

QUINCY PARK DISTRICT  
1310 Washington Street  
Quincy, Illinois

Regular Meeting  
Emerson Community Center – Board Room

November 10, 2010  
6:00 P.M.

**ROLL CALL:**

The meeting was called to order by President Frankenhoff and upon the roll being called the following members were physically present at said location: President John Frankenhoff, Vice President Tom Behrens, Commissioners Mike Ridder, Chris Hogge, Patty McGlothlin, Don Adolfs and Terry Anastas. No Park Commissioner was not permitted to attend the meeting by video or audio conference: none.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: none.

Attorney Matt Hutmacher was present, along with Executive Director - Dan Gible, Director of Parks - Ed Seger, Director of Business Services – Don Hilgenbrinck, Director of Program Services – Mike Bruns, Director of Golf – Matt Burry and Recording Secretary – Vicky Egbert.

**FINANCE:** COMMISSIONER ANASTAS MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO APPROVE THE FINANCIAL REPORT AND ACCOUNTS PAYABLE AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**MINUTES:** COMMISSIONER HOGGE MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 13, 2010 AND TO APPROVE AND REMAIN CONFIDENTIAL THE MINUTES OF THE EXECUTIVE SESSION OF OCTOBER 13, 2010 AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**PUBLIC COMMENTS:**

JEFF KERKHOFF, 1221 SPRUCE, QUINCY, IL stated that the board should be very careful of raising taxes with persons still hurting from the economy. Look at your overhead and make that profitable for you and bill out your staff to other communities.

**CORRESPONDENCE:**

1. Jo Ann Mester – Walking in South Park;
2. IAPD – Donation Thank You;
3. Adams County Health Department – Thank You.

### **EXECUTIVE DIRECTOR'S REPORT:**

Executive Director Gibble stated we received a plaque from the annual Early Tin Dusters event held in October.

### **DIRECTOR'S REPORTS:**

**Parks:** Seger stated that AA dock refloating is complete. He stated that 12<sup>th</sup> and Cherry Lane work has finished for the year to let the ground settle and will be finished in March, 2011. He stated that the abandoned Russell Rose boat has been sold and the purchaser was the Quincy Park District for \$20 so that we can dispose of it once we get clear title. He stated that the Corps of Engineers dredging is underway in Quincy Bay and should be done in a few weeks in the southern part of the marina and has been beneficial to the district. The Corps spent \$301,000 on this work and we provided the spoil site.

**Business Services:** Hilgenbrinck stated that the Park District has received its share of the Wavering Aquatic Center restitution and the rest of the money will go to our insurance company.

**Program Services:** Bruns stated that the adult basketball league has started on Sunday afternoons at Quincy University.

**Golf:** Burry stated with the nice weather we've been having the course has been busy. Final event is the Polar Bear tournament which is already sold out. He stated he held the annual focus group at Westview and received nice input from the golfers. Seasonal employees have been laid off, all but one, at this time.

**DEPARTMENT HEAD PRESENTATION:** Matt Burry, Director of Golf Passed out info about golf courses that shows how we compare to other courses around the nation. He stated that he tried to get information from public courses in Illinois but didn't get much cooperation so this information came from the National PGA.

**CONSULTANT:** Matt Hutmacher stated that he is current on district matters.

### **UNFINISHED BUSINESS:**

Gibble stated this summer we developed mold issues at Emerson on the lower level. It has been cleaned up by Serv Pro and the follow up testing shows safe levels in all but one room (janitor room) and it is being recleaned. Secondly, he stated that we hired Klingner's to do a study to determine how to keep it from coming back. Seger gave some history on Emerson School with previous projects and dollars that have been spent since acquiring it in 1978 for \$55,000

from Quincy Public School District and projects totaling \$550,000 since acquisition with 2 of the largest projects being the HVAC replacement and business office renovation. He stated there is a total of 37,000 sq.ft. and 7,000sq.ft. of that is hallways; it generates income in rentals of \$13,000; houses the district's archive room; indoor playground; gymnasium; activity center; room rentals; staff offices; and business office and is the only indoor recreation facility the district owns.

At this time, Seger turned the meeting over to Klingner's and introduced Cullan Duke, John Neyens, Bob Venvertloh. Mr. Venvertloh stated that we asked them to look at ventilation because it was part of the problem. He stated that they did a structural review with a visual inspection and reviewed the HVAC system. Klingner's related their findings to the board:

Visual inspection found chimney movement, rusted gutters, degraded downspouts, parapet wall movement, tuck pointing that needs repaired, failing flat roof, sidewalk failure, site drainage, wooden window and doors frames need painted or replaced, parking lot elevation, plywood vent covers, weather stripping around doors – all things that allow water to enter the building; \$294,100 in issues that are related to water infiltration;

Dehumidification of basement of \$21,300;

HVAC improvements: looked at several options \$160,000 to replace heat pumps with more efficient heat pumps, or \$225,000 for a VRV system which is a zone system.

Stated that they found no immediate threat to life or property at this time.

Stated that our water issues will only get worse if nothing is done to keep water from coming into the building.

2 options: proceed with all repairs/maintenance described in the report and apply for a PARC Grant, OR proceed in a phased approach, without the grant.

Priority level 1 costs \$203,782

Priority level 2 costs including dehumidification \$96,193.

Priority level 3 costs \$15,425.

Priority level 4 is replacement of HVAC equipment but Klingner's feel the building type repairs should be done first.

Total cost is \$454,250 to \$543,692 and can be phased but is all necessary work in their opinion.

Seger explained that not all the costs are not related to the age of the building, but to the age of the equipment that needs to be replaced and you take what's left is 37,000 sq ft building with a new roof, fixed draining issues, new HVAC and that sets the stage for what happens to Emerson and we've returned an old building into a useful building. Gible stated that he wants to group the repairs into a PARC grant with IDNR and feels that Emerson fits very nicely with the parameters of their grant program and apply for a grant for \$540,000. He stated that the grants are announced in January and if we don't get the grant we would

piece meal the repairs. For the sake of discussion, COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER ADOLFS TO APPROVE STAFF RECOMMENDATION AND APPLY FOR THE PARC GRANT. Under discussion, President Frankenhoff asked Klingner's if they would recommend putting this kind of money into a 100 year old building? Mr. Venvertloh stated that he ran some numbers and the park district has spent approximately \$27,000/yr in maintenance and expense and it is hard to build/rent a building of this size and feels we should stay as long as it suits the district's needs. President Frankenhoff stated that he feels we could operate in a smaller, new building much cheaper and we would be committing ourselves to staying here if we invest that money. Commissioner Anastas asked about the options Klingner's used for replacement of the HVAC systems and Klingner's stated that we should look at the room usage to determine the best option. Gibble stated that neither system is going to pay for itself but we will get savings from energy costs each year. Klingner's stressed that their approach would be to fix the mold problem first, not just clean the air or sanitize rooms. Klingner's stated that we have already traded mold and water issues in other areas of the building, for new problem areas when we make piece meal repairs. Commissioners Anastas and Behrens would like to see us get a grant for priority 1, 2 & 3 and do the HVAC later. Gibble stated that we can't do any work until we are awarded the grant money according to the grant parameters. Commissioner Anastas stated that this building is being pretty well utilized and should be preserved to have a space for youth/adults to exercise. Vice President Behrens stated that if we don't get the grant, we can figure out how to pay for the immediate repair needs in preventing the water from entering the building and doesn't feel that now is the time to dispose of this building. Commissioner Ridder stated that we should take care of what we have and asked to reduce our grant dollar request to have a better chance at being awarded and if not awarded, take another look at investing tax dollars in this building at another board meeting. Gibble stated that his purpose tonight is to get permission to apply for the grant. President Frankenhoff stated that he is not in favor of spending \$500,000 on this building and feels that we need to have future talks about the use of this building. COMMISSIONER ANASTAS MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO AMEND THE PRIOR MOTION FOR STAFF TO APPLY FOR THE PARC GRANT IN THE AMOUNT OF \$315,000 FOR PRIORITY 1,2,3 AND NOT COMMITTING ANY DOLLARS TO REPAIRS IF THE GRANT IS NOT AWARDED. Under discussion, Commissioner Ridder and Adolfs asked if that if enough and add the parking lot to that dollar amount. Commissioner Anastas is only comfortable with the \$315,000 dollar amount. THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER RIDDER	YES
COMMISSIONER MCGLOTHLIN	NO
COMMISSIONER HOGGE	YES
COMMISSIONER ANASTAS	YES

COMMISSIONER ADOLFS	NO
VICE PRESIDENT BEHRENS	NO
PRESIDENT FRANKENHOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

At this time, the board took a 5 minute break.

**NEW BUSINESS:**

Executive Director Gible stated that at last month's board meeting we told the board we would come back with a first draft of the 2011 operating budget with 3 options of funding/spending/cuts. He stated that the main contributor to depleting reserves is not levying sufficient dollars to pay the bills in liability, unemployment, and pension funds. The Board instructed staff to move insurance costs back to the liability fund, look at fees/charges and continue to work on an operating budget that represents the cuts that have been discussed. The budget in front of you does not show moving the insurance costs into liability fund, and staff is seeking direction on that matter and on the budget and the goals of the finance committee.

Director of Program Services Bruns stated that the Recreation cuts are detailed on page 113 (see attached). The changes to the after school program is an increase in cost to keep from dropping a school. Commissioner McGlothlin asked why we were increasing the fee so much. Bruns stated that it is a reasonably priced program and staff felt it would still be affordable to families especially since staff is proposing an increased benefit in the guidelines for financial assistance.

Director of Parks Seger stated that to achieve the Parks Department cuts, he's proposing eliminating seven seasonal positions, starting and ending dates for seasonal workers would be adjusted and detailed several other cuts to his budget. See attached list (page 113). The cuts pretty much eliminate any force account labor except for emergency situations and previously mowed areas may become low/no mow areas, etc. Seger stated that we would try and accommodate special events in the parks but some of the special event requests for extra services might not be able to be accommodated. Commissioner Anastas thanked staff for their time to come up with the cuts and would like to see the big flag on the island stay and continue to irrigate Boots Bush multi-use field. He suggested that we ask for a flag donation from a local service group. Seger agreed there may still be creative ways to save some of these items he's cutting and one is that Rome Frericks has contacted someone at JWCC about growing and planting our annuals as part of their lab study to still have annuals in Clat Adams Park.

Director of Business Services Hilgenbrinck stated that the charts on page 112 started with the assumption of no tax increase, cuts you've heard about and not moving liability insurance and not levying enough to meet those expenses. Establishing a 19% increase will allow us to free up some dollars and not make as many cuts and a 25% increase will allow more services to be restored. If we want to restore services we will have to increase taxes. He stated that we have been the leader in exceeding dropping our rate over all other taxing bodies and now just to meet expenses we need to raise those levied funds.

Executive Director Gible stated that with the timing of the legal requirements, we need to pass the truth in taxation resolution tonight but we don't have to determine the exact percentage of tax increase we want to do. Hilgenbrinck stated that the resolution was prepared at 25% to cover the highest possible increase and the board can elect to levy less. President Frankenhoff stated that he would like to see us drop our reserves guidelines to 20% in reserves to use that to offset the budget cuts and tax increase. Vice President Behrens stated that we should do a onetime fix and not change our reserve fund policy that we just passed. He hates to see the public's opinion change of our stellar park system. After discussion, a consensus of the board (Commissioners Ridder, Anastas, Hogge, Behrens, and Frankenhoff) was to accept staff option 3. The board asked for staff to come back with a revised budget that reflects restoring some of the cuts and what our reserves would look like making those changes.

COMMISSIONER ANASTAS MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE RESOLUTION NO. 10-09 "TRUTH IN TAXATION" ACT – ESTIMATED 2010 TAX LEVY AS PRESENTED. THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER HOGGE	YES
COMMISSIONER ANASTAS	YES
COMMISSIONER ADOLFS	YES
COMMISSIONER RIDDER	YES
VICE PRESIDENT BEHRENS	YES
PRESIDENT FRANKENHOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Business Services Hilgenbrinck stated that Ordinance No. 10-07 authorizing the 2010 property tax levy is being presented for review only.

VICEE PRESIDENT BEHRENS MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE THE 2011 BOARD MEETING DATES AS PRESENTED. Gible noted

that the January, 2011 Board meeting has been changed to the third Wednesday of the month but all others remain on the second Wednesday. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE RESOLUTION NO. 10-11, AUTHORIZATION TO APPLY FOR THE 2010 PARK AND RECREATIONAL FACILITY CONSTRUCTION (PARC) GRANT PROGRAM. THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER ANASTAS	YES
COMMISSIONER ADOLFS	YES
COMMISSIONER RIDDER	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER HOGGE	YES
VICE PRESIDENT BEHRENS	YES
PRESIDENT FRANKENHOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

VICE PRESIDENT BEHRENS MOVED, SECONDED BY COMMISSIONER ANASTAS TO APPROVE ORDINANCE NO. 10-08, AN ORDINANCE ABATING LOCAL TAXES FOR WESTVIEW RENOVATION PROJECT. THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER ADOLFS	YES
COMMISSIONER RIDDER	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER HOGGE	YES
COMMISSIONER ANASTAS	YES
PRESIDENT FRANKENHOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Parks Seger stated that the log cabins on Quinsippi Island are in bad shape and a qualified firm, Trillium Dell Timberworks, from Knoxville, Illinois has proposed to do a study for \$3,500 that would give us estimates for repairs. The gentleman that came to Quincy said that most of the cabins are beyond what park district staff can do with in house repairs. Gibble stated that we've had requests to add more cabins recently and feels we need to take care of what we have since this can be very expensive and Friends of the Cabins need to know what kind of dollars they would need to raise for the repairs. Frankenhoff stated that he feels that it's a worthwhile cause but doesn't want to spend the money for the study. A consensus of the board did not feel comfortable in funding the study with the current budget issues.

Director of Parks Seger stated that staff has given away a lot of free services to special park events over the years and with budget cuts and fewer staff he feels that we need to start charging for these services and stop from adding any further free services. He stated that we would continue to provide services for co-sponsored events and affiliated organizations, such as Friends of the Castle, Friends of the Log Cabins, Quincy Art Center, Women's City Club, Quincy Ski Club, Mississippi Valley Auto Museum and Friends of the Trails. COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE STAFF RECOMMENDATION OF CHANGES TO THE QUINCY PARK DISTRICT'S POLICY AND PROCEDURE MANUAL CHANGES, SPECIAL EVENTS/SERVICES AND SHELTER FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Director of Program Services Bruns stated that we had a lot of rainouts this year and staff has looked at turface material to help dry the fields. He presented information about the savings and purchase for all the ballfields to improve the quality. President Frankenhoff asked about spending \$5,200 for tiling Boots Bush field when we plan to change it to a soccer field in the future? Staff related that it would most likely help with drainage on a soccer field also.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE FY2011 AQUATICS FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

VICE PRESIDENT BEHRENS MOVED, SECONDED BY COMMISSIONER RIDDER TO APPROVE THE FY2011 FINANCIAL ASSISTANCE PROGRAM GUIDELINES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE FY2011 BATTING CAGE FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE THE FY2011 EMERSON COMMUNITY CENTER FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER MCGLOTHLIN MOVED, SECONDED BY COMMISSIONER RIDDER TO APPROVE THE FY2011 SHOWMOBILE RENTAL FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO APPROVE THE FY2011 ART KELLER MARINA FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER ANASTAS TO APPROVE THE FY2011 ARCHERY PERMIT FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER RIDDER MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE FY2011 BUSINESS OFFICE FEES AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

VICE PRESIDENT BEHRENS MOVED, SECONDED BY COMMISSIONER ANASTAS TO APPROVE THE FY2011 WESTVIEW GOLF COURSE FEES AS PRESENTED. Commissioner Ridder asked Burry if during his focus group did anyone bring up fees and Burry stated that they were unconcerned and seemed to expect an increase in the fees. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER ANASTAS MOVED, SECONDED BY COMMISSIONER HOGGE TO APPROVE FY2011 ATHLETIC SURFACE RENTAL FEES AS PRESENTED. Under discussion, Commissioner Anastas asked if the soccer groups were consulted on the fees and Bruns stated that we are in line with what other organizations are charging for use of their fields. Commissioner Anastas asked for clarification purposes could we add multi-purpose field in front of Boots Bush on the fee schedule. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**PUBLIC INPUT:**

Jeff Kerkhoff asked what is the bull house? Staff answered that is the Women's City Club, also known as the Lorenzo Bull House.

**EXECUTIVE SESSION: In accordance with 5 ILCS, Par. 120/2c, COMMISSIONER HOGGE MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN THAT THE BOARD CONVENE INTO EXECUTIVE SESSION TO DISCUSS:**

#1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

#5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

#11. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

**THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:**

COMMISSIONER ADOLFS	YES
COMMISSIONER RIDDER	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER HOGGE	YES
COMMISSIONER ANASTAS	YES
VICE PRESIDENT BEHRENS	YES
PRESIDENT FRANKENOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER HOGGE MOVED, SECONDED BY VICE PRESIDENT BEHRENS TO RESUME REGULAR MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

President Frankenhoff spoke with Jeff VanCamp about the Quincy Park Foundation's next meeting and what are their plans. Gibble stated that Carlos Fernandez is forming a Marketing Committee.

Commissioner Ridder asked who has taken out petitions. Gibble stated that Jeff VanCamp, Greg Feldberg, Don Huechteman, Chris Hogge and Terry Anastas have taken them out.

With no other business to discuss,

**ADJOURN:** COMMISSIONER ADOLFS MOVED, SECONDED BY COMMISSIONER HOGGE 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