

## BOARD OF COMMISSIONERS MEETING



**SEPTEMBER 2017**

**QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois**

**Agenda  
September 13, 2017**

**Regular Meeting – Board Room**

**6:00 P.M**

**CALL TO ORDER (ROLL CALL)**

**PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA: (UNANIMOUS CONSENT)**

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
2. Board Retreat Minutes-August 7, 2017
3. Regular Meeting Minutes – August 9, 2017

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

**BOARD INFORMATION/EDUCATION:**

- Directives from August 7<sup>th</sup> Board Retreat

**CORRESPONDENCE:**

**VOLUNTEERS:**

- The Crossing Church

**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:**

## **NEW BUSINESS:**

- Quincy Park District 2018-2019 Goals and Objectives: Information Only
- Proposed Tax Levy for Budgetary Purposes: Information Only
- Quincy Park District Salary Administrative Program, 2018: Recommended Approval **(VOICE VOTE)**
- Quincy Park District Annual Capital Project Bond List: Discussion Only
- Bill Klingner Trail 5<sup>th</sup> to 12<sup>th</sup> Street Additional Funding: Information Only
- Berrian Park Shelter Replacement, Design and Engineering: Recommended Approval **(VOICE VOTE)**
- Clat Adams Fountain Replacement, Design and Engineering: Recommended Approval **(VOICE VOTE)**
- Westview Golf Course Gaming Machines: Recommended Approval **(VOICE VOTE)**
- Bill Klingner Trail 5<sup>th</sup> Street to Bonansinga Drive ITEP Funding: Recommended Approval **(VOICE VOTE)**
- RESOLUTION NO. 17-04, Supporting the Friends of the Trails Fundraising Project for Construction of Bill Klingner Trail and Contingent Commitment to Match Funds: Recommended Approval **(ROLL CALL VOTE)**

**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 convenes into Executive Session to discuss: (please read item(s) from list) **(ROLL CALL VOTE)**

**CALL TO ORDER** (OPEN SESSION) **(ROLL CALL VOTE)**

**ACTIONS AFTER EXECUTIVE SESSION**

**ADJOURN** **(VOICE VOTE)**

# ***CONSENT AGENDA***

## ***(Unanimous Consent)***

QUINCY PARK DISTRICT  
1231 Bonansinga Dr.  
Quincy, Illinois

Board Retreat  
Board Room

August 7, 2017  
9:00 A.M.

**ROLL CALL**

The meeting was called to order by President Gough and upon the roll being called the following members were physically present at said location: President Bob Gough, Vice President John Frankenhoff, Commissioners Sara Reuschel, Kelly Stupasky, Vicki Dempsey, Jeff Steinkamp, and Barbara Holthaus. Staff in attendance included: Executive Director Rome Frericks and Administrative Assistant Mary Arp.

President Gough thanked everyone for being at the retreat. Executive Director Frericks explained that there were many topics to cover and noted that the times assigned to each topic could be adjusted. He noted that he would be happy to answer any questions.

**Budget Timeline and GO Bond Timeline**

Executive Director Frericks reviewed the timelines and noted that we start to prepare for the following year as soon as July. Some of the items on the timeline have specific deadlines. He noted that we often have items on the agenda multiple times prior to taking actions. He explained that capital projects are originally presented in September for discussion only and then again in October.

**Proposed Capital Projects and Financing**

Executive Director Frericks explained that he assumed a \$900,000 bond issue for 2018. He provided a brief explanation of each of the items listed on the 2018 Bond project list. It was suggested that going forward, the Q-Island Museum be referenced as a storage facility. He explained that the wooden shelters will be replaced with metal shelters and they will be the standard colors of beige/brown with a green roof. Roads need to be resurfaced approximately every 15 years. There was extensive discussion about the Clat Adams fountain. It was built in 1992 and within the first year was flooded. The fountain requires extensive work to keep it operational. Approximately every 3 years concrete has to be removed and pipes repaired. The system had to be adapted to keep the fountain working. Many of the lights and spray nozzles no longer work and it does have a leak. This style of fountain allows people to climb into it and this damages the copper heads. The pumps and electrical components are below the ground in a pit. The proposed replacement would eliminate the pit so we could easily access the parts and they can be removed when it floods. This would eliminate the need to hire contractors to clean/replace the electrical components damaged from flooding. The new design would keep the existing base of the fountain area. Additional perimeters/tiers would be added. Landscaping would be included as one of the tiers to help reduce access to the fountain. There has been some discussion regarding changes with the City's water treatment plant and Memorial Bridge. There are concerns regarding the investment in the fountain and the impact the bridge could have on the area. Frericks stated any change in the bridge is at least 8 years out. They have met with IDOT and have requested that the impact to Clat Adams be kept to a minimum. He explained that rock beds had to be added around the bridge area due to the drainage and chemicals used on the bridge. There was discussion regarding the options that are being considered for the new bridge. Commissioner Steinkamp stated that he feels the Board should take a stance on the bridge and water treatment plant locations. There was discussion regarding the need to make a change with the fountain this year and it was noted that there is regular maintenance needed including filling the fountain everyday due to the leaks. Splash pads were discussed and it was noted that they also require extensive maintenance such as cleaning

the grates and replacing heads regularly. A new system will also have some maintenance such as reading levels twice a day. The equipment listing was reviewed. The list is typically in the \$200,000 range. Frericks stated that we are in need a new bucket truck. The one we have now is not efficient. The need to update the marina restrooms and to float 2 docks was also discussed.

#### Bill Klingner Trail Development/Financing, 5th-12th & 18th-24th Street Sections

Project costs for 5<sup>th</sup> – 12<sup>th</sup> Street have been updated and there is a \$150,000 shortfall. The majority of this additional cost came from issues encountered on the Veterans Home property. There are excess funds from the 2017 Bond that could be used to cover this cost. The excess funds of \$220,000 came from additional proceeds on the Quinsippi Island shelter insurance claim, several projects' costs and some equipment costs was lower than anticipated. \$30,000 of the excess funds could be added to the 2018 project list, \$150,000 could cover the shortfall, approximately \$31,000 could be used for the design and engineering fees and the demolition of Berrian shelter, and the remainder could be used for the design and engineering fees for the fountain in Clat Adams. It was noted that the overall investment by the District in the trail is less than what was originally anticipated. The engineering fee for 18<sup>th</sup> – 24<sup>th</sup> Street has already been paid. The 5<sup>th</sup> Street to Bonansinga Drive design and engineering has not yet been completed. Frericks reviewed the updated estimates for the 18<sup>th</sup> – 24<sup>th</sup> Street section of the trail. It was noted that at this time, we could eliminate the design engineering fee for 5<sup>th</sup> Street to the overpass and save \$96,000. It was also noted that the \$150,000 shortfall needs to be addressed with this year's funding and could not be included in the 2018 Bond. There was discussion regarding the funding options and it was noted that a decision needs to be made by the end of the year. It was also noted that the survey indicates that a tax increase for the trail would be supported.

#### ITEP Grant for 5th Street to Bonansinga Drive

Executive Director Frericks explained that the project construction cost is slightly over \$1,000,000. He referred to the attached document that illustrated the bonding requirements for possible funding options. Commissioner Dempsey questioned the need to proceed with this section of the trail at this time. There was discussion about the feasibility of using the current road in Parker Heights, crossing 5<sup>th</sup> Street, clearing the growth between the road and the creek, the stone wall along the road, the 2014 decision to close Parker Heights road, the Quincy Greenways and Trail Plan, the ability to travel 2 miles without crossing a street, money spent by the City to accommodate the trail, the location of Indian mounds, the shelf under the bridge on the south side of the creek, impact of flooding, the decision not to use existing roads through the Veterans Home and the overall experience of the trail. Funding and the use of ITEP funds were also discussed. It was noted that ITEP is for transportation needs and it would take at least a year before we are ready to move forward with the 24<sup>th</sup> – 36<sup>th</sup> Street section of the trail. The next ITEP grant would be available in 2020 or 2021. Commissioner Dempsey noted that she did not want the lack of use of Parker Heights' road to become an excuse to sell a portion of Parker Heights. There was discussion regarding funding and the tax increase implications. It was noted that we had not been successful with the 80/20 split but have been with a 65/35 split. The funding split may vary from what was submitted on the application depending on the final cost of the project. It was noted that the Friends of the Trail and the community have been very supportive and helpful. There was discussion about fundraising, the need for the Board to clarify the vision of the trail to the public, additional signage on Bonansinga at Parker Heights, and the need to remind and educate the public about the Quincy Greenways and Trail Plan.

### Results of Community Wide Survey

Executive Director Frericks noted that the Executive Summary reports for the 2017 and 2011 Survey were included in the packet. He explained that Ron Vine & Associates prepared a trend report that compares the 2011 survey to the 2017 survey. They were very consistent. The 2017 Summary of 10 Key Findings highlights the significant items from the survey. It was noted that the findings include items from the marina and Westview even though they address a smaller population. There was discussion regarding park locations and the new school playgrounds in the southeast area, a need for a park at John Wood Community College and partnering with the college or other schools to add shelters by school playgrounds. It was noted that some of the schools are not within the City limits, that this item should be on our radar but is not a pressing issue at this time, there are groups using JWCC property for soccer, and the Deters family could be interested in making a donation for green space. Frericks also noted that we do our own shelter and program surveys. Frericks was asked to share the internal survey results with the Board. It was noted that the larger facility users – Westview and marina – may or may not live in the district and therefore may or may not be tax payers.

### Wavering Aquatic Center Options

Executive Director Frericks reviewed the information included in the packet and explained that only 3 individuals attended the spring Open House. The Open House was an opportunity for the public to present and/or discuss ideas for the area. Another open house will be scheduled for later this fall. It was noted that the area includes many amenities including parking, showers, a concession area and fencing but that one limitation is winter access. Ideas discussed included a premier shelter area that would include a cooking area, a T-ball field, or possibly a campground. It was noted that this area is not a good location for a dog park due to the proximity of the Humane Society's dog park and with the development of Bob Bangert Park, a natural preserve planting for wildlife is already being addressed. There was discussion about adding T-ball and 7-8 year old fields. The fields at Johnson Park could be eliminated consolidating the ball fields to a single area. There would be less travel between parks for ball field maintenance and family and friends attending multiple games. It was noted that Johnson Park fields could be used for practice or it would be a good location for a dog park. There was discussion of whether the area could be a combination premier shelter and ball fields. It was noted that the area included a sand volleyball court but 2 courts were being added at upper Moorman Park. There are no shuffleboard or badminton facilities. It was noted that T-ball is for a limited population and expanding opportunities to a larger age group should be considered. The option of a campground area was also discussed noting that the area could be made available for schools, day care centers, scouts, at-risk children, organizations interested in staff retreats and other community groups. Platform tents, campfires, archery range, fitness course, programming opportunities, and packaged offerings were all discussed. It was noted that the start-up cost would be limited so we could try a campground complex for a couple of years. There was consensus that staff should explore what a campground complex would consist of, the interest other groups like the Scouts would have in this type of area, and the potential cost to participants. Staff should also explore other areas within the upper Moorman/Wavering area for T-ball fields.

### Quincy Park District Organizational Chart

Executive Director Frericks briefly reviewed the organizational chart and the list of Park Department Park Responsibilities. The other documents, Facilities/Functions Added Since 2007 and Effective Hours, illustrates why the District has become reactive instead of proactive. The Program Services Department Supervisor Responsibility List was reviewed and it was noted that the marketing supervisor was cut a few



years ago to reduce cost. The need for additional marketing was an item noted in the survey results. There was discussion concerning the need to hire a full-time marketing person or whether contracting with a local advertising agency would be sufficient. There were questions on program profitability and where the District should focus its efforts. A marketing person could also be assigned the responsibility as liaison to our affiliate organizations. They could meet with and generate more activity with these groups. There were numerous ideas regarding this position, its role and responsibilities within the organization, shifting responsibilities of current employees, and financing of the position. It was noted that a Board Marketing Committee could be formed. There was consensus that a new marketing and public relations position for 2018 should be considered and Frericks should develop a budget, job description, and scope of responsibilities and prepare a report for the Board.

There were questions regarding the ability to influence the distribution of the bed tax (currently only 11% goes to marketing). We currently do not have a representative on the Convention & Visitors board. There was discussion regarding the District's role in tourism, our interest to increase our program numbers with local participation, and potential revenue opportunities and related cost in events at the parks such as the carting event.

#### Site Naming Policy

Executive Director Frericks stated that he is currently working with 2 potential sponsors to build another field at the Moorman/Wavering complex. He included this policy in today's material so everyone would know the framework for these discussions. The discussions are very preliminary but he hopes to have something by the end of the year. The goal is to build this into the Recreation Department budget.

#### License/Lease Agreements and Affiliated Organizations

Executive Director Frericks listed the groups we have arrangements/agreements with and asked if anyone had any questions. Commissioner Dempsey noted she has a big concern and this was one of the reasons she ran for this office. She has concerns regarding the Women's City Club (WCC) and Friends of the Log Cabins one year license with a 60 day termination clause. She compared these to the length of the other licenses. She stated that these groups need to have longer agreements. The length of the agreements are problematic for these groups when applying for grants. She feels they need a 10 year agreement. There was discussion regarding the space that is currently available for lease at the WCC and that the Club is interested in the space so someone could live on site and cook for their events. Frericks explained that the reason for the shorter agreements was based on the sustainability of the organizations. There was discussion regarding prior discussions with the organizations and the need for the District to increase their investment into the Lorenzo Bull House. It was noted that the agreements vary widely and it was suggested that the Board Attorney, Terry Anastas review the agreements and see if there are any necessary changes and possibly look for ways to make them more consistent. Commissioner Dempsey stated that she knows there has been bad blood in the past but that needs to be changed and the agreements need to be revisited. It was noted that the 2 circumstances are very different. There was some opposition voiced to having someone living in the Bull House. The history of the WCC and the arrangements with them was presented. There was continued discussion of the various groups the District is affiliated with, the terms of various agreements, funding and activity of the groups, use of the Park District's Foundation, and the length and termination clause of the agreements. It was noted that both of the agreements (Friends of the Log Cabins and the WCC) will expire in January and there was discussion concerning the Board's assistance in negotiating the next license agreement. President Gough stated that he would like a list presented to the groups of what needs to be done in order to extend the agreements. It was noted that Frericks has



always met with the groups and discussed the agreements and he should continue to do so. Frericks stated that he would have Attorney Anastas review the agreements.

#### Riverfront Development

Executive Director Frericks explained that he identified all the parks along the riverfront and provided a brief description of the improvements at each park over the past several years. The list also noted future development ideas and the options being considered for the Memorial Bridge. Other documents included in the packet were the Lincoln Park Master Site Plan and the Marina Frequently Asked Questions which the staff was asked to prepare. It was noted that there have been deviations from the Lincoln Park Master Plan. There was some discussion regarding whether the plan is still relevant, whether it should be updated or unapproved and the fact that it could be misleading to the public. The amphitheater included in the original plan was not a priority according to the survey and money for it could be used on a portable stage (showmobile) which would be more practical. President Gough asked what it is going to entail to look at making Clat Adams Park boater-friendly. Frericks said that the Corp of Engineers and the City would need to be involved. There was discussion regarding which type of boats need access, whether or how this is a District issue/initiative, and what role the District might have in such development. There was discussion regarding potential changes with Memorial Bridge and the water plant and how these changes could impact the Park District. The idea of IDOT not removing the section of the bridge out to the first pier and using that area as a boardwalk, green space and/or recreation area was presented. It was suggested that the Board take a position on the potential changes to the Memorial Bridge and City's Water Treatment Plant.

Executive Director Frericks noted that as part of the riverfront development and capital projects there needed to be some guidance about the marina's restrooms. The estimated cost to replace the restrooms is approximately \$150,000. There was some discussion about prefab or building new, the use of volunteers, fundraising by the boaters, the number of slips rented, who rents the slips, and the overall impact on the community as a whole. It was agreed that the marina restrooms would be part of the tour later in the day.

#### Programming: Priorities for 2018

Due to time restrictions, this topic was not discussed but Executive Director Frericks encouraged everyone to email him if they had any comments.

#### Employee Compensation/Benefits/Salary Administration Program and Collective Bargaining Agreements

Executive Director Frericks reviewed the Salary Administration Program and noted that the requested increase for 2018 is \$10,377 which represents an increase of 1.65%. The distribution to individuals will be based on performance and it will vary from 0 to 3% per individual. It was noted that the total listed does not include an increase for the Executive Director or the new marketing position discussed earlier in the day. There was discussion regarding the budget and the amount needed for the new position. The amount needed for the marketing position will be included in the 2018 budget that will be presented later this year. A copy of the union contracts were also distributed.

#### Executive Director/Staff and Board Communications/Executive Summary/Annual Goals and Objectives

Executive Director Frericks presented the Comprehensive Goals & Objectives 2016-2020 and noted that in the past, by the 3<sup>rd</sup> and 4<sup>th</sup> quarter the document was very lengthy and there were very few questions. He condensed the document about a year ago and there were some concerns that the document lacked long term vision. Vice President Frankenhoff provided historical information regarding the document. He noted that the original purpose was to provide a tool to measure the directors' performance. It has also become a planning document for the future. There was discussion regarding the need for a 4-5 year plan, a broader

vision for long term goals and the need for more specific objectives in the short term. We do not currently have a 3 - 10 year strategic plan. It was agreed that there needs to be a 1 - 2 year measuring tool for the Executive Director and a long term plan. Frericks suggested keeping one document so it can be updated regularly. It was noted that the short term goals should be a part of the long term plan. It was suggested that Frericks present 2018-19 goals at the September Board meeting (discussion only) and then, based on feedback from the meeting, update the document and present it at the October Board meeting for final approval. The long term vision will be developed later with the staff and Board. There was discussion regarding goals and tactics. Commissioner Dempsey requested that a goal or activity be written to include working with groups that have leases coming due and to address the length of their agreements. Frericks asked the Board to review the Executive Director evaluation form and let him know if it needed any changes. Vice President Frankenhoff provided the history of the form. He explained how the rating and average scoring had been handled in the past. He offered to share last year's evaluation with the group. Options and timing for the evaluation and salary adjustment were discussed. It was noted that a salary adjustment amount could be estimated and included in the budget in the fall but held until the evaluation is completed in the spring and then made retroactive. It was agreed that this could be decided later this fall.

#### Westview Golf Course

Executive Director Frericks explained that staff has researched gaming machines and has received approval to install 2 machines at Westview. Included in the packet is information on wagering activity in both Quincy and Adams County. This is a potential revenue generator for Westview. He explained some of the requirements and noted that there would be no initial investment and minimal staff cost. Commissioner Steinkamp stated that he was not sure parks and recreation should get into gambling. He explained that this is his personal experience but he has worked with Addicts Victorious Ministries and he has seen the ravages of gambling. Gambling is an addiction and we would be making money from someone's addiction. This might taint the Park District by getting into the gambling business. It was agreed that this item should be on the September Board meeting agenda. Frericks was asked to check with IAPD and see if there are any other park districts that have these machines and if they do, how do they handle the proceeds (which fund receives the revenue). Included in the packet was a copy of our Class A Liquor License and a description of the requirements. There has been interest in expanding our offerings. There were no objections to add this. Frericks reviewed the golf cart advertising proposal. This was developed with Director Morgan and could provide additional funding for Westview. There was discussion about the appropriateness of the ads, the bidding process and the right to refuse certain ads. In general, any product sold at the course, could be advertised on the cart. The revenue from the ads will remain at Westview. There was discussion regarding the profitability of Westview. It was noted that they cover their operating cost but not all their capital cost.

Board members, Rome Frericks and Mary Arp left the office for a park tour of selected sites. The sites visited included the Art Keller Marina, the Log Cabin Village, Parker Heights Park, Bill Klingner Trail/Parker Heights section/24th Street, Bob Mays Park, Wavering Pool area, Lorenzo Bull Park, South Park, Berrian Park, Clat Adams Park, and Kesler Park. The tour concluded at the office at 4:00 p.m.

Upon returning from the tour, it was noted that there is still a need to provide some direction to staff on Clat Adams fountain and the marina restrooms. There was discussion on the use of the excess funds from the current year, the 2018 Bond list and the marina operating budget. It pointed out that the gates could be taken off the project list so the marina restrooms could be added. It was noted that enterprise funds

need to be self-supportive and if we are serious about promoting the riverfront, the fountain work needs to be done. Frericks stated that he would be more comfortable waiting another year before making improvements at the marina. He noted there is still a \$42,000 dock payment that will need to be paid with general funds. We could increase the slip fee, give the marketing person an opportunity to market the marina and then see where we are with the budget.

With no other business to discuss, COMMISSIONER REUSCHEL MOVED TO ADJOURN THE RETREAT. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois

Regular Meeting  
Board Room

August 9, 2017  
6:00 P.M.

**ROLL CALL**

The meeting was called to order by President Gough and upon the roll being called the following members were physically present at said location: President Bob Gough, Vice President John Frankenhoff, Commissioners Vicki Dempsey, Barbara Holthaus, Sara Reuschel, Jeff Steinkamp, and Kelly Stupasky. No Park Commissioner was permitted to attend the meeting by video or audio conference.

The following Park Commissioner was 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 Business Services – Don Hilgenbrinck, Director of Program Services – Mike Bruns, Director of Golf – David Morgan, and Administrative Assistant – Mary Arp.

President Gough led the room in the Pledge of Allegiance.

**CONSENT AGENDA**

President Gough asked if there were any objections or changes to the regular meeting minutes from the July 12th meeting or the check register and upon hearing no objections they were approved.

**PUBLIC INPUT**- Louise Seaver noted that Lincoln Park and the Skate Park are very popular and she appreciates that the District thinks of the public.

**BOARD INFORMATION/EDUCATION**

**CORRESPONDENCE**

**VOLUNTEERS**

**EXECUTIVE DIRECTOR REPORT**

Executive Director Frericks noted that he had distributed a list of action items resulting from the retreat earlier in the week. He asked if anyone had anything to add to please send him an email.

**DIRECTOR'S REPORTS**

Director Higley stated that the new 2-5 year old playground at Reservoir Park should be completed this week. Director Hilgenbrinck noted that the insurance claim from the 2015 storm has been finalized. We received the final payment of \$49,000. The total claim was \$230,000. He also reported that with the recent After School Program registrations, the budget for financial assistance has been exceeded. The budget was \$20,000 and this is the first time we have used the entire budgeted amount. Next year's budget will be adjusted. There was some discussion concerning the insurance claim and remitting a portion to Friends of the Log Cabins. The District will submit payment to the group for the shingles when the District receives an invoice. It was noted that all Opening Meeting Act Certificates have been submitted. This training is required when a Commissioner is first appointed to the Board and annually for the President and Vice President. Director Bruns also noted there has been increased participation in the financial assistance program this year. Much of the assistance was used for pool passes. He noted that they finally accomplished their goal of having the fund utilized. He reviewed attendance numbers that were included in his report and noted that the pool will be closing soon for the season. Pool attendance and the reason the pool had been closed early one day was discussed. It was noted that attendance did not hit the maximum number of attendees (335) this year. Average attendance was 147 this year. The Little League Tournament went well but there were 3 teams from Chicago that did not attend. This was consistent with the prior year. Director Morgan had nothing to add to his report.

## **UNFINISHED BUSINESS**

### **RESOLUTION NO. 17-03, AUTHORIZING EXECUTIVE DIRECTOR TO ACT ON BEHALF OF QUINCY PARK DISTRICT FOR ITEP GRANT**

Executive Director Frericks stated this was presented to the Board last month. He explained that it is necessary for the Board of Commissioners to authorize the Executive Director to submit the Illinois Transportation Enhancement Program (ITEP) grant and to sign documents as part of the grant process. VICE PRESIDENT FRANKENHOFF MADE A MOTION TO APPROVE RESOLUTION NO. 17-03, AUTHORIZING EXECUTIVE DIRECTOR TO ACT ON BEHALF OF QUINCY PARK DISTRICT FOR THE ITEP GRANT. There were questions about the shelf under the 5<sup>th</sup> street bridge and whether it was wide enough to accommodate 2-way traffic of hikers and bikers and if there would be a fence. Executive Director Frericks stated that the shelf is 10 foot wide. He also noted that when work was previously done on the bridge, the City and District spent additional funds to accommodate the trail. A fence, probably a black chain fence, will be installed at this location. There was some discussion regarding the match percentages. Executive Director Frericks does not recommend an 80% federal, 20% local split. The District has never received a grant when asking for that large of a share. He recommends the 35/65 split because we have been successful with that split. It was noted that we can do any split. Frericks will bring this item to the Board next month for discussion. Commissioner Dempsey asked to go on record that she feels the Parker Heights road is sufficient for this section of the trail, that we do not need to spend \$1M and to ask the taxpayers to pay 65% of the project is too much.

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

<b>COMMISSIONER STUPASKY</b>	<b>YES</b>
<b>COMMISSIONER DEMPSEY</b>	<b>NO</b>
<b>COMMISSIONER HOLTHAUS</b>	<b>YES</b>
<b>COMMISSIONER REUSCHEL</b>	<b>YES</b>
<b>COMMISSIONER STEINKAMP</b>	<b>YES</b>
<b>VICE-PRESIDENT FRANKENHOFF</b>	<b>YES</b>
<b>PRESIDENT GOUGH</b>	<b>NO</b>

### **PRESIDENT GOUGH DECLARED THE MOTION CARRIED.**

## **NEW BUSINESS**

### **POST-ISSUANCE TAX COMPLIANCE ANNUAL REPORT**

Director Hilgenbrinck explained that this is an annual compliance requirement. It documents that we review our bonds and that they are in compliance with IRS regulations regarding tax-exempt bonds.

### **LITTLE PEOPLES Tournament fees**

Director Morgan reviewed the staff recommendation noting the Director of the Pepsi Little Peoples Tournament has requested the use of Westview Golf Course for the 2018 Little Peoples Golf Tournament to be held June 17th – June 20th, 2018. He noted that the tournament provides income to Westview as well as to the community. To assist the tournament in keeping costs affordable and the tournament viable, Westview recommends that the fees remain the same as this year's fees. COMMISSIONER DEMPSEY MADE A MOTION TO APPROVE THE LITTLE PEOPLE'S TOURNAMENT FEES. There was discussion regarding what the fee covers and the last time there was a fee increase. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

### **FRIENDS OF THE TRAIL SIGN WORDING BILL KLINGNER TRAIL**

Executive Director Frericks reviewed the documents in the packet and noted that Friends of the Trail (FOT) of Quincy have agreed on a format, wording and location of the FOT sign. The sign will be located on the back side of the existing sign near the kiosk at the bridge. The sign dimension is approximately 20" by 28". The Friends of the Trail will pay for the entire sign and installation. The

delivered price of the sign is approximately \$2,000. The Quincy Park District will not incur any costs for the sign or the installation. Our policy requires a 50 day public comment period. Final approval will be presented at the October 11, 2017 regular Board meeting. He noted that the picture presented should not include the schematic with the yellow arrows at the bottom. The map will not be on the sign.

Clarence "Candy" Greenman Tennis Center Eagle Scout Project/Donation

Director Higley explained that the District has been contacted by an Eagle Scout who is interested in raising funds to donate a pergola for the Clarence "Candy" Greenman Tennis Center. The structure is approximately 16' wide by 16' long and will be placed over the current concrete pad. It is directly west of the tennis hut. The Boy Scouts will purchase and install the structure then donate the structure to the Park District. The entire structure will be paid for with private donations raised by the Eagle Scout and then donated to us. The picture is similar to the one they will donate. COMMISSIONER REUSCHEL MADE A MOTION TO APPROVE THE DONATION OF A PERGOLA BY THE EAGLE SCOUT TO BE LOCATED AT THE CLARENCE "CANDY" GREENMAN CENTER. There was some discussion regarding the structure and the timeline. It was noted that the Quincy Tennis Association had raised money and volunteered for a project at the tennis courts last year and this project fits with their plans for the area. Vice President Frankenhoff explained that they have a strategic plan and a portion of the plan includes Reservoir Park. He noted that the Board should consider reviewing the plan to ensure it aligns with the District's plans for the park. Executive Director Frericks noted that the Eagle Scout's mother is very active in tennis and she has worked with the Tennis Association and they are supportive of this project. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

**PUBLIC INPUT:** Jeff Kerkhoff stated that he assumed the insurance proceeds discussed earlier would go to the general fund.

Vice President Frankenhoff asked for clarification on the status of the ITEP discussion. It was agreed that it would be on the agenda for next month. He then noted that with the results of the survey and the support for the trail, he wondered why President Gough had voted no for the resolution regarding the trail. President Gough stated that he would have liked to explore the option of utilizing the entire Parker Heights road as suggested by Commissioner Dempsey. He also stated that now that the Board has voted as a whole to go this route, he will support seeking the grant. Vice President Frankenhoff also noted that the Board Attorney, Terry Anastas, was present and wondered why because there wasn't anything on the agenda that was complex. He asked how he was handling Terry attending meetings. President Gough will discuss that with the Executive Director. They meet prior to the meeting. He also said that if anyone else feels the attorney needs to be at a meeting to let him know. Commissioner Steinkamp noted that this is really old business but back at the July meeting which was 28 days ago, he had asked President Gough for an explanation of the logic he used when making appointments for himself and Commissioner Barb Holthaus. President Gough directed Commissioner Steinkamp to go back and read the minutes from July and his response would be the same. Commissioner Steinkamp asked why that would be the answer and President Gough said that it is the President's decision. Commissioner Steinkamp noted that was true but he was asking what the logic was considering his engineering expertise and Barb's foundation expertise. COMMISSIONER STUPASKY MOVED TO ADJOURN. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

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Secretary

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President

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Date

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Date

# ***PUBLIC INPUT***



***BOARD  
INFORMATION/  
EDUCATION***

To: Board of Commissioners

From: Rome Frericks

9/13/2017

Re: Directives from August 7, 2017 Retreat

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### **Proposed Capital Projects**

- Incorporate money into Art Keller Marina's 2018 department budget to spruce up the men's and women's restrooms.

### **Bill Klingner Trail Development**

- Use excess 2017 Bond Funds to pay for additional expenses for the 5<sup>th</sup> to 12<sup>th</sup> Street portion. (To date, \$150,000 needed out of the excess 2017 Bond.)
- Use \$11,450 for design & engineering work for Berrian shelter. (Approve in September)
- Use \$15,000 for the demolition of Berrian shelter. (Approve in September)
- Use \$10,000 for design & engineering work for Clat Adams fountain. (Approve in September)
- Roll over \$30,000 to 2018 Bond

### **Wavering Aquatic Center Options**

- Develop different packages for camping and activity options.
- Contact church groups, Boy Scouts and others to see who would be interested in using a camping facility.
- Excluding the pool area, determine where, within the Moorman/Wavering Complex, T-Ball fields could be located.

### **Organizational Chart**

- Prepare a job description and scope of work for a marketing/public relations position. Determine the budget impact and feasibility of this new position.
- Contract out more marketing to increase participation and awareness if a marketing person is not hired.

### **License Agreements**

- Have Park District attorney Terry Anastas review all current license agreements with affiliated groups.
- By end of the year, meet with both Friends of the Log Cabins and the Women's City Club to determine long term goals and the possibility of extending the terms of the agreements with both parties.

### **Riverfront Development**

- Art Keller Marina restrooms potential 2019 Bond Project.
- Investigate the feasibility and work with city officials to create a pier or docking facility to enhance riverfront development.

### **Executive Director/Staff & Board Communication**

- Staff will develop a 2018-2019 Goals & Objectives for the September Board meeting (discussion only) and then make any changes and finalize at the October Board meeting.
- Staff and Board will work together to develop long term goals/objectives.

### **Westview Golf Course**

- Prepare a staff recommendation for gaming machines for the September Board meeting.
- Contact other park districts and IAPD to determine who currently has gaming machines in their facilities.

### **Actions by Board**

- Board will submit a letter to Illinois Department of Transportation to show our position on the new location of Memorial Bridge.
- Develop and communicate the District's position on the potential moving of the water treatment plant. If the City of Quincy moves forward with the well option, the Board will investigate the possibility of trading parcels of land with the City.
- Board will work with the Illinois Department of Transportation to possibly acquire the east portion of Memorial Bridge to establish a Quincy Boardwalk Park.

Rome Frericks

# ***CORRESPONDENCE***

***VOLUNTEERS***

**To:** Board of Commissioners  
**From:** Rome Frericks  
**Subject:** Monthly Report  
**Date:** August 31, 2017

**Administrative Initiatives** (8/01/17 – 8/31/17)

Attended:

- Friends of the Trails meeting
  - Directors meeting
  - Safety meeting
  - Rotary meetings
  - United Way 5210 meeting
  - Board Retreat
- 
- On several occasions, met with Klingner & Associates on the progress of Bill Klingner Trail (current section) and the 18<sup>th</sup> to 24<sup>th</sup> Street section.
  - Performed a walk through with both Klingner & Associates and Ron Brink for the punch list items to be completed.
  - Met with officials from Mississippi Valley Hunters and Fishermen's Association and Terry Anastas on creating a Memo of Understanding for the wetland in Bob Bangert Park.
  - Continued working on the Capital Project list for 2018.
  - Held a conference call with IAPD Attorney Jason Anselment on volunteer labor.
  - Met with officials from the Women's City Club regarding their current and upcoming license agreement.
  - Held a Directors' budget kickoff meeting for the upcoming 2018 budget.
  - Met with Anderson Consulting to discuss options on 2018 electric rates.
  - Met with a property owner along Bill Klingner Trail to discuss some drainage issues during significant storms.

### **Administrative Initiatives** (9/1/17 – 9/30/17)

- Continue to work with local contractors and engineers on the completion of Bill Klingner Trail project.
- Continue planning for 2017 bond projects, goals and objectives.
- Continue working with staff on the second phase of our ADA plan.
- Work with staff on finding a tenant for the Lorenzo Bull House.
- Continue working on 2018 bond projects.
- Hold department head meetings for preparation of the District's FY2018 budget.



# **DIRECTOR'S REPORTS**

**To:** Board of Commissioners  
**From:** Matt Higley  
**Subject:** Monthly Report  
**Date:** August 31, 2017

**Administrative Initiatives** (8/1/17 – 8/31/17)

Attended:

- Directors meeting
  - Safety meeting
  - Kiwanis meetings
  - Eclipse on the River onsite
  - Friends of the Trail meeting
  - Love the Q onsite
  - Moonlight Bike Ride onsite
- 
- Monitored progress on 5<sup>th</sup> to 12<sup>th</sup> street trail construction.
  - Monitored installation of Madison Park 2-5 playground.
  - Monitored installation of Reservoir Park 2-5 playground.
  - Monitored work on South Park pond renovation.

**Administrative Initiatives** (9/1/17 – 9/30/17)

- Continue working with Kiwanis on the shelter house at Lincoln Park.
- Continue planning for 2017 projects, goals and objectives.
- Work on 2017 Capital Projects for Parks Department.
- Monitor 5<sup>th</sup> to 12<sup>th</sup> street trail construction.
- Monitor installation of Madison Park 2-5 playground.
- Monitor Wavering Aquatic Center dirt work.
- Monitor Kesler Park fishing dock replacement.
- Monitor curb repair in South Park.
- Monitor curb repair in Sunset Park.

**To:** Board of Commissioners

**From:** Donald J. Hilgenbrinck

**Subject:** Monthly Report

**Date:** August 31, 2017

**Administrative Initiatives** (8/01/17 – 8/31/17)

- Attended Safety Committee meeting.
- Attended Directors' budget meeting.
- Office staff continues to work with BS&A conversion staff for configuration on the new accounting system.
- In conjunction with the Executive Director, met with officers of the Women's City Club of Quincy to discuss relations and terms for the renewal of the lease.
- Deployed electronic time clocks for the electronic collection of hours.
- Attended the after school program registrations to process payments and financial assistance.
- The office staff has also been busy with 2017 adult baseball registrations, shelter reservations, and processing special event applications.

**Administrative Initiatives** (9/01/17 – 9/30/17)

- Go live on new BS&A accounting system 9/11/17.
- BS&A on-site training and implementation 9/5-22.
- Prepare the 2017 Tax Levy Ordinance draft.
- Prepare the Truth in Taxation Resolution.



# Office of the Attorney General State of Illinois

## Certificate of Completion

OMA 2017 Training

Wednesday, August 9, 2017

Quincy Park Board Commissioner  
James R Gough

Has successfully completed the  
Open Meetings Act on-line training.

A handwritten signature in black ink, reading "Lisa Madigan", written over a horizontal line.

Lisa Madigan  
Attorney General  
State of Illinois

A handwritten signature in black ink, reading "Sarah Pratt", written over a horizontal line.

Sarah Pratt, Public Access Counselor  
Chief, Public Access Bureau  
Office of the Attorney General

To: Board of Commissioners

From: Mike Bruns

Subject: Monthly Report

Date: August 29, 2017

**Administrative Initiatives** (08/01/17 – 08/31/17)

- Attended the monthly safety committee meeting.
- Staff held registration at Ellington and Dewey schools for the after school program.
- Staff worked on clean up and closing procedures at IMP.
- Staff finished the fall and winter brochure and program schedule.
- Staff updated the website and VSI with our fall and winter programs.
- Staff held trainings for the after school staff.
- Staff conducted outdoor movies at Moorman Park and Frederick Ball Community Center.
- Staff continued to work on promoting programs and events through media, events and our facilities.
- Worked on goals and objectives for 2018.
- Staff worked on plans for the Fall Festival.
- Staff organized the adult men's and co-ed softball programs.
- Staff worked on summer program evaluation reports.

- Staff worked on setting up the adult soccer league.
- Staff worked on plans for the Thursday night north Quincy sports programs.

**Administrative Initiatives** (09/01/17 – 09/30/17)

- Work on the 2018 budget.
- Work on press releases and promotion for programs and events.
- Staff will work on evaluation reports for the summer programs and events.
- Staff will help with the Frontier Day at the Log Cabin Village on September 9.
- Adult soccer league will start on September 10.
- Staff will work on plans for using the Wavering Aquatic Center as a campground site.
- Storytelling event will be held at Moorman Park on September 20.
- Fall Festival will be held at Moorman Park on September 23.
- Work on IMP financial reports.
- Work on program and facility fees for 2018.
- Staff will work on the Bill Klingner Trail Fall outing event on October 7.

## **POOL ATTENDANCE**

### **Indian Mounds Pool**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Total	10,333	8,906	8,337	11,713	10,765
Average	119	113	116	143	142
Days Open	87	79	72	82	76
Days Closed	4	14	14	4	2
Season Pass Visits	1,224	1,169	699	980	1,152
Season Passes Sold				290	379
Family				190	234
Individual				100	145

### **Wavering Aquatic Center**

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Total	8,624	8,148	4,691
Average	115	121	82
Days Open	75	67	57
Days Closed	4	12	15
Season Pass Visits	758	570	101

### **Total Indian Mounds Pool and Wavering Aquatic Center**

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Total	18,957	17,054	13,028
Average	117	117	101
Days Open	162	146	129
Days Closed	8	26	29
Season Pass Visits	1,982	1,739	800
Season Passes Sold	489	419	209
Family	253	235	147
Individual	236	184	62



To: Board of Commissioners  
From: David Morgan  
Subject: Monthly Report  
Date: September 1, 2017

**Administrative Initiatives** (08/01/17 – 08/31/17)

- Attended safety, directors and board meetings.
- Hosted high school practices and matches.
- Continue with the Landmarx Match Play League.
- Hosted ADM & Prince groups on Friday August 25<sup>th</sup>.
- Hosted the Museum Night Golf Outing on Saturday August 5<sup>th</sup>.
- Hosted the QND Invite on Thursday August 10<sup>th</sup>.
- Hosted The Jordan Buck scramble on the third nine on Friday August 11<sup>th</sup>.
- Hosted the QHS Invite on Saturday August 19<sup>th</sup>.
- Hosted the NFI Charity Classic on Monday August 28<sup>th</sup>.
- Continue the tree trimming of low branches around the course.
- Fungicide applications to the greens, tees, fairways.
- Continue working on drainage issues in the bunkers.
- Repaired 13 leaks on the irrigation system.
- Coulter Asphalt re-sealed and striped the upper parking lot.
- Renovated the bunkers on holes 6, 13, 10. Added new sand and reworked the drainage.
- Applied post emergent herbicide to control goose-grass in the fairways.

# Westview Golf Course Rounds of Golf - 2017

		Aug-17	2017 YTD	Aug-16	2016 YTD
10000	18 Hole Weekday Green Fee	361	2133	359	1973
10001	18 Hole Weekend Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	222	1156	183	869
10003	9 Hole Weekend Green Fee	0	0	0	0
10004	Twilight Green Fee	101	381	126	505
10005	Fall/Spring/Winter Green Fee	0	370	0	471
10006	M-T-TH-Special	79	410	44	235
10007	Winter Special w/ Car	0	536	0	254
10008	Third Nine Green Fee	763	2549	484	1920
10009	Family Night Adult	20	107	24	109
10010	Family Night Child	22	102	16	99
10011	Jr. Green Fee	26	81	7	65
10012	Promotional Round	6	56	27	64
10013	Twilight Combo	632	2780	502	2557
10014	Early Bird 9	9	29	7	39
10015	Early Bird 18	113	406	96	392
11000	Adult Weekday Pass Visit	291	1193	261	1304
11001	Adult Weekend Pass Visit	154	1147	189	1183
11002	Senior Weekday Pass Visit	535	2196	400	2202
11003	Senior Weekdend Pass Visit	211	1451	237	1487
11004	Senior Rest. Weekday Pass Visit	97	332	144	620
11005	Super Senior Weekday Pass Visit	495	2214	466	2058
11006	Employee Pass Visit	55	320	56	419
11007	Junior Weekday Pass Visit	220	760	197	823
11008	Junior Weekend Pass Visit	60	307	52	279
11010	Junior Summer Pass Visit	59	249	98	415
11011	Young Adult Weekday Pass Visit	69	451	96	560
11012	Young Adult Weekend Pass Visit	22	223	55	332
11013	School Team Pass Visit	175	240	229	229
12000	Green Fee Punchcard Visit	556	2700	688	3863
13000	Tournament Round	130	1010	93	969
13001	Tournament Green Fee	0	0	0	0
13002	Outing Green Fee	180	296	270	760
<b>2017 Total</b>		<b>5663</b>	<b>26185</b>	<b>5406</b>	<b>27055</b>
<b>Per Visit Fee</b>		<b>\$5,205</b>	<b>\$24,153</b>	<b>\$5,111</b>	<b>\$24,931</b>
<b>* Days Closed</b>		<b>0</b>	<b>24</b>	<b>4</b>	<b>51</b>

- Started replacing green-side sprinklers on holes 10-18.
- Trimmed trees behind # 25 green along the highway on QPD property.
- Felling and clean-up of the two tulip trees on holes 6 and 7.
- Continue monitoring and addressing irrigation system issues.

### **Administrative Initiatives** (09/01/17 - 09/30/17)

- Continue to host high school matches and practices.
- Host the Ladies 49ers Event on Friday September 8<sup>th</sup>.
- Host the Senior City Tournament on Saturday September 9<sup>th</sup> & Sunday September 10<sup>th</sup>.
- Host the Chamber Golf Outing on Thursday September 14<sup>th</sup>.
- Host the Bordewick 4 Day Extravaganza on Tuesday September 19<sup>th</sup> through Friday September 22<sup>nd</sup>.
- Host the TNT Seniors on Thursday September 21<sup>st</sup>.
- Host the QND Golf Outing on Monday September 25<sup>th</sup>.
- Aerification and topdressing of the greens.
- Continue fall tree trimming.
- Continue replacing green-side sprinklers on holes 10-18.
- Continue addressing drainage issues in the bunkers.
- Felling of dead trees on holes 16 and 6.
- Start over-seeding of the fairways.

# ***UNFINISHED BUSINESS***

***NEW BUSINESS***

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT 2018 - 2019 GOALS AND OBJECTIVES: INFORMATION ONLY**

**BACKGROUND INFORMATION:** The Board annually reviews and adopts the District Goals and Objectives.

The goals and objectives were discussed at the August 7, 2017 Board meeting. The Board and staff worked together to develop an updated version. Each goal was reviewed and changed, updated or deleted as needed. New goals were added as needed. The attached 2018-2019 Quincy Park District Goals and Objectives have been updated based on the discussion and recommendations made at the last Board meeting.

**FISCAL IMPACT:** No direct fiscal impact. Capital Projects recommended in this document are submitted for budget approval separately.

**STAFF RECOMMENDATION:** None. Information only

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

# Quincy Park District Goals 2018-2019

## Administration

1. Ensure effective communications between Board and staff so that each is informed of the direction and operations of the District.
2. Continue to strengthen and build partnerships among groups and organizations within the Northwest section of Quincy focusing on youth and at-risk children.
3. The Quincy Park District will continue cooperative efforts with local service organizations and affiliated groups that currently have lease/license agreements with us.
4. Increase community awareness of the Quincy Park District initiatives and strengthen our programs offered by the Recreation Department by hiring a full time marketing/public relations person.
5. Strive to strengthen and maintain the District's financial position. Availability of funding and overall good financial health is a requirement of reaching the current goals and objectives.
6. The Executive Director and the Director of Golf will look into another three year beverage and snack exclusive agreement for Westview Golf Course.

## Scotty Glasgow's Westview Golf Course

1. Replace the Variable Frequency Drive (VFD) control center in the pump station. Life expectancy is 15 years and our VFD was installed back in spring of 2001.
2. Redesign/resurface cart path on hole #5 by replacing approximately 400 feet of asphalt with concrete and installing a secondary overflow pipe to the pond on hole #4.
3. Develop a concept plan for downsizing and repairing bunkers by addressing drainage, sand contamination and turf repair on holes #1, 2 5,6, 9, 12, 15 and 17.
4. Superintendent of Golf and staff will replace the nine green-side sprinklers on holes #19-27.
5. The Director of Golf and Superintendent of Golf will develop a plan to update the 3<sup>rd</sup> nine fairway heads to 180 degree heads to water fairways only.
6. Install the two gaming machines inside the Pro Shop at Westview Golf Course.

## Recreation

1. Develop and implement at least two new programs for fall 2018.
2. Develop WAC area.  
**Objective A:** Finalize plans for a campground area. Develop plans for packages where youth can spend the night and perform activities throughout Moorman/Wavering complex. Also, develop family activities and other outdoor events and programs for the new site.
3. The Executive Director and Director of Program Services will strive to obtain sponsorships/naming rights for additional turf fields in Moorman/Wavering complex.
4. Staff will continue to evaluate each program at the end of the season and when appropriate, make improvements, additions or cancel as needed. This will determine what new programs can be added to the schedule.
5. Develop plans for a t-ball field in Wavering/Moorman complex.



## **Marina**

1. Develop a plan for replacing or upgrading the current restroom/shower facility with an improved facility that includes a patio/deck space. Staff will meet with marina renters to assist in completing this project through donations and fundraising.

**Objective A:** Director of Parks will review and update previously completed replacement plans and update cost estimates by June 2018.

**Objective B:** Director of Parks will prepare, in compliance with ADA standards, preliminary restroom/shower facility plans, determine initial cost estimates and present them for Board approval in the fall of 2018.

**Objective C:** Pending appropriate cash flow and cash reserves, the Director of Parks will complete the bidding process and initiate construction of the replacement restroom with final completion by November 2019.

## **Parks**

1. The Quincy Park District will construct the 18<sup>th</sup> to 24<sup>th</sup> Street section of Bill Klingner Trail with significant funds raised to pay for the work and the remaining funds derived from either grants or bonding. Late last fall, the Quincy Park District received an Illinois Transportation Enhancement Program (ITEP) Grant for \$792,000 for the 18<sup>th</sup> to 24<sup>th</sup> Street portion of Bill Klingner Trail. Work on this section should begin in the spring of 2018. The Board has indicated 5<sup>th</sup> Street underpass to Bonansinga Drive section would then be the next phase.

2. Assist the Mississippi Valley Hunters and Fisherman Association in completing grant applications for the renovation of Bob Bangert Park's restrooms and shelter house.

**Objective A:** Director of Parks will prepare cost estimates to renovate Bob Bangert Restroom by June 2019.

**Objective B:** If funds become available, the Director of Parks will complete the bidding process and initiate construction in spring of 2020.

3. Develop a plan for converting two of the tennis courts at Moorman Park to six pickleball courts.

**Objective A:** Director of Parks will get cost estimates to convert the Moorman Park tennis courts by June 2019.

**Objective B:** Director of Parks will complete the bidding process and initiate construction in summer 2020.

4. Investigate options including researching grants to retrofit existing lights at Reservoir Park to LED fixtures.

**Objective A:** Prepare a report on the initial costs verses the estimated energy savings for the conversion to LED fixtures.

5. Conduct an ash tree audit within the entire Park District to determine how many ash trees need to be removed over the next several years due to the emerald ash borer.

**Objective A:** Once the number of ash trees is known, develop a timeline for their removal.

**Objective B:** Determine whether or not the ash trees need to be replaced (significant location) with another species of tree.

## **Business Office/Technology**

1. To seek and make full utilization of the District's new accounting and timekeeping software whereby they are fully integrated with operations, to implement and establish software features that will benefit the District's operations.

**Objective A:** A series of educational sessions to train staff on the features and reports available.

**Objective B:** The Director of Business Services will meet with District's directors to evaluate operations and to establish the needs of the departments.

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: PROPOSED TAX LEVY FOR BUDGETARY PURPOSES: INFORMATION ONLY**

**BACKGROUND INFORMATION:** This information is being provided to give the Board of Commissioners insight into the assumptions being used by the District's staff for the development of the FY2018 operating budget and whether there is any indication of the need for a "Black Box" notice.

The staff is approaching the FY2018 budget with the assumption that the District will not propose a tax levy for 2017 in excess of 105% of the previous tax levy. Therefore, there will not be a need for a "Black Box" notice. If during the budgeting process, something arises that staff determines that there may be a possible change to this assumption, the Board will be notified. If such an unforeseen occurs, the District will still have an additional 30 days based on the current timeline, attached for reference.

The attached Tax Levy Comparison (Budget Version) shows the breakdown of anticipated levies for budgetary purposes.

**FISCAL IMPACT:** Maintains current income stream.

**STAFF RECOMMENDATION:** N/A

**PREPARED BY:** Donald J. Hilgenbrinck, Director of Business Services

**BOARD ACTION:**

QUINCY PARK DISTRICT  
COMPARISON TAX LEVY

Budget Version								
FUND	<u>2016</u> Rate	<u>2016</u> Tax Levied	<u>2017</u> Levy	<u>2017</u> Rate	Difference	Projected \$100K Impact	Projected Cash Balance 12/31/2017	2018 Budget
CORPORATE	0.12500	786,276	800,000	0.12500	13,724		\$ -	\$ -
RECREATION	0.07500	471,766	480,000	0.07500	8,234		\$ -	\$ -
MUSEUM	0.03000	188,706	192,000	0.03000	3,294		\$ -	\$ -
SOCIAL SECURITY	0.02862	180,026	149,500	0.02336	(30,526)		\$ -	\$ -
PENSION/RETIREMENT	0.02465	155,054	165,000	0.02578	9,946		\$ -	\$ -
UNEMPL. COMP. INS.	0.01193	75,042	100,000	0.01563	24,958		\$ -	\$ -
LIABILITY	0.06177	388,546	388,500	0.06070	(46)		\$ -	\$ -
AUDIT	0.00183	11,511	11,500	0.00180	(11)		\$ -	\$ -
PARK SECURITY	0.02500	157,255	160,000	0.02500	2,745		\$ -	\$ -
PAVING & LIGHTING	0.00500	31,451	32,000	0.00500	549		\$ -	\$ -
	0.38880	2,445,634	2,478,500	0.38727	32,866	\$ 109.73		-
					101.3439%			
BOND 2012A	0.14614	103,411	102,374	0.01600		\$ 4.53		
BOND 2017	0.01644	919,251						
Estimated 2018 GO Bond (\$900k)			910,080	0.14220		\$ 40.29		
Estimated 2018 Trail Bond Pmt			510,000	0.07969		\$ 26.56		
TOTAL	0.55138	3,468,296	4,000,954	0.62515	532,658	\$ 181.11		
2016 EAV	\$ 629,021,019							
2017 Estimated EAV	\$ 640,000,000							

Notes:

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT SALARY ADMINISTRATION PROGRAM 2018: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** In accordance with the District's Board Policy Manual, the Board amends the Districts Salary Administration Program and authorizes appropriation limits for the salaries of the District's full time, non-union staff. The salaries of union staff are established by the union contract.

I recommend a cost of living adjustment in 2018 of 1.65%, a total of \$10,377 above the current total salary for full time non-union employees. This calculation does not include the Executive Director's salary. His salary set by the Board.

The proposed Salary Administration Program salary ranges for 2018 are included with this report. The 2017 Salary Administration Program is provided for reference.

**FISCAL IMPACT:** The appropriation for salaries of current employees covered by the salary administration program will not increase more than \$10,377.

**STAFF RECOMMENDATION:** I recommend that the Board approve the proposed 2018 salary administration program and to allow the Executive Director to distribute up to \$10,377 in cost of living adjustments.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

QUINCY PARK DISTRICT  
**Proposed**  
**Salary Administration Program for 2018**  
REGULAR FULL-TIME POSITION CLASSIFICATION

ANNUAL PAY RANGES –2018

BUDGET LIMIT FOR COST OF LIVING ADJUSTMENT:

**Total: \$10,377 which is an increase of (1.65%)**

<b><u>Position Classification</u></b>	<b>Set by Board</b>
Executive Director	Current \$78,500
<b><u>Position Classification</u></b>	<b><u>Salary Range</u></b>
Director of Parks	\$52,000 - 70,000
Director of Golf	\$52,000 - 70,000
Director of Business Services	\$52,000 - 70,000
Director of Program Services	\$52,000 - 70,000
Assistant Director of Golf	\$31,000 - \$45,000
Golf Course Superintendent	\$40,000 - 58,000
Park Maintenance Supervisor	\$40,000 - 58,000
Park Safety Supervisor	\$25,000 - 40,000
Recreation Supervisor I	\$31,000 - 50,000
Rec & Marketing Supervisor	\$34,000 - 50,000
Administrative Assistant	\$16.25 - \$22.50
Accounting Systems Administrator/Bookkeeper	\$15.25 - \$22.95
Secretary/Receptionist	\$12.25 - \$17.01
For Reference Only:	
Full Time - Maintenance Laborer	\$17.11 - \$35,589

QUINCY PARK DISTRICT  
**Proposed**  
**Salary Administration Program for 2017**  
REGULAR FULL-TIME POSITION CLASSIFICATION

ANNUAL PAY RANGES –2017

BUDGET LIMIT FOR COST OF LIVING ADJUSTMENT:

**Total: \$10,401 without Recreation Supervisors (1.69%)**

**Total: \$35,333 with Recreation Supervisors (5.73%)**

<b><u>Position Classification</u></b>	<b>Set by Board</b>
Executive Director	Current \$78,500
<b><u>Position Classification</u></b>	<b><u>Salary Range</u></b>
Director of Parks	\$52,000 - 68,000
Director of Golf	\$52,000 - 68,000
Director of Business Services	\$52,000 - 68,000
Director of Program Services	\$52,000 - 68,000
Assistant Director of Golf	\$31,000 - \$45,000
Golf Course Superintendent	\$40,000 - 56,000
Park Maintenance Supervisor	\$40,000 - 56,000
Park Safety Supervisor	\$25,000 - 38,000
Recreation Supervisor I	\$31,000 - 48,000
Rec & Marketing Supervisor	\$34,000 - 48,000
Administrative Assistant	\$16.25 - \$22.50
Accounting Systems Administrator/Bookkeeper	\$15.25 - \$20.95
Secretary/Receptionist	\$12.25 - \$17.01
For Reference Only:	
Full Time - Maintenance Laborer	\$16.81 - \$34,964

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT ANNUAL CAPITAL PROJECT BOND LIST: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** Each year the Quincy Park District authorizes a non-referendum general obligation (G.O.) bond for District capital projects. The proceeds are used to fund significant repairs, renovations and park improvement projects.

This project list assumes the District will have \$900,000 from bond proceeds for the upcoming year. Additionally, \$30,000 unused from the 2017 bond project list will be added to the 2018 projects.

Included with this report is a prioritized list of recommended projects for G.O. Bond 2018 along with capital projects planned to be funded from the operating budget.

This project list will be presented for final approval at the October 11, 2017 regular Board meeting.

**FISCAL IMPACT:** No fiscal impact, this recommendation is for discussion only.

**STAFF RECOMMENDATION:** Discussion Only

**PREPARED BY:** Rome Frericks, Executive Director

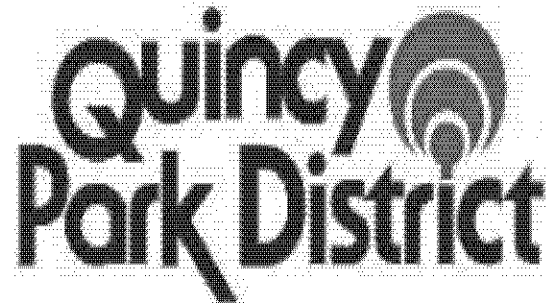
**BOARD ACTION:**

<b>Bond 2018</b>			
	Bond Amount	\$ 900,000	
	Roll Over From Bond 2017	\$ 30,000	
	<b>Total Bond Fund Available</b>	<b>\$ 930,000</b>	
<b>Berrian Park</b>	Shelter Replacement	\$110,000	
<b>Kesler Park</b>	North Parking Lot Replacement	\$145,000	
<b>Moorman</b>	Moorman Main Tar & Chip	\$25,000	
<b>Batting Cage</b>	Batting Cage Tar & Chip	\$20,000	
<b>District</b>	Equipment	\$200,000	
<b>District</b>	Park Gates	\$10,000	
<b>Q-Island</b>	Road Repair	\$75,000	
<b>Johnson</b>	Swing Replacement	\$12,000	
<b>Lincoln</b>	Area Drain	\$20,000	
<b>Clat Adams</b>	Fountain Repairs/Replacement	\$260,000	
<b>Q-Island</b>	Museum Roof Replacement	\$16,000	
<b>Wavering</b>	WAC Repurposing	\$30,000	
	Bond Expenses	\$7,000	
	Contingency	-	
	<b>Total</b>	<b>\$930,000</b>	
	<b>Non Bond Projects</b>		
District	Road/Curb Repairs	\$ 20,000	Pav. & Light
	<b>Total</b>	<b>\$ 20,000</b>	
	<b>Westview Golf Course</b>		
	<b>Pending October Budget Review</b>		
	Greensmower	\$ 35,000	
	Greensmower	\$ 35,000	
	<b>Total</b>	<b>\$ 70,000</b>	



# 2018 Capital Projects

*Come Out and Play.*



[www.quincyparkdistrict.com](http://www.quincyparkdistrict.com)

# Berrian Park Shelter





# Kesler Park North Parking Lot Replacement





# Moorman Main Tar and Chip





# Batting Cage Tar and Chip





# Park Gates





# Quinsippi Island Road Repair





# Johnson Park Swing Replacement





# Lincoln Park Area Drain

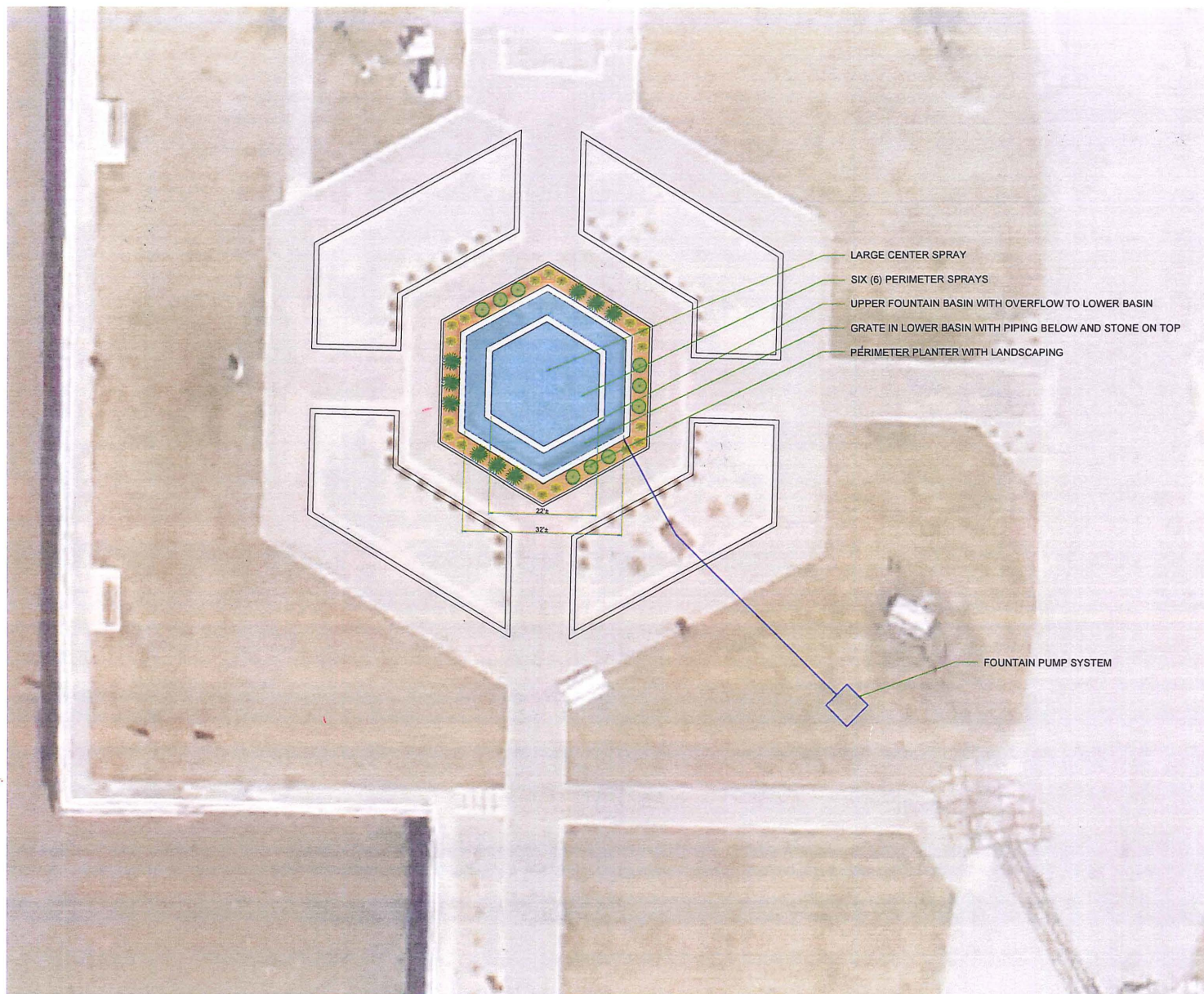




# Clat Adams Fountain

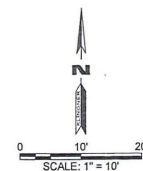






- LARGE CENTER SPRAY
- SIX (6) PERIMETER SPRAYS
- UPPER FOUNTAIN BASIN WITH OVERFLOW TO LOWER BASIN
- GRATE IN LOWER BASIN WITH PIPING BELOW AND STONE ON TOP
- PERIMETER PLANTER WITH LANDSCAPING

FOUNTAIN PUMP SYSTEM



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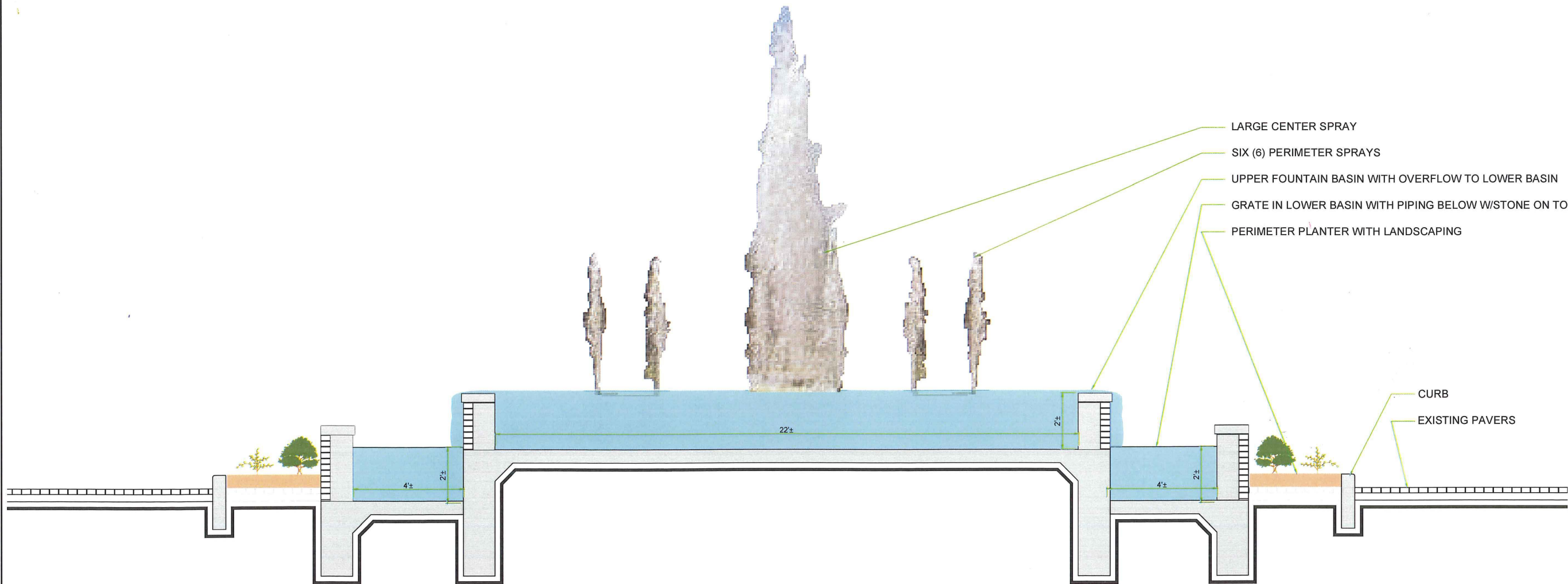
REVISION HISTORY			
NO.	DESCRIPTION	DATE	BY
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**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

**CLAT ADAMS FOUNTAIN  
 REHABILITATION  
 QUINCY PARK DISTRICT  
 1231 BONANSINGA DRIVE  
 QUINCY, IL.**

Non-Reduced Sheet Size: 22" x 34"	
DESIGNED	DRAWN
FIELD	FIELD BOOK
CHECKED	CHECK DATE
SHEET TITLE	
CONCEPT PLAN	
PROJECT NO. 17-0153	
DRAWING ISSUED DATE: 09/20/16	
SHEET <b>A</b>	





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QUINCY, IL.**

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Full sized plans have been prepared using standard scales  
Reduced size plans may not conform to standard scales

DESIGNED	DRAWN
FIELD	FIELD BOOK
CHECKED	CHECK DATE

SHEET TITLE

CONCEPT SECTION

PROJECT NO.  
17-0153

DRAWING ISSUED DATE:  
08/23/2016

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# Quinsippi Island Museum Roof Replacement





# Wavering Pool Repurposing



# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: September 13, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BILL KLINGNER TRAIL 5<sup>TH</sup> TO 12<sup>TH</sup> STREET** **ADDITIONAL FUNDING: INFORMATION ONLY**

**BACKGROUND INFORMATION:** During the construction of the 5<sup>th</sup> to 12<sup>th</sup> Street portion of Bill Klingner Trail, the contractor had additional expenses due to measures beyond his control. Much of the additional costs were due to unknown circumstances. The contractor encountered unsuitable material underneath the easement which required the material to be moved and then covered with suitable material. Utility lines also had to be relocated and an additional storm sewer had to be installed.

A staff recommendation will be brought to the Board for approval later this year once the project is complete. There are no expected additional costs for the remaining work to be performed by the contractor or subcontractors.

**FISCAL IMPACT:** To date, the Bill Klingner Trail from 5<sup>th</sup> to 12<sup>th</sup> Street has incurred additional costs of approximately \$150,000 due to measures beyond our control. The 2017 G.O. Bond Fund has an uncommitted excess fund reserve of \$220,000 and can be used to cover these additional costs.

**STAFF RECOMMENDATION:** None at this time, staff will bring back a recommendation once the entire project is complete.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: September 13, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BERRIAN PARK SHELTER REPLACEMENT, DESIGN AND ENGINEERING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Staff presented the shelter replacement schedule at the May 2017 Board meeting. There are currently eight (8) shelters that need to be replaced in the upcoming years. Berrian shelter was rated a number #3 out of #10 in terms of its current conditions.

Staff is recommending replacing Berrian shelter in 2018. Design and engineering costs are \$11,400 and \$15,000 is needed for demolition of the current shelter. There are excess uncommitted 2017 G.O. Bond Funds that could be used for this portion of the project. This would allow us to complete the project sooner limiting the length of time the shelter would be closed during the 2018 season. The bidding process could begin in December 2017 and the project could potentially be completed by May 2018.

Behind this report is a copy of the shelter inventory.

**FISCAL IMPACT:** The \$26,400 needed would come from the uncommitted excess in the 2017 G.O. Bond Fund and would be used for design, engineering and the demolition of the Berrian Park shelter replacement project. The 2017 G.O. Bond Fund has an uncommitted excess fund reserve of \$220,000. An additional \$110,000 for the project is included in the 2018 Bond project list.

**STAFF RECOMMENDATION:** Staff recommends using \$26,400 from the excess uncommitted 2017 G.O. Bond Fund for the design and engineering work and the demolition of the Berrian Park shelter.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



## QUINCY PARK DISTRICT SHELTER INVENTORY

<u>Shelter Location</u>	<u>Size</u>	<u>Material</u>	<u>Year Built</u>	<u>Condition</u>	<u>Replacement</u>	<u>Recent Repairs/Cost</u>
All America	35 x 75	Wood	1970's	4	2019	
Berrian	35 x 37	Wood	1980	3	2018	
Bob Bangert	35 x 65	Wood		3		
Johnson	34 x 40	Wood	1970's	6	2025	
Madison	34 x 38	Wood	1970's	7	2024	
Quinsippi Island	34 x 52	Wood	1970's	4	2021	
Riverview	36 x 52	Wood	1970's	4	2020	
South Park Pond	25 x 25	Wood	1996	7		Painting-\$1,500
Wavering Large	42 x 76	Wood	1970's	6	2023	Metal Roof-\$4,016
Wavering Small	34 x 52	Wood	1970's	6	2022	Metal Roof-\$2,679
Bob Mays	30 x 50	Steel	2007	9		
Clat Adams	40 x 40	Steel	1992	9		
Gardner	30 x 64	Steel	2011	10		
Kesler	20 x 36	Steel	1980's	8		
Lincoln	40 x 46	Steel	2016	10		
Moorman Medium	30 x 64	Steel	2015	10		
Moorman Large	40 x 64	Steel	2014	10		
Moorman Small	24 x 34	Steel	2013	10		
Reservoir	40 x 60	Stone	1930's	8		Painting & Metal Soffits \$19,220
South Park Large	70 x 96	Brick	1917	9		Metal Roof, Painting & Tuck-pointing-\$95,605
South Park Small	10 x 30	Brick		8		Painting-\$1,500

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: September 13, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: CLAT ADAMS FOUNTAIN REPLACEMENT, DESIGN AND ENGINEERING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Clat Adams fountain was initially installed in the spring of 1992. Over the past 25 years, the fountain has been through three significant floods. The majority of the fountain has been altered from its original design due to broken water lines, cracks in the basin, and vandalism. None of the lighting fixtures work. Part of the plan includes removing the pit that contains the motors and pumps for the fountain and relocating them above ground. This will allow access to the equipment so it can be disassembled for future flooding events.

\$10,000 is needed for design and engineering for Clat Adams fountain. There are excess uncommitted 2017 G.O. Bond Funds that could be used now for this project. This would enable the bidding process for Clat Adams Fountain to begin in January 2018 and the project could be potentially completed by May of 2018. With this action, the fountain would be out of service less than a month.

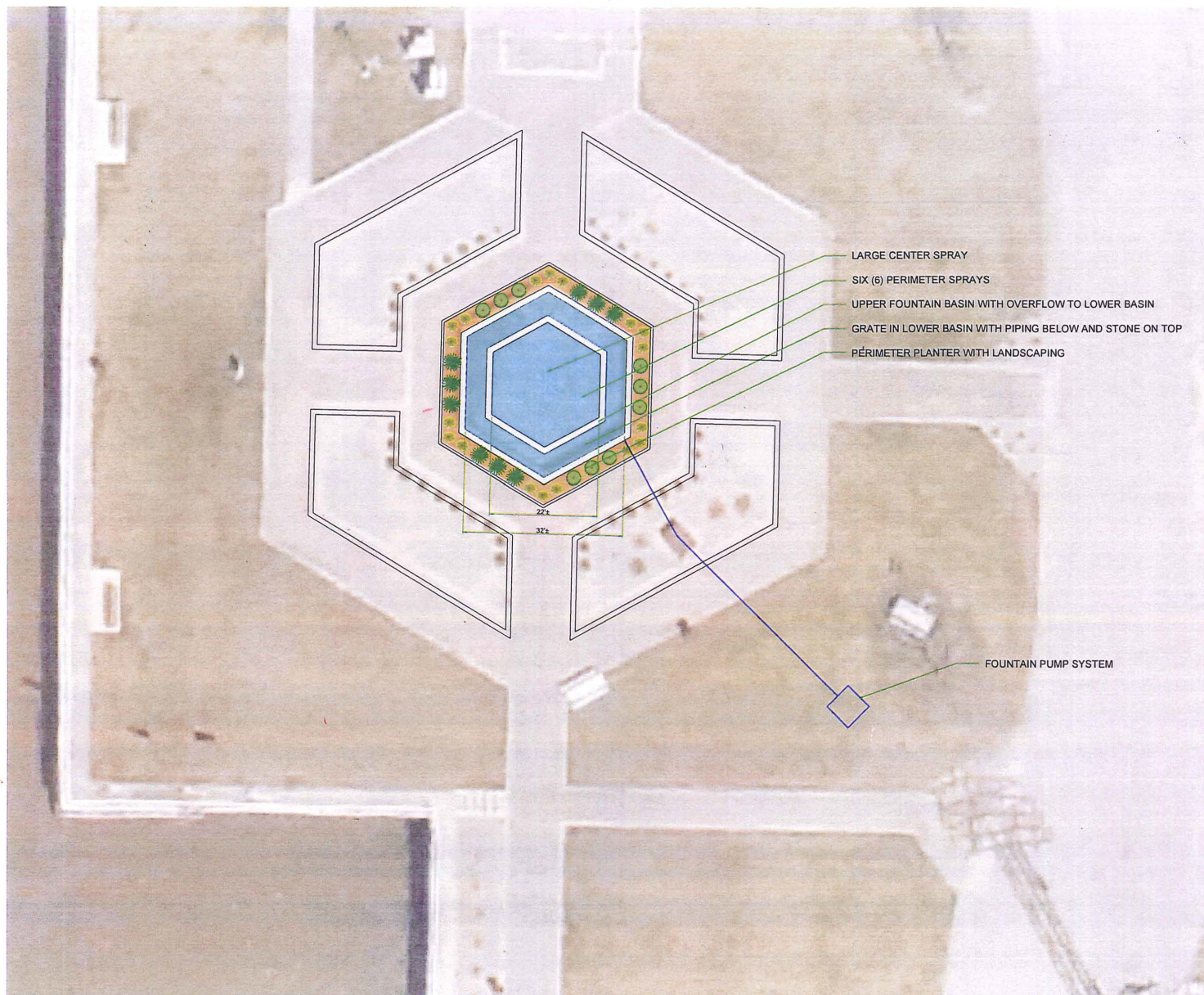
A picture of the proposed fountain is attached behind this report.

**FISCAL IMPACT:** The \$10,000 funds needed would come from the uncommitted excess funds in the 2017 G.O. Bond Fund and would be used for design and engineering. The 2017 G.O. Bond Fund has an uncommitted excess fund reserve of \$220,000. An additional \$260,000 for the project is included in the 2018 Bond project list.

**STAFF RECOMMENDATION:** Staff recommends using the \$10,000 from the excess uncommitted 2017 G.O. Bond Fund for the design and engineering work for Clat Adams Fountain.

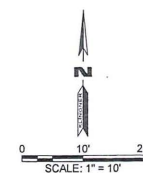
**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



- LARGE CENTER SPRAY
- SIX (6) PERIMETER SPRAYS
- UPPER FOUNTAIN BASIN WITH OVERFLOW TO LOWER BASIN
- GRATE IN LOWER BASIN WITH PIPING BELOW AND STONE ON TOP
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FOUNTAIN PUMP SYSTEM



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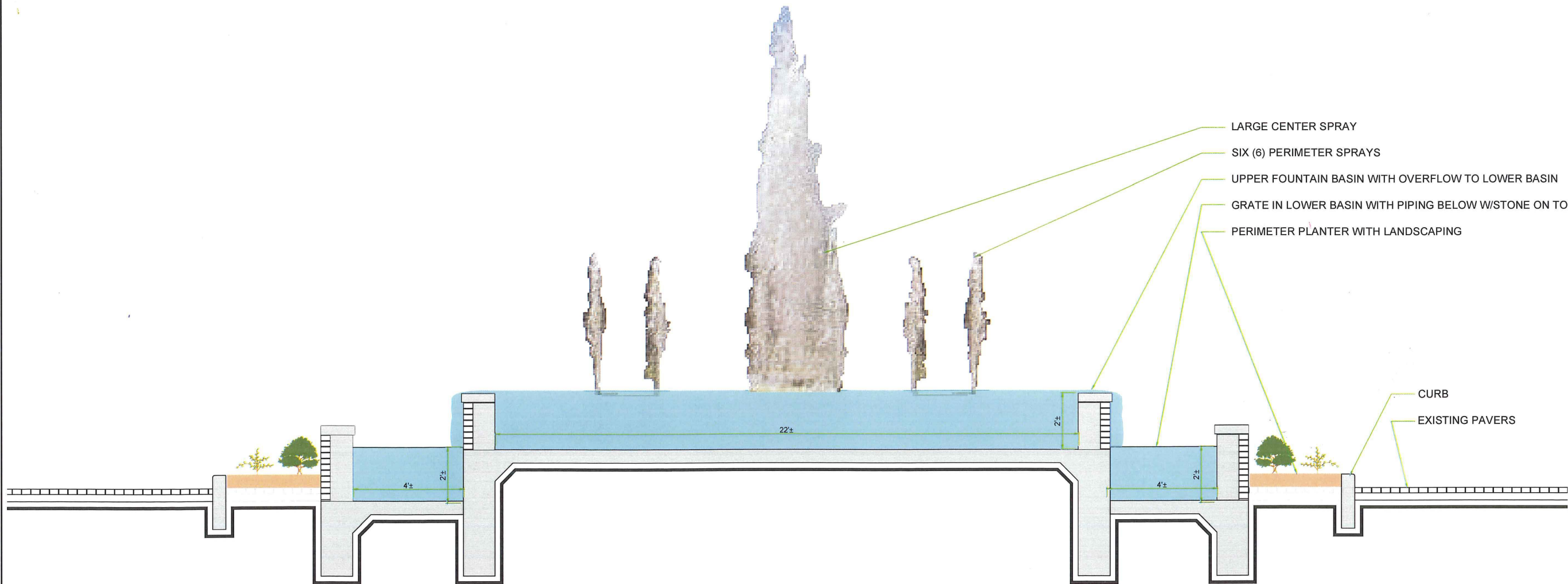
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**PRELIMINARY  
 NOT FOR  
 CONSTRUCTION**

**CLAT ADAMS FOUNTAIN  
 REHABILITATION  
 QUINCY PARK DISTRICT  
 1231 BONANSINGA DRIVE  
 QUINCY, IL.**

Non-Reduced Sheet Size: 22" x 34"	
DESIGNED	DRAWN
FIELD	FIELD BOOK
CHECKED	CHECK DATE
SHEET TITLE	
CONCEPT PLAN	
PROJECT NO. 17-0153	
DRAWING ISSUED DATE: 09/20/16	
SHEET <b>A</b>	





CONCEPT FOUNTAIN SECTION  
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REHABILITATION  
QUINCY PARK DISTRICT  
1231 BONANSINGA DRIVE  
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PROJECT NO.  
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08/23/2016  
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# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: WESTVIEW GOLF COURSE GAMING MACHINES: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The State of Illinois has approved two gaming machines to be installed inside the Pro Shop at Westview Golf Course. This will provide additional revenue to assist Westview stay viable as an Enterprise Fund. As an Enterprise Fund, Westview should generate enough revenue to offset expenses. The additional money from the gaming machines will be reinvested into Westview Golf Course and help offset rising costs of maintaining the 27 hole golf course.

Currently, there are approximately a dozen other park district that have gaming machines.

**FISCAL IMPACT:** The proceeds from the two machines would be reinvested into Westview Golf Course.

**STAFF RECOMMENDATION:** Staff recommends two gaming machines be installed in the Pro Shop at Westview Golf Course.

**PREPARED BY:** Rome Frericks, Executive Director/David Morgan, Director of Golf

**BOARD ACTION:**

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 13, 2017

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BILL KLINGNER TRAIL 5<sup>TH</sup> TO BONANSINGA DRIVE ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM (ITEP) FUNDING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The ITEP Program provides funding for community based projects that expand travel choices and enhance the transportation experience by improving the cultural, historic and environmental aspects to existing infrastructure.

The ITEP Grant is designed to promote and develop alternative transportation options, including bike and pedestrian travel. The program is an 80% federally funded program with the other 20% funded locally. Different ratios can be presented in attempts to further success in being awarded the ITEP Grant.

Over the years, the previous Executive Directors applied for funding at the levels mentioned above and received no funding. Several years ago, other funding ratios were submitted. The funding level requested on the last two applications for the ITEP Grant was 35% federal funding and 65% local funding. With those funding levels, we were awarded a \$972,000 grant for the 5<sup>th</sup> to 12<sup>th</sup> Street section and a \$792,000 grant for the 18<sup>th</sup> to 24<sup>th</sup> Street section.

The 5<sup>th</sup> Street to Bonansinga Drive section of Bill Klingner Trail is projected to be \$1,076,000. The Friends of the Trails have agreed to raise \$100,000 for this section. Attached are three funding level options for your consideration. I am recommending that the Park District chose option 3 which consists of applying for the grant funding level of 35% federal and 65% local for the 5<sup>th</sup> Street to Bonansinga section of Bill Klingner Trail.

**FISCAL IMPACT:** The amount of money needed for the section of trail depends on the low bid at the bid letting. Based on current estimates and the Friends of the Trails funding, the local cost share would be \$509,938.

**STAFF RECOMMENDATION:** Staff recommends applying for the Illinois Transportation Enhancement Program at the funding ratio of 35% federal funding and 65% local funding levels.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

**Quincy Park District  
5th - Bonansinga St.  
Klingner Trail Development**

	Estimated Cost	Friends of the Trail Funding	ITEP Funding @ 80%	Previously Funded Eng Fees	Bonding Fees	Bond Funding Needed				
<b>Klingner Trail: Option 1</b> 5th - Bonansinga	\$ 1,076,707	\$ 100,000	\$ 861,366	\$ 96,422	\$ 6,500	\$ 25,419				
			3/1/2019		\$ 25,419	Estimated Interest Rate 2.25%	Bond Term (Years) 1	Annual Payment October 1st \$ 25,781	Additional Cost per \$100k \$ 1.16	
	Estimated Cost	Friends of the Trail Funding	ITEP Funding @ 50%	Previously Funded Eng Fees	Bonding Fees	Bond Funding Needed				
<b>Klingner Trail: Option 2</b> 5th - Bonansinga	\$ 1,076,707	\$ 100,000	\$ 538,354	\$ 96,422	\$ 6,500	\$ 348,432				
			3/1/2019		\$ 348,432	Estimated Interest Rate 2.25%	Bond Term (Years) 1	Annual Payment October 1st \$ 353,397	Additional Cost per \$100k \$ 15.92	
						2.30%	2	\$ 178,796	\$ 8.05	
	Estimated Cost	Friends of the Trail Funding	ITEP Funding @ 35%	Previously Funded Eng Fees	Bonding Fees	Bond Funding Needed				
<b>Klingner Trail: Option 3</b> 5th - Bonansinga	\$ 1,076,707	\$ 100,000	\$ 376,848	\$ 96,422	\$ 6,500	\$ 509,938				
			3/1/2019		\$ 509,938	Estimated Interest Rate 2.25%	Bond Term (Years) 1	Annual Payment October 1st \$ 517,205	Additional Cost per \$100k \$ 23.30	
						2.30%	2	\$ 261,673	\$ 11.79	
						2.35%	3	\$ 176,594	\$ 7.95	

Note: It would probably be in the best interests of the taxpayers to combine this bond with the 2018 Trail Bond for 18 - 24th St. section and modify the term accordingly.

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: September 13, 2017**

## **STAFF RECOMMENDATION**

**AGENDA ITEM: RESOLUTION NO. 17-04, SUPPORTING THE FRIENDS OF THE TRAILS FUNDRAISING PROJECT FOR CONSTRUCTION OF BILL KLINGNER TRAIL AND CONTINGENT COMMITMENT TO MATCH FUNDS: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Friends of the Trails organization has agreed to initiate a private fund raising campaign for construction of additional trail along the Bill Klingner Trail corridor.

They have asked the Quincy Park District to provide matching funds for the \$100,000 that the organization intends to collect.

Resolution No. 17-04 supports the fund raising effort of the Friends of the Trails and agrees to provide supplemental funds and begin the construction process within 36 months of the funds being provided.

**FISCAL IMPACT:** The up to \$510,000 will be committed from a GO or Alternate Bond within 36 months from the time the private donation is provided.

**STAFF RECOMMENDATION:** I recommend the Board approve Resolution No.17-04 as presented.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



**QUINCY PARK DISTRICT**  
**RESOLUTION NO. 17-04**

**RESOLUTION SUPPORTING THE FRIENDS OF THE TRAILS FUNDRAISING  
PROJECT FOR CONSTRUCTION OF BILL KLINGNER TRAIL  
AND CONTINGENT COMMITMENT TO MATCH FUNDS**

WHEREAS, the Quincy Park District is committed to improving the quality of life of their residents; and

WHEREAS, The Friends of the Trails is an Illinois not for profit corporation also committed to improving the quality of life for the residents of Quincy by assisting the Quincy Park District and supporting the development of biking and walking trails within the community; and

WHEREAS, The Friends of the Trails has agreed to initiate a private fund raising drive with the goal of raising \$100,000 for construction of an extended section of Bill Klingner Trail subject to the condition that the Quincy Park District will supply the remaining funds estimated at \$510,000 for such construction; and

WHEREAS, it is the Quincy Park District's intention to accept such \$100,000 in the event Friends of the Trails is successful in raising such amount privately and the Quincy Park District will commit to provide the remaining necessary funds with Quincy Park District funds subject to the contingencies hereinafter included in this Resolution.

NOW, THEREFORE, BE IT RESOLVED as follows:

- A. That the Quincy Park District will accept funds privately raised by or through the efforts of Friends of the Trails subject to the following restrictions:
  - i. The funds shall be used for the construction of an extended section of Bill Klingner Trail.
  - ii. The funds must be provided to the Quincy Park District within 3 years from the date of adoption of this resolution.
- B. That the Quincy Park District will supplement such privately raised funds with Quincy Park District Funds up to the estimated amount of \$510,000 and use the privately raised funds (\$100,000) and Quincy Park District Funds (up to \$510,000) for the construction of an estimated \$1,076,000 extended section of Bill Klingner Trail. The amount of the Quincy Park District contribution may be reduced by the amount of any other funds the Quincy Park District receives for trail construction during the 3 year period from the date of adoption of this resolution. The source of the funds to be committed by the Quincy Park District shall be General Obligation or Alternate Bonds.
- C. The Quincy Park District agrees to commence the construction process for extension of Bill Klingner Trail within 36 months after the date the privately raised funds are provided to the Quincy Park District.

This Resolution shall be in full force and effect from and after its passage, as provided by law.

PASSED: This \_\_\_\_\_ day of September, 2017.

APPROVED:

\_\_\_\_\_  
President Board of Commissioners  
of the Quincy Park District

ATTEST:

\_\_\_\_\_  
Secretary, Quincy Park District