair of the HVAC system serving the Leased Premises. Landlord agrees to empty garbage and recycling bins within Tenant's offices on a regular schedule (typically Tuesday through Saturday each week as staff availability allows).

7. Alterations and Improvements.

Tenant shall not, without first obtaining the written consent of Landlord, make any alterations, additions, or improvements, in, to or about the Leased Premises.

8. Insurance and Indemnity.

A. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Tenant or any of Tenant's agents, employees or invitees, Rent shall not be diminished or abated while such damages are under repair, and Tenant shall be responsible for the costs of repair not covered by insurance.

B. Landlord shall maintain fire and extended coverage insurance on the Building and the Leased Premises in such amounts as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

C. Tenant shall maintain during the Term of this Lease, commercial general liability insurance, on an occurrence basis, in the amount of \$2,000,000 per occurrence. Tenant shall also maintain during the Term of this Lease, business auto liability with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos. Upon execution of the Lease, and upon demand by Landlord, Tenant shall furnish to Landlord a certificate of insurance indicating that the policies of insurance required hereunder have been purchased and paid for by Tenant. Failure of Tenant to submit proof of acceptable insurance to Landlord shall entitle Landlord to immediately terminate the Lease. The certificates of insurance shall provide that all insurance required hereunder shall not be cancelled, terminated or reduced without at least ten (10) days advance written notice to Landlord. The Landlord, its Park Commissioners, employees and agents shall be named as additional insureds on the commercial general liability insurance. All insurance of the Tenant shall be primary insurance.

D. Tenant shall defend, indemnify and hold the Landlord, its Park Commissioners, employees, agents and volunteers, and their respective successors and assigns, harmless from and against all claims, damages, losses and expenses, including but not limited to, attorneys' fees and costs, costs and expenses of litigation for any claim against the Landlord, including personal injury, death and property damage, arising out of Tenant's use of the Premises except to the extent caused by the negligence of the Landlord, its Park Commissioners, employees, agents and volunteers, and their respective successors and assigns. Tenant shall similarly defend, indemnify and hold the Landlord, its Park Commissioners, employees, agents and volunteers, and their respective successors and assigns, harmless from and against all claims, costs, damages, losses and expenses, including but not limited to, attorneys' fees and costs, costs and expenses incurred by reason of Tenant's breach or default of any of its obligations under this Lease.

9. Utilities/Services.

Landlord shall pay all charges for gas, electricity and other utilities used by Tenant on the Leased Premises during the Term of this Lease unless otherwise expressly agreed in writing by Tenant. Tenant acknowledges that the Leased Premises are designed to provide standard office use. Tenant shall not use any equipment or devices that

utilize excessive electrical energy, or which may, in Landlord's reasonable opinion, overload the wiring or HVAC system or interfere with utility services to other tenants.

10. Signs.

Following Landlord's consent, Tenant shall have the right to place on the Leased Premises, at locations selected by Tenant, any signs which are permitted by applicable zoning ordinances and other restrictions. Landlord may refuse consent to any proposed signage that is in Landlord's opinion too large, deceptive, unattractive, or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. Landlord shall assist and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

11. Entry.

Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises.

12. Parking.

During the Term of the Lease, Tenant shall have the right to fifteen (16) reserved parking spaces that are on the Building premises. Landlord and Tenant shall reasonably agree on the location of those spaces.

13. Building Rules.

Tenant will comply with the rules of the Building adopted and altered by Landlord from time to time as long as such rules do not unreasonably interfere with Tenant's use of the Premises and will cause all of its agents, employees, invitees and visitors to do so; all changes to such rules will be sent by Landlord to Tenant in writing.

14. Security.

The Tenant is responsible, at its sole cost and expense, for establishing and maintaining the safety and security of the Leased Premises, including the safety and security of Tenant's personal property on the Leased Premises, and the safety and security of Tenant's employees, invitees, licensees, patrons, agents, representatives, and anyone else on the Leased Premises during Tenant's occupancy of the same.

15. Damage and Destruction.

Subject to Section 8A above, if the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for Tenant's purposes, then Tenant shall have the right within forty-five (45) days following damage to elect by notice to Landlord to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises which the Tenant is not obligated to repair, and if such damage does not render the Leased Premises unusable for Tenant's purposes, Landlord shall promptly repair such damage at the cost of the Landlord. In making the repairs called for in this paragraph, Landlord shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of Landlord. Tenant shall be relieved from paying Rent and other charges during any portion of the Term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for Tenant's purposes. Rent and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond Tenant's reasonable control and which renders the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for Tenant's purposes.

16. Default.

If default shall at any time be made by Tenant in the payment of Rent when due to Landlord as herein provided, and if said default shall continue for three (3) days after written notice thereof shall have been given to Tenant by Landlord, or, except as provided in Section 8C of this Lease, if default shall be made in any of the other covenants or conditions to be kept, observed and performed by Tenant, and such default shall continue for thirty (30) days after notice thereof in writing to Tenant by Landlord without correction thereof then having been commenced and thereafter diligently prosecuted, Landlord may declare the Term of this Lease ended and terminated by giving Tenant written notice of such intention, and if possession of the Leased Premises is not surrendered, Landlord may reenter said Leased Premises. Landlord shall have, in addition to the remedy above provided, the right to exclude the Tenant from the Leased Premises without terminating this Lease and all other rights and remedies available to Landlord on account of any Tenant default, either in law or equity. Landlord shall use reasonable efforts to mitigate its damages.

17. No Liability.

Landlord shall not be liable for any damage done or occasioned in, upon or about the Leased Premises nor for any damages arising from acts or neglect of any owners or occupants of adjacent or contiguous property, except to the extent attributable to the reckless and/or willful/wanton acts of the Landlord and/or its employees. In the event of a breach of contract claim by Tenant against the Landlord, Landlord shall only be liable for direct damages caused by such breach and not consequential damages.

18. Quiet Possession.

Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord will keep and maintain Tenant in exclusive, quiet, peaceable, and undisturbed and uninterrupted possession of the Leased Premises during the Term of this Lease.

19. Condemnation.

If any legally, constituted authority condemns the Building or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and Landlord and Tenant shall account for Rent as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

20. Subordination.

Tenant accepts this Lease subject and subordinate to any mortgage, deed of trust or other lien presently existing or hereafter arising upon the Leased Premises, or upon the Building and to any renewals, refinancing and extensions thereof, but Tenant agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion. Landlord is hereby irrevocably vested with full power and authority to subordinate this Lease to any mortgage, deed of trust or other lien now existing or hereafter placed upon the Leased Premises of the Building, and Tenant agrees upon demand to execute such further instruments subordinating this Lease or attorning to the holder of any such liens as Landlord may request. In the event that Tenant should fail to execute any instrument of subordination herein required to be executed by Tenant promptly as requested, Tenant hereby irrevocably constitutes Landlord as its attorney-in-fact to execute such instrument in Tenant's name, place and stead, it being agreed that such power is one coupled with an interest. Tenant agrees that it will from time to time upon request by Landlord execute and deliver to such persons as Landlord shall request a statement in recordable form certifying that this Lease is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as so modified), stating the dates to which Rent and other charges payable under this Lease have been paid, stating that Landlord is not in default hereunder (or if Tenant alleges a default stating the nature of such alleged default) and further stating such other matters as Landlord shall reasonably require.

21. No Encumbrances.

Lessee shall not undertake or cause to be undertaken any act or thing so as to encumber in any manner the title of the Leased Premises or to create a lien upon the Leased Premises or any buildings or structures on the Leased Premises. In the event that the any part of the Leased Premises becomes encumbered by any lien or other interest as a result of any act or omission of Tenant, Tenant shall, upon demand, take such actions as are necessary to obtain a release of such lien or other interest. If Tenant fails to commence any action to release such lien, Landlord may, but is not obligated to, take any action as it deems necessary to release such lien or other interest and Tenant shall reimburse Landlord upon demand for all costs and expenses incurred in obtaining such release, including, but not limited to, reasonable attorneys' fees.

22. Notice.

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to:

Executive Director
Wheaton Park District
102 E. Wesley Street
Wheaton, IL 60187

If to Tenant to:

Computer System Innovations, Inc.
c/o Douglas Morris
747 Elm
Glen Ellyn, IL 60137

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

23. No Third-Party Beneficiary.

This Lease is entered into solely for the benefit of the Parties, and nothing in this Lease is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity, who is not a party to this Lease, or to acknowledge, establish or impose any legal duty to any third party.

24. Brokers.

Tenant represents that Tenant was not shown the Leased Premises by any real estate broker or agent and that Tenant has not otherwise engaged in any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this Lease.

25. Waiver.

No waiver of any default of Landlord or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term, or condition.

26. Memorandum of Lease.

The Parties hereto contemplate that this Lease should not and shall not be filed for record, but in lieu thereof, at the request of either party, Landlord and Tenant shall execute a Memorandum of Lease to be recorded for the purpose of giving record notice of the appropriate provisions of this Lease.

27. Headings.

The headings used in this Lease are for convenience of the Parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

28. Successors.

The provisions of this Lease shall extend to and be binding upon Landlord and Tenant and their respective legal representatives, successors, and assigns.

29. Consent.

Landlord and Tenant shall not unreasonably withhold or delay their consent with respect to any matter for which their consent is required or desirable under this Lease.

30. Compliance with Law.

Tenant shall comply with all laws, orders, ordinances, and other public requirements now or hereafter pertaining to Tenant's use of the Leased Premises. Landlord shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

31. Final Agreement.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. The foregoing constitutes the entire agreement between the Parties and may be modified only by a writing signed by both Parties.

32. Governing Law.

This Agreement shall be governed, construed, and interpreted by, through and under the Laws of the State of Illinois.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

LANDLORD:

Wheaton Park District

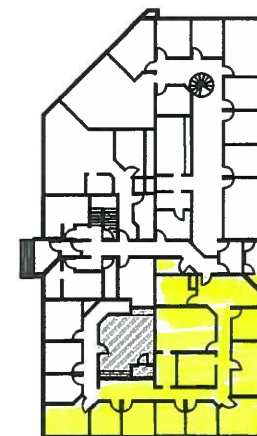
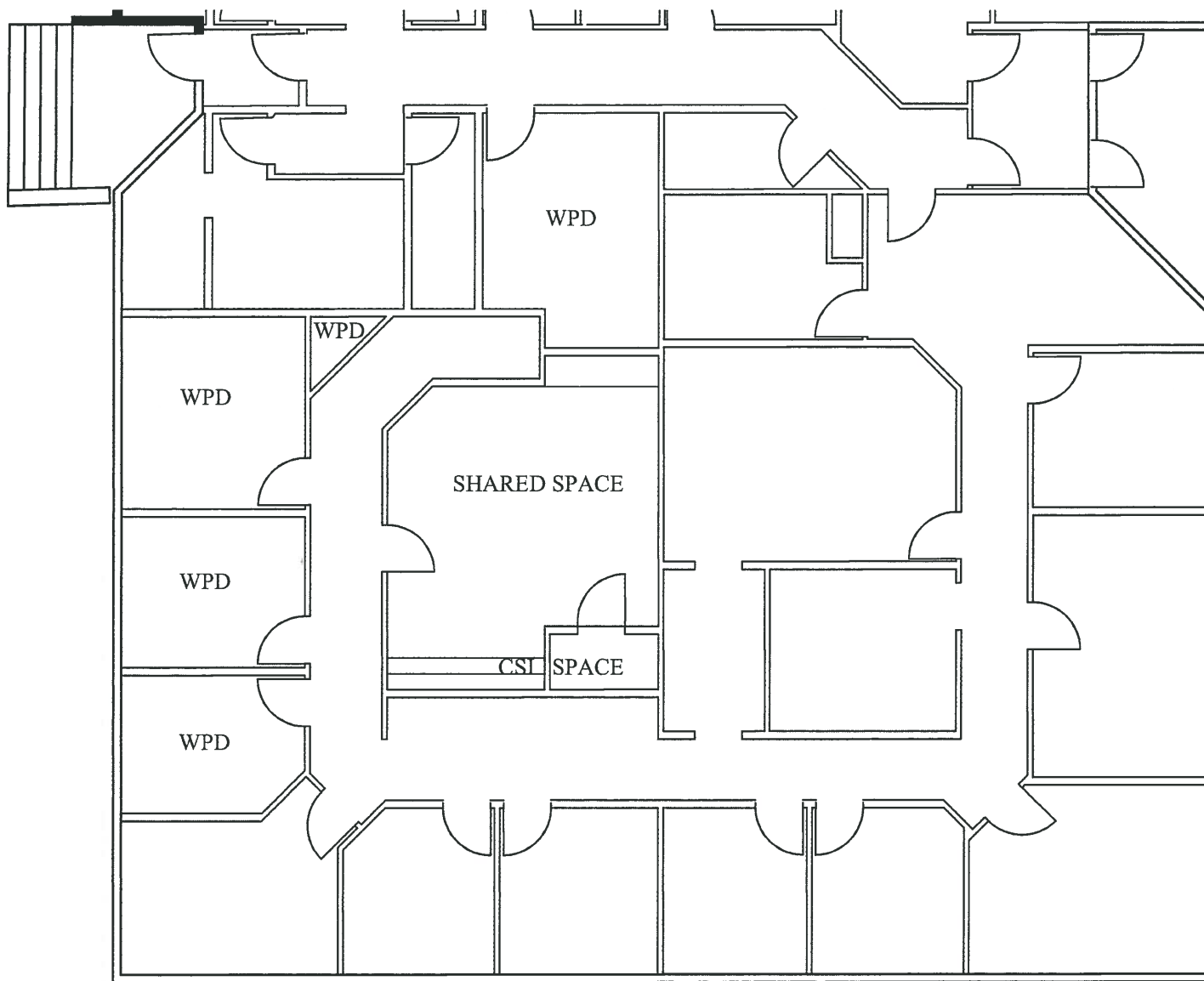
By: _____
Michael J. Benard, Executive Director

TENANT:

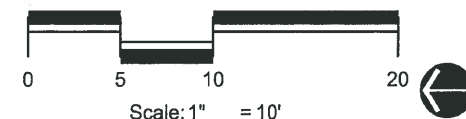
Computer System Innovations, Inc.

By: _____
Douglas Morris,

Its _____



LEASED AREA SHADED



WHEATON PARK DISTRICT

102 E. WESLEY WHEATON IL, 60187
(630) 665-4710

855 PRAIRIE LEASED AREA FLOOR PLAN

drawn by:	8/15	revised by:	
date:	SMH	date:	
checked by:		revised by:	
date:		date:	
file name:	855 prairie emergency services	revised by:	
date:	8/15	date:	

1
Sheet 1 of 1

Exhibit A- Parking

