

QUINCY PARK DISTRICT  
1310 Washington Street  
Quincy, Illinois

Regular Meeting  
Emerson Community Center – Board Room

January 9, 2008  
6:00 P.M.

**ROLL CALL:**

The meeting was called to order by the President, and upon the roll being called the following members were physically present at said location: John Frankenhoff - President, Tom Behrens - Vice President, Commissioners Terry Anastas, Mike Ridder, Patty McGlothlin, Chris Hogge and Don Adolfs.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: none. No Park Commissioner was not permitted to attend the meeting by video or audio conference. Attorney Matt Hutmacher was present, along with Executive Director - Mike Parks, Director of Business Services – Don Hilgenbrinck, Director of Parks – Ed Seger, Director of Golf – Matt Burry, Director of Program Services – Mike Bruns and Recording Secretary – Vicky Egbert.

**COMMITTEE REPORTS:**

**Finance:** Vice President Behrens stated the Finance Committee had met prior to the Regular Meeting and found everything to be in order. COMMISSIONER HOGGE MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO APPROVE THE FINANCIAL REPORT. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE THE MINUTES OF THE FINANCE, REGULAR AND EXECUTIVE SESSION MEETINGS OF DECEMBER 12, 2007. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**PUBLIC COMMENTS:**

None.

**CORRESPONDENCE:**

None.

**INFORMATIONAL HANDOUTS:**

1. Memorial Tree thank you for Gerald Vogel;
2. Aerial photograph of "Boy Scout" Tract;

3. Replacement pages for 2008 Executive Summary binder;
4. Revised staff rec for board packet, page 71 Ord. 08-1;
5. Adams County Green Commissioner email;
6. Statement of Economic interest explanation;
7. Mall store analysis;
8. Special Populations Christmas dinner/dance pictures;
9. 2007 independent financial stability rating for IPARS.

**EXECUTIVE DIRECTOR'S REPORT:** Parks stated that commissioners should have received the final 2007 Goals & Objectives. He stated that announcements for the next generation of ITEP grants are just around the corner but none have been made to date. Parks stated that he, several staff members, John Frankenhoff and Chris Hogge will be attending the annual IAPD/IPRA state conference on January 24-26, 2008 in Chicago. He reported that the Corps of Engineers will hold a public meeting on Wednesday, January 16, 2008 at 10:30 AM here at Emerson about their findings on the recently completed Ecosystem report of Quincy Bay. Parks stated that he had met with Andy Rowe of Congressman Harre's staff to see about appropriating funding from the Corps of Engineers FY2009 budget for dredging. Parks stated that he would like to draft a letter to federal elected officials to ask for funding for dredging in the bay. There is also a short term initiative to allow temporary riverboat mooring at Clat Adams and maintenance dredging would need to be done for that to be done. Park District officials felt that a letter would be beneficial and had no objections to asking for the funding for dredging.

President Frankenhoff stated that if any commissioners would like to serve or participate on the city's Green Commission to let him know.

**DIRECTOR'S REPORTS:**

**Business Services:** Hilgenbrinck reported on the handout from IPARS "Illinois Parks Association Risk Services" that insures our workmen's comp through Cason, Huff & Schlueter and they received a "AAA" rating. He stated that we are operational on the new MSI accounting and the transition from old to new is going very well. He reported that he and Mike McCaughey from Cason, Huff & Schlueter, had completed our property insurance audit and made appropriate corrections to our property policy. Fixed assets are in the new MSI system with some 2007 additions needing to be made.

**Parks:** Seger reported that crews have been working on tree maintenance on the overlooks. He stated that we purchased some new snow removal equipment this year and with all the snow we've had, it's

already paid for itself. He reported that we've done some hedge removal and new plantings at South Park in the island area near the shelters. Seger stated that work at Bob Mays Park and Washington Park had stopped due to the weather but crews are working again at both parks. He reported that crews will finish the installation of the recycling containers at Moorman/Wavering parks when the ground gets firm enough.

Program Services: Bruns reported that the mall store closed on December 23, 2007 with about \$4,700 profit and felt that it was worthwhile for gift certificate sales and just getting our name and our affiliate's names out to the public with informational handouts at the store. He stated that we had 225 persons attend the Special Populations Dinner/Dance in December and was a very successful event. Staff is getting ready to start publicizing our spring/summer programs and more information out about our financial assistance program. Commissioner Adolfs asked about the phone bill for the mall store and Bruns explained that this year we installed a phone for the month so we could process credit card orders more efficiently.

Golf: Burry reported that they are in the process of updating GolfTrac with the new accounting numbers and year end information. He has met with Dennis Koch, the district's auditor, to do the yearend inventory. Burry reported that he has been working with a new website provider that markets and designs websites for golf courses and it went live today but there will still be changes but it includes video tips, newsletter, email blasts, custom club fitting info, etc. Commissioner McGlothlin asked about the donated club program? Burry stated that he hopes to have something prepared for the next board meeting.

CONSULTANT: Attorney Hutmacher stated he is current on park district matters.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Executive Director Parks stated that the Quincy Park District Executive Summary 2008 Budget/Goals & Objectives is being presented for board approval. He stated that it is the operational plan for the district and has been revised to track capital projects and expenses, shows capital spending dollars, fund balances, reserve fund balances, salary ranges, new job description for Marketing/Communication Supervisor, etc. Parks reported that it

includes \$7,578,064 in expenditures and \$6,318,635 in revenue which will require reserve spending of \$1,259,429. He thanked staff for their help in developing the executive summary. Commissioner McGlothlin and Vice President Behrens also thanked staff for a job well done in presenting information in the Executive Summary. VICE PRESIDENT BEHRENS MOVED, SECONDED BY COMMISSIONER ADOLFS TO APPROVE THE QUINCY PARK DISTRICT EXECUTIVE SUMMARY 2008 BUDGET/GOALS & OBJECTIVES. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Business Services Hilgenbrinck stated that the 2008 Budget and Appropriation Ordinance must be approved within the first quarter of each fiscal year and it is what allows the district to receive and spend funds for district purposes. COMMISSIONER ANASTAS MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE ORDINANCE NO. 08-1, FY 2008 BUDGET AND APPROPRIATION ORDINANCE. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Executive Director Parks stated that a public hearing be called and held in connection with the sale of bonds in the amount of \$850,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto and that the Board of Park Commissioners would consider the adoption of a resolution calling such public hearing. The majority of the dollars would be spent as follows: \$340,000 for the next phase of CCLP trail between 5<sup>th</sup> & 12<sup>th</sup> streets, \$35,000 to complete funding of the trail between 12<sup>th</sup> & 18<sup>th</sup> streets, \$180,000 for Washington Park improvements and \$55,000 for upgrade to the water filtration system at Indian Mounds Pool. President Frankenhoff asked for a motion to approve the staff recommendation, COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER ANASTAS TO APPROVE RESOLUTION NO. 08-1, CALLING FOR A PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, ADAMS COUNTY, ILLINOIS, TO SELL \$850,000 IN GENERAL OBLIGATION BONDS. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Executive Director Parks stated that he is asking for board approval of the revised version of the Bob Mays Park Master site plan. He stated that in September the board approved amending the plan to remove the ice skating component and add a skate park. After the public comment period and open house, we discovered the skate park and climbing wall

components did not score well with the public. The public scored the shelter/restroom, lake, lighting and landscaping components higher. He stated that the revised site plan reflects the public comments and staff recommendations. Parks stated that the ice skating component is an expensive initiative and requires an operational endowment to offset operational costs that we don't have. He reminded the board that we currently have a skate park plan for Wavering Park that would still be a good fit since that park has active components currently located there. At this time, he is asking for approval of the plan only. There is no funding for development of this plan and it is being presented as a blueprint to work from in the future once funding is acquired. COMMISSIONER HOGGE MOVED, SECONDED BY COMMISSIONER ADOLFS TO APPROVE THE BOB MAYS PARK MASTER SITE PLAN AS PRESENTED. Under discussion, Commissioner McGlothlin asked about the location of the second shelter house. Director Parks stated that the plan calls for another shelter house to be built closer to the lake. There was some confusion about the site plan due to the fact that we are currently under construction for the Phase I components that are not on the site plan being presented tonight. Commissioner Anastas commented that he would still like us to consider a universal playground component somewhere in the district as discussed at the retreat. Parks agreed and stated that he would like to see us seek public input into a location for a universal playground and suggested Moorman Park as a possible location since the existing playground is needs to be replaced, there's lots of open space and parking is already established. President Frankenhoff stated that he would like to see a universal playground somewhere. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Executive Director Parks stated the Quincy Park Foundation and the City of Quincy worked together several years ago to acquire the "Boy Scout" tract of land for the CCLP 12<sup>th</sup> to 18<sup>th</sup> Streets and now it's time to transfer ownership from the Quincy Park Foundation to the Quincy Park District. COMMISSIONER ANASTAS MOVED, SECONDED BY COMMISSIONER RIDDER TO APPROVE RESOLUTION NO. 08-2, AUTHORIZING THE RECEIPT OF DONATED LAND FOR THE DEVELOPMENT OF CEDAR CREEK LINEAR PARK. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Business Services Hilgenbrinck stated that staff has finished the fixed asset accounting policy and procedure manual but due to the technical nature of this document is asking that it be tabled until the February board meeting to allow for further review by commissioners.

COMMISSIONER HOGGE MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO TABLE THE POLICY AND PROCEDURE FIXED ASSET ACCOUNTING POLICY MANUAL UNTIL THE FEBRUARY BOARD MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Parks Seger stated that it was determined there is an issue with the original rain diverter system on the roof at the Washington Park restrooms and a change order is needed. This change order will reduce the contract price with Fischer Builders by \$1,674.00. COMMISSIONER HOGGE MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO APPROVE THE WASHINGTON PARK RESTROOM CONTRACT CHANGE ORDER NO. 2. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Parks Seger stated that due to the winter weather work was delayed at Bob Mays Park that now requires a change order for the completion date on the contract to May 15, 2008. COMMISSIONER HOGGE MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE CONTRACT CHANGE ORDER NO. 2 FOR BOB MAY PARK DEVELOPMENT PHASE I. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER ADOLFS MOVED, SECONDED BY COMMISSIONER RIDDER TO NOT RELEASE ANY OF THE EXECUTIVE SESSION MINUTES AT THIS TIME. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**EXECUTIVE SESSION:** None.

With no other business to discuss,

**ADJOURN:** COMMISSIONER BEHRENS MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO ADJOURN. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

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Secretary

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President

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Date

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Date