

QUINCY PARK DISTRICT  
1310 Washington Street  
Quincy, Illinois

Board Study Session  
Board Room-Emerson Community Center

October 5, 2011  
4:00 P.M.

The Quincy Park District Board of Commissioners of the Quincy Park District held a Board Study Session in the Board Room at Emerson Community Center, 1310 Washington, Quincy, IL.

**ROLL CALL:**

Present: President John Frankenhoff, Vice President Behrens and Commissioners Patty McGlothlin, Tom Ernst and Jeff VanCamp.

Absent: Mike Ridder and Chris Hogge.

Staff in attendance included: Executive Director – Dan Gible, Director of Business Services Don Hilgenbrinck, Director of Parks Ed Seger, Director of Program Services Mike Bruns, Director of Golf Matt Burry and Recording Secretary – Vicky Egbert.

President Frankenhoff called the meeting to order.

Director of Parks Seger stated that the Gardner Park shelter was destroyed in the June storm and staff solicited bids for a wooden shelter and an alternate metal roof/structure with an additional option for LED lighting also. COMMISSIONER VANCAMP MOVED, SECONDED BY COMMISSIONER ERNST TO APPROVE STAFF RECOMMENDATION TO ACCEPT THE LOW BID FROM WATERKOTTE CONSTRUCTION IN THE AMOUNT OF \$108,100 FOR A METAL SHELTER WITH LED LIGHTING AND APPROVE THE USE OF BOND FUNDS FOR THE MODIFICATIONS UP TO \$15,000 NOT COVERED BY THE INSURANCE COMPANY. Commissioner Ernst asked about the price difference for the LED lighting from the engineer's estimate and staff stated that they would check with Klingner's. Seger stated that the bulbs last longer, save in energy costs and also staff time replacing bulbs. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Commissioner Ridder entered the meeting at this time at 4:15pm.

Executive Director Gible stated that he hoped to have a cell tower contract in hand for the next board meeting and there were minor language changes along with 3 references to guide wires that should not be used in our situation so we are waiting to hear from them.

Director of Parks Seger stated that the board received the ADA work list as a part of the overall plan along with phasing for the improvements. Some items future status will change, for example Emerson, depending on how long we stay here and we'll adjust the list accordingly. Some things can be done force account very reasonably and other

items will have to be done by professionals. President Frankenhoff stated that on the second page, creating an accessible route to Bob Bangert soccer fields should be deleted and Seger stated that if you have a site you have to create an accessible route to it or you can remove the facility/tables to keep that site from having to be improved. Seger stated that we are required to do a transition plan as a result of the ADA audit and hold an open house/public hearing. He stated that we will try and bundle the improvements into a package to get a better rate when the time comes to go out for bids. Frankenhoff asked if we would be adding this work to a bond and Gibble stated that yes we have worked these items into the bond schedule.

Gibble presented demographic data to the board on Quincy's population from the 2010 census. He stated that something he found interesting is the 5 and under age group is only 6% of the total population but that group is growing and will impact our future recreation programming.

Gibble stated that during the retreat, the board discussed the district's vacant marketing position and staff has modified the full time position to a Marketing/Recreation Supervisor position for the 2012 recreation budget. Bruns stated that this would be different than our previous marketing position and this person would also be involved in recreation programming. Commissioner Ernst stated that he is not interested in developing a new position when we have laid off 6 seasonal workers and we need them to help take care of what we have. Commissioner McGlothlin asked if these items are being done now and Bruns stated that most are not and with the additional programming that the board would like to see added, we would need additional staff to accomplish those needs. Commissioner VanCamp asked about possible grant writing duties and Gibble stated that if the right person was hired they would be able to do that.

Gibble stated that changes have been made to the draft version of the 2012-2016 Goals based on board discussion and asked President Frankenhoff to lead the discussion on the goals. Gibble stated that these will become part of the Executive Summary of the Comprehensive Plan. Gibble added that since this went out staff has met with Friends of the Log Cabins and there is a reference to a date in the document that might need to be revised. The board asked to have the consensus statements removed from the final document.

Chris Hogge entered the meeting at this time at 4:40pm.

The board discussed each page and listed below are the changes/observations:

Administration, Goal 2: keep it as broad as possible and eliminate the word "like" and eliminate items a.,b.,c.

Administration, Goal 5: Ernst doesn't recall the marketing position being a consensus at the retreat and isn't convinced that we need another full time position. Frankenhoff reminded him that it is a proposal and has not been decided upon yet. Frankenhoff

stated that he thought the old job description included being a liaison with the Park Foundation and Gibble stated that he considers that is part of his job.

Administration, Goal 6, Objective A: Emerson is mute point since we did not receive the PARC grant. Behrens stated that he feels that we will have a hard time finding a place to relocate to for a reasonable price and Gibble stated that he is looking into alternative locations/sites and will be coming back to the board in the allotted timeframe.

Administrative, Goal 7. Gibble stated that he is meeting with the Women's City on the 13<sup>th</sup> to make them aware of our concerns.

Westview, Goal 2, Objective A: VanCamp asked about marketing staff assisting the Director of Golf and if we don't fund that position will this objective still be accomplished and Gibble stated that staff would strive to achieve this goal.

Westview, Goal 3, Objective A: Frankenhoff stated that this has been accomplished and could be deleted.

Westview, Goal 4, Objective C: Ernst doesn't feel it should say marketing staff since we haven't decided on funding this position.

Ernst asked about the success of the Audubon process and Burry stated that he hasn't heard much disapproval and it has helped to cut costs in the maintenance budget.

McGlothlin asked about pre-school programming and Bruns stated that the YMCA just opened a new pre-school program area and didn't make our list based on the survey.

Recreation, Goal 4: could be sped up if the marketing position is funded but would not be taken on by the recreation staff if that position is not filled. Gibble explained that this saves the parks department staff time by not having to meet with event organizers and interrupt their daily schedules.

Marina, Goal 1: Ernst totally agrees with the recreation department taking over the front line operation of the marina.

Parks, Goal 12: Gibble stated that staff added this as a result of the storm in June 2011 and doesn't feel that all the trees need to be replaced but we felt the need to establish a plan for some replacement.

Gibble informed the board that he is working with Anne Mays and staff on plans for a memorial bench and tree plantings for Bob Mays.

Frankenhoff stated that ITEP grants are now available and staff would be bringing a resolution to the board in January that would allow us to apply.

Parks, Goal 4, Objective B: VanCamp asked about limiting us to a certain dollar amount and felt it should be left out and a consensus of the board asked to strike this objective.

Parks, Goal 5: President Frankenhoff stated that he and staff met with the Friends of the Log Cabins and felt that it went well. Ernst stated that he made a commitment of the board to extend the deadline of March, 2015 to have everything completed. Ernst related to them that as long as they were making significant progress we could ignore the deadline, but the board would need to see positive progressive action to extend the deadline. The board agreed to change the goal statement to reflect their revision but still protect the district if work is not progressing to their satisfaction. Frankenhoff stated that FLC asked us to do site work and he told them that we would not be doing any work at the site with our current financial situation.

Frankenhoff stated that teams are still practicing on the Boots Bush fields which is against policy and Bruns stated that he would check into it and the rangers would also do extra patrols.

Frankenhoff stated they had met with the Antique Auto Club members and listened to their opinions and stated our opinion that the board feels that it's basically a storage facility and not a museum. They stated that they are interested in working with us on improving their community outreach and printed materials, etc. and will meet with us again later in the month. Frankenhoff stated that when the conversation came up about fixing the building or grounds, we stated that we would not be allocating district dollars to any repairs.

Parks, Goal 11: Gibble stated that this is a new goal based on using alternative programming space and explained the potential uses of an enclosed shelter/pavilion.

Parks, Goal 13: Gibble stated that at the park tour we talked about using Bob Bangert Park as a trailhead and OSLAD is funding next year so we may be able to get some dollars to beautify that park.

Business Office/Technology, Goal 2, Objective A: VanCamp asked about the goal deadline and Hilgenbrinck stated that the deadline has been moved to April 1, 2012 and Goal 2 and its objectives need to be rewritten to accommodate the new schedule.

At this time, Tom Ernst left the meeting.

Executive Director Gibble stated that he has compiled a comprehensive plan report based on findings from the audits, the focus groups, the survey, etc. and brought them together in a summary to establish a financial plan over a five year period. He asked Don to discuss payment options for the plan. Director of Business Services Hilgenbrinck explained the funding options handout for accomplishing the 2012-2016 goals as defined by the comprehensive plan. He stated that it includes bond issue projections through 2016 and what impact that would have on taxpayers by way of an increase in their property taxes. He also showed the board how the Westview restroom renovation could be paid for with a 5 year alternate bond and how the Marina E/F dock replacement project could be paid for with cash reserves thereby lowering the bond issue and cost to the taxpayers. Frankenhoff and Behrens questioned the cost of \$400,000 for the restrooms at Westview and staff stated that these are just estimates. Behrens said that he would like to see the detail for these bond issues and staff stated they would email it to him tomorrow.

At this time, Jeff VanCamp left the meeting.

President Frankenhoff expressed that he would have liked to have received this report last Friday instead of at the meeting tonight and Dan said staff was still working on it until today and is presented for information only and no action. Behrens asked what condition the district would be in at the end of the 5 year plan and Gibble stated there are a lot of items that need attention now to catch up and especially since we didn't issue a bond earlier this year. Seger stated that we are behind with maintenance and

has scheduled repairs past the 5 years shown here tonight. Behrens stated that he realizes that taking care of what we have has a price tag and that's where we are now.

COMMISSIONER MCGLOTHLIN MOVED, SECONDED BY COMMISSIONER HOGGE TO ADJOURN THE MEETING. 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