

## BOARD OF COMMISSIONERS MEETING



OCTOBER 2017

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

Agenda  
October 11, 2017

## CALL TO ORDER (ROLL CALL)

## **PLEDGE OF ALLEGIANCE**

## **CONSENT AGENDA:** (UNANIMOUS CONSENT)

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
  2. Regular Meeting Minutes – September 13, 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
  - License Agreement Friends of Log Cabins
  - License Agreement Women's City Club

## **CORRESPONDENCE:**

## **VOLUNTEERS:**

## **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:**

- Westview Golf Course Gaming Machines: Recommended Approval (**VOICE VOTE**)

**NEW BUSINESS:**

- RESOLUTION NO. 17-05: "Truth in Taxation" Act Resolution – Estimated 2017 Tax Levy: Recommended Approval (**ROLL CALL**)
- Order Calling a Public Hearing to Sell General Obligation Bonds and Staff Directive To Publish BINA Notice: Recommended Approval by Board President
- ORDINANCE NO. 17-04: Authorizing the 2017 Property Tax Levy: For Review Only
- Quincy Park District Annual Capital Project Bond List: Recommended Approval (**VOICE VOTE**)
- Quincy Park District 2017-2018 Goals & Objectives 3<sup>rd</sup> Quarter Review: Information Only
- Quincy Park District 2018-2019 Goals and Objectives: Recommended Approval (**VOICE VOTE**)
- Friends of the Trails/Bill Klingner Trail Sign Wording: Recommended Approval (**VOICE VOTE**)
- Kiwanis Shelter/Restroom Sign Wording in Lincoln Park: Information Only
- FY 2018 Shelter/Special Event/Services Fees: Discussion Only
- FY 2018 Art Keller Marina Fees: Discussion Only
- FY 2018 Westview Golf Course Fees: Discussion Only
- FY 2018 Indian Mounds Pool Fees: Discussion Only
- FY 2018 Showmobile Rental Fees: Discussion Only
- FY 2018 Financial Assistance Program: Discussion Only
- FY 2018 Athletic Surface Rental: Discussion Only
- FY 2018 Batting Cage Fees: Discussion Only
- FY 2018 Quench Buggy Fees: Discussion 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 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 Drive  
Quincy, Illinois

Regular Meeting  
Board Room

September 13, 2017  
6:00 P.M.

**ROLL CALL**

The meeting was called to order by President Bob Gough and upon the roll being called the following members were physically present at said location: President Bob Gough, Vice President John Frankenhoff, Commissioners Jeff Steinkamp, Kelly Stupasky, Vicki Dempsey and Sara Reuschel.

No Park Commissioner was permitted to attend the meeting by video or audio conference: none. The following Park Commissioner was absent and did not participate in the meeting in any manner or to any extent whatsoever: Barbara Holthaus

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 August 7 Retreat minutes, the August 9 Regular Board minutes or the check register and upon hearing no objections he announced they are approved by unanimous consent.

**PUBLIC INPUT**

Lisa Wogota thanked the Board members for serving our City. She stated that she wanted to speak on the public use of the parks and her experience with this was from an event on August 19<sup>th</sup>, Stand Together and Love Quincy. She stated that the rules to have such an event required a 30 day notice in advance. She noted this was waived for the event. She asked that the 30 day requirement be reconsider. She also stated concern for the restriction of amplification of speakers and music. She noted there were many rules.

John Gebhardt, current President of Friends of the Log Cabins Association, wanted to report on the 9<sup>th</sup> Annual Frontier Settlement Days. He stated that it was a very successful event with over 630 individuals attending. He gave a brief overview of the activities and thanked for assistance with the event.

**BOARD INFORMATION/EDUCATION**

Executive Director Frericks stated that the Actions by the Board section of the Directives from the Board Retreat had been updated. He requested that the Board let him know what actions are expected from the staff concerning the list of items. Vice President Frankenhoff stated that during the retreat there had been many items discussed and many good ideas exchanged. He stated that the Board now should provide clarification on the expectations so Frericks is not trying to respond to seven different people making their own list. The list should be reviewed and make sure the majority of Board agrees on the items that should be pursued. President Gough asked the Board to review the list over the next 30 days and prioritize the items. Frericks will bring it back next month under Board Information/Education again for discussion. Steinkamp noted that the bridge location item is time sensitive. We need to develop a consensus soon. Frericks stated that he would look into the timing of the next meeting and would let the Board know.

**CORRESPONDENCE**

## **VOLUNTEERS**

Executive Director Frericks extended his appreciation to the Crossing Church. They provided 150 members to help local governments for the day. They cleaned many of our parks and roads.

## **EXECUTIVE DIRECTOR REPORT**

Executive Director Frericks had nothing additional to add to his report. There was some discussion concerning a meeting he had with the Women's City Club. They requested a change to the contract from 90 day to 180 day. They stated they were very happy with everything the District is doing. He confirmed that that they did not ask for a longer contract. Commissioner Dempsey stated that she would follow-up with them.

## **DIRECTOR'S REPORTS**

Director Higley noted that there has been dredging in the Marina. Madison Park tot lot should be finished this week. Frericks gave an update on the Bob Bangert project noting that they were working on the memo of understanding. The project should start next week. Director Hilgenbrinck had nothing to add. Director Bruns noted that the Fall Festival is September 23. He gave a brief description of the event. He noted pool attendance was down slightly from last year. It was noted that the pools have always lost money. There was some discussion on whether the Batting Cage would be open for the Early Tin Dusters event. Director Morgan had nothing to add to his report.

## **NEW BUSINESS**

### Quincy Park District 2018-2019 Goals and Objectives

Executive Director Frericks noted that the goals and objectives were discussed at the August 7 Board meeting. He gave a brief overview of the work that had done to develop an updated version. This was presented for discussion only. He was asked to provide background information on #6 under Administration regarding the 3 year beverage and snack agreement. He provided a description of the current agreement and the timing. He stated that the District will do a request for proposal (RFP). There was some discussion regarding the difficulty of preparing an RFP. It was noted that the goals and objectives includes many if the retreat items. It was agreed that both lists should be reviewed together and President Gough asked that everyone have their input to Rome by the end of September. They should send the information to all Board members so they all have the working document. The status of the cart racing event was discussed and Commissioner Dempsey asked if it should be included in the goals and objectives. Frericks stated his concern of adding this as he does not have control on whether the event organizer decides to have an event or not. There was additional discussion regarding the event.

### Proposed Tax Levy for Budgetary Purposes

Director Hilgenbrinck explained that the budget process is just beginning but we do not expect a need to increase the tax levy in excess of 105%. It was noted that the highlighted rates on the document indicate that the rate is at its maximum.

### Quincy Park District Salary Administrative Program, 2018

Executive Director Frericks explained that 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. He recommends a cost of living adjustment in 2018 of 1.65%, a total of \$10,377. This does not include the Executive Director's salary which is set by the Board. The proposed Salary Administration Program salary ranges for 2018 are included with the report. The 2017 Salary Administration Program is provided for reference. VICE PRESIDENT FRANKENHOFF MADE A MOTION TO APPROVE THE QUINCY PARK DISTRICT 2018 SALARY ADMINISTRATIVE PROGRAM. There was some discussion regarding the number of employees impacted and the amount requested last year. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

### Quincy Park District Annual Capital Project Bond List

Executive Director Frericks explained that each year the Quincy Park District authorizes a non-referendum general obligation (G.O.) bond for capital improvements in the parks. This list assumes the District will have \$900,000 from bond proceeds and \$30,000 unused from the 2017 bond list. Included 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. There was some discussion regarding the fountain replacement for \$260,000 on this list and \$10,000 for the design and engineering as an action item on the agenda. Frericks explained that completing the design and engineering specifications this year will allow the construction to start earlier in the year next year. There was discussion regarding the road repair on Quinsippi Island, the need for work on the guard rail, chain link fence and bridge surface. It was noted that the Klingner Trail is fading and showing age.

### Bill Klingner Trail 5<sup>th</sup> to 12<sup>th</sup> Street Additional Funding

Executive Director Frericks noted that this item was also presented at the retreat. This is still an information/discussion item. The reason for the increase was due to items that were beyond our control. The funds to cover this cost are available in excess funds from the 2017 G.O. Bond Fund. The only work left on the project is tree planting. Commissioner Steinkamp noted that, based on his experience, additional money is for extra work that was required and they are not just asking for additional money.

### Berrian Park Shelter Replacement, Design and Engineering

Executive Director Frericks explained that this is a wooden shelter and is in the worst condition of all our shelters. Design and engineering costs are \$11,400 and \$15,000 is needed for demolition of the current shelter. Completing the design and engineering now will allow the demolition to be completed once the water is turned off in November. The contract could be approved early next year and we could have the shelter available in May. It will be comparable to the Moorman medium shelter. Staff recommends using \$26,400 from excess 2017 bond funds for the design, engineering and the demolition of Berrian Park shelter house. VICE PRESIDENT FRANKENHOFF MADE A MOTION TO APPROVE THE RECOMMENDATION AS PRESENTED. It was noted that this shelter was rated as one in the worst condition by staff. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

### Clat Adams Fountain Replacement, Design and Engineering

Executive Director Frericks stated that 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. \$10,000 is needed for design and engineering for Clat Adams fountain. The \$10,000 funds needed would come from the excess funds in the 2017 G.O. Bond Fund. This would enable the bidding process for Clat Adams Fountain to begin in January 2018 and the project could potentially be completed by May of 2018. With this action, the fountain would be out of service a month. An additional \$260,000 for the project is included in the 2018 Bond project list. COMMISSIONER REUSCHEL MADE A MOTION TO APPROVE FUNDING FOR THE DESIGN AND ENGINEERING WORK FOR CLAT ADAMS FOUNTAIN FROM THE EXCESS UNCOMMITTED 2017 G.O. BOND FUND. There was discussion regarding accessibility, tiers, and the overall design and features of the fountain. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

### Westview Golf Course Gaming Machines

Frericks explained that he and Director Morgan have worked together on this project. The State of Illinois has approved two gaming machines to be installed inside the Pro Shop at Westview Golf

Course. Additional money from the gaming machines will be reinvested into Westview Golf Course. COMMISSIONER REUSCHEL MADE A MOTION TO APPROVE THE INSTALLATION OF TWO GAMING MACHINES IN THE PRO SHOP AT WESTVIEW GOLF COURSE. Commissioner Dempsey stated that she has concerns and believes the Park District should not be in the business of gambling. There was discussion regarding the installation of an ATM machine, other local courses that have gambling machines, the number and location of machines in the community, the District's mission statement, the quality of life, and competing with smaller private organizations. Morgan confirmed that there are no direct expenses to install the machines. There was discussion on the benefits of getting additional public input and waiting a month to take any action. COMMISSIONER REUSCHEL REVISED THE MOTION TO TABLE THE APPROVAL OF THE INSTALLATION OF TWO GAMING MACHINES IN THE PRO SHOP AT WESTVIEW GOLF COURSE UNTIL NEXT MONTH. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bill Klingner Trail 5<sup>th</sup> Street to Bonansinga Drive Itep Funding

Executive Director Frericks explained that this item was also discussed at the retreat. There had been discussion on the various levels of funding. The 5th 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. He recommends option 3 which consists of applying for the grant funding level of 35% federal and 65% local for the 5th Street to Bonansinga section of Bill Klingner Trail. 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 slightly over \$500,000. Staff recommends applying for the Illinois Transportation Enhancement Program at the funding ratio of 35% federal funding and 65% local funding levels. COMMISSIONER STUPASKY MADE A MOTION TO APPROVE APPLYING FOR THE ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM AT THE FUNDING RATIO OF 35% FEDERAL FUNDING AND 65% LOCAL FUNDING LEVELS. Commissioner Reuschel stated that with the support of the trails as indicated on the survey, the success of using the funding ratio of 35/65 and the support of the Friends of the Trails she supports this action. Commissioner Stupasky noted the importance of completing the trail under the bridge at 5<sup>th</sup> Street and having an unencumbered trail. Steinkamp stated that the ratio proposed and the contribution of the Friends of the Trails indicates our willingness to take on a large portion of the project and that should give us a good position. Commissioner Dempsey believes that this action is ill-advised, it is not necessary to spend a million dollars, and the funding ratio should be at least 50%. She has received feedback from the community that they don't think this is a good use of taxpayer dollars. PRESIDENT GOUGH CALLED FOR A VOICE VOTE. AYES CARRIED. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

RESOLUTION NO. 17-04, Supporting the Friends of the Trails Fundraising Project for Construction of Bill Klingner Trail and Contingent Commitment to Match Funds

Executive Director Frericks noted that this has been done in the past. The Friends of the Trails organization will initiate a private fundraising campaign for \$100,000 for construction of additional trail along the Bill Klingner Trail corridor. Resolution No. 17-04 supports the fundraising 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. 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. COMMISSIONER STEINKAMP MADE A MOTION TO APPROVE RESOLUTION NO. 17-04, SUPPORTING THE FRIENDS OF THE TRAILS FUNDRAISING PROJECT FOR CONSTRUCTION OF BILL KLINGNER TRAIL AND CONTINGENT COMMITMENT TO MATCH FUNDS. Frericks confirmed that if we do not get the funding, we are not committed to continue with the project and there has been discussion with Friends of the Trails regarding this matter. There was discussion regarding Commissioner Reuschel's status with the Friends of the Trails.

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

COMMISSIONER REUSCHEL	YES
COMMISSIONER STEINKAMP	YES
COMMISSIONER STUPASKY	YES
COMMISSIONER DEMPSEY	NO
COMMISSIONER HOLTHAUS	ABSENT
VICE-PRESIDENT FRANKENHOFF	YES
PRESIDENT GOUGH	YES

**PRESIDENT GOUGH DECLARED THE MOTION CARRIED.**

**PUBLIC INPUT**

Jeff Kerkhoff commended the Board for thinking outside the box when it comes to raising money. He also supports tabling gambling.

Frericks gave a brief update on the 18<sup>th</sup> – 24<sup>th</sup> trail construction. The bid opening is scheduled for November 2017, contracts should be awarded in December/January and we could break ground in January.

COMMISSIONER REUSCHEL 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  
10/11/2017  
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. (Approved September 13<sup>th</sup>.)
- Use \$15,000 for the demolition of Berrian shelter. (Approved September 13<sup>th</sup>.)  
Use \$10,000 for design & engineering work for Clat Adams fountain. (Approved September 13<sup>th</sup>.)
- Roll over \$30,000 to 2018 Bond

### **Waivering 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/Waivering 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 (Completed).

- By end of the year, meet with both Friends of the Log Cabins and the Women's City Club(met with 2 members) 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 (Completed September 13<sup>th</sup>).
- 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 (Completed and tabled until October 11<sup>th</sup>).
- 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

# **License Agreement**

Log Cabin Village

THIS LICENSE AGREEMENT is made and entered into this  
18<sup>th</sup> day of January, 2017 by and between the Quincy Park  
District, an Illinois municipal corporation, as Lessor, and  
the Friends of the Cabins, an Illinois 501(c)3, not-for-profit  
corporation, as Licensee.

## **RECITALS:**

- A. The Lessor owns several log cabins, a stone smoke house, a log church and a log corn crib located in Quinsissippi Island Park. This area is commonly referred to as the "Log Cabin Village".
- B. The Licensee desires to use the Log Cabin Village to develop and conduct public historical programs and events.
- C. The Licensee desires to coordinate the occasional use of the Log Cabin Village for weddings and private parties and to charge a fee or collect donations for this service. Funds collected are for preservation of the cabins and necessary operational expenses of the Licensee.
- D. The Lessor is willing to allow the Licensee to use the Licensed Area, subject to the terms and conditions set forth in this agreement.

## **AGREEMENT:**

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained the parties agree as follows:

### **1. Grant of License**

Subject to the terms and conditions of this agreement and subject to the submission and approval of a Special Park Use Permit or other notice as required by the Licenser, the Licenser grants to the Licensee a license to use the Log Cabin Village for the purpose of conducting tours, historical presentations, programs and events and the Licensee may also coordinate for the private use of the facilities and charge a fee or request a donation for that service. The Licensee, its guest and invitees will have non-exclusive use of the restrooms and other facilities that are available for public use.

### **2. Non-Exclusive License**

- a. This License is non-exclusive; the Licenser shall continue the use of the licensed area subject to Licensees prior use of the area pursuant to the terms and conditions of this license. The Licenser shall have the right, but not the obligation, to enter onto the property at any time to inspect, repair and maintain any structure, facility or improvement located in the license area in such a manner to not unreasonably interfere with the rights of the Licensee under this agreement.
- b. This agreement is not and does not constitute a lease or other rental agreement. The Licensee's non-exclusive right to use the licensed area may be terminated in accordance with the terms set forth in this agreement.

### **3. Term**

This license is in effect until January 18, 2018.

#### **4. Termination**

Either Party may terminate this license at any time, upon thirty (30) days' notice in writing to that effect to the other party along with an explanation of why the License is being terminated. If the Licensor finds the Licensee's use of the area causes safety concerns or interferes with the operation of the Park District, then the Licensor may require the Licensee to cease the activities in question immediately. The Licensor will send written notification of the reason for requiring the cessation of activities to the Licensee within seven (7) calendar days to the address on file for the Licensee and allow the Licensee the option to take corrective action. If the Licensor is not satisfied with the corrective action by the Licensee, they can terminate the License for cause. If this license is terminated for cause, the Licensor shall provide notice as soon as may be practicable and a written notice stating the cause of termination within seven calendar days. If the license is terminated for any reason the Licensee shall immediately cease any further exercise of the license granted and the Licensee must remove any of its property stored at the Log Cabin Village within thirty (30) days of the termination. In the case of termination by the Licensor, the Licensor will assume responsibility for any activities pre-approved via a Special Park Use Permit or other notices as required by the Licensor.

#### **5. Rights Not Transferable**

Neither this License, nor any right hereunder, may be sold, assigned, or transferred in whole or in part by Licensee. Any attempt to do so shall be deemed to effect an immediate termination of the license.

## **6. Restricting Access or Removal of Structures**

The Licenser may restrict access or remove any structure in the village it determines to be unsafe. Prior to removing any structure the Licenser will consult with the Licensee on the potential to repair the structure and the method of removal and storage if removed.

## **7. Routine Maintenance**

- a. Grounds: The Licensor is responsible for maintaining the grounds.
- b. Structures Routine Maintenance: The Licensee is responsible for inspecting and performing minor routine maintenance using volunteer labor on the structures to include, but not limited to, cleaning, repair or replacement of chinking, minor repairs to logs, windows, doors and roofs.

## **8. Substantial Repairs and Prevailing Wage for Contract Labor**

- a. Any substantial repairs or alteration to the structures must be coordinated with and approved by the Licensor.
- b. Any labor conducted by a paid contractor regardless of scope must be approved by the Licensor. A work by contractors is subject to the provisions of the Illinois Prevailing Wage Act and written acknowledgement of the requirements and proof of insurance must be obtained prior to any work being performed.

## **9. Hold Harmless**

The Licensee is liable for and hereby agrees to indemnify and hold harmless the Licenser, its elected officials, officers, agents and employees, with respect to any claims for personal injury or property damage not caused by Licenser's negligence,

which may arise, either directly or indirectly, in connection with the use, care, custody or control of the Licensed Premises and adjacent areas by the Licensee or any of its officers, agents and employees, or anyone using the Licensed Premises under the authority of the Licensee, or anyone participating in or observing the programs or activities of the Licensee, or any persons accompanying any of the aforesaid persons, and, in addition, the Licensee agrees to obtain, at its sole expenses, liability insurance coverage covering its obligation hereunder as listed below:

Bodily Injury, Personal Injury, Property Damage:

\$1,000,000 each occurrence

\$1,000,000 aggregate

\$1,000,000 each accident

Such insurance policies shall name the Licenser, its board members, officers, agents and employees, as named co-insured, or shall otherwise indemnify said parties against the above-described losses and shall contain a provision indicating that the insurance may not be cancelled or non-renewed unless the Licenser is given at least thirty (30) days prior written notice of cancellation or non-renewal. Prior to commencement, the Licensee shall deposit certificates of insurance with the Licenser evidencing said insurance for said purposes, and shall maintain current certificates of insurance on deposit with the Licenser throughout the term of this license.

## **10. Notification**

Notifications required under this license will be to the contact names, telephone number, emails and address provided by the parties and attached to this document. Either party may update the contract list as needed during the term of this license

**FRIENDS OF THE CABINS**

**IN TESTIMONY WHEREOF**, the Licensor has caused this Agreement to be executed in its name and for and on its behalf by its President and attested by its Secretary and its corporate seal to be attached pursuant to the power and authority duly granted by the Commissioners of the Quincy Park District and said Licensee has caused this Agreement to be executed in its name and for and on its behalf by its President and attested by its secretary pursuant to the power and authority duly granted by the Board of Directors of the Friends of the Log Cabins

ADOPTED: January 18, 2017

APPROVED: January 18, 2017

**QUINCY PARK DISTRICT**

BY: John Franken  
Its President

ATTEST:

BY: Ron C. Fl  
Its Secretary

BY: John H. Gilhardt  
Its President

ATTEST:

BY: Bethy Mekford  
Its Secretary

**Notifications:**

**Licensor:**

Quincy Park District  
1231 Bonansinga Drive  
Quincy, Illinois 62301

Telephone: 217-223-7703  
Email: [info@quincyparkdistrict.com](mailto:info@quincyparkdistrict.com)

Contact Persons:

Director of Parks: Matt Higley  
217-919-0290  
[mhigley@quincyparkdistrict.com](mailto:mhigley@quincyparkdistrict.com)

Executive Director: Rome Frericks  
217-919-0311  
[rfrericks@quincyparkdistrict.com](mailto:rfrericks@quincyparkdistrict.com)

**Licensee:**

Friends of the Log Cabins Association,  
P.O. Box 3122  
Quincy, IL 62305

John Gebhardt/President,  
502 N. 28th St  
Quincy, IL 62301  
217-223-9078    [avtvman14@hotmail.com](mailto:avtvman14@hotmail.com)

Betty Gebhardt/Secretary (Events Chair) same as for John  
Gebhardt    [hankjoe5@yahoo.com](mailto:hankjoe5@yahoo.com)

Ron Eberle/Treasurer (Restoration Chair)  
102 East Street  
Ursa, 62376  
217-221-5048 (Leave Phone Number and he will call back)  
[rseberle@adams.net](mailto:rseberle@adams.net)

John Gebhardt/President, Friends of the Log Cabins Association

# **License Agreement**

Women's City Club of Quincy

THIS LICENSE AGREEMENT is made and entered into this 18<sup>th</sup> day of January, 2017 by and between the Quincy Park District, an Illinois municipal corporation, as Lessor, and the Women's City Club of Quincy, an Illinois 501(c) 4, not-for-profit Corporation, as Licensee.

## **RECITALS:**

- A. The Lessor owns a house at the southwest corner of Sixteenth and Maine Streets, postal address 1550 Maine Street, in city of Quincy, Adams County, Illinois. The house is commonly known as the "Lorenzo Bull House".
- B. The Licensee desires to continue the use of the Lorenzo Bull House for the purpose of conducting cultural, recreational, social, educational and historical activities, and to carry on such other purposes as may be reasonably incidental thereto, all in accordance with the rules, policies, and ordinances of the Quincy Park District.
- C. The Licensee desires to coordinate the occasional use of the Lorenzo Bull House to other parties and to charge a fee or collect donations for this service. Funds collected are for the necessary operational expenses of the Licensee.
- D. The Lessor is willing to allow the Licensee to use the Lorenzo Bull House, subject to the terms and conditions set forth in this agreement.

**AGREEMENT:**

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained the parties agree as follows:

**1. Grant of License**

- a. Subject to the terms and conditions of this agreement, the Lessor grants to the Licensee a license to use the Lorenzo Bull House, except for the second story southwest bedroom and apartment area, for the purpose of conducting club events, tours, historical presentations, programs and events.
- b. The Licensee may on a day to day or hourly rental basis, not to exceed two days without the written consent of the Quincy Park District, rent the premises herein to community organizations, groups or individuals and charge a fee or request a donation for that service. Any Licensee scheduled use of the building must be coordinated with the Lessor and placed on the master calendar for the Lorenzo Bull House maintained by the Lessor.

**2. Non-Exclusive License**

- a. This License is non-exclusive; the Lessor may use the Lorenzo Bull House subject to Licensees prior use of the Lorenzo Bull House pursuant to the terms and conditions of this license. The Lessor shall have the right to enter onto the property at any time to inspect, repair and maintain any structure, facility or improvement located in the license area in such a manner to not unreasonably interfere with the rights of the Licensee under this agreement.

b. This agreement is not and does not constitute a lease or other rental agreement. The Licensee's non-exclusive right to use the licensed area may be terminated in accordance with the terms set forth in this agreement.

### **3. Term**

This license is in effect until January 18, 2018.

### **4. Termination**

Either Party may terminate this license at any time, upon ninety (90) days' notice in writing to that effect to the other party.

If the Licensor finds the Licensee's use of the area causes safety concerns, then the Licensor may require the Licensee to cease the activities in question immediately. The Licensor will send a written notification of the reason for requiring the cessation of such activities to the Licensee within seven (7) calendar days to the address on file for the Licensee and allow the Licensee the option to take corrective action. If the Licensor is not satisfied with the corrective action by the Licensee, they can terminate the License for cause. If this license is terminated for cause, the Licensor shall provide notice as soon as may be practicable and a written notice stating the cause of termination within seven calendar days.

If the license is terminated for any reason the Licensee shall immediately cease any further exercise of the license granted and the Licensee must remove any of its property stored at the Lorenzo Bull House within thirty (30) days of the termination. In the case of termination by the Licensor, the Licensor will assume responsibility for any activities pre-approved on the calendar.

## **5. Payment**

The Licensee will pay the Licenser a fee of \$600 per month, due by the 15<sup>th</sup> of each month.

## **6. Rights Not Transferable**

Neither this License, nor any right hereunder, may be sold, assigned, or transferred in whole or in part by Licensee. Any attempt to do so shall be deemed to effect an immediate termination of the license.

## **7. Routine Maintenance**

a. Building and Grounds: The Licensor is responsible for all utilities and maintaining the building, grounds and associated building mechanical systems. The kitchen appliances are the property of the Licensee who has responsibility for their maintenance. Needed repairs identified by the Licensee will be forwarded to the Licensor by the individuals designated by Licensee on the notification page.

b. Interior Décor, Kitchen Appliances and Furnishing: The Licensee is responsible for the care and maintenance of the building's furnishings and associated non-fixed items of the buildings décor. Any permanent interior wall treatments, carpeting, flooring or ceiling changes must be approved by the Licensor.

## **8. Interior Furnishings:**

The non-fixed furnishings and kitchen appliances located in the Lorenzo Bull House, exclusive of the 2nd floor apartment area, are the property of the Licensee.

## **9. Hold Harmless**

The Licensee is liable for and hereby agrees to indemnify and hold harmless the Licenser, its elected officials, officers, agents and employees, with respect to any claims for personal injury or property damage not caused by Licenser's negligence, which may arise, either directly or indirectly, in connection with the use, care, custody or control of the Licensed Premises and adjacent areas by the Licensee or any of its officers, agents and employees, or anyone using the Licensed Premises under the authority of the Licensee, or anyone participating in or observing the programs or activities of the Licensee, or any persons accompanying any of the aforesaid persons, and, in addition, the Licensee agrees to obtain, at its sole expenses, liability insurance coverage covering its obligation hereunder as listed below:

Bodily Injury, Personal Injury, Property Damage:

\$1,000,000 each occurrence/\$1,000,000 aggregate

Medical Coverage:

\$1,000 each person/\$1,000,000 each accident

Such insurance policies shall name the Licenser, its board members, officers, agents and employees, as named co-insured, or shall otherwise indemnify said parties against the above-described losses and shall contain a provision indicating that the insurance may not be cancelled or non-renewed unless the Licenser is given at least thirty (30) days prior written notice of cancellation or non-renewal. Prior to commencement, the Licensee shall deposit certificates of insurance with the Licenser evidencing said insurance for said purposes, and shall maintain current certificates of insurance on deposit with the Licenser throughout the term of this license.

## **10. Notification**

Notifications required under this license will be to the contact names, telephone number, emails and address provided by the parties and attached to this document. Either party may update the contact list as needed during the term of this license.

**IN TESTIMONY WHEREOF**, the Licensor has caused this Agreement to be executed in its name and for and on its behalf by its President and attested by its Secretary and its corporate seal to be attached pursuant to the power and authority duly granted by the Commissioners of the Quincy Park District and said Licensee has caused this Agreement to be executed in its name and for and on its behalf by its President and attested by its secretary pursuant to the power and authority duly granted by the Board of Directors of the Women's City Club

ADOPTED: January 18, 2017

APPROVED: January 18, 2017

ATTEST:

BY: Ron Fl  
Its Secretary

APPROVED: \_\_\_\_\_, 20\_\_\_\_\_

**QUINCY PARK DISTRICT**

BY: John Frankenhoff  
Its President

**WOMEN'S CITY CLUB**

BY: Shirley Rhodes  
Its President

ATTEST:

BY: Frances A. Cook  
Its Secretary

**Notifications:**

**Licensor:**

Quincy Park District  
1231 Bonansinga Drive  
Quincy, Illinois 62301

Telephone: 217-223-7703  
Email: [info@quincyparkdistrict.com](mailto:info@quincyparkdistrict.com)

Contact Persons:

Director of Business Services: Don Hilgenbrinck  
217-919-0310  
[dhilgenbrinck@quincyparkdistrict.com](mailto:dhilgenbrinck@quincyparkdistrict.com)

Executive Director: Rome Frericks  
217-919-0290  
[rfrericks@quincyparkdistrict.com](mailto:rfrericks@quincyparkdistrict.com)

**Licensee:**

Women's City Club of Quincy  
1550 Maine Street  
Quincy, IL 62301

Shirley Rhodes/President,  
XXXXXXX  
Quincy, IL 62301  
217-XXX-XXXX

2<sup>nd</sup> POC Needed

Authorized Maintenance Notification:

Name.

Name.

Name.

# **CORRESPONDENCE**

# **VOLUNTEERS**

**To:** Board of Commissioners  
**From:** Rome Frericks  
**Subject:** Monthly Report  
**Date:** September 29, 2017

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

Attended:

- Friends of the Trails meeting
  - Directors meeting
  - Safety meeting
  - Rotary meetings
  - Park Foundation meeting
  - Quincy/Adams County Economic Development/Tourism meeting
  - Quincy Memorial Bridge Replacement meeting
  - Tree Commission meeting
- 
- 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.
  - 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.
  - Met with staff on renewing another three year exclusive rights agreement for Westview Golf Course with local vendors.
  - Met with a local contractor to get paving prices for Q-Island Bridge.
  - Volunteered at the Friends of Trails fundraiser "Peddle the Parks."
  - Volunteered for Rotary's Blessing in a Backpack at Adams School.
  - Began working on the Cycle 13 ITEP Grant.
  - Attended the BS&A Training.

- Held a Department Budget Instructional meeting.
- Met with Attorney Anastas on several occasions to discuss items pertaining to District issues.

### **Administrative Initiatives** (10/1/17 – 10/31/17)

- 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.

# **DIRECTOR'S REPORTS**

**To:** Board of Commissioners

**From:** Matt Higley

**Subject:** Monthly Report

**Date:** September 30, 2017

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

Attended:

- Directors meeting
- Safety meeting
- Kiwanis meetings
- Park Foundation meeting
- Friends of the Trails meeting
- Pedal the Parks Fundraiser
- Grape Escape onsite
- Alzheimer's Walk onsite
- Art Fest onsite
- Quincy Public Library Big Read onsite
- Budget software training
- Monitored progress on 5<sup>th</sup> to 12<sup>th</sup> Street trail construction.
- Monitored installation of Madison Park 2-5 playground.
- Monitored replacement of Clat Adams trash receptacles.
- Monitored work on South Park pond shelter repair.
- Monitored curb repair in South Park, Sunset Park and Parker Heights Park.
- Monitored Wavering Aquatic Center dirt work.
- Monitored installation of Bear Savers at All America and the Skate Park

### **Administrative Initiatives (10/1/17 – 10/31/17)**

- 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 Wavering Aquatic Center dirt work.
- Monitor Kesler Park fishing dock replacement.

**To:** Board of Commissioners

**From:** Donald J. Hilgenbrinck

**Subject:** Monthly Report

**Date:** September 30, 2017

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

- Attended Safety Committee meeting.
- Went live on new BS&A accounting system 9/11/17.
- Completed BS&A on-site training and implementation 9/5-22.
- Prepared the 2017 Tax Levy Ordinance draft.
- Prepared the Truth in Taxation Resolution.
- Published Request for Proposal (RFP) for Utility Management Services. Entered into agreement with QFB Energy for Utility Management Services.
- Negotiated a 3 year electric an all-in rate of .04566/KWH with HomeField Energy.
- The office staff has also been busy with 2017 adult baseball registrations, shelter reservations, After School Program registrations, and processing special event applications.

**Administrative Initiatives** (10/01/17 – 10/31/17)

- Attend department budget hearing meetings.
- Continue development of the District's FY2018 operating budget.
- Retire the annual 2017 GO Bond.
- Publish the BINA Notice for the November public hearing.
- Prepare a draft 2018 Budget & Appropriation Ordinance.
- Coordinate efforts with Chapman & Cutler, LLP for the development of the annual 2018 G. O. Bond Ordinance.



## Illinois Department of Revenue

September 14, 2017

### Personal Property Replacement Tax Update

In April 2016, the Department reported a misclassification of pass-through withholding payments resulting in an overpayment of personal property replacement tax and an underpayment of income tax. The misallocation began following the passage of Public Act 98-478. The statutory change resulted in the discontinuation of Form IL-1000, and revisions to Forms IL-1065 and IL-1120-ST, which caused calculation errors associated with the payments for these forms. As a result, pass-through withholding payments were classified as replacement tax rather than income tax.

The Department identified the error while testing a new comprehensive accounting software program which allowed for more extensive tracking of payment and return information. Through this review, the Department determined that certain collections had been misallocated. At that time, the Department estimated local taxing districts had collectively been overpaid \$168 million in Personal Property Replacement Tax. A final review of the related tax returns in 2017 showed the actual amount was \$166.831 million.

When the Department reported the error in early 2016, the original plan was to reconcile the 2014 returns (filed in 2015) and the 2015 returns (filed in 2016) in early 2017. Once the reconciliation was done, a repayment schedule was to be determined and the overpayments recouped from future distributions. However, Public Acts 99-524 (June 2016) and 100-21 (July 2017), appropriated monies to community college districts out of the Personal Property Replacement Tax Fund in lieu of recouping the overpayment of Personal Property Replacement Tax monies.

This letter serves as official notification to local taxing districts that the Department will not seek to recoup any of the overpaid amounts described above from future distributions of Personal Property Replacement Tax.

ILLINOIS DEPARTMENT OF REVENUE  
101 W JEFFERSON ST  
SPRINGFIELD IL 62702

To: Board of Commissioners  
From: Mike Bruns  
Subject: Monthly Report  
Date: September 25, 2017

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

- Attended the monthly safety committee meeting.
- Worked on preparing the 2018 budget.
- Staff worked on program evaluation reports.
- Staff helped with the Frontier Day at the Log Cabin Village.
- Staff set up the adult soccer league.
- Worked on preparing the facility fee schedule and program fees for 2018.
- Worked on preparing the financial assistance program for 2018.
- Staff continued to work on promoting programs and events through media, events and our facilities.
- Attended the Quincy Park Foundation meeting.
- Attended training on the new financial system.
- Staff worked on plans for the Fall Festival.
- Staff conducted the storytelling event at Moorman Park on September 20.

- Staff conducted the Fall Festival at Moorman Park on September 23.
- Staff worked on plans for the Thursday night north Quincy sports programs.

### **Administrative Initiatives** (10/01/17 – 10/31/17)

- Finalize 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 work on the 2018 program and event schedule.
- Staff will work on plans for using the Wavering Aquatic Center as a campground site.
- Batting Cage facility will close for the season on October 9.
- Staff will work on clean up and closing procedures at the Batting Cage facility.
- Staff will clean up and winterize facilities.
- Finalize the 2018 fees.
- Staff will work on the Bill Klingner Trail Fall outing event on October 7.

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

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

- Attended safety, directors and board meetings.
- Continue updating golfer's households and emails on POS system.
- Input budget projections for the 2017 season and the budget for the 2018 season.
- Continue to attend safety, directors and board meetings.
- Continue with the Landmarx Match Play League.
- Continue to teach Special Olympics Children the game of golf.
- Continue to host High School matches and practices.
- Hosted the Ladies 49ers Event on Friday September 8<sup>th</sup>.
- Hosted the Senior City Tournament on Saturday September 9<sup>th</sup> & Sunday September 10<sup>th</sup>.
- Hosted the Chamber Golf Outing on Thursday September 14<sup>th</sup>.
- Hosted the Bordewick 4 Day Extravaganza on Tuesday September 19<sup>th</sup> through Friday September 22<sup>nd</sup>.
- Hosted the TNT Seniors on Thursday September 21<sup>st</sup>.
- Hosted the QND Golf Outing on Monday September 25<sup>th</sup>.
- Aerification and topdressing of all 27 greens and tees.

- Continue fall tree trimming.
- Continue replacing green-side sprinklers on holes 10-18.
- Continue addressing drainage issues in the bunkers.
- Start over-seeding of the fairways.
- 3<sup>rd</sup>-nine fairways over-seeded.
- Conducted an audit of the dead or hazard trees on the course to be felled. (27 total)

### **Administrative Initiatives (10/01/17 - 10/31/17)**

- Introduce the Fall Green Fee special, \$16.00 for the month of October.
- Host the St. Francis Golf Outing on Sunday October 1<sup>st</sup>.
- Host the QHS Basketball Golf Outing on Friday October 6<sup>th</sup>.
- Host the Kiwanis, Sammy Fund Golf Outing on Sunday October 8<sup>th</sup>.
- Fall leaf clean-up begins. (blowing and mulching)
- Continue replacing green-side sprinklers on holes 10-18.
- Over-seeding of the fairways on holes 1-18.
- Removal of the old cart-path on hole #12.
- Begin the renovation and re-design of the bunkers on the holes 1,5,6,9, 12, 15 and 17.
- Continue the felling and clean-up of the dead or hazard trees on the course.

### Westview Golf Course Rounds of Golf - 2017

		<b>Sep-17</b>	<b>2017 YTD</b>	<b>Sep-16</b>	<b>2016 YTD</b>
10000	18 Hole Weekday Green Fee	432	2565	400	2373
10001	18 Hole Weekend Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	163	1319	139	1008
10003	9 Hole Weekend Green Fee	0	0	0	0
10004	Twilight Green Fee	73	454	107	612
10005	Fall/Spring/Winter Green Fee	0	370	0	471
10006	M-T-TH-Special	125	535	114	349
10007	Winter Special w/ Car	0	536	0	254
10008	Third Nine Green Fee	426	2975	360	2280
10009	Family Night Adult	32	139	20	129
10010	Family Night Child	29	131	24	123
10011	Jr. Green Fee	3	84	6	71
10012	Promotional Round	12	68	17	81
10013	Twilight Combo	437	3217	338	2895
10014	Early Bird 9	5	34	11	50
10015	Early Bird 18	125	531	127	519
11000	Adult Weekday Pass Visit	175	1368	225	1529
11001	Adult Weekend Pass Visit	190	1337	176	1359
11002	Senior Weekday Pass Visit	375	2571	379	2581
11003	Senior Weekdend Pass Visit	240	1691	239	1726
11004	Senior Rest. Weekday Pass Visit	70	402	132	752
11005	Super Senior Weekday Pass Visit	384	2598	384	2442
11006	Employee Pass Visit	31	351	59	478
11007	Junior Weekday Pass Visit	123	883	125	948
11008	Junior Weekend Pass Visit	35	342	35	314
11010	Junior Summer Pass Visit	0	249	0	415
11011	Young Adult Weekday Pass Visit	47	498	35	595
11012	Young Adult Weekend Pass Visit	31	254	27	359
11013	School Team Pass Visit	171	411	235	464
12000	Green Fee Punchcard Visit	391	3091	548	4411
13000	Tournament Round	32	1042	43	1012
13001	Tournament Green Fee	0	0	0	0
13002	Outing Green Fee	348	644	384	1144
<b>2017 Total</b>		<b>4505</b>	<b>30690</b>	<b>4689</b>	<b>31744</b>
<b>Per Visit Fee</b>		<b>\$4,069</b>	<b>\$28,222</b>	<b>\$4,150</b>	<b>\$29,081</b>
<b>* Days Closed</b>		<b>0</b>	<b>24</b>	<b>0</b>	<b>51</b>

# **UNFINISHED BUSINESS**

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 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's 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:**

# **NEW BUSINESS**

**QUINCY PARK DISTRICT**  
Board of Commissioners

**Date of Board Meeting: October 11, 2017**

**STAFF RECOMMENDATION**

**AGENDA ITEM: RESOLUTION NO. 17-05: "TRUTH IN TAXATION"**  
**ACT RESOLUTION: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** In accordance with State of Illinois Statutes, the Quincy Park District is required, no less than twenty (20) days prior to the adoption of the aggregate tax levy, to officially estimate the amount of tax funds necessary to be raised for the current year on taxable property within the district. Property tax funds levied in 2017 are collected to fund the authorized FY2018 appropriated expenditures. The estimated 2017 tax levy only includes taxes necessary to meet anticipated expenditure levels for general and special purpose operating funds (i.e. General Operations – NOT debt service, trust and major capital expenses).

The amount of 2017 tax funds to be levied is \$2,561,700.

Due to the fact that the proposed 2017 aggregate tax levy will NOT be increased by more than 5% compared to the previous levy in 2016, state statute does not require that a PUBLIC HEARING be held prior to officially adopting the 2017 Tax Levy Ordinance at the November board meeting.

**FISCAL IMPACT:** This resolution is for compliance with state statutes and in its self has no fiscal impact on the District.

**STAFF RECOMMENDATION:** Staff recommends approval of Resolution No. 17-05, as presented.

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

**BOARD ACTION:**

**QUINCY PARK DISTRICT**  
**RESOLUTION NO. 17-05**

**RESOLUTION REGARDING THE TRUTH IN TAXATION LAW**  
**(HEARING NOT REQUIRED)**

**WHEREAS**, the Truth in Taxation Act (35 Illinois Compiled Statutes 200/18-55, et.seq.) provides, in part, that not less than twenty (20) days prior to the adoption of the aggregate levy, the corporate authority of each taxing district, including the Board of Commissioners of the Quincy Park District shall determine the amounts of money, exclusive of any portion of that levy attributable to the costs of conducting an election required by the general election law, estimated to be necessary to be raised by taxation for that year upon the taxable property in its district; and,

**WHEREAS**, the said Truth in Taxation Law further provides that if the estimate of the corporate authority made as provided in Section 18-60 is more than 105% of the amount extended or estimated to be extended, plus any amount abated by the corporate authority prior to extension, upon the final aggregate levy of the preceding year, exclusive of election costs, the corporate authority shall give public notice of and hold a public hearing on its intent to adopt an aggregate levy in an amount which is more than 105% of the amount extended or estimated to be extended upon the final aggregate levy extensions, plus any amount abated, exclusive of election costs, for the preceding year; and,

**WHEREAS**, The Board of Commissioners of the Quincy Park District has estimated that the amount necessary to be raised by taxation for the real estate tax year of 2017 is not more than 105% of the amount extended or estimated to be extended upon the levy of the preceding real estate tax year of 2016, exclusive of election costs.

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF  
COMMISSIONERS OF THE QUINCY PARK DISTRICT AS FOLLOWS:**

**SECTION 1. ESTIMATED LEVY:** This Board hereby determines that the amounts of money, exclusive of the costs of conducting an election required by the general election law, estimated to be necessary to be raised by taxation upon the taxable property of the district for the real estate tax year of 2017 is \$2,561,700 which is also the proposed “aggregate levy” of the district for such year (that is, corporate and special purpose monies).

**SECTION 2. NO HEARING SCHEDULED:** In view of the determination of the estimated levy, it is not necessary to schedule, give notice of or hold a public hearing on the intent of the Board to adopt a levy.

**SECTION 3. EFFECTIVE DATE:** This resolution shall be in full force and effect immediately upon its passage.

DATED: This 11<sup>th</sup> day of October, 2017.

QUINCY PARK DISTRICT

By: \_\_\_\_\_  
Its President

ATTEST:

\_\_\_\_\_  
Its Secretary

AYES:\_\_\_\_\_

NAYES:\_\_\_\_\_

PASSED AND APPROVED this 11<sup>th</sup> day of October, 2017.

STATE OF ILLINOIS )  
                     ) SS  
COUNTY OF ADAMS)

I, Rome Frericks, Secretary of the Quincy Park District, do hereby certify the foregoing to be a full, true and correct copy of a Truth in Taxation Act Resolution adopted by the Board of Commissioners of the Quincy Park District at a meeting held October 11, 2017, in the District.

WITNESS MY HAND AND SEAL OF SAID Quincy Park District this  
11<sup>th</sup> day of October, 2017.

---

Rome Frericks, Secretary  
Quincy Park District

(Corporate Seal)

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: ORDER CALLING A PUBLIC HEARING TO SELL GENERAL OBLIGATION BONDS AND TO PUBLISH A BINA NOTICE: RECOMMENDED APPROVAL BY BOARD PRESIDENT**

**BACKGROUND INFORMATION:** The Bond Issue Notification Act (BINA) requires the board president to authorize a publication notice to be published no less than 7 and no more than 30 days before the date of the public hearing. The following proposed notice is to be published once in the Quincy Herald Whig:

**Notice of Public Hearing Concerning the Intent of  
the Board of Park Commissioners of  
the Quincy Park District, Adams County, Illinois  
to Sell \$900,000 General Obligation Park Bonds**

Public Notice is Hereby Given that the Quincy Park District, Adams County, Illinois (the “*District*”), will hold a public hearing on the 8th day of November, 2017, at 6:00 o’clock P.M. The hearing will be held at the Board Room, Room #123, 1231 Bonansinga Drive, Quincy, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$900,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Quincy Park District, Adams County, Illinois.

Dated the 11th day of October, 2017.

Rome Frericks  
Secretary, Board of Park Commissioners,  
Quincy Park District, Adams County, Illinois

The BINA notice in the amount of \$900,000 would cover the annual General Obligation Bond in the amount of \$900,000.

Attached is the proposed directive by the board president, calling for the BINA hearing.

**FISCAL IMPACT:** NONE

**STAFF RECOMMENDATION:** Staff recommends the Board President to call for a BINA hearing and publication notice be published, as presented.

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

**BOARD ACTION:**

ORDER calling a public hearing concerning the intent of the Board of Park Commissioners of the Quincy Park District, Adams County, Illinois, to sell \$900,000 General Obligation Park Bonds.

\* \* \*

WHEREAS, the Quincy Park District, Adams County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Park Commissioners of the District (the “*Board*”) intends to sell bonds in the amount of \$900,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the “*Bonds*”); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board’s intent to sell the Bonds before adopting an ordinance providing for the sale of the Bonds:

Now, THEREFORE, Be It and It is Hereby Ordered by the undersigned President of the Board of Park Commissioners of the Quincy Park District, Adams County, Illinois, as follows:

1. I hereby call a public hearing to be held at 6:00 o’clock P.M. on the 8th day of November, 2017, at the Board Room, Room #123, 1231 Bonansinga Drive, Quincy, Illinois, in the District, concerning the Board’s intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the “*Hearing*”).

2. I hereby direct that the Secretary of the Board (the “*Secretary*”) shall (i) publish notice of the Hearing at least once in the *Quincy Herald-Whig*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the

Hearing and (ii) post at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 120-hour period preceding the Hearing.

3. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE QUINCY PARK DISTRICT, ADAMS COUNTY, ILLINOIS  
TO SELL \$900,000 GENERAL OBLIGATION PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Quincy Park District, Adams County, Illinois (the “*District*”), will hold a public hearing on the 8th day of November, 2017, at 6:00 o’clock P.M. The hearing will be held at the Board Room, Room #123, 1231 Bonansinga Drive, Quincy, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$900,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Quincy Park District, Adams County, Illinois.

DATED the 11th day of October, 2017.

Rome Frericks  
Secretary, Board of Park Commissioners,  
Quincy Park District, Adams County, Illinois

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Notice to publisher: Please be certain that this notice appears above the name of the Secretary.

4. At the Hearing the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt an ordinance selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Ordered this 11th day of October, 2017.

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President, Board of Park Commissioners,  
Quincy Park District, Adams County, Illinois

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: ORDINANCE NO. 17-04: AUTHORIZING THE 2017 PROPERTY TAX LEVY (FOR REVIEW ONLY)**

**BACKGROUND INFORMATION:** In accordance with State of Illinois Statutes, the 2017 proposed tax levy ordinance is being presented for your review only. These proposed levies for 2017 property taxes only include aggregate taxes and not debt service. Aggregate taxes provide tax revenue for general and special operations of the District, as approved by the Board in the fiscal year budget.

**FISCAL IMPACT:** This proposed 2017 aggregate tax levy is being presented for Board review only. This proposed 2017 levy, in the amount of \$2,561,700, may increase the District's revenue by \$116,066, and represents a 4.75% increase. This 4.75% increase in the tax aggregate would only occur in the event there is an increase in the projected EAV not the proposed tax rate. Actually, if the EAV increases sufficiently to cause a 4.75% increase in the District's tax revenue, the rate would actually decrease slightly from the 2016 rate.

The District's FY2017 budget is being prepared based on a slight increase in the EAV. The estimated increase in the aggregate levy would be 1.3%.

See attached "Comparison Tax Levy" reports comparing 2017 with 2016 for your review. Also, attached is a comparison report of the 2016 actual tax levy verses the 2016 budget figures.

This levy is subject to change prior to its final adoption based upon estimates obtained from the 2017 operating budget preparation process.

**STAFF RECOMMENDATION:** For review only. This ordinance will be presented again at the November Board meeting for approval.

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

## **BOARD ACTION:**

QUINCY PARK DISTRICT  
COMPARISON TAX LEVY

FUND	Levy Version					Projected \$100K Impact	Projected Cash Balance 12/31/2017	2018 Budget
	2016 Rate	2016 Tax Levied	2017 Proposed Levy	2017 Proposed Rate	Difference			
CORPORATE	0.12500	786,276	840,000	0.12500	53,724	\$ -	\$ -	-
RECREATION	0.07500	471,766	504,000	0.07500	32,234	\$ -	\$ -	-
MUSEUM	0.03000	188,706	201,600	0.03000	12,894	\$ -	\$ -	-
SOCIAL SECURITY	0.02862	180,026	149,500	0.02225	(30,526)	\$ -	\$ -	-
PENSION/RETIREMENT	0.02465	155,054	165,000	0.02455	9,946	\$ -	\$ -	-
UNEMPL. COMP. INS.	0.01193	75,042	100,000	0.01488	24,958	\$ -	\$ -	-
LIABILITY	0.06177	388,546	388,500	0.05781	(46)	\$ -	\$ -	-
AUDIT	0.00183	11,511	11,500	0.00171	(11)	\$ -	\$ -	-
PARK SECURITY	0.02500	157,255	168,000	0.02500	10,745	\$ -	\$ -	-
PAVING & LIGHTING	0.00500	31,451	33,600	0.00500	2,149	\$ -	\$ -	-
	0.38880	2,445,634	2,561,700	0.38121	116,066	\$ 108.01		-
					104.7459%			
BOND 2012A	0.14614	103,411	102,374	0.01523		\$ 4.32		
BOND 2017	0.01644	919,251						
Estimated 2018 GO Bond (\$900k)			920,000	0.13690		\$ 38.79		
Estimated 2018 Trail Bond Pmt			510,000	0.07589		\$ 25.30		
TOTAL	0.55138	3,468,296	4,094,074	0.60924	625,777.91	\$ 176.41		
2016 EAV	\$ 629,021,019							
2017 Estimated EAV	\$ 672,000,000							

Notes:

## QUINCY PARK DISTRICT COMPARISON TAX LEVY

## 2016 Actual Vs Budget

<u>FUND</u>	2016	2016	2016	2016	<u>Difference</u>
	<u>Rate</u>	<u>Tax Levied</u>	<u>Budgeted Levy</u>	<u>Rate</u>	
CORPORATE	0.12500	786,276	762,500	0.12500	23,776
RECREATION	0.07500	471,766	457,500	0.07500	14,266
MUSEUM	0.03000	188,706	183,000	0.03000	5,706
SOCIAL SECURITY	0.02862	180,026	180,000	0.02951	26
PENSION/RETIREMENT	0.02465	155,054	155,000	0.02541	54
UNEMPL. COMP. INS.	0.01193	75,042	75,000	0.01230	42
LIABILITY	0.06177	388,546	388,500	0.06369	46
AUDIT	0.00183	11,511	11,500	0.00189	11
PARK SECURITY	0.02500	157,255	152,500	0.02500	4,755
PAVING & LIGHTING	0.00500	31,451	30,500	0.00500	951
	0.38880	2,445,634	2,396,000	0.39279	49,634
					102.0715%
BOND 2012A	0.01644	103,411	102,374	0.01678	1,037
2017 GO Bond	0.14614	919,251	920,000	0.15082	(749)
<b>TOTAL</b>	<b>0.55138</b>	<b>3,468,296</b>	<b>3,418,374</b>	<b>0.56039</b>	

2016 Actual EAV \$ 629,021,019

2015 Estimated EAV \$ 610,000,000

## Notes:

ORDINANCE NO. 17-04  
ANNUAL TAX LEVY  
2017

AN ORDINANCE LEVYING AND ASSESSING TAXES  
FOR THE YEAR 2017  
OF THE QUINCY PARK DISTRICT  
OF ADAMS COUNTY, ILLINOIS

STATE OF ILLINOIS

Park District of Quincy

County of Adams

In pursuance of authority vested in them by the Park District Code, Article Five, the Commissioners of the Park Board in meeting assembled, do hereby find and declare that there will be required to be levied upon all taxable property in said Park District, in order to meet and defray all the necessary expenses and liabilities of the Park District, as required by statute or voted by people in accordance with law, and the amounts so required are itemized and needed for uses and purposes as set forth herein below; BE IT HEREBY ORDAINED by the Board of Commissioners of the Quincy Park District, Adams County, Illinois that there is hereby levied against all of the taxable property in said Park District in accordance with the provisions of law for the year 2017 the following sums:

	Amount to be raised by taxation
<b>1. CORPORATE</b>	
1. Administration:	
Personnel Services, Wages	\$519,018
Employee Benefits	55,257
Commodities	185,600
Contractual Services	57,120
Travel & Communications	23,005
 <b>TOTAL FOR CORPORATE FUND</b>	 <b>\$840,000</b>

	Amount to be raised by taxation
<b>II. RECREATION FUND</b>	
1. Administration:	
Personnel Services, Wages	\$85,840
Employee Benefits	10,011
Commodities	18,457
Contractual Services	28,674
Travel & Communications	3,270
Subtotal	146,252
2. Programs:	
Personnel Services, Wages	\$230,810
Employee Benefits	0
Commodities	111,841
Contractual Services	10,995
Travel & Communications	4,102
Subtotal	357,748
<b>TOTAL FOR RECREATION FUND</b>	<b>\$504,000</b>
<b>III. MUSEUM FUND</b>	
1. Administration	
Personnel Services, Wages	\$139,703
Employee Benefits	11,245
Commodities	43,852
Contractual Services	6,366
Travel & Communications	434
<b>TOTAL FOR MUSEUM FUND</b>	<b>\$201,600</b>
<b>IV. ILLINOIS MUNICIPAL RETIREMENT FUND</b>	
Contractual Service	\$165,000
<b>TOTAL IL. MUNICIPAL RETIREMENT FUND</b>	<b>\$165,000</b>
<b>V. SOCIAL SECURITY</b>	

Contractual Service	\$149,500
TOTAL SOCIAL SECURITY FUND	\$149,500
<b>VI. <u>LIABILITY INSURANCE FUND</u></b>	
Contractual Service	\$388,500
TOTAL LIABILITY INS. FUND	\$388,500
<b>VII. <u>UNEMPLOYMENT COMPENSATION FUND</u></b>	
Contractual Service	\$100,000
TOTAL UNEMPLOYMENT COMP. FUND	\$100,000
<b>VIII. <u>AUDIT FUND</u></b>	
Contractual Services	\$11,500
TOTAL AUDIT FUND	\$11,500
<b>IX. <u>PAVING &amp; LIGHTING</u></b>	
TOTAL PAVING & LIGHTING	\$33,600
<b>X. <u>POLICE FUND</u></b>	
TOTAL POLICE FUND	\$168,000
GRAND TOTAL	\$2,561,700

Making the aggregate sum of Two Million, Five Hundred Sixty One Thousand, Seven Hundred Dollars (\$2,561,700) to be raised by taxation and levied on all the taxable property and liabilities of the Park District as required by statute or voted by the people in accordance with law.

That the Secretary of Quincy Park District shall file with the County Clerk of the County of Adams, State of Illinois, a certified copy of this Ordinance, no later than the fourth Tuesday in December, 2017.

This Ordinance shall be in force and effect from and after its passage and approval, and all Ordinances and parts of Ordinances in conflict herewith shall be and the same are hereby repealed.

November 8, 2017

Adopted

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President

November 8, 2017

Adopted

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Secretary

DRAFT

STATE OF ILLINOIS )  
COUNTY OF ADAMS ) SS  
QUINCY PARK DISTRICT )

I, Rome Frericks, Secretary of the Quincy Park District, do hereby certify that the copy of said 17-04 Ordinance attached hereto, is a true, full and complete copy thereof, as the same appears on the records of the Quincy Park District.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Quincy Park District this 8<sup>th</sup> day of November, A.D., 2017.

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Rome Frericks

STATE OF ILLINOIS )  
COUNTY OF ADAMS ) SS  
QUINCY PARK DISTRICT )

ROME FRERICKS, BEING FIRST DULY SWORN ON HIS OATH, deposes and says that he, as Secretary of the Quincy Park District, signed and sealed the above and foregoing 17-04 Ordinance, and that the contents thereof are true and correct in substance and in fact.

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Rome Frericks

Subscribed and sworn to before me this 8<sup>th</sup> day of November, 2017.

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Notary Public

**CERTIFICATE REGARDING**  
**THE TRUTH IN TAXATION LAW**  
**(HEARING NOT REQUIRED)**

Pursuant to the Truth in Taxation Law (35 Illinois Compiled Statutes, 200/18-55 et.seq.), I, Bob Gough, state as follows:

1. I am the President or presiding officer of the Board of Commissioners of the Quincy Park District.
2. Not less than twenty (20) days prior to the adoption of its aggregate levy, that is, on the 14<sup>th</sup> day of October, 2017, the said Board did determine the amounts of money, exclusive of any portion of that levy attributable to the costs of conducting an election required by the general election law, estimated to be necessary to be raised by taxation upon the taxable property in its district for the real estate tax year of 2017, said estimate being an amount which was not more than 105% of the extensions, exclusive of election costs, for the preceding year.
3. Because the tax levy was not more than 105% of the extensions, exclusive of election costs, for the preceding year, no hearing was required pursuant to the Truth in Taxation Law.
4. The undersigned, as presiding officer of the Board, certifies that the Board complies fully with the provisions of Sections 18-60 thru 18-85 of the Truth in Taxation Law (35 Illinois Compiled Statutes 200/18-90).
5. This certification is made pursuant to Section 18-90 of the Truth in Taxation Law (35 Illinois Compiled Statutes 200/18-90).

Dated: This 8<sup>th</sup> day of November, 2017.

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Bob Gough, President,  
Quincy Park District

# **QUINCY PARK DISTRICT**

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT ANNUAL CAPITAL PROJECT BOND LIST: RECOMMENDED APPROVAL**

**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.

**FISCAL IMPACT:** The principle and interest on the bond will be paid in 2018.

**STAFF RECOMMENDATION:** Staff recommends approval of the Quincy Park District Annual Capital Project Bond List.

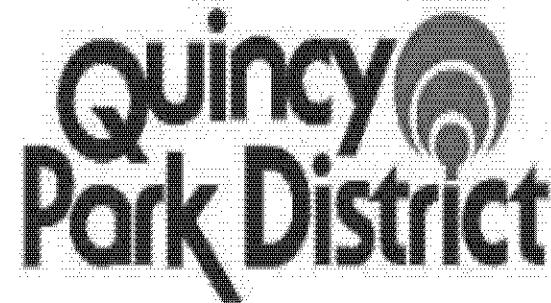
**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



# 2018 Capital Projects

*Come Out and Play.*



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

# Berrian Park Shelter



# Kesler Park North Parking Lot Replacement



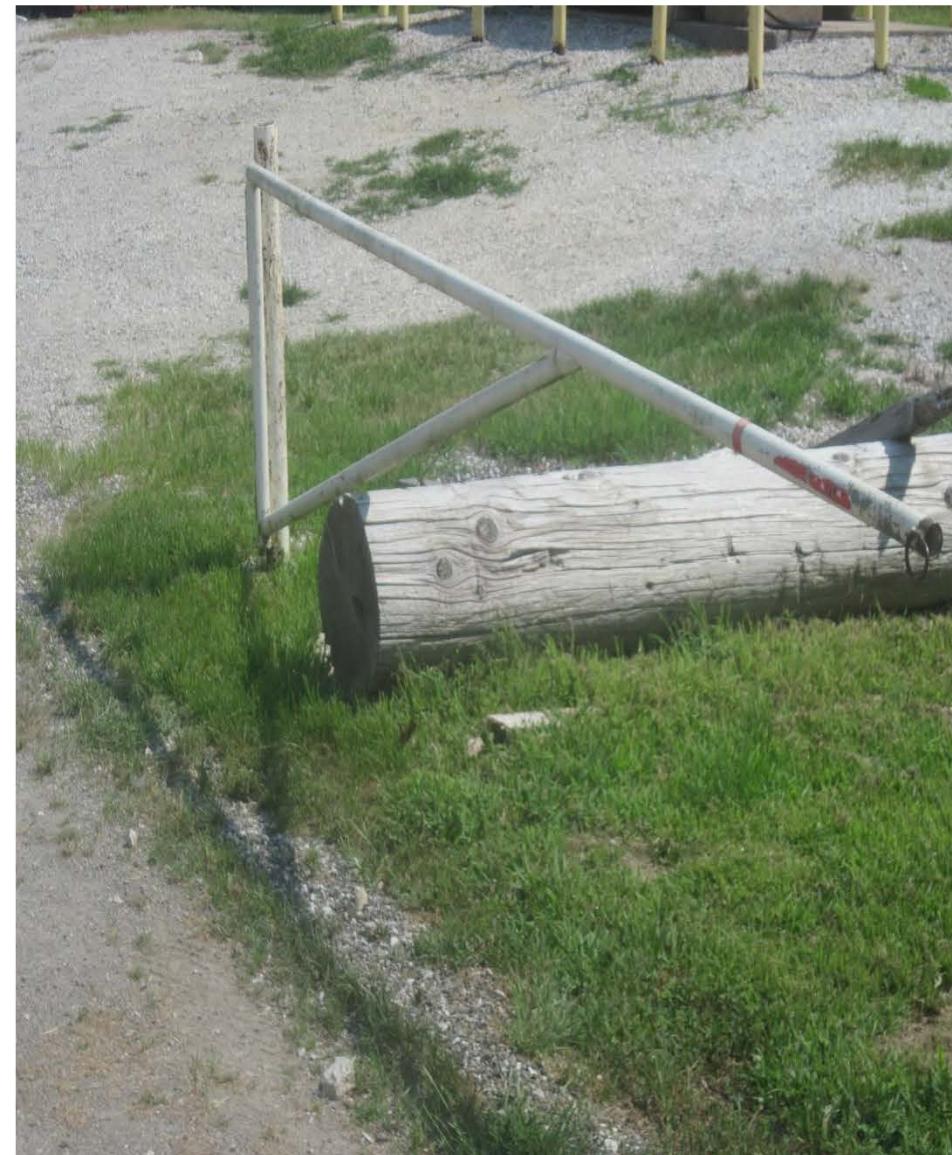
# Moorman Main Tar and Chip



# Batting Cage Tar and Chip



# Park Gates



# Quinsippi Island Road Repair



# Johnson Park Swing Replacement

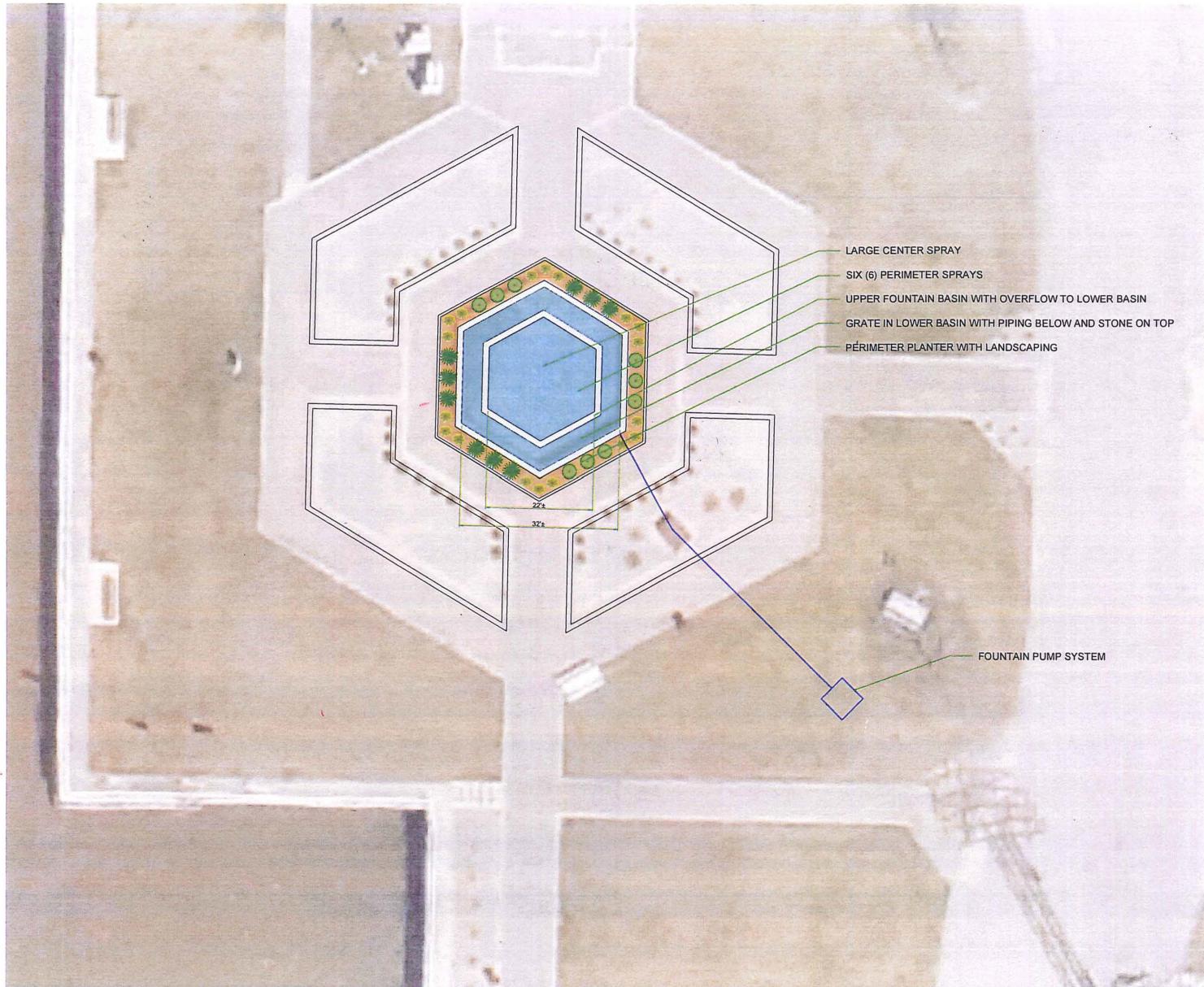


# Lincoln Park Area Drain



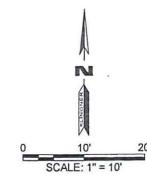
# Clat Adams Fountain



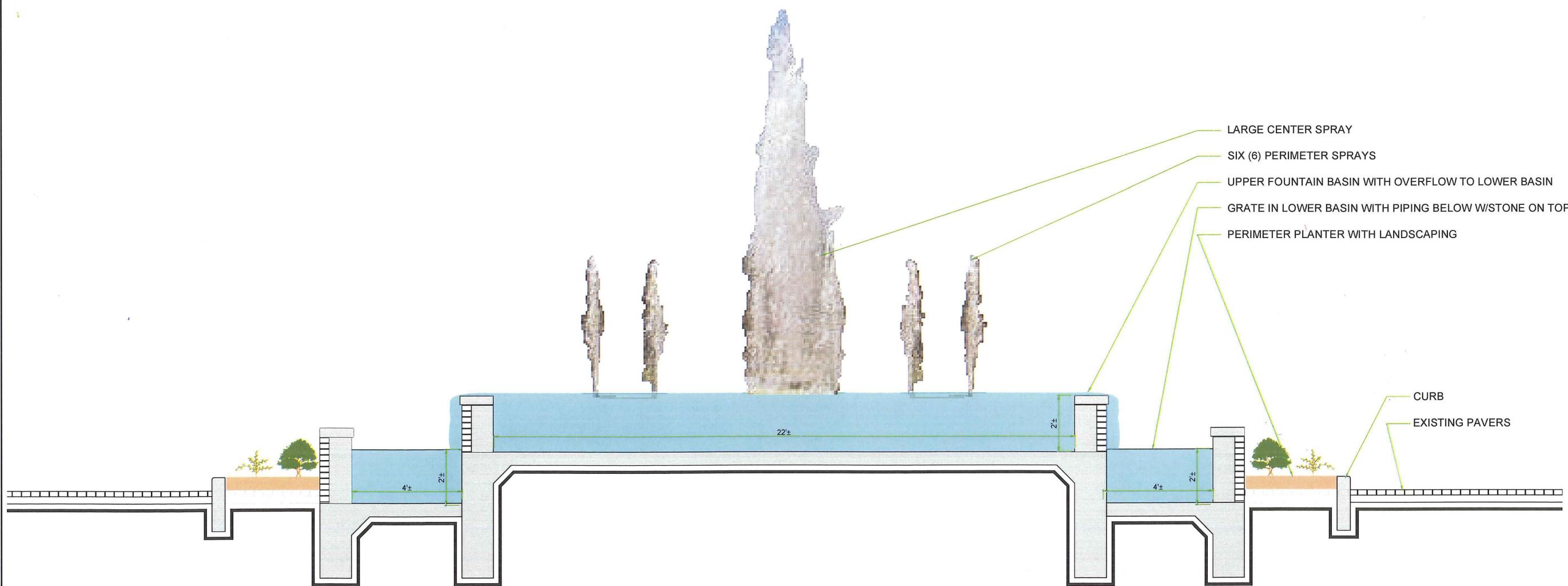


LARGE CENTER SPRAY  
SIX (6) PERIMETER SPRAYS  
UPPER FOUNTAIN BASIN WITH OVERFLOW TO LOWER BASIN  
GRATE IN LOWER BASIN WITH PIPING BELOW AND STONE ON TOP  
PERIMETER PLANTER WITH LANDSCAPING

FOUNTAIN PUMP SYSTEM



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<b>PRELIMINARY NOT FOR CONSTRUCTION</b>			
CLAT ADAMS FOUNTAIN REHABILITATION		PRELIMINARY NOT FOR CONSTRUCTION	
QUINCY PARK DISTRICT 1231 BONANSINGA DRIVE QUINCY, IL.			
Non-Reduced Sheet Size: 22" x 34" Full-sized prints have been prepared using reduced scale. This drawing may not be used for construction purposes.			
DESIGNED	DRAWN		
FIELD	FIELD BOOK		
CHECKED	CHECK DATE		
SHEET TITLE			
CONCEPT PLAN			
PROJECT NO. 17-0153			
DRAWN BY / DRAWN DATE: 09/22/2016			
SHEET A			



### CONCEPT FOUNTAIN SECTION

NOT TO SCALE

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

Non-Reduced Sheet Size: 22" x 34"  
 Full size 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.  
 17-0163  
 DRAWING ISSUED DATE:  
 08/23/2016  
 SHEET

B

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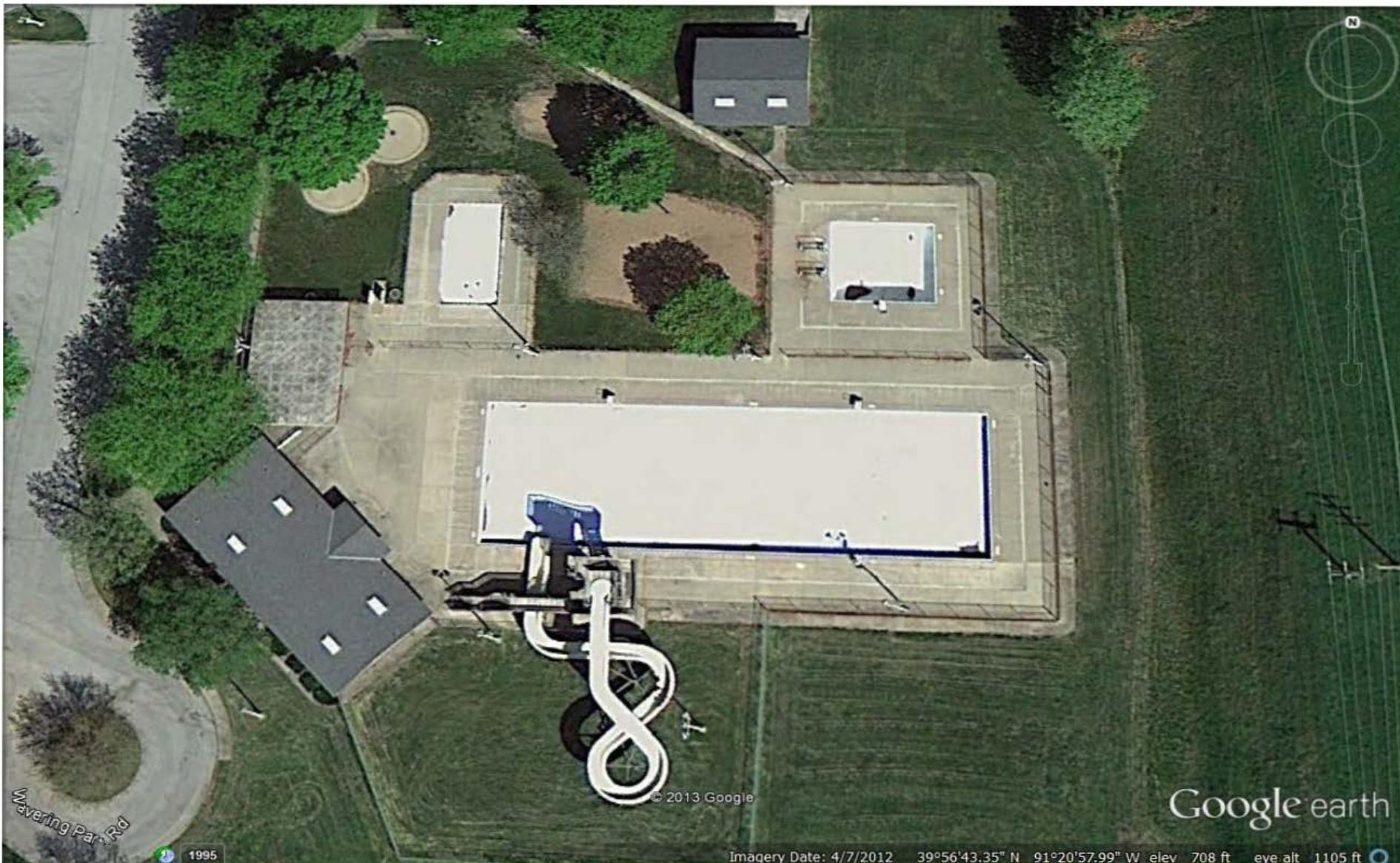
REVISION HISTORY

MARK DESCRIPTION DATE APPROVED

# Quinsippi Island Museum Roof Replacement



# Wavering Pool Repurposing



# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

**AGENDA ITEM: QUINCY PARK DISTRICT 2017-2018 GOALS AND OBJECTIVES THIRD 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 third quarter update is included with this report.

**FISCAL IMPACT:** None.

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

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

**BOARD ACTION:**

# **Quincy Park District Goals 2017-2018**

## **Administration**

1. Continue to strengthen and build partnerships among groups and organizations in the Northwest section of Quincy focusing on youth and at risk children.

**Q1 Update:** Introduced the Quincy Tennis Association to North Quincy Sports. The Tennis Association will be providing youth tennis lessons, including rules of the game, at North Quincy Sports.

**Q2 Update:** Moved summer playground to Leon Bailey Park to give easier access for the children in the neighborhood. We will host an outdoor movie at Frederick Ball Community Center later in the summer.

**Q3 Update:** We held an outdoor movie at Frederick Ball Community Center in late August. The North Quincy Sports program will start October 5. We will be having a trunk and treat event in October at Frederick Ball Community Center and will be giving away pumpkins.

2. Work with the Quincy Park Foundation President on establishing their own goals, identifying fundraising efforts and supporting the fundraising efforts by other groups for the Quincy Park District.

**Q3 Update:** Staff met with the Park Foundation for the first time this year on September 21, 2017.

3. Identify property that no longer meets the needs of the Park District. Once identified, dispose of that property using the proper protocol.

4. By January 2017, develop a plan, timeline and budget for soliciting bids for a community wide survey of the Quincy Park District with the results of the new survey to be completed by May 2017.

**Q1 Update:** Staff has hired Ron Vine & Associates to perform the Community Wide Survey. The survey is to be completed and a final report should be available by the end of June 2017.

**Q2 Update:** The Community Wide Survey is complete and will be presented to the Board at the July 12, 2017 Board meeting.

**Q3 Update:** The Community Wide Survey is complete and was presented to the Board at the July 12, 2017 Board meeting.

## **Scotty Glasgow's Westview Golf Course**

1. Remove/replace the aging carpet in the Players Grill and banquet room in the winter of 2017.

**Q2 Update:** Due to the expense of replacing carpet in the concession area, the carpet will be removed, the floors sanded and a non-slip clear coat applied to the floors. To reduce cost, this will be done in the fall/winter by employees.

2. Replace the existing point of sale (P.O.S.) system and upgrade to online tee reservations.

**Objective A:** In Fall of 2016, research potential P.O.S. golf software companies that work well for public golf courses.

**Objective B:** Spring of 2017, seek proposals from EZLinks Golf and Fore Golf Reservations for software and services to support the growth, revenue and operational goals of Westview Golf Course. Prepare a recommendation by winter 2017.

**Q1 Update:** With changes in our server, the current P.O.S. system is meeting our needs and the system we have is cost effective.

3. Develop a concept plan for the downsizing and repairing of bunkers by addressing drainage, sand contamination and turf related problems on the front 18 holes by spring 2017. The first set of bunkers to be repaired should start in the late summer and early fall of 2017.

**Q2 Update:** Seasonal staff has started to address the drainage in the bunkers. Once the drainage work is complete, they will reshape some of the bunkers so that they do not wash out from having high slopes.

**Q3 Update:** Staff has completed 80% of the bunker drainage issues with just a few more to go. Once the drainage issues are completed staff will start reshaping bunkers to alleviate washouts from heavy rain.

4. The Director of Golf and Superintendent of Golf will develop a three-phased plan that will incorporate replacing the greens sprinkler heads on holes #1-9 in summer/fall of 2017, holes #10-18 in 2018 and holes #19-27 in 2019.

**Q1 Update:** Sprinkler heads for holes #1-9 were ordered on 2/24/2017. If the budget permits, the sprinkler heads for holes #10-18 will be ordered in the fall.

**Q2 Update:** The sprinkler heads have started to be replaced. Not all have been done due to time restraints.

**Q3 Update:** Staff has replaced sprinkler heads on holes #1-9 and will start replacing sprinkler heads on holes #10-18 in the fall of 2017. During the 2018 season sprinkler heads that are removed from the front 18 holes will be used on holes #19-27.

## **Recreation**

1. Develop and implement at least two new programs for fall 2017.

**Q1 Update:** In process and anticipate having new programs developed by the end of the second quarter.

**Q2 Update:** We started a Resistance Increasing Strength Exercise class. We are also planning some new Halloween/October events. We will finalize the plans by August.

**Q3 Update:** We started a new Karate class in September. We will also be offering family activities at the new Bill Klingner trail event on October 7.

2. Develop WAC area and identify improvements to IMP. Improvements should begin after the pool closes in summer 2016.

**Objective A:** Work with Executive Director on finalizing plans for WAC area. Staff will seek input from patrons on potential use of space by hosting community meetings/open houses in February and August of 2017. Development of the area will depend on available funding from 2018 G.O. Bond/Recreation Fund, which will determine the timeline.

**Objective B:** Install the rock climbing wall from WAC in the spring of 2017 to the diving well at IMP pending State approval.

**Q1 Update:** The staff held an open house in March seeking input from the public on ideas to repurpose the area. We will plan for another one this summer. The rock climbing wall will be installed at IMP this spring.

**Q2 Update:** We received ideas at the open house and from emails from the community. We hope to have some plans in a few months. The climbing wall will not be installed at IMP. The state of Illinois would not give us a permit to install the wall there.

**Q3 Update:** Staff is working on plans for a campground, family outdoor activity area. We are doing research and putting together some ideas for families and children.

3. The Executive Director and Director of Program Services will attempt to attain sponsorships/naming rights for additional turf fields in Moorman/Wavering complex.

**Q1 Update:** In process. The Executive Director and Director of Program Services have developed a proposal for Wavering Field and will be talking to businesses that might be interested.

**Q2 Update:** In process.

**Q3 Update:** In process.

4. Staff will continue to evaluate each program at the end of the season. Staff will then determine what improvements/additions need to be made or if the program should be cancelled. This will determine what new programs can be added to the schedule.

**Q1 Update:** In process.

**Q2 Update:** In process.

**Q3 Update:** In process and will be completed by 12/01/17.

## **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 will review and update previously completed replacement plans and update cost estimates by June, 2017.

**Q2 Update:** Staff is working on updating cost estimates for a restroom/shower facility.

**Q3 Update:** Staff has gathered all the costs for replacement of the restroom/shower facility.

**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 2017.

**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, 2018.

## **Parks**

1. The Quincy Park District will, over the next two to three years, seek to construct the 18<sup>th</sup> Street 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. The 5<sup>th</sup> Street underpass to Parker Heights section would then be the next phase.

**Q1 Update:** The current 5<sup>th</sup> Street to 12<sup>th</sup> Street portion of the trail will be completed by June 2017. Late last fall, the Quincy Park District received an Illinois Transportation Enhancement Program (ITEP) Grant for \$792,000 for the 18<sup>th</sup> Street to 24<sup>th</sup> Street portion of Bill Klingner Trail. Work on this section will begin in the spring of 2018.

**Q2 Update:** The current 5<sup>th</sup> Street to 12<sup>th</sup> Street portion of the trail will be completed in July 2017. The 18<sup>th</sup> to 24<sup>th</sup> Street construction will begin in the spring of 2018. Cycle 13 for the next round of ITEP Grants will be available October 2017 for the 5<sup>th</sup> Street to Bonansinga Drive.

**Q3 Update:** The current 5<sup>th</sup> Street to 12<sup>th</sup> Street portion of the trail will be completed by November 2017. The Executive Director will be applying for the Cycle 13 ITEP Grant this October.

2. Develop a concept plan for the replacement of park roads throughout the Quincy Park District and report to Board during the February 2017 Board meeting.

**Q1 Update:** Staff is working on the list of roads to be milled/resurfaced and will be presented at the May 10<sup>th</sup> Board meeting.

**Q2 Update:** Staff presented the list of roads to be milled/resurfaced for consideration at the May 2017 Board meeting.

**Q3 Update:** Road work in both Moorman/Wavering Park and Kesler Park will be included in next year's capital project list. Board will approve the 2018 Bond Project list at the October 11<sup>th</sup> meeting.

3. Develop a plan for the replacement of Clat Adams fountain.

**Objective A:** Director of Parks will get cost estimates to replace Clat Adams fountain by June 2017.

**Q2 Update:** Staff has met with both Klingner & Associates and Hydro Dramatics on features, pricing and renderings on the potential replacement of the fountain.

**Q3 Update:** The Board has approved the design and engineering work to begin the replacement of Clat Adams fountain. Board approval for the fountain replacement will be at the January 2018 meeting. The project is expected to be completed by May 2018.

**Objective B:** Director of Parks will complete the bidding process and initiate construction in spring of 2018.

4. Develop a concept plan for replacement of the remaining seven wooden shelter houses with all metal structures by June 2017. The first shelter to be replaced would be the Berrian shelter in 2018.

**Q1 Update:** Staff is working on the scheduled list of wooden shelters to be replaced and the list will be presented at the May 10<sup>th</sup> Board meeting.

**Q2 Update:** Staff presented the list of wooden shelters to be replaced for consideration at the May 2017 Board meeting.

**Q3 Update:** The Board has approved the design and engineering work to begin Berrian Shelter replacement. Board approval for the shelter replacement will be at the December 2017 meeting. The project is expected to be completed by May 2018.

## **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 with installation completed by March 1, 2017.

**Q1 Update:** Phase 1 is on schedule. We implemented a timekeeping system on the Feb. 26<sup>th</sup> payroll. We can add features and time clocks as funds become available. We anticipate adding time clocks prior to adding other features. The new BS&A software may eliminate the need to add some timekeeping features.

**Q3 Update:** A timekeeping system was implemented for the Feb. 26<sup>th</sup> payroll. Electronic time clocks have also been implemented. The new BS&A accounting software now allows us to upload the worked hours from this timekeeping system.

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT 2018 - 2019 GOALS AND OBJECTIVES: RECOMMENDED APPROVAL**

**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:** I recommend the Board approve the 2018-2019 Quincy Park District Goals and Objectives as presented.

**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.
6. Begin talks with soccer clubs about future development/expansion of a complex at both Boots Bush and Paul Dennis soccer 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.
6. Develop a plan for converting park space on the South side of Quincy into an "off-leash" Dog Park.  
**Objective A:** Director of Parks will get cost estimates to Board by June 2018.  
**Objective B:** Executive Director will add to the capital project list for FY2019.

## 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: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: FRIENDS OF THE TRAILS SIGN WORDING BILL KLINGNER TRAIL: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The District and the Friends of the Trails 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 parking lot on the 5<sup>th</sup> Street side of Bill Klingner Trail. The sign dimension is approximately 20" by 28".

The Friends of the Trails will pay for the entire sign and installation. The delivered price of the sign is approximately \$2,000. The Quincy Park District will incur no cost for the sign or the installation.

The 50 day public comment period has passed and we have not received any comments.

Following this report are the pictures of the current sign and the sign discussed between Friends of the Trails and the Quincy Park District.

**FISCAL IMPACT:** No fiscal impact.

**STAFF RECOMMENDATION:** Staff recommends approval of the wording and location of the Friends of the Trails sign.

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

**BOARD ACTION:**



## BILL KLINGNER TRAIL RECREATIONAL BIKING/WALKING

5TH STREET TO 12TH STREET SEGMENT  
2017

### QUINCY PARK DISTRICT BOARD MEMBERS

ROME FRERICKS, EXEC DIR.  
JOHN FRANKENHOFF, PRES.  
CHRIS BLAKEMAN  
TOM ERNST  
JON HOOVER  
PATRICIA MCGLOTHLIN  
ABBY SCHLIPMANN  
JEFF STEINKAMP

### FRIENDS OF THE TRAIL BOARD MEMBERS

D. CULLAN DUKE  
CRAIG MONCEY  
SARA REUSCHEL  
HOLLY CAIN  
RICK GENGENBACHER  
RYAN HILDEBRAND  
MICHAEL KLINGNER  
WILLIAM KLINGNER  
JIM ROBESKY  
TERRY ANASTAS

CONTRACTOR: R L BRINK CORPORATION  
ENGINEER: KLINGNER & ASSOCIATES, PC

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

**AGENDA ITEM: KIWANIS SHELTER/RESTROOM PARK SIGN**

**WORDING: INFORMATION ONLY**

**BACKGROUND INFORMATION:** The format, wording and location of the sign have been coordinated with the Kiwanis Clubs of Quincy. It will be located near the playground in Lincoln Park. The sign dimensions and picture are included with the staff recommendation.

The Kiwanis Clubs will pay for the entire sign and installation. The Quincy Park District will incur no cost for the sign or the installation.

District policy requires a 50 day public comment period. Final approval will be considered at the December 13, 2017 regular board meeting.

Following this report are pictures of the Donor sign discussed between the Kiwanis and the Quincy Park District.

**FISCAL IMPACT:** No fiscal impact.

**STAFF RECOMMENDATION:** None at this time, this will begin the 50 day public comment period.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**

# Lincoln Park Shelter House

*In recognition of the generosity of our community, the Kiwanis Clubs of Quincy, Quincy Park District & Quincy Park Foundation wish to thank all of the donors who made the Lincoln Park Shelter House a reality. This ADA facility exhibits an unwavering commitment to all individuals regardless of their abilities.*

*Special recognition is extended to the following groups, businesses and individuals:*

GOLD	SILVER	BRONZE	
\$10,000 +	\$5,000 - \$9,999	\$1,000 - \$4,999	
Brown Electric	ADM Cares	Adams Electric Cooperative	Refreshment Services Pepsi
Anonymous Donation	Anonymous Foundation	Blessing Health System	Joseph & Shelly Steinkamp
QMG Healthcare Foundation	Quincy Golden K Kiwanis Club	Leah & Craig Heming Wedding Donations	Tom & Kay Tushaus
Quincy Noon Kiwanis Club	Quincy Recycle	Illinois Firefighters 63	Ursa Christian Church
	Gem City Kiwanis Club	Dr. Coletta M. Miller	Jo Ann Wilmott

Come Out and Play!



Kiwanis®

Quincy  
Park Foundation, Inc.  
Quincy, IL

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM : FY 2017 SHELTER/SPECIAL EVENTS/SERVICES FEES: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** The Park District annually reviews facility fees. The fees and policies for shelter rental, extra services and special events are included in the Quincy Park District Policy and Procedure Manual, CHAPTER 6 Park Sites, Facilities, and Equipment Use Policy and Procedures, Addendums A, B and C.

The only proposed change is to raise the base shelter fee \$5.00. This fee has not been raised for 6 years.

A redline copy of each addendum is attached.

**FISCAL IMPACT:** The change in the shelter fee may result in an increase of approximately \$5,000 annually.

**STAFF RECOMMENDATION:** For discussion only.

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

**BOARD ACTION:**

## **ADDENDUM A**

### **CLAT ADAMS GAZEBO (AUTHORIZED EVENTS ONLY)**

1. 100 or less attendees	\$40.00
2. 101 to 250 attendees	\$60.00
3. 251 or more attendees	\$80.00

### **SHELTER RESERVATION FEE SCHEDULE IS AS FOLLOWS**

1. 100 or less attendees	\$ <del>30.00</del> <ins>35.00</ins>
2. 101 to 250 attendees	\$55.00
3. 251 or more attendees	\$80.00
4. Public/Private Educational Institutions located within the #172 School District Boundaries Monday-Friday:	No charge
5. Not-for-Profit Groups (501c3)/Quincy Service Clubs (Excludes activities that charge participants a fee to attend. ie: Daycare Services)	Monday-Friday: No charge

### **EXCESS ELECTRICAL FEE**

Shelter use that includes a high level of electrical use, may be charged an excess electrical fee of \$20.00. This fee is applied when inflatables, bounce houses, or any electrical use for more than eight hours.

## **ADDENDUM B**

### **ADDITIONAL SERVICES FEES**

The following rates will be charged for delivery of additional tables, trash barrels, or bleacher for events held on Quincy Park District Property. Rates are for a maximum of 4 days, after 4 days, the rate will be charged on a per day basis.

Additional Service Fee.....\$15 charged once for any additional service below.

1-15 Picnic Tables .....\$5 per table

16+ Picnic Tables .....\$10 per table

Additional Trash Barrel .....\$5 per Barrel

Bleacher .....\$25 each

If available, items may be rented for off Park District Sites at the following rates:

Picnic Tables .....\$25 per table

Bleacher .....\$75 each

Renter must provide transportation for all off Park District Sites and assumes responsibility for any damage.

**Additional services fees will not be waived, with the following exceptions; affiliated organizations, events that the District fully co-sponsors and events for which an equivalent in-kind payment has been made (radio advertising, for example).**

### **Affiliated Organizations are:**

The Friend of the Castle

The Friends of the Log Cabins

The Quincy Art Center

The Women's City Club

The Quincy Ski Club

Friends of the Trail

### **Co-Sponsored Events are:**

The Dogwood Festival

The Riverfront 4<sup>th</sup>

A \$250 deposit is required for all off Park District rentals. Renter must provide transportation for all off Park District sites and assume responsibility for any damage. A Quincy Park District Property Loan Agreement must be completed and signed by the renter.

Any other additional services provided by the District will be charged on an actual cost basis plus the additional service fee, if not already charged.

## **ADDENDUM C**

**SPECIAL EVENT/CORPORATE OUTING APPLICATION FEE:**                   **\$50**

**IMPACT FEE:**       Events that charge a fee to enter any portion of a park, events that have a large number of vendors, or impact the resources of the District are subject to an additional impact fee of up to \$200 per day.

Event organizer must also pay the appropriate shelter reservation fee for any shelters made unusable by the event.

**CONCESSION FEE:**   \$20 PER WEEK.

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: FY 2018 ART KELLER MARINA FEES: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** The District annually reviews facility fees. The Art Keller Marina is an enterprise fund and is intended to generate adequate revenue to pay for all expenses related to its operation and maintenance. The 2017/18 marina budget includes \$30,000 for dredging in 2018.

The total number of rented covered slips in the 2016/17 season was 140, three more than the previous season. There currently is no waiting list for boaters wanting to get into the marina.

Staff recommends raising the fee for slip rental and for private boat houses \$.05 per square foot. At the current rate, an owner of a 20 x 10 foot boat slip paid \$590 annually for a covered slip. The new rate will increase the annual rate \$10 to \$600. Trailer storage fees will increase from \$75 to \$80.

Refunds and late contract fees are calculated according to the established schedule which is included in this report.

Fuel mark-up is recommended to remain at \$0.35 above District cost.

**FISCAL IMPACT:** None at this time.

**STAFF RECOMMENDATION:** Discussion only.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**

**QUINCY PARK DISTRICT**  
**ART KELLER MARINA FEE SCHEDULE 2017-18**

<b><u>12 MONTH CONTRACT</u></b>	<b>***ANNUAL SLIP RENTAL***</b>						
	(April 1 - March 31)						
Covered/sq ft	\$2.75	\$2.85	\$2.90	\$2.95	\$2.95	\$2.95	\$3.00
Uncovered/sq ft	\$2.45	\$2.50	\$2.55	\$2.60	\$2.60	\$2.60	\$2.65
Metered Electricity	\$45*	\$45*	\$50*	\$50*	\$50*	\$50*	\$50*
	(Meter and 100 kwh of electricity included)						

<b><u>Annual</u></b>	<b>***TRAILER &amp; TRAILER w/BOAT STORAGE***</b>						
	(April 1 - March 31)						
	\$60.00	60.00	75.00	\$75.00	\$75.00	\$75.00	\$80.00

Note: Trailer storage fees are not prorated

	<b>***DAILY VISITOR SLIP RENTAL***</b>						
	W/ electric	\$35.00	\$45.00	\$50.00	\$50.00	\$50.00	\$50.00
W/ out electric		\$30.00	\$35.00	\$40.00	\$40.00	\$40.00	\$40.00

**\*\*\* DAILY SLIP RENTAL MARINA RENTER PERSONNEL WATER CRAFT \*\*\***

Current Renter	\$10	\$10	\$10	\$10
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Open uncovered slip. Rental over 10 days require a certificate of insurance.

**\*\*\* ART KELLER MARINA PRIVATE BOATHOUSE/DOCK \*\*\***

<b><u>12 MONTH CONTRACT</u></b>	<b><u>2012/13</u></b>	<b><u>2013/14</u></b>	<b><u>2014/15</u></b>	<b><u>2015/16</u></b>	<b><u>2016/17</u></b>	<b><u>2017/18</u></b>
Previous Bay Renter/ Sq Ft	\$1.30	\$1.35	\$1.40	\$1.40	\$1.40	\$1.45
New Renters/ Sq Ft	\$1.75	\$1.80	\$1.85	\$1.85	\$1.85	\$1.90

Late Fee: \$30.00 late fee for payments not received by the established deadline.

Note: Payments more than 1 week late will result in the slip being assigned the next person on the waiting list. Late fees will apply.

Contract: A \$30.00 administrative fee will be deducted from the pro-rated refund amount for contracts terminated early.

Termination Fee: Refunds for contracts terminated early will be according to the approved refund schedule.

Refund policy: Renters who receive a slip after April 1<sup>st</sup> will receive reduction according to the approved late contract fee schedule.

Late Contract Fee policy: If approved by the Quincy Park District, renters who put in early or stay late will be charged \$10 per day.

Daily Rates: Additional Decals: \$5

**Art Keller Slip Rental Refund Schedule:**

<b>Termination Dates Between: Annual Fee</b>	<b>Percent Refunded:</b>	<b>Example: \$1,000</b>
<b>April 1 – April 30</b>	<b>80%</b>	<b>\$800</b>
<b>May 1 – May 31</b>	<b>60%</b>	<b>\$600</b>
<b>June 1 – June 30</b>	<b>40%</b>	<b>\$400</b>
<b>July 1 – July 31</b>	<b>30%</b>	<b>\$300</b>
<b>August 1 – August 31</b>	<b>20%</b>	<b>\$200</b>
<b>September 1 – September 30</b>	<b>10%</b>	<b>\$100</b>
<b>October 1 – March 31</b>	<b>0%</b>	<b>\$0</b>

All refunds are subject to a \$30 administration fee.

**Art Keller Slip Rental Late Contract Fee Schedule:**

<b>Rental Dates Between: Annual Fee</b>	<b>Percent of Annual Fee:</b>	<b>Example: \$1,000</b>
<b>April 1 – April 30</b>	<b>100%</b>	<b>\$1000</b>
<b>May 1 – May 31</b>	<b>90%</b>	<b>\$900</b>
<b>June 1 – June 30</b>	<b>75%</b>	<b>\$750</b>
<b>July 1 – July 31</b>	<b>60%</b>	<b>\$600</b>
<b>August 1 – August 31</b>	<b>45%</b>	<b>\$450</b>
<b>September 1 – September 30</b>	<b>30%</b>	<b>\$300</b>
<b>October 1 – March 31</b>	<b>15%</b>	<b>\$150</b>

**Gas Dock Pricing Policy  
(2017-2018)****Gas Pricing Policy:**

Fuel offered for sale at Art Keller Marina will be priced at the time it is purchased at cost plus \$.35.

The price may be adjusted between fuel purchases to account for significant changes in the price and bring Gas Dock fuel prices more in line with the current market.

Pump prices below cost must be approved by the Director of Parks.

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: October 11, 2017**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: 2018 WESTVIEW GOLF COURSE FEES: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** The 2018 season pass rates have no proposed changes. Staff added the early bird special in the 2016 season and changed the twilight time from four o'clock to two o'clock. Staff has reported an increase in play both early and later in the day since the changes have been implemented.

**FISCAL IMPACT:** None

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** David Morgan, Director of Golf

**BOARD ACTION:**

## **Quincy Park District Westview Golf Course - Fee Structure**

# Season Passes

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Adult	\$670	\$700	\$710	\$710	\$710	\$710	\$710
Senior	\$575	\$600	\$610	\$610	\$610	\$610	\$610
Senior -Restricted	\$465	\$500	\$510	\$510	\$510	\$510	\$510
Super Senior-Restricted	\$365	\$400	\$410	\$410	\$410	\$410	\$410
Young Adult (19-29 yrs)	\$325	\$350	\$350	\$450	\$450	\$450	\$450
Junior	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Junior Summer Pass	\$35	\$35	\$10	\$10	\$10	\$10	\$10

Restricted Passes are valid non-holiday weekdays only.

Senior: age 62 and above

### **Super Senior: age 70 and above**

Junior: age 18 and younger

## **Green Fees**

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Weekday 9 Holes	\$15	\$15	\$16	\$16	\$16	\$16	\$16
Weekday 18 Holes	\$20	\$20	\$21	\$21	\$21	\$21	\$21
Weekend 9 Holes	\$17	\$17	\$18	\$16	\$16	\$16	\$16
Weekend 18 Holes	\$25	\$25	\$26	\$21	\$21	\$21	\$21
Junior (9 or 18 Holes)	\$15	\$15	\$16	\$16	\$16	\$16	\$16
19-27 9 or 18 Holes			\$11	\$11	\$11	\$11	\$11

## Golf Cars

## **Green Fee Punch Cards**

### **Golf Car Punch Cards**

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	Proposed
50 - 9 Hole Golf Cars			\$250	\$350	eliminate	eliminate		
20 - 9 Hole Golf Cars			\$120	\$140	\$140	\$140	\$140	
10 - 9 Hole Golf Cars	\$65	\$65	\$65	\$70	\$70	\$70	\$70	

### **Specials & Promotions**

Twilight - walking (after 2:00 pm April - October)		\$16	\$16	\$16
Twilight - with golf car	(Twilight is 2:00 pm except Wed. it is 4:00 )	\$26	\$25	\$25
Spring / Fall Green Fee - March & October- daily		\$16	\$16	\$16
Winter Special - Nov.-Feb. (all you can play with car)		\$21	\$25	\$25
Family Night - Saturday & Sunday after 3:00 pm	Parents	\$6	\$6	\$6
(Children 17 & under on holes 19-27)	Children	\$2	\$2	\$2

# QUINCY PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: October 11, 2017

### **STAFF RECOMMENDATION**

#### **AGENDA ITEM: FY2018 INDIAN MOUNDS POOL FEES: FOR DISCUSSION ONLY**

#### **BACKGROUND INFORMATION:**

##### **Indian Mounds Pool**

A .25 increase in admission fees was approved for 2011 and 2012.

A .25 increase in each age category was approved in 2015.

A Veteran's fee was added in 2016 to be the same fee as Senior Citizen.

**A .25 increase for each daily admission is recommended for 2018.**

Fee History	2014	2015	2016	2017	2018
<b>Daily Admission:</b>					
Youth (17 & under)	\$ 4.25	\$ 4.50	\$ 4.50	\$ 4.50	<b>\$ 4.75</b>
Adult (18 & over)	\$ 4.75	\$ 5.00	\$ 5.00	\$ 5.00	<b>\$ 5.25</b>
Sr. Citizen (62 & older)	\$ 4.25	\$ 4.50	\$ 4.50	\$ 4.50	<b>\$ 4.75</b>
Veteran	NA	NA	\$ 4.50	\$ 4.50	<b>\$ 4.75</b>
Family Day	\$ 13.00	\$ 14.00	\$ 14.00	\$ 14.00	<b>\$ 15.00</b>
<b>Season Pass:</b>					
Individual	\$ 45.00	\$ 50.00	\$ 50.00	\$ 50.00	<b>\$ 55.00</b>
Family	\$160.00	\$165.00	\$165.00	\$165.00	<b>\$ 170.00</b>
Birthday Splash	\$65/4.25	\$65/4.50	\$65/4.50	\$65/4.50	<b>\$65/4.75</b>
Deluxe	\$95/6.00	\$95/6.00	\$95/6.00	\$95/6.00	<b>\$95/6.00</b>
<b>IMP Party:</b>					
Party (Cost/Base)	\$275/50	\$275/50	\$275/50	\$275/50	<b>\$275/50</b>
Per Person over Base	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	<b>\$ 6.00</b>

- A \$25 increase was approved in 2011 for private pool parties. **No increase is recommended for 2018.**
- A \$5.00 increase was approved in 2015. **A \$5.00 increase is recommended in 2018 for individual and family pass. The family pass would be for up to five family members living in the same household.**

- We are recommending a customer appreciation day for the community in 2018. We will have free admission at IMP. Date to be determined later.
- We are recommending continuing our Excessive Heat Warning Policy for IMP. When the National Weather Service issues an Excessive Heat Warning for Quincy the cost of admission at the pools would be \$2.00 during this period and for financial assistance card carriers it would be \$1.00. An excessive heat warning is when the heat index is going to be 105 degrees for at least two consecutive days. The heat index is the actual temperature and humidity combined.
- We are recommending having approval to have special promotional days at the IMP to boost attendance and revenue. On these days we would have special admission rates and concession specials.
- We would also like to keep the same hours as 2017. Monday-Friday 11:00am-5:00pm, Saturday-Sunday 11:00am-6:00pm.

**FISCAL IMPACT:** Based on 2017 attendance figures an estimated \$2,500 in increased revenue for 2018.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**

## 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	<b>10,765</b>
Average	119	113	116	143	<b>142</b>
Days Open	87	79	72	82	<b>76</b>
Days Closed	4	14	14	4	<b>2</b>
Season Pass Visits	1,224	1,169	699	980	<b>1,152</b>
Season Passes Sold				290	<b>379</b>
Family				190	<b>234</b>
Individual				100	<b>145</b>

### 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 Wafering 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

## POOL FINANCIAL

### **Indian Mounds Pool**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Expenses	\$101,861	\$112,392	\$83,934	\$101,816	<b>\$110,500*</b>
Income	<u>\$66,629</u>	<u>\$62,962</u>	<u>\$55,475</u>	<u>\$ 78,552</u>	<u><b>\$81,396</b></u>
(Loss)/Gain	(\$35,232)	(\$49,430)	(\$28,459)	(\$23,264)	<b>(\$29,104)*</b>
					<b>*Projected 12/31/17</b>
Average 2013-2016	Expenses	\$100,000			
	Income	<u>\$ 65,905</u>			
	(Loss)	(\$34,095 )			

### **Wavering Aquatic Center**

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Expenses	\$92,767	\$94,073	\$60,411
Income	<u>\$60,483</u>	<u>\$53,388</u>	<u>\$24,091</u>
(Loss)/Gain	(\$32,284)	(\$40,685)	(\$36,320)
Average 2013-2015	Expenses	\$82,417	
	Income	<u>\$45,987</u>	
	(Loss)	(\$36,430)	

### **Total**

	<u>2013</u>	<u>2014</u>	<u>2015</u>
(Loss)/Gain	(\$67,516)	(\$90,115)	(\$64,779)

# QUINCY PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: October 11, 2017

### **STAFF RECOMMENDATION**

#### **AGENDA ITEM: FY2018 FEES SHOWMOBILE RENTAL: FOR DISCUSSION ONLY**

##### **BACKGROUND INFORMATION:**

In 2012, we changed the fees to have a “no stage extension rate” and a “with stage extension rate”. It takes less staff to do the labor for the “no stage”, and thus the difference in fees.

**I have attached a summary of rentals for the last four years.**

A \$25 increase in each fee category was approved in 2015. The fees had not been raised since 2011.

**No increase in fees is recommended for 2018.**

Rental Fees:	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<u>No Stage Extensions</u>				
Not-for-profit	\$ 575	\$ 575	\$ 575	<b>\$ 575</b>
Profit	\$ 800	\$ 800	\$ 800	<b>\$ 800</b>
Co-sponsor event rentals	\$ 75	\$ 75	\$ 75	<b>\$ 75</b>
Affiliate Rentals - one	No charge	No charge	No charge	<b>No charge</b>
Affiliate Rentals - more than one	\$ 75	\$ 75	\$ 75	<b>\$ 75</b>
<u>With Stage Extensions</u>				
Not-for-profit	\$ 875	\$ 875	\$ 875	<b>\$ 875</b>
Profit	\$1,100	\$1,100	\$1,100	<b>\$1,100</b>
Co-sponsor event rentals	\$ 175	\$ 175	\$ 175	<b>\$ 175</b>
Affiliate Rentals - one	No charge	No charge	No charge	<b>No charge</b>
Affiliate Rentals - more than one	\$ 175	\$ 175	\$ 175	<b>\$ 175</b>
<u>Additional Services</u>				
Additional Services	\$ 35/hr	\$ 35/hr	\$ 35/hr	<b>\$ 35/hr</b>
Additional weekend rate for set up/take down	\$ 200	\$ 200	\$ 200	<b>\$ 200</b>

**FISCAL IMPACT:** No impact.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**

## QUINCY PARK DISTRICT

### SHOWMOBILE RENTALS

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<b><u>2017</u></b>
Total Rentals	27	29	21	<b>17</b>
Park District Event Rental	22	22	14**	<b>12*</b>
(Park Band Concerts, Outdoor Concerts, Family Fun in the Sun, Outdoor Movie)				
** In 2016 – 13 Park Band Concerts, 1 Outdoor Movie				
*In 2017 – 11 Park Band Concerts, 1 Outdoor Movie				
Co-Sponsor Event Rentals	2	4	2	<b>3</b>
Value	\$1,100	\$2,300	\$1,150	<b>\$1,725</b>
Paid Rentals	3	3	5	<b>3</b>
Total Revenue	\$1,775	\$1,075	\$2,575	<b>\$1,400*</b>
Total Expenses	\$1,255	\$1,604	\$1,083	<b>\$750*</b>
Difference	\$520	<b>(\$529)</b>	\$1,492	<b>\$650*</b>

\*Projected

# QUINCY PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: October 11, 2017

### STAFF RECOMMENDATION

#### **AGENDA ITEM: FY 2018 FINANCIAL ASSISTANCE PROGRAM: FOR DISCUSSION ONLY**

**BACKGROUND INFORMATION:** In 1995, the Board approved a scholarship policy that would allow for youth scholarship assistance on programs. We have been able to provide assistance to those individuals that qualify for assistance. During this past year, we have tried to increase community awareness that we have assistance available for them. Attached to this report is a 5 year history of the value of assistance and number of participants.

In 2016, it was approved that the financial assistance program be based on the Quincy Schools reduced and free lunch program.

- If the child receives reduced lunch then they will receive 50% financial assistance. If they receive free lunch they will receive 75% financial assistance. If the child qualifies for the reduced/free lunch program then the entire household qualifies also.
- The individual needs to bring a letter or receipt from the Quincy School to verify that they receive reduced or free lunch.
- The financial assistance will be good for one year August 1 – July 31. Participants need to reapply each year starting on August 1.

**For 2018 we recommend some changes to make it simple for people to apply for assistance.**

- **To qualify for assistance they will need to provide us with documentation that they are eligible for reduced or free lunch or they qualify for food stamps from the Illinois Department of Human Services. They will then receive 75% financial assistance.**

**FISCAL IMPACT:** We have funds available in our financial assistance account. We have budgeted \$25,000 for 2018.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**

**QUINCY PARK DISTRICT  
FINANCIAL ASSISTANCE  
TOTALS**

# of Participants	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<b><u>2017</u></b>
75%	55	56	23	345	<b>588</b>
50%	71	73	51	55	<b>68</b>
25%	<u>61</u>	<u>70</u>	<u>45</u>	<u>NA</u>	<u>NA</u>
Totals	187	199	119	400	<b>656</b>
Value of Assistance	\$ 2,686	\$ 3,886	\$ 3,263	\$11,804	<b>\$22,000*</b>

\*Estimated

# Guide to Quincy Park District's Financial Assistance Program

2018

*Quincy Park District can help make your leisure & recreational activities affordable*

Qualifying households can receive 75% off regular prices for Quincy Park District-sponsored classes & at park district facilities, including Westview Golf Course

**Financial assistance can be used for:**

Swimming at Indian Mounds Pool

Westview Golf (green fees/season passes only) ★ Miniature Golf

Paddleboats, Kayaks & Bike Rental ★ Batting Cage Tokens

Classes (ie: exercise, individual sports, after school program)

Quincy Park District • [www.quincyparkdistrict.com](http://www.quincyparkdistrict.com)  
1231 Bonansinga Drive • Quincy, IL 62301 • (217) 223-7703

Westview Golf Course • [www.westviewgolf.com](http://www.westviewgolf.com)  
2150 S. 36 • Quincy, IL 62301 • (217) 223-7499

*Come Out and Play.*



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

**QUINCY PARK DISTRICT  
FINANCIAL ASSISTANCE APPLICATION**

Staff Use Only  
Percentage Approval:  
75%\_\_

Name of Parent(s) or Guardian(s): \_\_\_\_\_

Address\*: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Home: \_\_\_\_\_ Cell: \_\_\_\_\_

**Household Members**

**Gender**

**Birthdate**

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Immediate Family Size: Adults \_\_\_\_\_ Children \_\_\_\_\_ Total \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

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**FINANCIAL ASSISTANCE PROGRAM**

- The Quincy Park District financial assistance program is based on Quincy Schools reduced and free lunch program and/or food stamp eligibility.
- If the child receives reduced or free lunch then they will receive 75% financial assistance. If the child qualifies for the reduced/free lunch program then the entire household qualifies also. If the household is eligible for food stamps they will receive 75% financial assistance.
- The individual needs to bring a letter or receipt from the Quincy School to verify that they qualify for reduced or free lunch or their profile statement documenting eligibility to receive food stamps from the Illinois Department of Human Services.
- The financial assistance will be good for one year August 1 – July 31. Participants need to reapply each year starting on August 1.
- The individual can receive assistance for recreation programs and facility admission fee reductions.
- Financial assistance will only be awarded when funds are available within the Assistance Fund. Assistance will be granted or denied based upon the applicant's available information and criteria established.
- Space in classes will not be reserved pending receipt of the request from the applicant.
- Financial Assistance is granted or denied without regard to sex, race, creed, religion, handicap, or national origin of the applicant.

**FINANCIAL ASSISTANCE CRITERIA**

1. Financial assistance will be limited to four (4) programs per individual per calendar year.
2. Financial assistance will only be granted for recreation programs solely sponsored by the Quincy Park District.
3. Financial assistance is available for Indian Mounds Pool facility admissions.
4. Financial assistance is available for the Batting Cage facility (mini golf, paddleboats, kayaks, cage tokens and bike rental).
5. Financial Assistance is available for Westview Golf green fees and season passes.
6. \*Must live within the city limits of Quincy.

**QUINCY PARK DISTRICT**  
**FINANCIAL ASSISTANCE PROGRAM**  
**2018 FACILITY RATES**

<b>Indian Mounds Pool</b>	<b>2018</b>	<b>75%</b>
Youth	\$4.75	\$1.25
Adult	\$5.25	\$1.50
Senior/Veteran	\$4.75	\$1.25
Season Pass		
Individual	\$55.00	\$13.75
Family	\$170.00	\$42.50
<b>Batting Cage</b>	<b>2018</b>	<b>75%</b>
Mini Golf		
Youth - 12 and under	\$4.75	\$1.25
Teen and Adult	\$5.50	\$1.50
Cage Tokens	4 / \$2.75	4 / \$1.00
	10 / \$4.75	10 / \$1.25
Paddleboats/Kayaks	\$7.75 hr	\$2.00 hr
	\$5.25 ½ hr	\$1.50 ½ hr
Bicycle Rentals	\$5.25 hr	\$1.50 hr
	\$12.25 3hr	\$3.25 3hr

<b>Westview</b>	<b>2018</b>	<b>75%</b>
Season Passes		
Adult	710.00	177.50
Senior	610.00	152.50
Senior Restricted	510.00	127.50
Super Senior Restricted	410.00	102.50
Young Adult (ages 19-29)	410.00	102.50
Junior	250.00	62.50
Weekday 9 holes	16.00	4.00
Weekday 18 holes	21.00	5.25
Weekend 9 holes	16.00	4.00
Weekend 18 holes	21.00	5.25
Twilight Walking	16.00	4.00
Fall/Spring	16.00	4.00
Junior 9 or 18 holes	16.00	4.00
#19-27 9 or 18 holes/walking	11.00	2.75

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 11, 2017

## STAFF RECOMMENDATION

### **AGENDA ITEM: FY2018 FEES ATHLETIC SURFACE RENTAL: FOR DISCUSSION ONLY**

**BACKGROUND INFORMATION:** In 2005, we established an athletic surface fee for our fields and courts. The fee applied to leagues and tournaments but not for practices. We also added a half day price and a full day price along with a profit and not-for-profit rate.

In 2013, an increase of \$10.00 in each category for the Boots Bush multipurpose fields was approved.

A different fee structure was approved in 2015. We recommended going to a daily rate and only one type of rate. The new rate was \$50 for all athletic fields except the Boots Bush soccer fields. The rate for the Boots Bush soccer fields was \$120 per day per field. There was a two hour rate of \$50 for the Boots Bush soccer fields.

A fee for Pepsi Turf Field was added in 2016.

**No increase in fees is recommended for 2018.**

**Allow the Boots Bush soccer fields to be used for more activities. They would still need to call the Park District to reserve the fields for use.**

**A special event packet would need to be filled out for all rentals and insurance would need to be provided for any of our athletic fields.**

<u>Fee History:</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Athletic Surface *					
Half Day*					
Private Business/Profit	\$45	NA	NA	NA	NA
Not-for-Profit	\$25	NA	NA	NA	NA
Boots Bush Multipurpose					
Private Business/Profit	\$100	NA	NA	NA	NA
Not-for-Profit	\$70	NA	NA	NA	NA
Athletic Surface *					
Per Day Per Field		\$50	\$50	\$50	<b>\$50</b>
Private Business/Profit	\$85	NA	NA	NA	NA
Not-for-Profit	\$45	NA	NA	NA	NA
Boots Bush Soccer/Pepsi Turf Fields					
Per Day Per Field		\$120	\$120	\$120	<b>\$120</b>
Three Hours or Less/Per Field		\$50	\$50	\$50	<b>\$50</b>
Private Business/Profit	\$170	NA	NA	NA	NA
Not-for-Profit	\$110	NA	NA	NA	NA
Lights Per Hour	\$35	\$40	\$40	\$40	<b>\$40</b>
*Rental includes use of bases, liner, rakes and chalk.					

**FISCAL IMPACT:** No impact.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**

# QUINCY PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: October 11, 2017

## STAFF RECOMMENDATION

### **AGENDA ITEM: FY2018 FEES BATTING CAGE: FOR DISCUSSION ONLY**

#### **BACKGROUND INFORMATION:**

- A .25 increase was approved for tokens in 2015. **A .25 increase is recommended for 2018.**
- A .25 increase was approved for mini golf in 2015. In 2016 a fee for senior citizens and veterans was added. It was \$3.25, a \$2.00 discount off of regular price. **A .25 increase is recommended for 2018.**
- A .25 increase was approved for paddleboats in 2015. **A .25 increase is recommended for 2018.**
- We purchased 2 new boats in 2015.
- We received 2 kayaks in July of 2016 and purchased 2 kayaks in 2017. **A .25 increase is recommended for 2018.**
- **A .25 increase is recommended for bike rentals for 2018.**

Fee History	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Batting Machine	4/2.25	4/2.50	4/2.50	4/2.50	<b>4/2.75</b>
	10/4.25	10/4.50	10/4.50	10/4.50	<b>10/4.75</b>
Miniature Golf 18 holes					
Youth (12 & under)	4.25	4.50	4.50	4.50	<b>4.75</b>
Teen & Adult	5.00	5.25	5.25	5.25	<b>5.50</b>
Senior Citizen (62 & older)	NA	NA	3.25	3.25	<b>3.50</b>
Veteran	NA	NA	3.25	3.25	<b>3.50</b>
Paddleboats	7.25/hr	7.50/hr	7.50/hr	7.50/hr	<b>7.75/hr</b>
	4.75/½ hr	5.00/½ hr	5.00/½ hr	5.00/½ hr	<b>5.25/½ hr</b>
Kayaks	NA	NA	7.50/hr	7.50/hr	<b>7.75/hr</b>
			5.00/½ hr	5.00/½ hr	<b>5.25/½ hr</b>
Bicycle Rentals	5.00/hr	5.00/hr	5.00/hr	5.00/hr	<b>5.25/hr</b>
	12.00/3hr	12.00/3hr	12.00/3hr	12.00/3hr	<b>12.25/3 hr</b>
Group Discounted Golf (50 or more, 8am-12pm)					
Youth (12 & under)	3.50	3.75	3.75	3.75	<b>4.00</b>
Teen and Adult	4.25	4.50	4.50	4.50	<b>4.75</b>

**FISCAL IMPACT:** Based on 2017 usage the increase in fees will generate an estimated increase in revenue of \$4,000.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**

# QUINCY PARK DISTRICT

## Board of Commissioners

**Date of Board Meeting: October 11, 2017**

### **STAFF RECOMMENDATION**

#### **AGENDA ITEM: FY2018 QUENCH BUGGY RENTAL FEES: FOR DISCUSSION ONLY**

**BACKGROUND INFORMATION:** The Quench Buggy arrived in late August of 2015. It was donated by Avenue of Lights, Inc. Park District staff delivers the Quench Buggy to the event, sets it up, and then picks it up after the event. We are also responsible for cleaning the Quench Buggy.

In 2015, 2016 and 2017 we did not charge for the use, but suggested a free will donation of \$50. **No changes are recommended for 2018.**

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Rentals	11	17	8	
Rental Fee Per Event	No Charge	No Charge	No charge	<b>No charge</b>
Expenses	\$425	\$32	\$100*	
Income	\$ 50	\$250	\$200*	

\*Projected

**FISCAL IMPACT:** No impact.

**STAFF RECOMMENDATION:** For discussion only.

**PREPARED BY:** Michael Bruns, Director of Program Services

**BOARD ACTION:**



**QUINCY PARK DISTRICT**  
1231 BONANSINGA DR.  
QUINCY, ILLINOIS 62301  
(217)223-7703  
[info@quincyparkdistrict.com](mailto:info@quincyparkdistrict.com)

## **QUENCH BUGGY APPLICATION/RENTAL AGREEMENT**

The Quench Buggy provides unlimited filtered water. Water is available through 8 faucets (2 ADA accessible) and requires a water and electrical hookup. You will be required to provide the water and electricity source. They must be within 150 feet of the location of the Quench Buggy. If you plan to use a City water source, such as a fire hydrant, you must contact the City of Quincy. The Quincy Park District will deliver and set-up the Quench Buggy at your location. It is available on a first come, first serve basis and your application must be approved in advance.

***Application is due 3 weeks prior to the event.***  
**NO RENTAL CHARGE, BUT A DONATION OF \$50 WOULD BE APPRECIATED**

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Name of Organization	Address	Phone	Email
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Contact Person	Address	Phone	Email
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Event Dates: \_\_\_\_\_ For Purpose of: \_\_\_\_\_  
(Describe Event)

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Please deliver to: \_\_\_\_\_  
(state exact location of site)

Contact Person at site: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Person who will meet Quench Buggy staff prior to event)

Quench Buggy set-up by: \_\_\_\_\_ A.M./P.M. Remove by: \_\_\_\_\_ A.M./P.M.

Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Do you have any special set-up needs or additional services? (Costs may be increased according to special needs)

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I ACCEPT RESPONSIBILITY FOR CARE OF THE QUENCH BUGGY AND ITS ACCESSORIES AND AGREE TO PAY FOR ANY DAMAGES OR LOSS THAT MAY OCCUR DURING THE ABOVE STATED EVENT. I ALSO AGREE TO ASSUME GROUP ADHERENCE TO THE REGULATIONS SET FORTH, AND TO PROVIDE INSURANCE COVERAGE AS NECESSARY.

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Signature of Adult

Date

# ***PUBLIC INPUT***