

Quincy Park District

BOARD OF COMMISSIONERS MEETING



QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Agenda
April 13, 2016

Finance Meeting - District Conference Room **5:15 P.M.**

- Approval of Minutes – March 9, 2016
- Review of Monthly Financial Report
- Discussion on Agenda items
- Road Projects/Bond Funds
- Public Input: Each speaker may have up to 3 minutes for comments

Regular Meeting -- Board Room **6:00 P.M.**

CALL TO ORDER (ROLL CALL)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: (UNANIMOUS CONSENT)

1. Monthly financial report
2. Accounts payable
3. Regular Meeting Minutes – March 9, 2016
4. Executive Session – March 9, 2016 (Approve and Remain Confidential, subject to Bi-Annual Review)

PUBLIC INPUT: Each speaker may have up to 3 minutes for comments

BOARD INFORMATION/EDUCATION: None

CORRESPONDENCE:

- Ruth Evans, Mississippi Valley Historic Auto Club building

VOLUNTEERS:

- After-School Program: Sarah Kimme, Mary Otrembiak
- Youth Soccer Coaches: per list in packet

EXECUTIVE DIRECTOR'S REPORT

- Rome Frericks

DIRECTOR'S REPORTS

- Matt Higley, Director of Parks
- Don Hilgenbrinck, Director of Business Services
- Mike Bruns, Director of Program Services
- David Morgan, Director of Golf

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- Quincy Park District 2016-2020 Goals & Objectives 1st Quarter Status Update: Information Only
- Parking Lot Expansion Bid at Bob Mays Park: Recommended Approval **(VOICE VOTE)**
- Bid for Tennis Court Repairs and Color Finishing at Reservoir Park: Recommended Approval **(VOICE VOTE)**
- Bid for Golf Cars at Westview Golf Course: Informational Only

PUBLIC INPUT: Each speaker may have up to 3 minutes for comments

EXECUTIVE SESSION: In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene into Executive Session to discuss: (please read item(s) from list) **(ROLL CALL VOTE)**

CALL TO ORDER (OPEN SESSION)

ACTIONS AFTER EXECUTIVE SESSION

ADJOURN **(VOICE VOTE)**

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Finance Meeting
Conference Room

March 9, 2016
5:15 P.M.

The Finance Committee of the Board of Commissioners of the Quincy Park District held a finance meeting in the Conference Room at 1231 Bonansinga Drive, Quincy, IL.

Those present included: Vice President Tom Ernst and President John Frankenhoff.
Staff in attendance included: Executive Director – Rome Frericks and Director of Business Services – Don Hilgenbrinck.

The finance meeting minutes from February 10, 2016 were approved by unanimous consent.

Behrens Report

Hilgenbrinck noted that Westview revenue is at \$70,000 at the end of February. We were at \$7,600 this time last year but the weather is better this year. Westview reported 768 rounds of golf in February.

There was discussion regarding The Scotty fundraiser. It was noted that the sponsorships will not be limited this year. This will hopefully increase the revenue.

Hilgenbrinck reported that the bonds have been closed resulting in an increase in short term investments. This is a new line item in the reports.

Hilgenbrinck stated we recently learned that if an employee works over 130 hours for 4 months, during our 12 month lookback period, they qualify for our health insurance coverage. Going forward, our seasonal employees will be limited to 30 hours a week. This will mean that the Parks Department will need to hire 4 additional employees and Westview will hire an additional 3. Another pending rule that will impact our financials is an administrative order that will go into effect this fall. The order states that if any employee makes less than \$50,440 they will be eligible for overtime. Employees have been asked to log how many hours they are working going forward. This should help management assess the impact of this new rule.

PUBLIC INPUT: Jeff Kerkhoff stated that the new administrative rule was not going to work and hopefully it will be reversed.

With no further business to discuss, the meeting was adjourned.

Secretary

Chairman

Date

Date

**QUINCY PARK DISTRICT
REVENUE & EXPENDITURE STATEMENT**

03/01/2016 TO 03/31/2016

FY 2016

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>ENCUMBRANCES</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
25 INDIAN MOUNDS POOL								
REVENUE:								
000	50,000.00	0.00	0.00	0.00	50,000.00	0	132.50	132.50
105 CONCESSION	26,800.00	0.00	0.00	0.00	26,800.00	0	0.00	0.00
106 LESSONS	4,000.00	170.00	170.00	0.00	3,830.00	4	0.00	0.00
108 PARTIES	2,000.00	0.00	550.00	0.00	1,450.00	28	275.00	275.00
TOTAL REVENUE	<u>82,800.00</u>	<u>170.00</u>	<u>720.00</u>	<u>0.00</u>	<u>82,080.00</u>	<u>1</u>	<u>407.50</u>	<u>407.50</u>
EXPENDITURE:								
000	95,014.00	307.81	1,096.53	1,050.00	92,867.47	2	1,127.24	3,102.73
105 CONCESSION	19,951.00	0.00	0.00	0.00	19,951.00	0	0.00	0.00
106 LESSONS	2,300.00	0.00	0.00	0.00	2,300.00	0	0.00	0.00
108 PARTIES	300.00	0.00	0.00	0.00	300.00	0	0.00	0.00
TOTAL EXPENDITURE	<u>117,565.00</u>	<u>307.81</u>	<u>1,096.53</u>	<u>1,050.00</u>	<u>115,418.47</u>	<u>2</u>	<u>1,127.24</u>	<u>3,102.73</u>
DEFICIENCY OF REVENUE BEFORE TRANSFERS	<u>-34,765.00</u>	<u>-137.81</u>	<u>-376.53</u>	<u>-1,050.00</u>		<u>4</u>	<u>-719.74</u>	<u>-2,695.23</u>
DEFICIENCY OF REVENUE AFTER TRANSFERS	<u>-34,765.00</u>	<u>-137.81</u>	<u>-376.53</u>	<u>-1,050.00</u>		<u>4</u>	<u>-719.74</u>	<u>-2,695.23</u>
27 BATTING CAGE								
REVENUE:								
000	80,300.00	0.00	0.00	0.00	80,300.00	0	0.00	0.00
105 CONCESSION	21,600.00	0.00	0.00	0.00	21,600.00	0	0.00	0.00
TOTAL REVENUE	<u>101,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>101,900.00</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
EXPENDITURE:								

QUINCY PARK DISTRICT
REVENUE & EXPENDITURE STATEMENT
03/01/2016 TO 03/31/2016

FY 2016

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>ENCUMBRANCES</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
000	63,933.00	3,236.96	3,680.42	400.00	59,852.58	6	2,463.68	2,665.94
105 CONCESSION	11,700.00	2,532.79	2,532.79	0.00	9,167.21	22	0.00	0.00
TOTAL EXPENDITURE	<u>75,633.00</u>	<u>5,769.75</u>	<u>6,213.21</u>	<u>400.00</u>	<u>69,019.79</u>	<u>9</u>	<u>2,463.68</u>	<u>2,665.94</u>
DEFICIENCY OF REVENUE BEFORE TRANSFERS	<u>26,267.00</u>	<u>-5,769.75</u>	<u>-6,213.21</u>	<u>-400.00</u>		<u>-25</u>	<u>-2,463.68</u>	<u>-2,665.94</u>
DEFICIENCY OF REVENUE AFTER TRANSFERS	<u>26,267.00</u>	<u>-5,769.75</u>	<u>-6,213.21</u>	<u>-400.00</u>		<u>-25</u>	<u>-2,463.68</u>	<u>-2,665.94</u>

QUINCY PARK DISTRICT
REVENUE & EXPENDITURE STATEMENT FOR 60 WESTVIEW
03/01/2016 TO 03/31/2016

FY 2016

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>ENCUMBRANCES</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
60 WESTVIEW								
REVENUE:								
00 GENERAL	569,808.00	56,598.64	122,865.73	0.00	446,942.27	22	105,004.53	111,810.72
51 THE SCOTTY	25,000.00	3,150.00	3,200.00	0.00	21,800.00	13	1,425.00	1,425.00
52 PRO SHOP	70,200.00	6,141.22	10,448.40	0.00	59,751.60	15	4,808.38	5,475.18
54 CART RENTAL	237,000.00	12,213.00	17,707.00	0.00	219,293.00	7	10,324.00	10,524.00
55 CONCESSION	150,000.00	4,866.00	6,310.75	0.00	143,689.25	4	2,789.25	2,805.00
57 SHIH SCHOLARSHIP	30.00	2.09	6.07	0.00	23.93	20	2.12	4.40
TOTAL REVENUE	<u>1,052,038.00</u>	<u>82,970.95</u>	<u>160,537.95</u>	<u>0.00</u>	<u>891,500.05</u>	<u>15</u>	<u>124,353.28</u>	<u>132,044.30</u>
EXPENDITURE:								
00 GENERAL	269,307.00	9,694.36	39,747.11	7,650.00	221,909.89	18	16,771.81	37,054.55
51 THE SCOTTY	23,926.00	22.00	22.00	0.00	23,904.00	0	119.50	119.50
52 PRO SHOP	45,200.00	3,167.95	6,705.25	0.00	38,494.75	15	13,657.26	15,079.63
53 MAINTENANCE	471,585.00	25,352.97	50,776.76	4,204.83	416,603.41	12	30,343.04	62,273.21
54 CART RENTAL	12,238.00	165.30	566.58	0.00	11,671.42	5	292.93	435.13
55 CONCESSION	110,425.00	4,362.60	6,191.80	0.00	104,233.20	6	619.08	683.48
57 SHIH SCHOLARSHIP	1,000.00	0.00	0.00	0.00	1,000.00	0	0.00	0.00
TOTAL EXPENDITURE	<u>933,681.00</u>	<u>42,765.18</u>	<u>104,009.50</u>	<u>11,854.83</u>	<u>817,816.67</u>	<u>12</u>	<u>61,803.62</u>	<u>115,645.50</u>
EXCESS OF REVENUE BEFORE TRANSFERS	<u>118,357.00</u>	<u>40,205.77</u>	<u>56,528.45</u>	<u>-11,854.83</u>		<u>38</u>	<u>62,549.66</u>	<u>16,398.80</u>
EXCESS OF REVENUE AFTER TRANSFERS	<u>118,357.00</u>	<u>40,205.77</u>	<u>56,528.45</u>	<u>-11,854.83</u>		<u>38</u>	<u>62,549.66</u>	<u>16,398.80</u>

QUINCY PARK DISTRICT
 REVENUE & EXPENDITURE STATEMENT FOR 61 MARINA
 03/01/2016 TO 03/31/2016

FY 2016

	<u>BUDGETED</u>	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>ENCUMBRANCES</u>	<u>REMAINING BALANCE</u>	<u>PCT USED</u>	<u>PRIOR YEAR PERIOD</u>	<u>PRIOR YEAR YEAR TO DATE</u>
61 MARINA								
REVENUE:								
00 GENERAL	200,450.00	92,004.69	112,059.81	0.00	88,390.19	56	104,550.71	122,153.14
TOTAL REVENUE	<u>200,450.00</u>	<u>92,004.69</u>	<u>112,059.81</u>	<u>0.00</u>	<u>88,390.19</u>	<u>56</u>	<u>104,550.71</u>	<u>122,153.14</u>
EXPENDITURE:								
00 GENERAL	220,063.00	10,504.48	20,840.55	7,349.00	191,873.45	13	8,804.05	18,739.07
TOTAL EXPENDITURE	<u>220,063.00</u>	<u>10,504.48</u>	<u>20,840.55</u>	<u>7,349.00</u>	<u>191,873.45</u>	<u>13</u>	<u>8,804.05</u>	<u>18,739.07</u>
EXCESS OF REVENUE								
BEFORE TRANSFERS	<u>-19,613.00</u>	<u>81,500.21</u>	<u>91,219.26</u>	<u>-7,349.00</u>		<u>-428</u>	<u>95,746.66</u>	<u>103,414.07</u>
EXCESS OF REVENUE								
AFTER TRANSFERS	<u>-19,613.00</u>	<u>81,500.21</u>	<u>91,219.26</u>	<u>-7,349.00</u>		<u>-428</u>	<u>95,746.66</u>	<u>103,414.07</u>

**Quincy Park District
Cash Balance Report**

Account Number	Account Description	Balance February 2016	Balance March 2016	Net Change	Cash Reserve Required 12/31/16
10000001000	CASH-CORP GENERAL	\$442,016.39	\$378,025.85	(\$63,990.54)	\$898,165
10000001002	SHORT-TERM INVESTMENTS-CORP GEN	\$800,000.00	\$800,000.00	\$0.00	
10120001000	CASH-EMERGENCY FLOOD	\$6,475.72	\$6,478.63	\$2.91	
10130001000	CASH-BOEHL PARK MAINTENANCE	\$3,086.97	\$3,088.36	\$1.39	
10140001000	CASH-HERITAGE TREE	\$18,646.03	\$18,829.49	\$183.46	
10150001000	CASH-GENERAL DONATION	\$36,842.10	\$37,609.00	\$766.90	
11000001000	CASH-WORKING CASH	\$179,545.12	\$179,545.12	\$0.00	
20000001000	CASH-REC GENERAL	\$277,524.20	\$257,313.14	(\$20,211.06)	\$189,431
30000001000	CASH-MUSEUM GENERAL	\$149,388.86	\$143,607.79	(\$5,781.07)	\$129,574
31000001000	CASH-SOCIAL SECURITY	\$26,652.39	\$19,269.68	(\$7,382.71)	\$106,500
32000001000	CASH-PENSION/IMRF	\$140,236.85	\$133,589.97	(\$6,646.88)	\$116,250
33000001000	CASH-UNEMPLOYMENT COMPENSATION	\$181,245.09	\$175,126.70	(\$6,118.39)	\$82,687
34000001000	CASH-LIABILITY INSURANCE	\$409,262.56	\$402,832.50	(\$6,430.06)	\$392,108
35000001000	CASH-AUDIT	\$20,549.58	\$20,558.82	\$9.24	\$9,188
36000001000	CASH-PARK SECURITY	\$150,821.15	\$145,206.56	(\$5,614.59)	\$105,998
37000001000	CASH-PAVING & LIGHTING	\$45,725.75	\$45,079.23	(\$646.52)	\$22,500
40000001000	CASH-DEBT SERVICE GENERAL	\$0.00	\$0.00	\$0.00	
40003111000	CASH-BOND 2012A RETIREMENT	\$5,604.52	\$5,604.52	\$0.00	
40003151000	CASH-BOND 2015 RETIREMENT	\$0.00	\$0.00	\$0.00	
40813121000	CASH DEBT CERT 2013 RETIREMENT	\$0.00	\$0.00	\$0.00	
50000001000	CASH-CAPITAL FUND GENERAL	\$3,523.26	\$0.00	(\$3,523.26)	
50600001000	CASH-RIVERFRONT DEVELOPMENT	\$1,246.26	\$1,246.82	\$0.56	
50614211000	CASH-BOND 2015	\$296,930.82	\$198,201.95	(\$98,728.87)	
50614221000	CASH-BOND 2015A	\$0.00	\$0.00	\$0.00	
50614231000	CASH-BOND 2016	\$757,399.60	\$701,858.15	(\$55,541.45)	
50630001000	CASH-TENNIS	\$0.00	\$0.00	\$0.00	
50640001000	CASH-TRAIL DEVELOPMENT	\$555,977.65	\$556,227.66	\$250.01	
50710001000	CASH-BAYVIEW PROPERTY DEV	\$0.00	\$0.00	\$0.00	
60000001000	CASH-WESTVIEW GENERAL	\$140,741.26	\$179,395.45	\$38,654.19	\$220,420
60570001000	CASH-SHIH SCHOLARSHIP	\$4,637.59	\$4,639.68	\$2.09	
61000001000	CASH-MARINA GENERAL	\$106,870.43	\$188,140.64	\$81,270.21	\$55,016
61410001000	CASH-DREDGE	\$0.00	\$0.00	\$0.00	
71000001000	CASH - BOEHL TRUST SSB	\$0.00	\$0.00	\$0.00	
		4,760,950.15	4,601,475.71	(\$159,474.44)	

**PAID INVOICE
LISTING
(\$2,000 Threshold)**

QUINCY PARK DISTRICT

CHECK REGISTER FOR 3/1/2016 TO 3/31/2016 & CHECK NUMBERS 0 TO 2147483647
CASH ACCT 19-00-000-1000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 68				
19096	03/04/2016	572 DIRECT ENERGY BUSINESS		6,178.48
	10-04-011-6101	ELECTRICITY	3,503.13	
	20-25-000-6101	ELECTRICITY	125.82	
	30-34-000-6101	ELECTRICITY	471.67	
	37-00-000-6101	ELECTRICITY	213.00	
	60-00-000-6101	ELECTRICITY	408.86	
	60-53-000-6101	ELECTRICITY	489.70	
	61-00-000-6101	ELECTRICITY	966.30	
CHECK RUN: 68			NUMBER OF CHECKS:	1
			NUMBER OF EPAYMENTS:	0
				6,178.48
CHECK RUN: 69				
*	19113	03/10/2016	313 VISA CARD SERVICES	3,614.22
	10-02-000-8002	CONFERENCE & EDUCATION	286.32	
	10-01-000-8002	CONFERENCE & EDUCATION	286.32	
	10-03-000-8002	CONFERENCE & EDUCATION	286.32	
	10-04-000-8002	CONFERENCE & EDUCATION	286.32	
	20-23-000-8002	CONFERENCE & EDUCATION	286.32	
	20-22-000-8002	CONFERENCE & EDUCATION	286.32	
	60-53-000-8002	CONFERENCE & EDUCATION	15.00	
	60-53-000-8002	CONFERENCE & EDUCATION	78.40	
	10-04-011-8002	CONFERENCE & EDUCATION	78.40	
	20-20-512-6002	OPERATIONAL SUPPLIES	15.96	
	60-53-000-6009	SMALL TOOLS & SUPPLIES	391.00	
	60-00-000-6002	OPERATIONAL SUPPLIES	48.90	
	60-00-000-6002	OPERATIONAL SUPPLIES	211.96	
	10-04-000-8001	TELEPHONE	83.40	
	10-24-000-8001	TELEPHONE	444.76	
	20-25-000-8001	TELEPHONE	27.80	
	20-27-000-8001	TELEPHONE	27.80	
	60-00-000-8001	TELEPHONE	166.80	
	60-53-000-8001	TELEPHONE	55.60	
	60-55-105-8001	TELEPHONE	27.80	
	10-03-000-8004	INTERNET	177.21	
	60-00-000-8004	INTERNET	45.51	
CHECK RUN: 69			NUMBER OF CHECKS:	1
			NUMBER OF EPAYMENTS:	0
				3,614.22
CHECK RUN: 71				
*	19127	03/17/2016	572 DIRECT ENERGY BUSINESS	2,370.98
	10-04-011-6101	ELECTRICITY	599.53	
	10-24-000-6101	ELECTRICITY	831.78	
	37-00-000-6101	ELECTRICITY	453.78	
	61-00-000-6101	ELECTRICITY	485.89	

QUINCY PARK DISTRICT
 CHECK REGISTER FOR 3/1/2016 TO 3/31/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 19-00-000-1000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
CHECK RUN: 71			NUMBER OF CHECKS:	1
			NUMBER OF EPAYMENTS:	0
				2,370.98
CHECK RUN: 74				
*	19138	03/24/2016 712 JOHN DEERE FINANCIAL		3,879.82
		50-61-423-9001 EQUIPMENT PURCHASE	3,523.26	
		10-04-011-6013 REPAIR PARTS	18.70	
			0.00	
			0.00	
		10-04-011-6013 REPAIR PARTS	337.86	
*	19141	03/24/2016 616 UNITED HEALTH CARE DEPT CH10151		16,906.27
		10-00-000-2122 ELECTIVE INS W/H-CAFETERIA	140.85	
		10-02-000-5001 ACCIDENT/HEALTH INS	639.47	
		10-02-000-5001 ACCIDENT/HEALTH INS	14.00	
		10-03-000-5001 ACCIDENT/HEALTH INS	3,171.35	
		10-03-000-5001 ACCIDENT/HEALTH INS	22.40	
		10-04-000-5001 ACCIDENT/HEALTH INS	639.48	
		10-04-000-5001 ACCIDENT/HEALTH INS	9.80	
		10-04-011-5001 ACCIDENT/HEALTH INS	5,051.83	
		10-04-011-5001 ACCIDENT/HEALTH INS	33.18	
		20-22-000-5001 ACCIDENT/HEALTH INS	639.47	
		20-22-000-5001 ACCIDENT/HEALTH INS	9.80	
		20-23-000-5001 ACCIDENT/HEALTH INS	639.47	
		20-23-000-5001 ACCIDENT/HEALTH INS	9.80	
		20-28-000-5001 ACCIDENT/HEALTH INS	639.47	
		20-28-000-5001 ACCIDENT/HEALTH INS	9.80	
		30-00-000-5001 ACCIDENT/HEALTH INS	991.15	
		30-00-000-5001 ACCIDENT/HEALTH INS	9.03	
		36-00-000-5001 ACCIDENT/HEALTH INS	767.36	
		36-00-000-5001 ACCIDENT/HEALTH INS	11.76	
		60-00-000-5001 ACCIDENT/HEALTH INS	639.47	
		60-00-000-5001 ACCIDENT/HEALTH INS	9.80	
		60-53-000-5001 ACCIDENT/HEALTH INS	1,918.41	
		60-53-000-5001 ACCIDENT/HEALTH INS	18.20	
		61-00-000-5001 ACCIDENT/HEALTH INS	863.29	
		61-00-000-5001 ACCIDENT/HEALTH INS	7.63	
CHECK RUN: 74			NUMBER OF CHECKS:	2
			NUMBER OF EPAYMENTS:	0
				20,786.09
CHECK RUN: 75				
*	19144	03/28/2016 969 MILES CHEVROLET		19,958.00
		50-61-423-9003 AUTO PURCHASE	19,958.00	
CHECK RUN: 75			NUMBER OF CHECKS:	1
			NUMBER OF EPAYMENTS:	0
				19,958.00
CHECK RUN: 77				

QUINCY PARK DISTRICT
 CHECK REGISTER FOR 3/1/2016 TO 3/31/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 19-00-000-1000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>		<u>CHECK AMT</u>
*	19158	03/31/2016	18 AREA DISTRIBUTORS	7,698.80
		10-04-011-6007	JANITORIAL SUPPLIES	159.00
		10-04-011-6007	JANITORIAL SUPPLIES	6,140.24
		30-34-000-6007	JANITORIAL SUPPLIES	250.00
		61-00-000-6007	JANITORIAL SUPPLIES	700.00
		10-24-000-6007	JANATORIAL SUPPLIES	46.66
		10-04-011-6007	JANITORIAL SUPPLIES	278.50
		20-27-000-6002	OPERATIONAL SUPPLIES	109.38
		10-04-011-6007	JANITORIAL SUPPLIES	15.02
*	19161	03/31/2016	323 BEARSAVER A COMPUMERIC COMPANY	7,451.00
		34-00-000-6200	CLAIMS/CO-PAY COSTS	2,517.00
		50-61-423-9005	PERMANENT GROUNDS	4,934.00
*	19163	03/31/2016	684 BSN SPORTS INC	7,285.81
		20-20-501-6002	OPERTIONAL SUPPLIES	5,950.00
		20-00-000-6002	OPERATIONAL SUPPLIES	347.95
		20-20-504-6002	OPERATIONAL SUPPLIES	987.86
*	19174	03/31/2016	117 HOEBING'S INC	18,919.00
		50-61-423-9001	EQUIPMENT PURCHASE	14,676.00
		50-61-423-9001	EQUIPMENT PURCHASE	4,243.00
*	19180	03/31/2016	143 IPRA	3,923.00
		34-00-000-6207	WORKMEN'S COMPENSATION	3,923.00
	19181	03/31/2016	958 J F BRENNAN CO INC	98,600.00
		50-61-421-9005	PERMANENT GROUNDS	98,600.00
*	19188	03/31/2016	858 KUBOTA TRACTOR CORPORATION	11,662.92
		50-61-423-9001	EQUIPMENT PURCHASE	11,662.92
	19189	03/31/2016	162 LANDMARX INC	2,612.64
		10-04-011-6018	UNIFORM SUPPLIES	712.14
		20-00-000-6018	UNIFORMS	1,900.50
*	19194	03/31/2016	579 MTI DISTRIBUTING, INC.	2,405.46
		10-04-011-6013	REPAIR PARTS	328.58
		10-04-011-6013	REPAIR PARTS	-307.58
		10-04-011-6013	REPAIR PARTS	-291.34
		60-53-000-6013	REPAIR PARTS	2,675.80
*	19197	03/31/2016	284 PRAIRIELAND FS INC	4,738.75
		10-04-011-6008	FUEL, GAS & OIL	603.06
		10-04-011-6008	FUEL, GAS & OIL	92.46
		10-04-011-6008	FUEL, GAS & OIL	1,006.13
		61-00-000-6309	FUEL FOR SALE	2,309.16
		60-53-000-6008	FUEL, GAS & OIL	544.30
		60-53-000-6008	FUEL, GAS & OIL	183.64
*	19202	03/31/2016	910 REED PROMOTIONAL MEDIA	2,874.36
		20-23-000-7003	PROGRAM PROMOTION	99.00
		20-23-000-7003	PROGRAM PROMOTION	2,775.36

QUINCY PARK DISTRICT
 CHECK REGISTER FOR 3/1/2016 TO 3/31/2016 & CHECK NUMBERS 0 TO 2147483647
 CASH ACCT 19-00-000-1000

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VENDOR NO/ NAME</u>	<u>CHECK AMT</u>	
19203	03/31/2016	238 REFRESHMENT SERVICES PEPSI	3,237.86	
	60-55-105-6302	CONCESSION FOOD	93.23	
	60-55-105-6302	CONCESSION FOOD	173.94	
	60-55-105-6304	BOTTLE SODA PURCHASES	437.52	
	60-55-105-6302	CONCESSION FOOD	165.02	
	20-27-105-6302	CONCESSION FOOD	1,325.90	
	20-27-105-6303	CONCESSION SUPPLIES	40.00	
	60-55-105-6302	CONCESSION FOOD	76.60	
	60-55-105-6304	BOTTLE SODA PURCHASES	611.04	
	20-27-105-6302	CONCESSION FOOD	180.00	
	20-27-105-6302	CONCESSION FOOD	134.61	
*	19211	03/31/2016	273 SUPREME TURF PROD INC	5,613.04
	60-53-000-6002	OPERATIONAL SUPPLIES	1,784.28	
	60-53-000-6002	OPERATIONAL SUPPLIES	1,092.76	
	60-53-000-6011	FERTILIZERS/CHEMICALS	2,736.00	
	CHECK RUN: 77	NUMBER OF CHECKS:	13	
		NUMBER OF EPAYMENTS:	0	
			177,022.64	
			0.00	
			177,022.64	
		TOTAL NUMBER OF CHECKS:	19	
		TOTAL NUMBER OF EPAYMENTS:	0	
			229,930.41	
			229,930.41	
** OUT OF SEQUENCE CHECKS ON REPORT **				

THE ABOVE LISTED CHECKS ARE HEREBY APPROVED FOR CHECK SIGNING

AUTHORIZED SIGNATURES:

(DATE)	(DATE)
(DATE)	(DATE)

CONSENT AGENDA
(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

March 9, 2016
6:00 P.M.

ROLL CALL:

The meeting was called to order by President John Frankenhoff and upon the roll being called the following members were physically present at said location: Commissioners Chris Blakeman, Jeff Steinkamp, Abby Schlipmann, Patty McGlothlin, Jerrod Welch, Vice President Ernst, and President John Frankenhoff.

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

Also in Attendance: Executive Director – Rome Frericks, Director of Parks – Matt Higley, Director of Program Services – Mike Bruns, Director of Business Services – Don Hilgenbrinck and Director of Golf – David Morgan.

President Frankenhoff led the room in the Pledge of Allegiance.

CONSENT AGENDA:

President Frankenhoff asked for objections to the monthly financial report, accounts payable, regular, special meeting and executive session minutes and upon hearing no objections he announced they are approved by unanimous consent.

PUBLIC INPUT: NONE

BOARD INFORMATION/EDUCATION: NONE

CORRESPONDENCE:

VOLUNTEERS:

1. After-School Program
2. Date Nights

EXECUTIVE DIRECTOR REPORT: Executive Director Frericks stated on March 16th at 2:30 p.m. in Reservoir Park the tennis community will launch the public phase of their fundraiser to raise funds to resurface 4 courts. Bill Klinger Trail is approximately 15–20% complete. Trees need to be removed before the Indiana Bat comes back and work continues on drainage along the trail. We have had several meetings with Teen Reach and local pastors about having a presence in the northwest community.

DIRECTOR'S REPORTS:

Parks: Higley reported he continues to work with Kiwanis on the Lincoln Park shelter house fundraising project. They are waiting on several grants. They are hosting a basketball tournament on March 26 at Quincy University. They are also planning a fundraiser in April. All park roads will open by the end of the day on Friday. Restrooms will not be opened.

Business Services: Hilgenbrinck had nothing to add to his report.

Program Services: Bruns reported that he continues to work on northeast programming. Redmon and Lee Center has closed and has been replaced with the Fredrick Ball Community Center. Teen Reach has moved into the center and we are working with them to develop summer programming. We are also working with the church and Alan Hickman with the Housing Authority on summer activities. The details should be finalized in April. We will also participate in their August event. We have a Job Fair from 2:00-6:00 tomorrow. Last year we had 320 participants and this year we have 460 registered in youth soccer. We are still registering for little league. We are making plans for the grand opening of Pepsi Field on Saturday, April 9th and we will send an email to all commissioners with the details once they are finalized. Teams start using the field on Monday, April 11th. Commissioner Welch asked if we knew what drives the increase in the soccer numbers? Marcelo is doing an excellent job updating and maintaining Facebook. The largest increase is in K-3 with 190 kids registered and 16 teams in this group. Commissioner Blakeman asked if there has been any additional contact regarding the change to adult softball. Bruns reported that he has only heard from the 2 individuals that were at last month's board meeting. Commissioner Blakeman noted that the increase in Little League registrations could result in an increased interest in adult softball in the future. Bruns stated that we will adjust our programming as needed.

Golf: Morgan noted the brochures distributed to the board are in draft form. He thanked Mike, Marcelo, and Rome for their assistance with the development of the brochures. Once finalized, they will be distributed to area hotels and other businesses. There was discussion on whose picture should be on the brochure, logos, pricing, quality and printing. Commissioner Ernst noted that there were stumps on the course and asked if there is a plan to have them removed. Morgan said they will be there awhile because of the other work that needs to be completed first. Frankenhoff noted that we all have the same goal - to see increased rounds and the course used more. He asked if there is anything the board could do to help increase the rounds of golf. Morgan stated that he would like to be able to continue to have the flexibility to try new things.

Commissioner Steinkamp noted that we have \$7,000 for repaving the road at Madison Park. He stated that he had talked to Father Leo from St. Peters and they will be doing some work also. He suggested that we try to coordinate with them. Frericks said he has already emailed him and Tim Weis but has not heard back from them. He did talk to Tim Weis at the Foundation meeting and informed him that we plan to do the work this summer.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Frankenhoff noted that we modified the Quincy Park District Mission Statement a few years ago and agreed that it should be reviewed periodically. There were no revisions offered.

Frericks stated that the current district goals and objectives include the development and approval of a License Agreement with Friends of the Log Cabins for the use and care of the log cabin village. The last agreement expired December 31, 2015. This agreement is a one year agreement expiring December 31, 2016. There were no other changes to the agreement. COMMISSIONER SCHLIPMANN MOVED, SECONDED BY COMMISSIONER BLAKEMAN TO APPROVE THE FRIENDS OF THE LOG CABINS LICENSE AGREEMENT AS RECOMMENDED BY STAFF.

Commissioner Steinkamp asked if there had been consideration for a multiple year contract. Frericks noted that all our license agreements are annual. Commissioner McGlothlin noted that the agreement expired in December and asked if the agreement should be renewed sooner. Frericks agreed but noted that with the number of projects and with the work on the bridge this year, renewal was delayed slightly. Due to the number of new commissioners, President Frankenhoff gave a brief history of the cabins and the establishment of Friends of the Log Cabins. He noted that this was another example of the Park District benefiting from a private donation. He then suspended the rules and asked John Gebhardt if he had anything he would like to add. Mr. Gebhardt added that each cabin was rebuilt on the island by area service clubs. The association now maintains the cabins with restoration of the first cabin completed last year. It takes money and volunteers and the license agreement allows us to do this. Frontier days are scheduled for the 2nd Saturday in September and an open house is scheduled for May 1st. Frankenhoff asked if they were satisfied with the agreement. Gebhardt said that under the current circumstances, they are willing to go along with it but they would be interested in a longer term agreement in the future. So far we have a good relationship with the board and it has worked out. There being no further comments, the meeting returned to regular session. Commissioner Blakeman asked if there was any monetary exchange in the agreement. Commissioner Frankenhoff noted that there was no budget for the cabins but there are some indirect expenses such as mowing the area and security cameras. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Higley asked that the bid for the stone wall repairs in Parker Heights and Sunset Park be approved as presented. COMMISSIONER SCHLIPMANN MOVED, SECONDED BY COMMISSIONER BLAKEMAN TO APPROVE THE LOW BID OF \$42,700 FROM RUPP MASONARY FOR THE REPAIRS TO THE PARKER HEIGHTS AND SUNSET PARK STONE WALL AS RECOMMENDED BY STAFF. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Higley stated that the Quincy Park District performs maintenance dredging in the Marina and boat ramps every year depending on the amount of flooding. In order to allow the District to complete dredging in a timely manner, competitive bids were solicited for an hourly rate for "as needed" mechanical dredging. One bid was received from Canton Marine Towing Co, Inc. for \$412.50 an hour. COMMISSIONER BLAKEMAN MOVED, SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE LOW BID FROM CANTON MARINE TOWING CO, INC. FOR AN HOURLY DREDGING

RATE OF \$412.50 AS RECOMMENDED BY STAFF. Commissioner Steinkamp asked how much dredging was completed last year. Higley said there was approximately 4 to 4.5 days. We will do sounding to account for the amount of sediment from the prior year. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

PUBLIC INPUT: Jeff Kerkhoff commented that there were a number of things that have been abandoned by the Park District.

At this time, President Frankenhoff listed a number of new activities that the Park District offers, and disagrees with Mr.Kerkhoff's comments that the district is managing a decline in activity.

President Frankenhoff provided a brief historical overview of the auto museum. He noted the similarities and differences between the log cabins and the auto museum. He also noted the differences between the 2 groups. The license agreement with the Friends of the Log Cabin was the template for the agreement for the auto museum. The Auto Club would never acknowledge or concede that the building is owned by the Park District. He noted that there were numerous attempts over many years to resolve this issue. Vice President Ernst added that all we wanted was an agreement so everybody knew what was going on. Commissioner Steinkamp also noted that this is a legal liability.

President Frankenhoff asked Terry Anastas, the Park District's attorney, to provide a summary of the litigation with the auto club. As previously reported, the first court appearance was February 3rd. Tom Leeper, the attorney for the Auto Club asked for additional time to file the response. An order was entered giving the Auto Club 30 days to file a response. The response that was filed was a motion to dismiss. Judge Hooker granted their motion to continuance over our objection and the hearing is scheduled for March 29th. The defendant has until March 25th to file a response to the summary judgement. We have 10 days from yesterday to file an amendment to our complaint. Anastas suggested we proceed in executive session.

EXECUTIVE SESSION:

COMMISSIONER MCGLOTHIN MOVED, SECONDED BY COMMISSIONER SCHLIPMANN THAT THE BOARD CONVENES INTO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS, PAR. 120/2C TO DISCUSS:

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 STEINKAMP	YES
COMMISSIONER SCHLIPMANN	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER WELCH	YES
COMMISSIONER BLAKEMAN	YES
VICE PRESIDENT ERNST	YES
PRESIDENT FRANKENHOFF	YES

PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

COMMISSIONER BLAKEMAN MOVED, SECONDED BY COMMISSIONER SCHLIPMANN TO ADJOURN THE EXECUTIVE SESSION AND RETURN TO THE REGULAR MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

With no other business to discuss,

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

Secretary

President

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

CORRESPONDENCE

Mendon, IL, 62351

March 31, 2016



Quincy Park Board

1231 Bonansinga Drive

Quincy, IL 62301

Dear Park Board Members and Pres. Frankenhoff:

As a concerned citizen of the Tri-State Area, I am writing you in regard to the on-going dispute between you and the Mississippi Valley Historic Auto Club. I realize I do not live within your city limits, though I shop and attend many, many functions there----including visiting the Historic Auto Building. And I am sure you are going to say I probably do not get the "complete picture"!

Having taught school and sub taught in Unit School District #4 for fifty (50) years, I always put THINKING and USING GOOD COMMON SENSE ahead of any subject matter. Yes, my only knowledge regarding your problem comes through the Quincy paper and what I'm reading doesn't always seem to go along with --- "thinking" and "using good common sense". You seem to be giving negative attitudes for your community-----and I'm sure that is not your intention. May you solve this in good faith----the Best of Luck.

Sincerely,


Ruth Evans

VOLUNTEERS

QUINCY PARK DISTRICT VOLUNTEER REPORT

After-School Program – Sign language instructors from QU

Sarah Kimme – 8 hrs

Mary Otrembiak – 8 hrs

Volunteer Coaches

Kevin Ritter

John Miller

Nathan Bozarth

Nick Steinkamp

Dustin Butcher

Michael Winkeljohn

Scott Geschwardner

Diane Little

Lacy Moore

Randy England

Adam Peters

Karen Hetzler

Heather Colombo

Casey Hlubek

Michael Groszek

Joe Sharrow

John Camillo

Kristine Bickhaus

Michael Caspermeyer

Dave Hogge

Sombat Seangmany

Kenneth Simpson

Tommy Kelley

Mark Heinze

Kendall Farr

Quinton Snyder

Travis Brockunier

Stephen Gramke

Jamie Robbnet

Trista Anderson

Angie Maggart

Allison Liesen

Sheri Neese

Mark Thomas

Rome Frericks

Bryan Feldner

Richard Vandermaiden

Skyler Wiegmann

Adam Kreger

Jamie Mc Dowell

Kailee Flesch

Dan Bradfield

Chad Douglas

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: March 31, 2016

Administrative Initiatives (3/01/16 – 3/31/16)

Attended:

- the monthly Safety Committee meeting
 - the Directors meeting
 - Friends of the Trail meeting
 - Park Foundation
 - Rotary meetings
-
- Met with representatives from Grandview Church and John Wood Community College to work together for the North Quincy Sports Program.
 - Met with the local tennis community on the public phase of their fundraising efforts for repairs to Reservoir Park tennis courts.
 - Attended the pre bid meeting for Bob Mays Parking Lot addition.
 - Met with Pepsi to discuss the wrapping the beverage car for Westview Golf Course.
 - Attended the bid opening for both the Art Keller Marina Dredging and Riverview and Sunset Park Rock Wall Repairs.
 - Met with Women's City Club on their future in the Lorenzo Bull House.
 - Held a seasonal union employee meeting for the 2016 season.
 - Wrote the plans and specs for the Reservoir Park Tennis Courts Repairs.
 - Met with engineers on Bill Klingner Trail progress report.
 - Attended a meeting with Ameren and City of Quincy in the Marina on issues relating to the private side boathouses.

- Attended the Army Corp of Engineering Master Plan update for Pool 21 in Quincy.
- Met with the CEO and Director of Quincy operations for the YMCA to discuss ways of establishing and partnering with each other within the community.
- Attended the Branding Implementation Team meeting.

Administrative Initiatives (4/1/16 – 4/30/16)

- Continue planning for 2016 bond projects, goals and objectives.
- Continue to work with local contractors and engineers on the Bill Klingner Trail project.
- Continue working with Kiwanis on the shelter house for Lincoln Park.
- Continue working with contractors on Wavering Bridge Abutment project.
- Continue the open talks/joint partnering with community leaders and pastors to have more of a presence in the northwest community.
- Begin working with staff on the second phase of our ADA plan.

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: March 31, 2016

Administrative Initiatives (3/1/16 – 3/31/16)

Attended:

- Directors meeting
 - Kiwanis Shelter house meeting
 - Bridge the Gap planning meeting
 - Parker Heights and Sunset Park stone wall bid opening
 - Friends of the Trail meeting
 - Dredging bid opening
 - Safety meeting
 - Bob Mays Parking lot pre bid meeting
-
- Monitored repairs on gas dock hose replacement in the marina
 - Staff worked on winter tree list
 - Monitored Pepsi field temporary fence installation
 - Monitored score board installation at Wavering, Moorman Main and Pepsi field.
 - Advertised for bids for Bob Mays Park parking lot
 - Staff opened roads and turned on water to all parks
 - Staff worked in marina for April 1st opening

Administrative Initiatives (4/1/16 – 4/30/16)

- Continue working with Kiwanis on the shelter house at Lincoln Park
- Monitor park cleanup and structural repairs
- Continue planning for 2016 projects, goals and objectives
- Work on 2016 Capital Project list for Parks Department
- Bob Mays Park parking lot bid opening

To: Board of Commissioners

From: Donald J. Hilgenbrinck

Subject: Monthly Report

Date: March 31, 2016

Administrative Initiatives (3/01/16 – 3/31/16)

- Attended monthly Safety Committee meeting.
- Assisted Westview with the installation and implementation of a new VSI point of sale server system.
- Renewed district's property & casualty insurance with IPARKS (Renewal 4/1/16). The District experienced a 4.4% increase attributable to an increase in insured property value.
- Renewed Art Keller Marina's property & casualty insurance (Renewal 4/7/16). The District experienced a 0.8% increase.
- Processed Art Keller Marina lease renewals.
- Conducted operations training with new marina staff.
- The office staff has also been busy with processing special events for 2016, and started taking registrations for Little League, soccer, and softball.

Administrative Initiatives (4/01/16 – 4/30/16)

- Apply to the Local Records Commission for annual destruction of district records in accordance with the district's retention policy.
- Complete worksheets, reports and background statistics for the FY2015 Comprehensive Annual Financial Report (CAFR).
- Research electronic time clock systems for feasibility with the Quincy Park District.

Quincy Park District
2015 GO Bond
Project Funds
March 31, 2016

(unaudited)

Project Description	Project Code	Original Project Balance	Project Funds Spent	Outstanding Encumbrances	Project Funds Transfer In/Out	Remaining Balance	Status *
Moorman Medium Shelter	15-100	\$ -	\$ 7,182.90		\$ -	\$ (7,182.90)	C
Lorenzo Bull House-Exterior Painting/Repair	15-105	\$ 150,000.00	\$ 48,085.79		\$ -	\$ 101,914.21	C
South Park Large Shelter Roof Replacement	15-106	\$ 80,000.00	\$ 67,070.06		\$ -	\$ 12,929.94	C
South Park Large Shltr.-Sofit Ceiling Rep/Paint	15-107	\$ 90,000.00	\$ 23,415.00		\$ -	\$ 66,585.00	C
Lincoln Park Universal Access Playground	15-108	\$ 150,000.00	\$ 140,514.95		\$ -	\$ 9,485.05	P
Reservoir Pk Shltr/Soffit/Doors/Repair & Paint	15-109	\$ 35,000.00	\$ 19,220.00		\$ -	\$ 15,780.00	C
Quincy Park District Equipment	15-110	\$ 195,000.00	\$ 159,672.87		\$ -	\$ 35,327.13	C
Sunset Park Rock Wall Repair	15-111	\$ 35,000.00	\$ 108.98		\$ -	\$ 34,891.02	P
QPD-Per ADA Study 5/2011	15-112	\$ 40,000.00	\$ 34,178.00		\$ -	\$ 5,822.00	C
Contingency		\$ 15,000.00	\$ -		\$ -	\$ 15,000.00	P
Legal		\$ 10,000.00	\$ 5,500.00		\$ -	\$ 4,500.00	C
Quincy Park District Accounting Software	14-116		\$ 4,226.65		\$ -	\$ (4,226.65)	P
Berrian Shelter Electric Upgrade	15-101		\$ -		\$ -	\$ -	P
Parker Heights Rock Wall Repair	15-102		\$ 108.98		\$ -	\$ (108.98)	P
Q-Island Bridge Engineering	15-118		\$ 24,911.84		\$ -	\$ (24,911.84)	P
Q-Island Bridge Repairs	15-118		\$ 98,897.36		\$ -	\$ (98,897.36)	P
Marina Gas Line Repairs	15-120		\$ -		\$ -	\$ -	P
Transfer In-Closeout Previous Year Bonds		\$ -	\$ -		\$ 28,788.23	\$ 28,788.23	
Interest		\$ -	\$ -		\$ 2,507.10	\$ 2,507.10	
Totals & Remaining Bond Funds:		\$ 800,000.00	\$ 633,093.38		\$ 31,295.33	\$ 198,201.95	
Current Retainage						\$ -	
Bond Cash Balance:						\$ 198,201.95	

Committed Use of Funds:

Berrian Shelter Electric Upgrade	15-101	\$ 4,000.00	\$ -	\$ 2,240.00		\$ -	P
Parker Heights Rock Wall Repair	15-102	\$ 15,000.00	\$ 108.98	\$ 7,700.00		\$ -	P
Lincoln Park Universal Access Playground	15-108	\$ 150,000.00	\$ 140,514.95	\$ 1,645.00		\$ 7,840.05	P
Sunset Park Rock Wall Repair	15-111	\$ 35,000.00	\$ 108.98	\$ 38,000.00		\$ -	P
Quincy Park District Accounting Software	14-116	\$ 20,000.00	\$ -	\$ 17,373.35		\$ 6,000.00	P
Marina Gas Line Repairs	15-120	\$ 8,000.00	\$ -	\$ 7,988.12		\$ -	P

Total Encumbered:	\$ 74,946.47	\$ 13,840.05
Total Uncommitted Funds RESERVED:	\$ 123,255.48	\$ 109,415.43

Status: C=Complete, P=Pending/In-Progress

Notes:

P/C 15-108: Encumbrance is 50% of the total. The other 50% is to be paid by Kiwanis.
P/C 16-100: Funds spent of \$16,000 will be transferred to Bond 2016.

Quincy Park District
2016 GO Bond
Project Funds
March 31, 2016

(unaudited)

Project Description	Project Code	Original Project Balance	Project Funds Spent	Outstanding Encumbrances	Project Funds Transfer In/Out	Remaining Balance	Status *
Wavering Prk Abutment	16-100	\$ 268,000.00	\$ 17,307.52		\$ -	\$ 250,692.48	P
Lincoln Prk Shelter/Rest Room	16-101	\$ 120,000.00	\$ -		\$ -	\$ 120,000.00	P
Bob Mays Parking Lot	16-102	\$ 100,000.00	\$ -		\$ -	\$ 100,000.00	P
District Equipment	16-103	\$ 157,000.00	\$ 75,977.17		\$ -	\$ 81,022.83	P
Parker Heights Culverts	16-104	\$ 20,000.00	\$ -		\$ -	\$ 20,000.00	P
Madison Prk Rd Improvements	16-105	\$ 7,500.00	\$ -		\$ -	\$ 7,500.00	P
Riverview Prk RestRm Upgrade	16-106	\$ 20,000.00	\$ -		\$ -	\$ 20,000.00	P
ADA Study (May2011)	16-107	\$ 35,000.00	\$ -		\$ -	\$ 35,000.00	P
S Prk Pond Bridge	16-108	\$ 14,000.00	\$ -		\$ -	\$ 14,000.00	P
Madison Prk Tennis Fence	16-109	\$ 6,000.00	\$ -		\$ -	\$ 6,000.00	P
Berrian Swing Set	16-110	\$ 7,500.00	\$ -		\$ -	\$ 7,500.00	P
Contingency		\$ 40,000.00	\$ -		\$ -	\$ 40,000.00	P
Legal		\$ 5,000.00	\$ 5,500.00		\$ -	\$ (500.00)	C
			\$ -		\$ -	\$ -	P
			\$ -		\$ -	\$ -	P
			\$ -		\$ -	\$ -	P
			\$ -		\$ -	\$ -	P
			\$ -		\$ -	\$ -	P
Transfer In-Closeout Previous Year Bonds		\$ -	\$ -		\$ -	\$ -	
Interest		\$ -	\$ -		\$ 642.84	\$ 642.84	
Totals & Remaining Bond Funds:		\$ 800,000.00	\$ 98,784.69		\$ 642.84	\$ 701,858.15	
Current Retainage						\$ -	
Bond Cash Balance:						\$ 701,858.15	

Committed Use of Funds:

Wavering Prk Abutment	16-100	\$ 268,000.00	\$ 17,307.52	\$ 159,900.00		\$ -	P
Lincoln Prk Shelter/Rest Room	16-101	\$ 120,000.00	\$ -	\$ -		\$ 120,000.00	P
Bob Mays Parking Lot	16-102	\$ 100,000.00	\$ -	\$ 103,189.00		\$ -	P
District Equipment	16-103	\$ 157,000.00	\$ 75,977.17	\$ 45,446.00		\$ -	P
Parker Heights Culverts	16-104	\$ 20,000.00	\$ -	\$ 8,480.00		\$ 11,520.00	P
Madison Prk Rd Improvements	16-105	\$ 7,500.00	\$ -	\$ -		\$ 7,500.00	P
Riverview Prk RestRm Upgrade	16-106	\$ 20,000.00	\$ -	\$ -		\$ 20,000.00	P
ADA Study (May2011)	16-107	\$ 35,000.00	\$ -	\$ -		\$ 35,000.00	P
S Prk Pond Bridge	16-108	\$ 14,000.00	\$ -	\$ -		\$ 14,000.00	P
Madison Prk Tennis Fence	16-109	\$ 6,000.00	\$ -	\$ 5,145.00		\$ 855.00	P
Berrian Swing Set	16-110	\$ 7,500.00	\$ -	\$ 4,457.00		\$ 3,043.00	P
		\$ -	\$ -	\$ -		\$ -	P
		\$ -	\$ -	\$ -		\$ -	P
		\$ -	\$ -	\$ -		\$ -	P
Total Encumbered:				\$ 326,617.00		\$ 211,918.00	
Total Uncommitted Funds RESERVED:				\$ 375,241.15		\$ 163,323.15	

Status: C=Complete, P=Pending/In-Progress

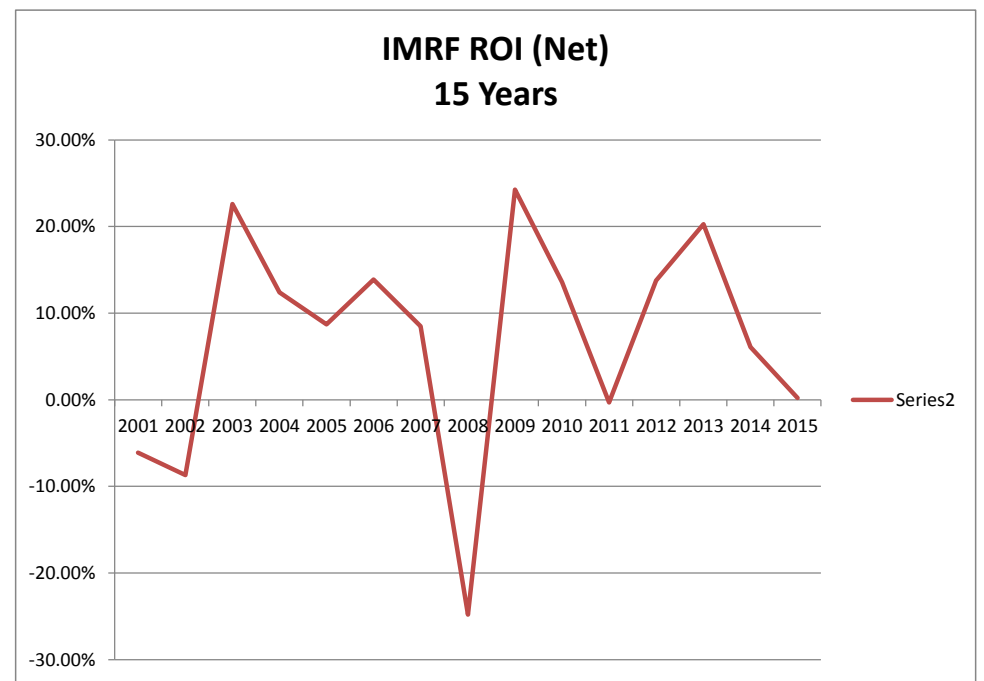
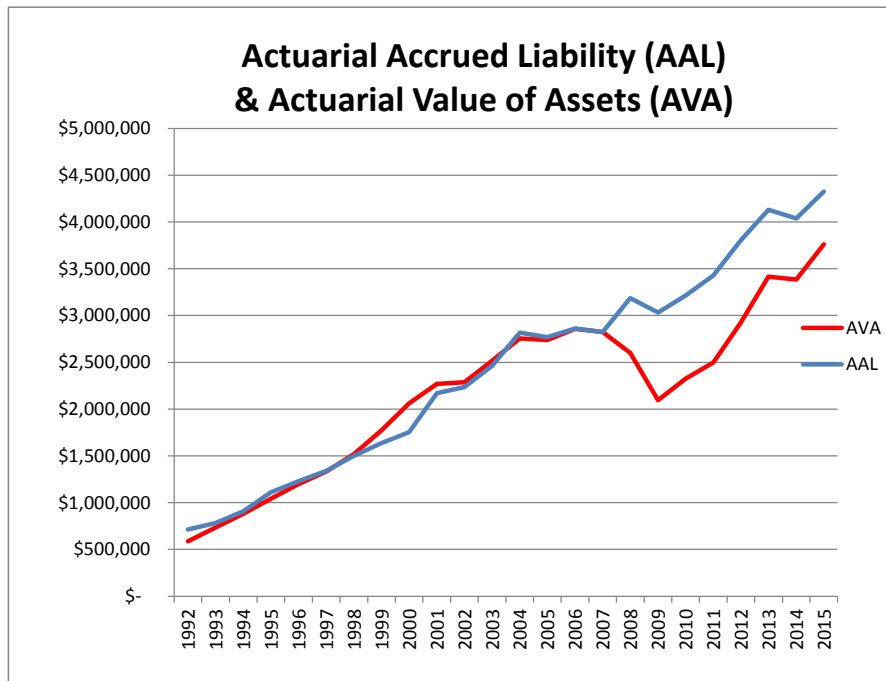
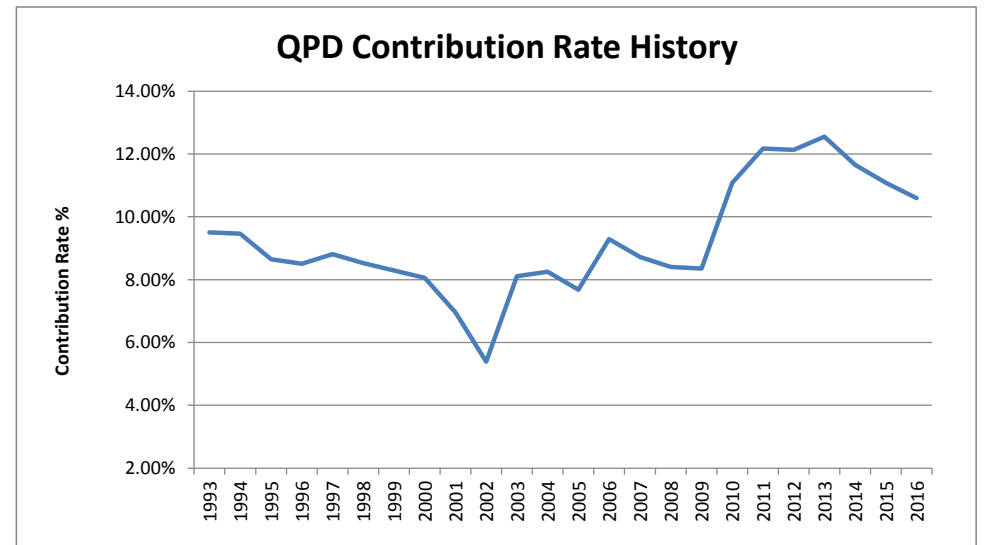
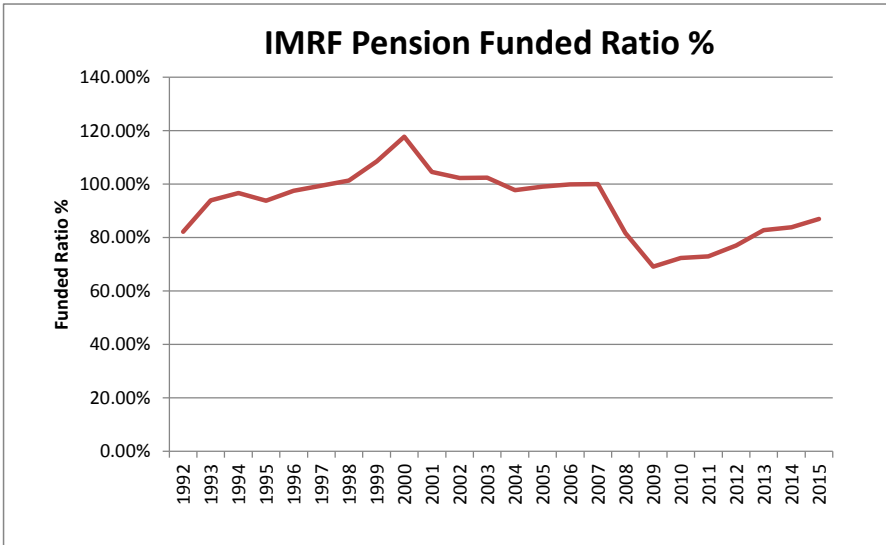
Notes:

Quincy Park District
IMRF Schedule of Funding Progress

Actuarial Valuation Date (Dec 31st)	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL - Entry Age (b-a)	Funded Ratio % (UAAL) (a/b)	Covered Payroll (c)	UAAL as a % of Covered Payroll ((b-a)/c)	Employee Contribution (4.5%)	Quincy Park District Contribution	Quincy Park District Total Contribution	Quincy Park District Total Rate	IMRF Investment Return (Net of Fees)
1992	\$ 585,444	\$ 712,478	\$ 127,034	82.17%	\$ 619,607	20.50%					
1993	\$ 734,869	\$ 783,118	\$ 48,249	93.84%	\$ 634,541	7.60%	\$ 28,554.35	\$ 54,177.99	\$ 82,732.33	9.50%	
1994	\$ 879,527	\$ 910,029	\$ 30,502	96.65%	\$ 664,927	4.59%	\$ 29,921.72	\$ 50,971.35	\$ 80,893.06	9.46%	
1995	\$ 1,040,343	\$ 1,109,190	\$ 68,847	93.79%	\$ 676,201	10.18%	\$ 30,429.05	\$ 52,418.91	\$ 82,847.95	8.65%	
1996	\$ 1,198,742	\$ 1,229,075	\$ 30,333	97.53%	\$ 719,368	4.22%	\$ 32,371.56	\$ 60,854.76	\$ 93,226.32	8.51%	
1997	\$ 1,332,061	\$ 1,339,398	\$ 7,337	99.45%	\$ 761,250	0.96%	\$ 34,256.25	\$ 56,691.94	\$ 90,948.19	8.81%	
1998	\$ 1,518,804	\$ 1,499,714	\$ (19,090)	101.27%	\$ 866,539	0.00%	\$ 38,994.26	\$ 58,953.18	\$ 97,947.43	8.53%	
1999	\$ 1,775,333	\$ 1,637,103	\$ (138,230)	108.44%	\$ 1,020,949	0.00%	\$ 45,942.71	\$ 82,222.88	\$ 128,165.58	8.29%	20.90%
2000	\$ 2,062,073	\$ 1,752,218	\$ (309,855)	117.68%	\$ 1,060,541	0.00%	\$ 47,724.35	\$ 83,939.44	\$ 131,663.78	8.06%	1.90%
2001	\$ 2,268,385	\$ 2,169,437	\$ (98,948)	104.56%	\$ 1,186,569	0.00%	\$ 53,395.61	\$ 88,615.58	\$ 142,011.18	6.96%	-6.10%
2002	\$ 2,288,389	\$ 2,236,866	\$ (51,523)	102.30%	\$ 1,196,689	0.00%	\$ 53,851.01	\$ 73,399.81	\$ 127,250.81	5.39%	-8.70%
2003	\$ 2,517,201	\$ 2,459,744	\$ (57,457)	102.34%	\$ 1,155,037	0.00%	\$ 51,976.67	\$ 84,871.18	\$ 136,847.84	8.11%	22.60%
2004	\$ 2,754,037	\$ 2,817,934	\$ 63,897	97.73%	\$ 1,161,415	5.50%	\$ 52,263.68	\$ 104,619.20	\$ 156,882.87	8.25%	12.40%
2005	\$ 2,739,676	\$ 2,767,674	\$ 27,998	98.99%	\$ 1,129,639	2.48%	\$ 50,833.76	\$ 86,755.72	\$ 137,589.47	7.68%	8.70%
2006	\$ 2,858,429	\$ 2,862,970	\$ 4,541	99.84%	\$ 1,088,304	0.42%	\$ 48,973.68	\$ 101,103.73	\$ 150,077.41	9.29%	13.90%
2007	\$ 2,823,980	\$ 2,825,062	\$ 1,082	99.96%	\$ 1,183,036	0.09%	\$ 53,236.62	\$ 103,161.73	\$ 156,398.35	8.72%	8.50%
2008	\$ 2,600,679	\$ 3,185,490	\$ 584,811	81.64%	\$ 1,233,487	47.41%	\$ 55,506.92	\$ 103,612.81	\$ 159,119.72	8.40%	-24.80%
2009	\$ 2,095,350	\$ 3,030,748	\$ 935,398	69.14%	\$ 1,348,306	69.38%	\$ 60,673.77	\$ 112,582.99	\$ 173,256.76	8.35%	24.28%
2010	\$ 2,325,767	\$ 3,214,437	\$ 888,670	72.35%	\$ 1,295,165	68.61%	\$ 58,282.43	\$ 144,596.40	\$ 202,878.82	11.08%	13.60%
2011	\$ 2,500,519	\$ 3,430,456	\$ 929,937	72.89%	\$ 1,304,846	71.27%	\$ 58,718.07	\$ 162,141.97	\$ 220,860.04	12.17%	-0.29%
2012	\$ 2,927,118	\$ 3,804,003	\$ 876,885	76.95%	\$ 1,397,892	62.73%	\$ 62,905.14	\$ 172,975.42	\$ 235,880.56	12.13%	13.77%
2013	\$ 3,413,937	\$ 4,128,857	\$ 714,920	82.68%	\$ 1,384,072	51.65%	\$ 62,283.24	\$ 177,207.82	\$ 239,491.06	12.55%	20.26%
2014	\$ 3,384,442	\$ 4,038,903	\$ 654,461	83.80%	\$ 1,413,339	46.31%	\$ 63,600.26	\$ 273,598.75	\$ 337,199.00	11.65%	6.10%
2015	\$ 3,760,134	\$ 4,325,492	\$ 565,358	86.93%	\$ 1,353,345	41.77%	\$ 60,900.53	\$ 153,921.55	\$ 214,822.07	11.08%	0.20%
2016	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	\$ -	\$ -	10.59%	
2017	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	\$ -	\$ -	10.33%	

Note: Employer Contributions for 2014 includes \$100k voluntary additional contribution. The 2014 "Funded Ratio %" of 83.8% would have been 81.3% without the additional \$100k contribution.

Quincy Park District IMRF Schedule of Funding Progress



To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: April 5, 2016

Administrative Initiatives (03/01/16 – 03/31/16)

- Attended the monthly safety committee meeting.
- Staff worked on hiring seasonal staff.
- Staff conducted several staff trainings.
- Staff worked on the 2016 programs and events.
- Staff organized the youth soccer leagues.
- Staff worked on the spring and summer brochure.
- Staff worked on 2016 sponsorships.
- Staff continued to work on promoting programs and events through media, events and our facilities.
- Staff conducted the job fair with 29 people attending.
- Staff prepared the Batting Cage facility to open on April 1.
- Staff installed new scoreboards at Wavering, Moorman Main and Pepsi fields.
- Staff worked on getting the ballfields ready for play.
- Staff finalized plans for North Quincy sports program on Thursdays.

- Staff worked on organizing the Little League program.
- Staff helped with the kick off for the Raising Some Racket fundraiser.
- Staff conducted the Easter event at Hy-Vee.
- Staff worked on plans for the opening ceremony at Pepsi Field.

Administrative Initiatives (04/01/16 – 04/30/16)

- Staff will continue to conduct staff trainings for our seasonal staff.
- Staff will conduct the opening ceremony for Pepsi Field on April 9.
- Continue to work on the 2016 programs and events.
- Work on press releases for programs and events.
- Staff will continue to conduct interviews and finalize our seasonal staff.
- Staff will continue to work on the Little League program.
- Staff will begin to work on IMP.
- Staff will work on a school flyer to promote our summer programs.
- Staff will continue to finalize the summer programs for the northwest neighborhoods.

Indian Mounds Pool 2016 Schedule

Pool Number 217-228-9219
 OPENS MEMORIAL DAY WEEKEND! May 28th
 CLOSERS FOR THE SEASON August 21st

POOL HOURS MONDAY - FRIDAY 11:00AM - 5:00PM

POOL HOURS SATURDAY & SUNDAY 11:00AM - 6:00PM

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
10:00AM	Lessons 10:00-10:40	Lessons 10:00-10:40	Lessons 10:00-10:40	Lessons 10:00-10:40	Park District Programs		
5:30PM	Lessons 5:30-6:10	Lessons 5:30-6:10	Lessons 5:30-6:10	Lessons 5:30-6:10	No Scheduled Activity		
6:30 PM	Private Party 6:30-8:00	Water Babies 6:25-7:00	Private Party 6:30-8:00	Water Babies 6:25-7:00	Private Party 6:30 - 8:00		
8:00 PM		Aqua Zumba 7:15-8:15		Aqua Zumba 7:15-8:15			

Admission Fees

\$4.50 Youth (17 & Under)
\$5.00 Adult (18 & Older)
\$4.50 Seniors (62 & Older)
\$4.50 Veterans
\$14.00 Family Day (Sunday)

Season Passes

\$50 Individual
\$165 Family (up to 5)

Pool Parties & Classes

Birthday Splash	\$65 (up to 10 people)
Birthday Splash Deluxe	\$95 (up to 10 people)
B-Day Splash Deluxe w/Pizza	\$120 (up to 10 people)
Pool Parties	\$275 (up to 50 people)
Swim Lessons	\$34
Water Babies	\$25
Aqua Zumba	\$50/10 Visit Punch Card

Class Sessions

Morning Swim Lessons	Session 1	June 13th - June 28th
Mon-Thu	Session 2	July 11th - July 26th
Evening Swim Lessons	Session 1	June 13th - June 28th
Mon-Thu	Session 2	July 11th - July 26th
Water Babies	Session 1	June 14th - June 30th
T, TH	Session 2	July 12th - July 28th
Aqua Zumba	Session 1	June 7th - August 4th



Come Out and Play!



To: Board of Commissioners
From: David Morgan
Subject: Monthly Report
Date: April 1, 2016

Administrative Initiatives (03/01/16 – 03/31/16)

- Staff hired Blaise Haxel as the Assistant Director of Golf. He started on Monday March 21st.
- Continue to bring in new merchandise for the 2016 season.
- Continue bi-weekly meetings with Scotty committee members for the fourth annual Scotty Outing.
- Attended Safety, Directors and Board meetings.
- Attended Callaway education seminar in St. Louis.
- The new server has been installed and will be an asset to the operation when checking in golfers and from a connection / internet stand point.
- Attended the PGA business meeting in St. Louis.
- Golf car bid has been advertised for 20 new cars with the bid opening on Thursday April 7th.
- Maintenance staff is continuing to pick up fallen limbs and have removed brush pile from the 2015 storm.
- Started to hire back seasonal maintenance staff.
- Beverage car has been wrapped and the new tee markers are logoed with Pepsi product logos.
- Wild flower areas have been reseeded.
- Started the final phase of the 2015 Scotty project around #1 teeing area.

- Restrooms and irrigation are de-winterized and in operation.

Administrative Initiatives (04/01/16 - 04/30/16)

- Continue updating golfer's households on POS system.
- Continue conducting bi-weekly Scotty meetings.
- Westview Ladies golf league will start on Tuesday April 26th.
- Plant of 9 new trees on the golf course.
- Finish the final phase of the 2015 Scotty project around #1 teeing area.
- Begin aeration of greens the first week of April.

**Westview
Monthly Rounds Report**

Westview Golf Course Rounds of Golf - 2016

		Mar-16	2016 YTD	Mar-15	2015 YTD	
10000	18 Hole Weekday Green Fee	11	11	0	0	
10001	18 Hole Weekend Green Fee	0	0	0	0	
10002	9 Hole Weekday Green Fee	18	18	15	15	
10003	9 Hole Weekend Green Fee	0	0	0	0	
10004	Twilight Green Fee	36	38	122	122	
10005	Fall/Spring/Winter Green Fee	369	471	330	331	
10006	M-T-TH-Special	2	2	0	0	
10007	Winter Special w/ Car	0	254	0	6	
10008	Third Nine Green Fee	143	215	101	101	
10009	Family Night Adult	10	11	4	4	
10010	Family Night Child	11	12	5	5	
10011	Jr. Green Fee	0	0	1	1	
10012	Promotional Round	1	4	5	5	
10013	Twilight Combo	85	85	0	0	
10014	Early Bird 9	0	0	0	0	
10015	Early Bird 18	11	11	0	0	
11000	Adult Weekday Pass Visit	161	172	90	90	
11001	Adult Weekend Pass Visit	118	199	126	126	
11002	Senior Weekday Pass Visit	237	263	122	122	
11003	Senior Weekdend Pass Visit	112	197	126	126	
11004	Senior Rest. Weekday Pass Visit	54	62	19	19	
11005	Super Senior Weekday Pass Visit	149	169	92	94	
11006	Employee Pass Visit	45	56	29	31	
11007	Junior Weekday Pass Visit	108	123	31	31	
11008	Junior Weekend Pass Visit	30	65	32	32	
11010	Junior Summer Pass Visit	0	0	0	0	
11011	Young Adult Weekday Pass Visit	45	46	32	32	
11012	Young Adult Weekend Pass Visit	22	41	21	21	
11013	School Team Pass Visit	0	0	0	0	
12000	Green Fee Punchcard Visit	192	234	203	203	
13000	Tournament Round	0	0	0	0	
13001	Tournament Green Fee	0	0	0	0	
13002	Outing Green Fee	0	0	0	0	
					0	
	2016 Total	1970	2759	2015 Total	1506	1517
	Per Visit Fee	\$1,937	\$2,720	Per Visit Fee	\$1,436	\$1,446
	* Days Closed	0	46	*Days Closed	15	74

***UNFINISHED
BUSINESS***

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 13, 2016

STAFF RECOMMENDATION

AGENDA ITEM: QUINCY PARK DISTRICT 2016-2020 GOALS AND OBJECTIVES FIRST QUARTER STATUS UPDATE: INFORMATION ONLY

BACKGROUND INFORMATION: The status of the District's Goals and Objectives is provided quarterly to the Board of Commissioners.

A copy of the District's Goals and Objectives with the first quarter update is included with this report.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: The first quarter update is provided for information only.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Quincy Park District Goals - 2016-2020

GOALS:

The numbered items in this document represent the current goals of the organization. These goals were reviewed and updated at the September 21, 2015 Board Retreat.

Administration

1. Annually revise a plan of action to improve with deferred maintenance and to improve taking care of what the Quincy Park District currently manages.
 - Objective A:** Directors will review and update the current Capital Improvement Plan and prioritize the projects to be considered for funding in the next budget by the end of August each year.
 - Objective B:** The Executive Director and Director of Business Services will develop a financial plan for funding these projects to review with the Board by the October Board Meeting each year.
 - Objective C:** Each year the Board will adopt a bond issue by the January meeting and will pay off those bonds within a year.
 - Objective D:** The Executive Director and Director of Parks will prepare bids or quotes for all funded capital improvement projects by June of each year with all work to be completed by November of that year.
 - Q1 Update:** The 2016 capital project list incorporated taking care of existing facilities and equipment. Over 90% of the GO Bond will be spent on the repair, renovation, or replacement of existing structures or equipment.
2. To work with the foundation on establishing their goals and working toward the accomplishment of the projects they are supporting.
 - Objective A:** The Executive Director will provide updates on a quarterly basis to the foundation on design development, grant opportunities, and construction timelines for projects that the foundation is supporting.
 - Objective B:** The Executive Director will serve as a spokesperson, if needed by the foundation, for presenting goals/project information to interested individuals, donors, groups, or organizations.
 - Q1 Update:** Ongoing. Working with the Foundation on the Kiwanis Clubs grants for the Lincoln Park Restroom/Shelter as well as with the Quincy Tennis Association for court repairs at Reservoir Park.
3. Coordinate with Kiwanis Club donors to plan, select and construct a shelter house in Lincoln Park in 2016, if sufficient donations and pledges are received by May 1, 2016.
 - Objective A:** Director of Parks will solicit designs from qualified manufacturers by March 2016.
 - Objective B:** Director of Parks will coordinate the design selection process with the donors and receive public comment by April 2016.
 - Objective C:** Director of Parks will recommend initiating the project at the May board meeting, if donors have received at least \$50,000 in cash donations and \$50,000 in pledges due by May 1st, 2016.
 - Q1 Update:** Ongoing. The three Kiwanis groups are actively fundraising toward their goal and have written six grants for their commitment. The status of the grants will be known by the end of April. The Director of Parks regularly meets with the committee.

Scotty Glasgow's Westview Golf Course

1. Promote available outing dates to maximize rounds of golf.

Objective A: The Director of Golf identifies available outing dates by April 30th each year.

Objective B: The Director of Golf and Marketing Supervisor develop and mail promotional information to potential outing customers by May 15th each year.

Q1 Update: Objective A & B are in process and will be completed by the end of March. Staff has developed a new brochure to promote Westview Golf Course that was distributed to all hotels/motels and other areas of tourists attractions.

2. To annually review the current pass, punch card, and fee structure to determine if changes are needed.

Objective A: The Director of Golf will review the fee/pass/punch card structure and usage and provide an analysis to the Executive Director by September 30th each year.

Objective B: The Director of Golf proposes changes to the fee structure based on the analysis at the November board meeting.

3. Conduct an annual fundraising tournament for capital improvements at Westview Golf Course.

Objective A: The Director of Golf will form a committee each year to organize, promote and conduct a golf tournament to raise funds for capital improvements.

Objective B: Submit a list of potential projects for board approval by December of each year.

Objective C: The Director of Golf will work with the marketing staff during the fall/winter of each year to promote the tournament.

Objective D: The Director of Golf will hold the tournament in the spring, with a target of raising \$12,000 for capital projects at Westview.

Q1 Update: Objective A and B are complete. The Scotty committee has made more sponsorships available.

4. Update the appearance of the Players Grill.

Objective A: The Director of Golf and the Assistant Director will select a new color of paint for the Players Grill/Banquet Room.

Objective B: During the winter of 2016, maintenance and staff will prep and paint both areas.

Q1 Update: Objective A and B are complete. Staff painted the clubhouse this past winter.

5. Replace greens sprinkler heads.

Objective A: Superintendent of Golf will determine the number of sprinklers to replace and the estimated cost by October of 2015.

Objective B: Include replacement cost in the 2016 Westview budget.

Objective C: Staff begins replacing the sprinklers in winter/spring of 2016 and completes the project by April of 2016, if reserves at met.

Q1 Update: This capital improvement goal is on hold until Westview's reserves are met.

6. Renovate Bunker to reduce maintenance costs and enhance playability.
 - Objective A:** Superintendent of Golf develops a detailed, two-phased plan addressing issues concerning drainage, sand contamination, design and turf related problems by spring of 2016. Each phase will be approximately \$20,000 annually.
 - Objective B:** Superintendent of Golf coordinates the projects to start in September of each year that are to be completed by the end of November.
 - Q1 Update:** This capital improvement goal is on hold until Westview's reserves are met.

7. Convert the 360 degree fairway sprinklers on the third nine with 180 degree sprinklers.
 - Objective A:** Superintendent will determine the amount of sprinklers and cost to replace the aging sprinklers by August 2016.
 - Objective B:** Sprinkler head replacement costs are included in the 2017 budget.
 - Objective C:** Staff replaces the sprinkler heads in winter/spring 2017.
 - Q1 Update:** This capital improvement goal is on hold until Westview's reserves are met.

8. Remove/replace the aging carpet in the Players Grill and banquet room during the winter of 2017.
 - Objective A:** In the fall of 2016, the Director of Golf will seek alternative floor coverings to endure the heavy traffic that takes place in the Players Grill.
 - Objective B:** Include the replacement cost in the Westview 2017 budget.
 - Objective C:** Complete the replacement of the Players Grill carpet during the winter of 2017.

9. Re-surface and stripe the Westview upper parking lot.
 - Objective A:** Prepare bid documents and present to the board for approval by the March 2017 meeting.
 - Objective B:** Begin renovation of the upper parking lot as soon as weather permits in spring 2017.

10. Replace the existing P.O.S. system, upgrade to online tee reservations for the pro shop and install our own server.
 - Objective A:** Late summer of 2016, research potential P.O.S. golf software companies that work well for public golf courses.
 - Objective B:** Fall of 2016, seek proposals from EZLinks Golf and Fore Golf Reservations for the software and services to support the growth, revenue and operational goals of Westview Golf Course.
 - Objective C:** If possible, install and train to simplify operations and maximize revenues during the winter of 2016 if funding is available.
 - Q1 Update:** Early this year, Westview has purchased its own server to enhance customer service and response times. This will allow Westview to get proposals from EZLinks and Fore Golf.

Recreation

1. To seek to expand programming in areas identified by the program analysis and the community-wide survey.

Objective A: The Director of Recreation will work with his program staff to evaluate current programs and develop new programs as needed.

Q1 Update: In progress.

Objective B: Coordinate field usage to allow little league baseball and girls softball to increase their numbers and still be able to offer adult softball.

Q1 Update: Completed. Co-Ed and adult softball will both be played in the fall. We will be able to offer girls softball starting the first of June and be able to use all the fields for the little league program.

Objective C: Expand the fishing program by increasing events and getting families involved.

Q1 Update: Plans are in place for the summer.

Objective D: Work on improving our athletic field conditions especially at Upper Moorman.

Q1 Update: Pepsi Field has been developed into a turf field and other improvements have been completed at that field.

Objective E: Continue to develop programs for the northwest neighborhood.

Q1 Update: Plans are being developed for programs this spring and summer.

2. Set programming fees so that most recreation programs at a minimum pay for their direct costs and recreation programs overall are balanced.

Level I: Free Programs – Programs entirely supported by tax dollars, grants, donations, or sponsorships and are offered to the public free of charge.

Level II: Fee Based, but do not cover 100% of direct costs.

Level III: Direct Costs only – Programs in which income (fees, donations, grants) equals direct costs.

Level IV: Direct Costs Plus – Programs in which income covers direct costs plus some but not all indirect costs.

Level V: Self Supporting – Programs in which income covers all direct and indirect costs.

Level VI: Revenue Producing – Programs in which income generated exceeds direct and indirect costs.

Objective A: Research and obtain sponsorships, donations and grants with the goal to offset half of the free program expenses.

Objective B: The recreation department will continue to offer 75% of the programs at fee levels of IV, V and VI.

Objective C: Director of Program Services will report program fee levels at the November board meeting.

Q1 Update: All objectives are in progress.

3. Work with staff in all departments to improve the marketing of the Quincy Park District, which includes the programs, parks, facilities and events.

Objective A: Update the marketing plan that includes marketing methods to be used to market each program, facility, and event along with the costs for printing, promotion, advertising, and other functions of marketing by February 2016.

Q1 Update: Objective A. has been completed.

Objective B: Continue to revise the website to improve the marketing of programs and to increase the use of social media to market programs.

Q1 Update: In progress.

Objective C: To create and distribute two program brochures a year by September 2016.

Q1 Update: Spring and summer brochure will be coming out in early April, 2016.

4. Improve aquatic staff training and education programs.

Objective A: Update our aquatic manual and make sure we have all information in the manual and are up to date by March, 2016.

Objective B: Provide several meetings between recreation supervisors and aquatic managers to review the aquatic manuals and implement information in the manuals by May, 2016.

Objective C: Provide additional training to lifeguards to better educate and train in operations and procedures of the facilities by May, 2016.

Q1 Update: All objectives are in progress and will be completed by May 27, 2016.

5. Developing WAC area and improvements to IMP.

Objective A: Work with Executive Director on finalizing plans for WAC area. Changes will depend on available funding, which will determine the timeline.

Objective B: Monitor attendance at IMP in 2016 and then decide if any improvements need to be made for 2017.

Q1 Update: No update at this time. Will update after the 2016 IMP season is complete.

Marina

1. Develop a plan for replacing or upgrading the current restroom/shower facility with an improved facility that includes a patio/deck space.

Objective A: Director of Parks reviews and updates previously completed replacement plans and update cost estimates by June, 2017.

Objective B: Director of Parks prepares preliminary restroom/shower facility plans, which meets ADA standards and determines an initial cost estimate and presents them for board approval in the fall of 2017.

Objective C: Director of Parks completes bidding process and initiates construction of the replacement restroom with final completion by November, 2018. (If Marina cash flow and cash reserves allow.)

Q1 Update: All objectives are going as scheduled.

2. Develop a plan for connecting F (current G) dock by floating gangway to ADA ramp.

Objective A: Director of Parks prepares plans and gets cost estimates by June, 2014. (Completed)

Objective A: Director of Parks will include the project in the 2017 budget, if funds allow.

Q1 Update: All objectives are going as scheduled.

Parks

1. To consider adding a park in Southeast Quincy, but only if it is at little or no cost to the district for acquisition, and the district gains outright ownership of the park.
2. To limit any further development of Bob Mays Park over the next five years to expansion of the existing parking lot if funds are available for the project.

Objective A: Prepare bid documents and present the board with the selected bid for approval by the regular March 2016 meeting.

Q1 Update: Objective A is complete.

Objective B: Begin renovation of the upper parking lot as soon as weather permits in fall 2016.

Q1 Update: Ongoing. The project is slated for approval at the April board meeting with a completion date in August.

3. The Quincy Park District will, over the next five years, seek to construct the 18th Street to 24th Street section of Bill Klingner Trail and use Lincoln Park as the Trail Head with significant funds raised to pay for the work and the remaining funds derived from either grants or bonding. The 5th Street underpass to Parker Heights section would then be the next phase.
4. To work with the Friends of the Log Cabins (FLC) on achieving significant progress toward the renovation of all existing cabins on the site for the Log Cabin Village, with no cost to the park district.
Objective A: The Director of Parks will assure that the cabins are inspected annually by May.
Q1 Update: Objective A has been scheduled with staff and FLC.
Objective B: The Executive Director will assure that the work on the cabins is supervised by an individual who has prior, professional experience in restoring cabins of the era and is approved by the Quincy Park District.
5. To clearly communicate that the Board does not plan to take any action to develop or renovate any of the following facilities in the next five years: Indoor Ice Arena, Dog Park, a park on the site of John Wood Community College.
6. Continue an annual tree replacement program for replacing trees lost in storms or to disease.
Q1 Update: Staff is working with Trees For Tomorrow on replacing trees in the parks from last years' windstorm.
7. Develop a concept plan for the replacement of the tot lot playground in Madison Park.

Objective A: Director of Parks will solicit designs from qualified playground manufacturers by June 2016.

Q1 Update: Objective A is going as scheduled.

Objective B: Director of Parks will present the designs to the Board by December 2016.

Objective C: Director of Parks will recommend initiating the project at the May 2017 board meeting.

8. Develop a plan to repair the South Park Pond area and steps up to the upper loop.

Objective A: Director of Parks will get cost estimates to repair South Park Pond area and steps to upper loop for 2017 Bond.

Q1 Update: Objective A is going as scheduled. The bridge repairs will be completed later this Fall.

Objective B: Director of Parks will complete the bidding process and initiates construction in summer of 2017.

9. Coordinate with local engineers to have the Quinsippi Island Bridge routinely inspected for both its above water and underwater inspections to be presented to Illinois Department of Transportation.

Objective A: Director of Parks will get the above water bridge inspection performed in the Spring of 2017 and submitted to IDOT and make any needed repairs to decking.

Objective B: Director of Parks will get the above water bridge inspection performed in the Spring of 2019 and submitted to IDOT and make any needed repairs to decking.

Objective C: Director of Parks will have the underwater inspection performed in Spring of 2020 and submitted to IDOT.

Business Office/Technology

1. To seek and investigate options to automate and centralize the District's scheduling and recording of employee's time, which will integrate with the District's upgraded accounting system, and allow for easier overview by management.

Objective A: The Director of Business Services will meet with District's directors to evaluate operations and to establish the needs of the District by March 1, 2016.

Objective B: The Director of Business Services will work with vendors to seek options by May 31, 2016.

Objective C: The Director of Business Services will make a recommendation to the Executive Director by August 1, 2016.

Objective D: If feasible and funds are available, new system is to be fully implemented by March 1, 2017.

Update Q1: Progress has been on delay for accounting system upgrade issues, but will be on track by August 1, 2016. Objective "B" will help determine what is available and how it may impact operations and the District's needs.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 13, 2016

STAFF RECOMMENDATION

AGENDA ITEM: PARKING LOT EXPANSION BID AT BOB MAYS PARK: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Bob Mays parking lot expansion was identified as a project on the 2016 bond list. The new parking lot will allow an additional 25 parking stalls for shelter and trail users. This makes a total number of 55 parking stalls with 3 of the stalls being ADA accessible.

We advertised for bids in the local paper with a bid opening on April 6th at 10:00 am in the Board Room.

Four bids were received with the low bid coming from Rees Construction for \$95,209.00 and Alternate Bid #1 of \$480.00 for replacement of existing parking lot lighting.

Behind this report is a copy of the ad and a bid tabulation.

FISCAL IMPACT: Rees Construction will complete the parking lot for \$95,689.00. Design and engineering is \$7,500.00 for a total of \$103,189.00. Funds will come from the 2016 GO Bond.

STAFF RECOMMENDATION: Staff recommends the board approve the bid from Rees Construction for the Bob Mays Parking Lot Expansion as described above for \$95,689.00.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Parking Lot Expansion Bob Mays Park Project No. 16-0038	Architect/Engineer Estimate	Million Construction	County Contractors	Rees Construction	D & L Excavating
		3626 S 46th Street Quincy, IL 62305	P O Box 3522 Quincy, IL 62305	517 Kentucky Quincy, IL 62306	1958 Highway 104 Liberty, IL 62347
BASE BID	\$99,872.00	\$97,300.00	\$135,000.00	\$95,209.00	N/A
ADDITIVE ALT BASE BID #1	\$1,000.00	\$1,800.00	\$500.00	\$480.00	\$3,315.00
ALTERNATE BID #2	\$117,300.00	\$117,975.00	\$130,500.00	\$99,040.00	\$102,164.00
BID SECURITY		Yes	Yes	Yes	Yes
ACKNOWLEDGE ADDENDUM #1		Yes	Yes	Yes	Yes
ACKNOWLEDGE ADDENDUM #2		Yes	Yes	Yes	Yes

KLINGNER
& ASSOCIATES, P. C.
Engineers • Architects • Surveyors

I certify the above is a tabulation of bids received by
Quincy Park District at 10:00 am on April 6, 2016
at the Quincy Park District Board Room.

D. Cullan Duke,
P.L.A., LEED AP, BD+C

Digitally signed by D. Cullan Duke, P.L.A., LEED AP,
BD+C
DN: cn=D. Cullan Duke, P.L.A., LEED AP, BD+C,
o=Klingner and Associates, P.C., ou=Quincy, IL,
email=dcd@klingner.com, c=US
Date: 2016.04.06 12:46:27 -05'00'

Sunday, March 13, 2016

**ADVERTISEMENT FOR BIDS
QUINCY PARK DISTRICT**

Time and place of opening bids: Sealed proposals for **Parking Lot Expansion Quincy Park District Bob Mays Park** in Quincy, Adams County, Illinois, described herein will be received at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Illinois 62301 until 10:00 a.m. on **Wednesday, April 6, 2016** and at that time publicly opened and read.

Description of work: The work involves selective site demolition, grading, storm sewer, aggregate base course, hot mix asphalt pavement, hot mix asphalt curb, lighting, seeding and other miscellaneous site work.

Specifications are on file and may be examined and obtained at the office of Klingner & Associates, P.C., 616 North 24th Street, Quincy, IL 62301.

All proposals shall be accompanied by either a bid bond on the "Proposal Bid Bond" form contained in the proposal, executed by a corporate surety company satisfactory to the Quincy Park District, or a bank cashier's check, an irrevocable letter of credit or a properly certified check payable to the Quincy Park District, for not less than 5 percent (5%) of the amount bid, or for the amount listed in the specifications.

The Quincy Park District reserves the right to reject any or all proposals and to waive technicalities, and reserves the right to determine the qualifications of any and all contractors to perform the work required under this contract.

No bid may be withdrawn after the time for opening of the bids is past.

The Quincy Park District is an Equal Opportunity Employer and encourages minority group participation in the bidding and construction process.

Bidders are notified that not less than the prevailing wage rate as determined by the Illinois Department of Labor shall be paid to all workmen performing work under this contract.

There will be a non-refundable charge of \$25 for each set of plans and specifications.

BY ORDER OF:
Matt Higley, Director of Parks
0064003-March 13, 16, 2016

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 13, 2016

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR TENNIS COURT REPAIRS AND COLOR FINISHING AT RESERVOIR PARK: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Reservoir Park tennis courts 3, 4, 8 and 9 are beginning to hold water and have significant cracks throughout the four courts. Due to their current condition, they need to be repaired now. Members of the local tennis community have come together with the assistance of the Quincy Tennis Association to fundraise for the needed repairs. Courts 5, 6, and 7 are scheduled to be repaired and sealed in 2017.

Bids were advertised in the local newspaper and the bid opening was held on April 7, 2016.

We received one proposal from All Weather Courts for \$10,890 for courts 3 & 4 and \$15,630 for courts 8 & 9 for a total of \$26,520. The courts will be painted the blue/green color and have blended lines for junior tennis.

Attached to this report is a copy of the advertisement and bid tabulation.

FISCAL IMPACT: The cost of the project will be funded by the “Raising Some Racket” fundraiser. They have raised around \$30,000 and it has been deposited in the Quincy Park Foundation account for Reservoir Park.

STAFF RECOMMENDATION: Staff recommends approval of the bid submitted by All Weather Courts in the amount of \$26,520 for tennis court repairs and color finishing for courts 3, 4, 8, and 9 at Reservoir Park.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Tennis court repairs at Reservoir Park Quincy Park District Quincy, Illinois 62301	Estimated Cost	ALL WEATHER COURTS
Base Bid Surfacing of Tennis Courts #3 & #4	\$13,000	\$10,890
Base Bid Surfacing of Tennis Courts #8 & #9	\$17,000	\$15,630
Bid security if work exceeds \$50,000		

Come Out and Play.



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:00 a.m. on April 7, 2016
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

Tom C. [Signature]

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

Tennis court repairs and color finishing at RESERVIOR PARK

Sealed bids for Tennis court repairs and color finishing at RESERVIOR Park,

In Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:00 am, local time, on Thursday, April 7, 2016 and at that time be publicly opened and read aloud in the Board Room.

The proposed project repairs to include leveling of low areas, crack repairs and the application acrylic re-surface and acrylic color finishing and other miscellaneous work.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.-5:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (820ILCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District
Rome Frericks, Executive Director
0064937-March 20, 23, 2016

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 13, 2016

STAFF RECOMMENDATION

AGENDA ITEM: BIDS FOR GOLF CARS AT WESTVIEW GOLF COURSE: INFORMATION ONLY

BACKGROUND INFORMATION: Westview Golf Course advertised for bids for the purchase of twenty new gasoline powered golf cars. Westview purchased twenty golf cars in 2015 for the second rotation of the fleet and has budgeted and planned to continue the rotation process. The bids were to include a cost and trade in allowance per golf car.

Bids were advertised in the local newspaper on two days and on our website for a month. A bid opening was held on April 7, 2016.

No bids were received.

FISCAL IMPACT: Westview has budgeted \$40,000 for new golf cars. With the purchase of 20 new golf cars in 2016, 60 cars have been purchased within the last three years. These purchases should create savings in golf car repair parts.

STAFF RECOMMENDATION: Staff will place an additional bid advertisement anticipating a bid will be presented to the Board for action at the May 11, 2016 board meeting.

PREPARED BY: David Morgan, Director of Golf

BOARD ACTION:

Bids Wanted

The Quincy Park District is seeking bids for golf cars to be used at Westview Golf Course. Specifications can be picked up at the Quincy Park District Business Office located at 1231 Bonansinga Drive, Quincy, Illinois, Monday - Friday, 9:00 a.m. to 5:00 p.m. Sealed bids will be accepted no later than 11:00 a.m. on Thursday, April 7th, 2016. The Quincy Park District reserves the right to reject any and all bids and to waive any irregularities or technicalities that may arise in the bidding process.

0064933-Mar. 20, 23, 2016