

BOARD OF COMMISSIONERS MEETING



QUINCY PARK DISTRICT 1231 Bonansinga Drive Quincy, Illinois

Agenda July 11, 2018

Regular Meeting - Board Room

6:00 P.M

CALL TO ORDER (ROLL CALL)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: (UNANIMOUS CONSENT)

- 1. Check Register Full Monthly: Recommended Approval by the Finance Committee
- 2. Regular Meeting Minutes June 13, 2018

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

BOARD INFORMATION/EDUCATION:

- Quincy Park District/Adams County/City of Quincy Riverfront Promenade/Boardwalk and Visitor Boat Dock
- Historical Marker-Clat Adams Park

CORRESPONDENCE:

VOLUNTEERS:

- T-ball and Softball Coaches
- Special Populations
- Summer Playground

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
- Marcelo Beroiza, Marketing Coordinator

NEW BUSINESS:

- Independent Audit Report FY2017 Comprehensive Annual Financial Report: Recommended Acceptance (VOICE VOTE)
- Quincy Park District 2018-2019 Goals & Objectives 2nd Quarter Status Update: Information Only
- Quincy Park District Board of Commissioners Executive Session Minutes Biannual Review: (VOICE VOTE)
- Westview Semi-Annual Financial Analysis: Discussion Only
- Naming Rights Wavering Field: Recommended Approval (VOICE VOTE)
- Bid for Wavering Synthetic Turf Field Project: Recommended Approval (VOICE VOTE)

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

<u>EXECUTIVE SESSION:</u> 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)

<u>CALL TO ORDER</u> (OPEN SESSION) (ROLL CALL VOTE)

ACTIONS AFTER EXECUTIVE SESSION

ADJOURN (VOICE VOTE)

CONSENT AGENDA (Unanimous Consent)

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GEN	IERAL OPE	RATING ACC	OUNT			
Check Type: EF	T Transfer					
06/07/2018	GEN	11(E)	0134	ILLINOIS DEPT OF REVENUE RETAILER'S	MAY 2018 SALES TAX Total EFT Transfer:	2,679.00 2,679.00
Check Type: Pa	per Check					
06/07/2018 06/07/2018 06/07/2018 06/07/2018 06/07/2018 06/07/2018	GEN GEN GEN GEN GEN GEN	22874 22875 22876 22877 22878 22879	0063 0836 0392 0943 0924 0943	CITY OF QUINCY COMCAST - RE: WMN'S CITY CLB SERVI COMCAST - RE: WV GOLF COURSE FISHING FOR FREEDOM QUINCY GILL ID SYSTEMS HOLTSCHLAG, JERRY	2018 GERMANFEST EVENT DEPOSIT REFUND WCC INTERNET WV PRO-2 MONTHS INTERNET REF FISH FOR FREEDOM EVENT DEPOSIT REPAIR OFFICE POLAROID CARD PRINTER BLOCKS FOR SAND STORAGE BUNKER	250.00 54.90 329.56 250.00 685.00 1,700.00
06/07/2018	GEN	22880	0118	HOME DEPOT CREDIT SERVICES ACCT 603	3 WCC & DRILL 2 TAPE MEASURES & 2 SCREWS MARINA RR REPAIR SUPPLIES MISC REPAIR SUPPLIES SAND VOLLEYBALL REPAIR SUPPLIES BOB BANGERT SECURITY VIDEO SYSTEM SUPP MISC REPAIR PARTS WY MNT MISC SUPPLIES ELECTRICAL SUPPLIES & UTILITY GLOVES ELECT OUTLET MARINA RR SUPPLIES IMP-COPPER IMP MISC REPAIR SUPPLIES IMP MISC REPAIR SUPPLIES SILICONE WASH PK REPAIR SUPPLIES MISC SUPPLIES	220.11 74.68 25.44 36.53 27.34 157.43 39.57 83.67 275.04 25.94 113.80 3.67 141.93 47.67 8.38 77.66 27.33
06/07/2018 06/07/2018 06/07/2018	GEN GEN GEN	22881 22882 22883	0118 0118 0987	VOID VOID NEOPOST USA	QRTLY POSTAGE MACHINE RENTAL	0.00 V 0.00 V 99.19
06/07/2018	GEN	22884	0205	O'REILLY AUTO PARTS	V-BELT V-BELT V-BELT PRICE ADJ	12.61 12.35 0.26 25.22
06/07/2018	GEN	22885	0477	SAM'S CLUB	WV WV WV WVC	196.38 67.64 33.74 97.84 395.60
06/07/2018	GEN	22886	0251	SECRETARY OF STATE ILLINOIS DEPT OF	2018 NFP ANNL REPORT	10.00
06/07/2018	GEN	22887	0255	SHERWIN WILLIAMS	WV FLOOR PAINT CREDIT-WV PRICE ADJ-FLOOR PAINT	823.92 (96.80) 727.12

06/14/2018

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GEN

GEN

22908

22909

0313

0990

VOID

WALZ LABEL & MAILING SYSTEMS

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123.40 1,659.10

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Vendor Vendor Name Check Date Bank Check Description Amount 06/07/2018 **GEN** 22888 0943 ST. FRANCIS HOME & SCHOOL ASSOC 5/30/18 SCHOOL PICNIC DEPOSIT REFUND 250.00 06/07/2018 **GEN** 22889 0334 TRI-STATE FOOD EQUIPMENT INC WV CONC COOLER 254.25 WV CONC KEG COOLER 200.00 454.25 06/14/2018 **GEN** 22890 0012 AMEREN ILLINOIS ADMIN BLDG GAS 84.09 IMP GAS 52.01 WV GAS 89.18 WV MNT GAS 84.86 280.44 WCC ELECTRIC & GAS 590.58 06/14/2018 **GEN** 22891 0588 BLESSING PHYSICIAN SERVICES **EMPLOYEE DRUG SCREENINGS** 350.00 22892 CALL ONE ACCOUNT# 1010-7507-0001 06/14/2018 **GEN** 0247 MO PHONE 380.56 **GEN** 22893 0727 COMCAST CABLE - RE: IMP 06/14/2018 IMP INTERNET 74.85 22894 06/14/2018 **GEN** 1070 FRENCH GERLEMAN MARINA-QRTZ BULLET FLOOD 75W 44.67 22895 06/14/2018 **GEN** 0104 GETZ INDUSTRIAL CLEANING INC. WV-CLEAN HOOD, DUCTS & FANS 318.00 06/14/2018 **GEN** 22896 0164 LAWSON PRODUCTS INC DRILL BIT SET 101.99 22897 0943 CAROL/STEVE NUDO NISSAN DAMAGES 5/15/18 06/14/2018 **GEN LUDWIG AUTO BODY** 641.64 22898 MAY 2018 LEGAL FEES 06/14/2018 **GEN** 0777 MAYS. WALDEN & ANASTAS P.C. 577.50 **GEN** 22899 0645 MENARDS-CAPITAL ONE COMMERCIAL BC-SAFF 99.00 06/14/2018 **IMP & ASP SUPPLIES** 98.44 197.44 06/14/2018 **GFN** 22900 0224 QUINCY CHAMBER OF COMMERCE ANNUAL DUES 7/1/18-6/30/19 196.00 22901 06/14/2018 **GEN** 0231 QUINCY PARK BAND C/O LINDA BEERS 6/10/18 CONCERT SPONSOR 1,000.00 06/14/2018 **GEN** 22902 0755 REPUBLIC SERVICES ALLIED WASTE OF Q JUNE 2018 TRASH REMOVAL 529.04 06/14/2018 **GEN** 22903 0448 SINCLAIR BROADCAST GROUP **ADVERTISING** 240.00 **ADVERTISING** 90.00 **ADVERTISING** 200.00 **ADVERTISING** 140.00 670.00 06/14/2018 **GEN** 22904 0262 STAPLES CREDIT PLAN ACCT# 6035 5178 **CHAIR MATS & MARCELO CHAIR** 427.95 5/4/18 CREDIT (102.00)325.95 **GEN** 22905 0340 423.00 06/14/2018 SWANK MOTION PICTURES LION KING-MOVIE IN THE PARK 6/15/18 22906 06/14/2018 **GEN** 0728 TYLEX INC MO GAS 40.80 06/14/2018 GEN 22907 0313 VISA CARD SERVICES EARPHONE-HEADSET-SPLITTER CABLE 16.01 IAPD-2018 LEGISLATIVE CONF BINDER 85.00 MO VOIP SERVICE 767.77 SAFFTY SUPPLIES 34.50 82.59 UPS STORE-SHIP CARD PRINTER FOR REPAIR **CPR SUPPLIES** 88.07 **FACEBOOK ADS** 27.18 **FACEBOOK ADS** 366.52 BACKGROUND CHECK RUBBER STAMPS 48.31 ILL BASSET COURSE-BECKENHOLDT 19.75

YRLY ADVERTISING-INTERNET

POST MACHINE REPAIR AGREE 7/1/18-7/1/19

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06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN	22947 22948 22949 22950	0602 0009 0101 0012	ADVANCED TURF SOLUTIONS ALARM SYSTEMS INC MIDWEST ANSWER ALL LINE EQUIPMENT CO AMEREN ILLINOIS	FAIRWAY HERBICIDE MO ALARM MONITORING MARINA-2 GAS PUMP COMPUTERS MO ELECTRIC	499.00 485.00 1,100.00 7,616.98
06/29/2018	GEN	22951	0018	AREA DISTRIBUTORS	BC IMP SUPPLIES IMP & BC SUPPLIES IMP TRASH BAGS ADMIN BLDG 33X39 CAN LINERS IMP IMP SUPPLIES WV CAN LINERS	61.35 87.40 104.19 118.44 21.87 116.31 93.72 39.48 642.76
06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN	22952 22953 22954 22955	0018 0916 0029 0588	VOID BEHM & HAGEMANN INC BERGMAN NURSERIES BLESSING PHYSICIAN SERVICES	STRAW MAT-BERRIAN SHELTER REPLACE WASH PK BUSHES WORK COMP CLAIM 6/1/18 MALLORY	0.00 V 136.20 143.96 88.77
06/29/2018	GEN	22956	0684	BSN SPORTS INC	6 DZN BASEBALLS 4 DZN TOURNAMENT BALLS	294.00 276.00 570.00
06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN	22957 22958 22959 22960	0048 0869 0412 0059	CANE'S SHARP SERV & SALES CDS OFFICE TECHNOLOGIES CENTURY SIGNS INC CHS EMPLOYEE BENEFIT SERVICES	4 SETS HEDGE TRIMMER BLADES MO IT REPAIR 2 TENNIS LIGHTS-RESERVOIR JULY 2018 PLAN FEES	70.00 1,037.00 145.00 60.00
06/29/2018	GEN	22961	0064	CITY OF QUINCY - WATER DEPT	1901 HARRISON 1700 S 12TH ST 1500 S 12TH ST	42.64 37.74 100.85 181.23
06/29/2018 06/29/2018	GEN GEN	22962 22963	0066 0058	CLASSIQUE SIGNS COLLISION SOLUTIONS INC	30 BASEBALL MEDALS RANGER TRUCK 6/1/18 INCIDENT-BUFF OUT SC	90.00 150.00
06/29/2018	GEN	22964	0071	CONNOR CO	BUSHING GARDEN HOSE ADAPTER IMP-SLOAN 4 WAY VALVE KEY	8.59 6.35 561.23 3.98 580.15
06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN GEN GEN GEN	22965 22966 22967 22968 22969 22970 22971 22972	0450 1034 0106 0988 0531 1071 1033 0117	DAGGS VIDEO & DJ SOUND DAY 3 PRODUCTIONS GLASS 1 ONE INC GREENSPRO INC HALL SIGNS HARDY'S RADIATOR REPAIR HART, RODNEY HOEBING'S INC	2018 SPECIAL POPS SUMMER DANCE DJ JUGGLING JEFF 7/24/18 PERFORMANCE 19319 FAIRWAY FUNGICIDE U-CHANNEL POSTS TORO MOWER RADIATOR REPAIR CHEESEBURGERS 7/6/18 PERFORMANCE EDGER BLADE	570.00 600.00 230.50 1,330.00 609.99 88.00 600.00 30.96
06/29/2018	GEN	22973	0121	HY-VEE ACCOUNTS RECEIVABLE ACCOUNT	T IMP	33.05 5.96 1.90 23.66 8.00 22.89 9.63 7.45

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Check Vendor Vendor Name Check Date Bank Description Amount IMP 11.92 IMP 8.97 IMP 0.99 **IMP** 10.07 144.49 06/29/2018 **GEN** 22974 0121 VOID 0.00 V 06/29/2018 **GEN** 22975 0901 HY-VEE ACCOUNTS RECEIVABLE ACCT#892 BC 6.94 BC 8.36 SPECIAL POPS SUPPLIES 13.47 11.49 BC BC 3.96 BC 5.96 BC 10.43 5.96 BC SPECIAL POPS REFRESHMENTS 7.47 74.04 06/29/2018 **GEN** 22976 0901 VOID 0.00 V 06/29/2018 **GEN** 22977 0139 ILMO PRODUCTS CO **OXYGEN** 29.57 06/29/2018 **GEN** 22978 0674 INTERSTATE ALL BATTERY CENTER OF TH LAWN & GARDEN BATTERY 50.96 06/29/2018 **GEN** 22979 0973 J & J AMUSEMENTS INC BC CAGE SOFTBALLS 1,177.83 06/29/2018 **GEN** 22980 0159 KOHL WHOLESALE IMP 745.11 **IMP** 205.10 BC 229.57 IMP 22.63 WV 25.55 IMP 78.90 ВС 318.06 BC 71.51 SPEC POPS DANCE SUPPLIES 82.64 IMP 201.73 **IMP** 324.40 WV 561.00 **QUENCH BUGGY** 12.66 **IMP** 216.64 BC 254.90 IMP 362.90 WV 75.88 **IMP & SUMMER PLAYGROUND** 37.28 3,826.46 06/29/2018 **GEN** 22981 0159 VOID 0.00 V 06/29/2018 **GEN** 22982 0159 VOID 0.00 V 06/29/2018 **GEN** 22983 0162 192.52 LANDMARX INC 7 STAFF SHIRTS **GEN** 22984 LAWSON PRODUCTS INC WV MNT MISC SUPPLIES 06/29/2018 0164 85.40 06/29/2018 **GEN** 22985 0168 LUBY EQUIPMENT SERVICES PSO005820-1 9.95 22986 70.00 06/29/2018 **GEN** 0169 MAROLD ELECTRIC **BC PITCHING MACHINE** 06/29/2018 **GEN** 22987 1031 MCCAUGHEY, ERIC 7/20/18 -SOUL SHAKER PERFORMANCE-WASH P 600.00 06/29/2018 **GEN** 22988 1023 MIDWEST OFFICE SUPPLY INC **REC-REPORT COVERS** 26.99 ADMIN OFFICE PAPER TOWELS 18.93 45.92 **GEN** 22989 0185 3.608.45 06/29/2018 MIDWEST POOL & COURT IMP CHLORINE TABS 06/29/2018 **GEN** 22990 0188 MIDWEST SERVICE ENTERPRISE WAVERING BALLFIELD PORTA POTTY 124.00 **WV PORTA POTTY** 66.00

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Check Date Bank Check Vendor Vendor Name Description Amount 190.00 06/29/2018 **GEN** 22991 0579 MTI DISTRIBUTING, INC. WV-BANK MOWER MODULE CONTROL 328.70 **GASKET** 42.61 4000D PARTS-MOWER OVERTURNED 665.74 1,037.05 06/29/2018 **GEN** 22992 1021 **NEIS & CLEAN L.L.C.** ADMIN OFFICE 4.16-5.23 1,380.00 **GEN** 22993 0205 **CERAMIC PADS-TRUCK 13C** 99.99 06/29/2018 O'REILLY AUTO PARTS **BRAKES & BRAKE FLUID-TK 13C** 233.49 333.48 **GEN** 22994 0872 LIFEGUARD SUITS, SHORTS & SHIRTS 725.87 06/29/2018 ORIGINAL WATERMEN 06/29/2018 GEN 22995 1066 PAIGE PRO PRODUCTS LLC 8 DIGITAL IMAGES-SAND VOLLEYBALL 200.00 8 DIGITAL TRAIL PHOTO DOWNLOADS 200.00 400.00 PAPA JOHN'S-BAJCO ILLINOIS LLC 06/29/2018 **GEN** 22996 0209 **IMP** 24.75 **IMP** 24.75 **IMP** 24.75 IMP 26.43 IMP 26.43 **IMP** 24.75 **IMP** 24.75 IMP 24.75 IMP ORDER 0002 24.75 IMP 24.75 **IMP** 24.75 IMP 24.75 IMP 24.75 **IMP** 24.75 349.86 06/29/2018 **GEN** 22997 0209 VOID 0.00 V **GEN** 22998 0284 PRAIRIELAND FS INC MARINA FUEL FOR SALE 2,854.81 06/29/2018 WV DIESEL 531.96 WV FUEL 853.56 MARINA 91 FUEL 2.660.00 PMT-REMAINING DUE 0.44 WV DIESEL 338.10 WV FUEL 802.90 MARINA FUEL FOR SALE 2,472.80 MNT 3 FUEL 830.94 MNT 2 FUEL 973.69 MNT 1 FUEL 1,535.20 MNT 3 DIESEL 433.80 14,288.20 22999 0284 VOID 0.00 V 06/29/2018 GEN 0226 WV-WASP SPRAY & GREASE 06/29/2018 **GEN** 23000 QUINCY FARM & HOME SUPPLY 71.82 IMP & BC & PLAYGROUND SUPPLIES 31.67 **BUNGEY CORDS** 8.99 SPRAYER & BRUSH KILLER 128.97 **BRUSH KILLER** 99.99

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					BC	394.54 5,413.34
06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN GEN GEN	23009 23010 23011 23012 23013 23014 23015	0238 0238 0238 1072 0240 0691 0255	VOID VOID VOID VOID REXX BATTERY OF QUINCY RICHARDS ELECTRIC MOTOR RINELLA COMPANY SHERWIN WILLIAMS	WV MNT-STARTER SOUTH PK POND FNTN PUMP WV-MILK WAVERING RR DOOR PAINT	0.00 V 0.00 V 0.00 V 169.00 755.50 98.40 52.87
06/29/2018	GEN	23016	0981	SITEONE LANDSCAPE SUPPLY	20 IRRIGATION HEADS 12 IRRIGATION HEADS	436.09 264.47 700.56
06/29/2018	GEN	23017	0736	SPRINGFIELD ELECTRIC SUPPLY CO	LIGHTING SUPPLY NYL PLUG FUSE	96.04 15.53 22.95 134.52
06/29/2018	GEN	23018	0270	SUMMY TIRE	TIRE REPAIR FLAT REPAIR & TUBE MULTI TRAC TIRE WV FAIRWAY MOWER TIRE REPAIR FLAT REPAIRS-2 NEW TUBES	15.00 30.00 107.50 30.00 46.00 228.50
06/29/2018	GEN	23019	0271	SUN MOUNTAIN SPORTS	SHIRTS-SPECIAL ORDER	841.11
06/29/2018	GEN	23020	0273	SUPREME TURF PROD INC	WV FUNGICIDE-GREENS WV FERTILIZER-GREENS WV FAIRWAY FUNGICIDE FUNGICIDE-TEES & GREENS SPRAYABLE FOR GREENS FAIRWAY FUNGICIDE	2,940.00 445.00 2,630.00 1,700.00 448.00 3,400.00 11,563.00
06/29/2018 06/29/2018 06/29/2018 06/29/2018	GEN GEN GEN GEN	23021 23022 23023 23024	0340 0447 0276 0979	SWANK MOTION PICTURES TANGERINE BOWL TERSTRIEP TREE SERVICE THE DISTRICT	7/6 MOVIE IN THE PK-DESPICABLE ME 3 SPECIAL POPS & SUMMER PLAYGROUND BOWL SOUTH PARK STUMP REMOVAL-12TH & CHERRY BLUES IN THE DISTRICT SPONSORSHIP	463.00 162.00 150.00 1,000.00
06/29/2018	GEN	23025	0609	UNITED SYSTEMS INC	IMP INDOOR/OUTDOOR CAMERA ADMIN OFFICE FIRE ALARM INSPECTION & MAI	240.80 356.00 596.80
06/29/2018	GEN	23026	0292	VAN DIEST SUPPLY CO	FUNGICIDE-FAIRWAYS & GREENS HERBICIDE INSECTICIDE WV HERBICIDE FAIRWAY FUNGICIDE FAIRWAY FUNGICIDE	3,011.66 983.70 484.56 1,185.00 541.95 1,264.55
06/29/2018	GEN	23027	0294	VERMONT SYSTEMS INC	OFFICE-ID CARD PRINTER RIBBON	189.00
06/29/2018	GEN	23028	0299	WALTER LOUIS CHEMICALS	WASH PK FNTN CHEMICALS	135.20

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					IMP TEST KITS	73.01 208.21
06/29/2018	GEN	23029	0310	WOOD MART BUILDING CENTER	BC REPAIR PARTS Total Paper Check:	45.20 180,199.28
GEN TOTALS:						

(25 Checks Voided)

Total of 127 Disbursements: 182,878.28

QUINCY PARK DISTRICT 1231 Bonansinga Drive Quincy, Illinois

Regular Meeting

June 13, 2018
Board Room

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 Barbara Holthaus, Commissioners Vicki Dempsey, John Frankenhoff, Jeff Steinkamp, and Kelly Stupasky. 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: Sara Reuschel.

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, Marketing Coordinator – Marcelo Beroiza, Administrative Assistant – Mary Arp and Board Attorney – Terry Anastas.

President Gough led the room in the Pledge of Allegiance.

CONSENT AGENDA

President Gough asked if there were any objections or changes to the May 9, 2018 Regular Board meeting minutes or the check register and upon hearing no objections he announced they are approved by unanimous consent.

PUBLIC INPUT

Chuck Schultz thanked the group for their service and stated that he is a proponent to renaming Riverview Park to Ben Bumbry Riverview Park. He noted that Ben Bumbry was civic minded, had a number of accomplishments and stood out as an example for the community.

BOARD INFORMATION/EDUCATION

CORRESPONDENCE

Executive Director Frericks noted that the packet included correspondence from the Quincy Community Garden Coalition thanking the Park District for assistance.

VOLUNTEERS

Executive Director Frericks extended his appreciation to the Master Gardeners who worked in the Moorman Park area and the Fischers who volunteered at the Tri-State Pro-Am.

EXECUTIVE DIRECTOR REPORT

Executive Director Frericks added to his report that a request for proposal for naming rights to the Wavering ballfield and a bid request for synthetic turf will be in the newspaper on Sunday. There will be a bid letting for the 18th-24th Street portion of the trail in September. He asked if the Board was interested in another retreat this year or if they would like staff to present topics at two or three Board meetings. President Gough asked the Board to send their thoughts/ideas for a retreat and what days they would not be available in August to Executive Director Frericks. There was some discussion regarding the status of QBARA (Quincy Bay Area Restoration and Enhancement Association). They meet monthly and are looking at applying again for the grant this fall. They are also in the process of organizing so they can accept donations.

DIRECTOR'S REPORTS

Director Higley reported that the Moorman Main and Batting Cage parking lot resurfacing have been completed. Berrian Park shelter should be completed by Friday. He provided an example of a sign to illustrate the cost of signage. He noted that the installation of signs in

Parker Heights could probably be completed in house. Director Bruns stated that things went well for the opening of Indian Mounds Pool. He noted that there is an increase in attendance. We are working on possibly offering a flag football league this fall and we continue to work with the Northwest neighborhood community and the Jackson Lincoln Pool committee. He also noted that T-ball was moved to the grass area until there is rain. Executive Director Frericks reported that the carting event was a success. Attendance was good and there was no damage to the park. Director Morgan reported that the Tri-State Pro-Am also had good attendance and it will be back to Westview in two years. Coordinator Beroiza noted that the carting event was reported live and on the District's social media outlets. He also noted that all events across the Park District are covered by social media. He reported that there has been a dramatic increase in the number of likes on social media, news coverage and attendance at events like Movies in the Park.

NEW BUSINESS

RESOLUTION NO. 18-03, Establishing Prevailing Wage

VICE PRESIDENT HOLTHAUS, SECONDED BY COMMISSIONER STEINKAMP, MADE A MOTION TO APPROVE RESOLUTION NO.18-03 ESTABLISHING PREVAILING WAGE AS PRESENTED BY STAFF.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER FRANKENHOFF
COMMISSIONER REUSCHEL
COMMISSIONER STEINKAMP
COMMISSIONER STUPASKY
COMMISSIONER DEMPSEY
VICE PRESIDENT HOLTHAUS
PRESIDENT GOUGH
YES

PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Adams County Skate NFP Skate Park Sign Wording in Lincoln Park

COMMISSIONER KELLY STUPASKY MADE A MOTION TO APPROVE ADAMS COUNTY SKATE NFP SKATE PARK SIGN WORDING IN LINCOLN PARK AS RECOMMENDED BY STAFF. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bid for Clat Adams Fountain Replacement

VICE PRESIDENT HOLTHAUS, SECONDED BY COMMISSIONER STEINKAMP MADE A MOTION TO APPROVE THE BID FOR CLAT ADAMS FOUNTAIN REPLACEMENT AS PRESENTED BY STAFF. Executive Director Frericks provided an overview of the status of the fountain. He noted that the plans and specifications were prepared, the project was advertised, bids were opened June 6, 2018 and three bids were received. The low bid was \$270,800 from Trotter General Contracting for the fountain replacement. There was some discussion regarding the future potential plans for a pier, the development of the area around front and Hampshire, changes at the water department and the potential impact on the Park District's property. President Gough stated that he anticipates there will be more information regarding this project at next month's meeting. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Multiple T-Ball/Softball Fields for WAC Repurposing

COMMISSIONER STUPASKY MADE A MOTION TO APPROVE THE PLAN FOR MULTILPE T-BALL AND SOFTBALL FIELDS AT WAVERING AQUATIC CENTER SITE.

Director Bruns explained that staff have developed a plan to build two ballfields at the WAC Center. He noted they will be used for T-ball and girls softball and concessions will also be sold at the sight. Adding these fields at this location will eliminate the need for field maintenance staff to travel to Johnson Park five days a week. The estimated cost of the project is \$105,000. The cost is made up of playground equipment for ages 2-5 \$30,000, field fencing \$35,000, remodel restroom area \$10,000, bleachers/benches \$10,000 and

concrete work \$20,000. There is \$30,000 in the 2018 capital budget and the remaining \$75,000 will be in the 2019 capital budget. It is anticipated they will be ready for next year's season. Showers will remain in the center. If this is approved, it would require funds from the 2019 bond project list. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Quincy Park District Renaming Riverview Park to Ben Bumbry Riverview Park
VICE PRESIDENT HOLTHAUS MADE A MOTION TO APPROVE RENAMING RIVERVIEW PARK
TO BEN BUMBRY RIVERVIEW PARK PENDING THE 50 DAY PUBLIC COMMENT PERIOD.
Executive Director Frericks noted that approval tonight would begin the 50 day comment
period. It was noted that Ben Bumbry was instrumental in the decision to rebuild Indian
Mounds Pool. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.
Ordinance NO.18-04, Quincy Park District Board Policy Manual

COMMISSIONER STUPASKY MADE A MOTION TO APPROVE ORDINANCE NO. 18-04, QUINCY PARK DISTRICT BOARD POLICY MANUAL AS PRESENTED BY STAFF.

Director Hilgenbrinck explained that this was requested by the Board. The changes are highlighted on page 9 of the board policy. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

<u>Partnership with General Energy Corp to Replace and Retrofit Existing Light Fixtures with LED Lightning</u>

Director Hilgenbrinck explained that the details of this project are included in the staff recommendation but highlighted that Ron Frericks with QFB Energy was instrumental in the project. He noted that this project will impact the Park District's energy cost for years to come. He explained that rates have been secured through 2020. The retrofit will not change the appearance of the fixtures. It was noted that there was a request for proposals for this project.

PUBLIC INPUT

Jeff Kerkhoff concurred that the renaming of Riverview Park is appropriate and noted that the change in the mission statement good.

Commissioner Steinkamp presented a proposal for a campsite location and suggested that staff review the project for feasibility and potential cost. It was noted that this could be discussed at the retreat. It was agreed that staff would look at the potential cost. President Gough noted that the efforts for the carting event were greatly appreciated and there are plans for the event next year.

COMMISSIONER DEMPSEY MOVED TO ADJOURN. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Chairman	
 Date	
	Chairman Date

PUBLIC INPUT

BOARD INFORMATION/ EDUCATION

QUINCY PARK DISTRICT/ADAMS COUNTY/CITY OF QUINCY

Riverfront Promenade/Boardwalk and Visitor Boat Dock

Design and Engineering Request for Qualifications (RFQ)

Overview

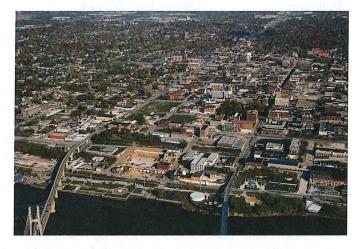
Quincy is the economic and cultural hub of west-central Illinois, serving nearly 300,000 people within a 75 mile radius. Built on limestone bluffs with striking views of the Mississippi River, the City is located on the river's east bank in Adams County, Illinois. Known as the "Gem City," Quincy remains a prominent river town with a population of more than 40,000.

Residents on both sides of the river rely upon two bridges for their daily commute to work. The Bayview Bridge carries westbound U.S. Highway 24 traffic to West Quincy, MO. Eastbound traffic is carried by the Quincy Soldier's Memorial Bridge just to the south. The bridges visually frame views of the Mississippi from a system of public parks on the riverfront. Bayview is a cable-stayed span with tall towers. The bridge is particularly dramatic when lit at night.

Project Summary

The Quincy riverfront is one of the greatest amenities and attractions for residents and visitors to the region. Currently Quincy's riverfront has three parks — Clat Adams, Bicentennial and Edgewater—that are connected by a linear trail system. While the riverfront parks are certainly pleasant spaces for relaxation, they were designed as passive green space for viewing the river.

What is missing is a significant facility that will tie the riverfront to the Mississippi itself—a dock attraction to draw boaters and



residents on a daily basis. The City of Quincy, Adams County and the Quincy Park District seek to expand the riverfront park system by adding a riverfront promenade, boardwalk and boat dock at the foot of Hampshire Street.

The sponsor is soliciting statements of interest from qualified engineering and architectural firms to prepare preliminary design concepts, obtain the required permits, and prepare final plans, specifications, and estimates for the construction of a riverfront pier, boardwalk and visitor dock. The initial development area has approximate 400 feet of river frontage (see Exhibit A) which currently includes a boat landing and is located between Bicentennial Park and the Quincy Water Treatment Plant. The elevated plaza design needs to address access to the river via a boardwalk, accommodation for docking large river vessels as well as day-boaters, pedestrian and bicycle connections to adjacent parks and private vendor opportunities on the plaza. Part of this proposal is to provide a concept design for the area between the bridges and how the promenade, boardwalk and boat dock will tie into the overall design. Budget for this project is expected to be \$4,000,000 to \$6,000,000 and all construction work on this

promenade, boardwalk and boat dock project will be required to be in compliance with the Prevailing Wage Act.

Background Information

The Quincy Next Strategic Plan was adopted by the Quincy City Council in March 2018. The plan focuses on four areas: general economic development, downtown/riverfront development, transportation/infrastructure/safety, and tourism/arts/recreation. Over 180 community members served on task forces to guide the plan. One of the top initiatives garnered from public input was Quincy's Riverfront is the City's greatest natural asset, with the potential to serve many different roles including tourism destination, center of community activity, thriving restaurant and retail district and attractive residential location. The Quincy Next Strategic Plan can be reviewed at: http://www.quincyil.gov/files/documents/document/000/000/820.ADOPTED_Quincy%20Next%20Strategic%20Plan March%202018.pdf

Illinois Department of Transportation conducted a Phase 1 Planning Study for the replacement of Quincy Memorial Bridge over the Mississippi River. The preferred location for the new Memorial Bridge is the York Street alignment which is two blocks south of the current Maine St Bridge alignment.

Submission Requirements

Sponsor: City of Quincy, Adams County and Quincy Park District

Due Date: No later than 4.00 pm on August 16, 2018

Delivery: Quincy Park District

1231 Bonansinga Dr, Quincy Illinois 63201

Deliverables: Technical Qualifications - 1 electronic 5 hard copies

Request for Qualifications shall be submitted in a sealed envelope clearly marked on the outside of the envelope: RFQ for: Riverfront Promenade/Boardwalk and Visitor Boat Dock

RFQ Inquiries: Inquirers concerning the RFQ can be made only by email to: Rome Frericks, Executive Director, Quincy Park District: rfrericks@quincyparkdistrict.com

Basic Qualifications

Consultants must have experience, skills, vision and creativity in developing waterfront projects. The riverfront design should include state-of-the-art philosophy towards infrastructure and waterfront design specifically with boardwalks and dock designs associated with rivers with significant water flow, water depth changes and flooding. The selected planning team and sub-consultants must have the qualifications in waterfront engineering, architecture, riverfront design with graphic abilities to express concept plans to the public and elected officials.

Requested qualifications of team/firm submitting RFQ:

- Demonstrate waterfront architecture/engineering expertise and successful execution of projects of similar scope and scale.
- Demonstrate understanding of river navigation and flooding impacts on structures in the River.
- Experience and ability to suggest cost-containing strategies for sustainable design to lower operation and maintenance cost.
- Community Meeting facilitation skills.
- Expertise with bike/pedestrian transportation engineering and trail development.

- Past riverfront recreation design, engineering and development successes.
- Past experience with obtaining state and federal permits.

Services Required and Scope of Work

- Necessary field surveys and field reconnaissance work (including property / right of way locations) to obtain and develop needed information for the improvements.
- Development of a concept plan with the focus on the promenade, boardwalk and boat dock at the location shown in Exhibit A and how they tie into the riverfront between the Bayview Bridge (Broadway St.) and future Memorial Bridge replacement (York St.) in terms pedestrian and boater access.
- Preparation of 3 preliminary options with 3D visual renderings and estimates of probable cost to be presented to the community for comment for the overall project between Broadway and York Streets.
- Develop a phasing sequence and budget in coordination with the community for the implementation of the overall project including annual maintenance and operation costs.
- Once a preliminary design option is chosen by the community, the consultant shall prepare final construction plans, specifications, bid documents, estimate of probable cost, and estimate of construction time for the first phase of the project.
- Acquisition of the required permits from state and federal agencies.
- Coordination with utilities and railroad companies.
- Up to 3 Community Meetings.
- Arrange for and conduct a preconstruction conference with the contractor(s) for the Phase 1 project prior to the start of construction. The preconstruction conference will be coordinated with community officials.

Statement of Interest (SOI) Requirements

For a firm to be considered, four bound hard copies and one electronic copy (preferably PDF) of the SOI is required to be received Thursday, August 16, 2018 (delivery instructions above). Note that the SOI should follow the order set forth in this section. The SOI should be limited to 40 pages (including Title Page).

Each submission should include a preliminary section which includes the following:

- 1. Title page include the firm's name, contact person and contact information for the firm and contact person
- 2. Table of Contents
- 3. Transmittal Letter include the following:
 - a. Signed statement regarding the proposer's understanding of the work to be done,
 - b. Commitment to perform the work within the time period,
 - c. Statement attesting that the firm will perform the work according to the standards required herein, and
 - d. Irrevocable offer for 60 days.
- 4. A listing of prior experience in providing like services. Include a list of prior projects similar in size and scope and persons to contract for references. Project listed should have been completed within the past 10 years and should be for the persons that will be assigned to this project.
- 5. The experience of the principals and staff of the firm that will be assigned to this project.

- 6. Demonstrated special experience of persons proposed for the design team with design of boardwalks and boat docks of this size and nature.
- 7. Demonstrated experience with various environmental reports that might be required by this projects. Examples included but are not limited to environmental assessments, geotechnical samplings, environmental impact assessments, land and river use permits and regulations, bid laws and procedures and construction management experience and abilities.
- 8. The approach that will be taken to conduct the work along with a timeline schedule to complete all work. Major work elements shall be shown.
- 9. A comprehensive listing of Consultants and/or subcontractors that would likely be used a part of the design team.
- 10. A current manpower allocation chart or graph or written description that describes manpower available for this project.

Evaluation of the SOI

The Statement of Interest will be rated based on:

Rating Description	Weighted %
Past performance	12.5%
Proposed staffing from prime and any sub consultants	12.5%
Available capacity of the firm	12.5%
The firms experience with the required project work	25%
The firms understanding / method of accomplishing	
project requirements	25%
Proximity of the firm and any sub consultants	12.5%

Oral Presentation

During the evaluation process, Quincy Park District, Adams County and City of Quincy at its discretion, request any one or all firms to make oral presentations. If requested to present, the presentation is a requirement for final selection. The presentation and Q&A with the selection committee will last approximately 30 minutes. Such presentations will provide firms an opportunity to answer any questions the committee may have on a firm's proposal. Not all firms may be asked to make such oral presentations.

Reservation

Quincy Park District, Adams County and City of Quincy reserve the right to reject any and all proposals.



Exhibit A

Riverfront Promenade/Boardwalk and Visitor Boat Dock

July 2018

Request for Qualifications

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 11, 2018

STAFF RECOMMENDATION

<u>AGENDA ITEM</u>: QUINCY PARK DISTRICT HISTORIC MARKER CLAT ADAMS PARK: DISCUSSION ONLY

INFORMATION PROVIDED:

- Historic Marker Clat Adams Park Staff Recommendation June 12, 2002
- Minutes From May 2002 Board Meeting
- Pictures of Historic Marker

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 12, 2002

STAFF RECOMMENDATION

Agenda Item # 11A

SUBJECT: HISTORIC MARKER: CLAT ADAMS/BICENTENNIAL PARK

BACKGROUND INFORMATION: At the May 8, 2002 Regular Meeting of the Quincy Park District, the Board of Commissioners tabled a request from the City of Quincy to authorize the placement of an historical marker at Clat Adams Bicentennial Park. The marker, as intended, is recognizing the role that Quincy played in sheltering members of the Church of Latter Day Saints in 1839. The stone will stand approximately 3 feet above grade and is approximately 30 inches wide. The text is historical rather than religious in nature. Staff recommended that the request be considered at the May 8, 2002 meeting. The Board voted by majority to table the issue until after which time, residents have been given ample opportunity to learn more about the details of the request and state their opinions to staff or Board members. Several news stories appeared on television, radio and in the print media. The information was also posted on the Park District Web Site. Park District staff has received 240 responses as of June 5, 2002 with 187 in favor of placement of the marker, and 53 against.

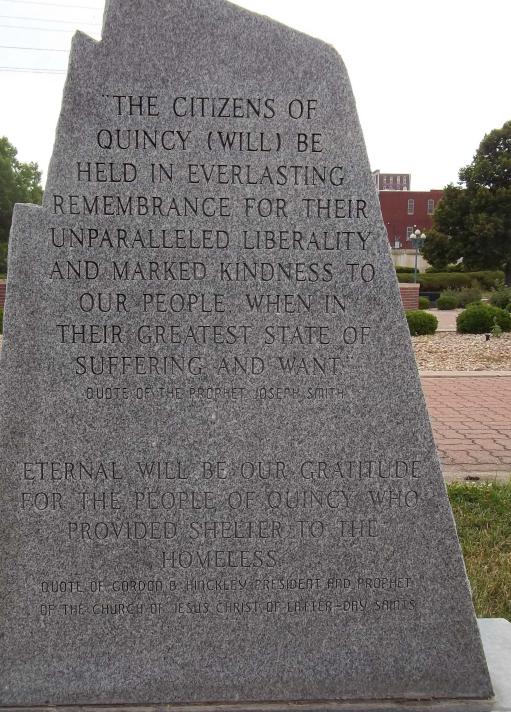
FISCAL IMPACT: NONE

EXECUTIVE DIRECTOR RECOMMENDATION: I recommend that the Board of Commissioners authorize the placement of the historic marker in Clat Adams/Bicentennial Park as presented.

PREPARED BY: John Hecker, Executive Director

BOARD ACTION:

Executive Director Hecker explained that the City of Quincy is requesting authorization from the Board of Commissioners to place a historic marker at Clat Adams Park recognizing the importance that Quincy played in the sheltering of the folks who were ousted from Missouri many years ago. The large stone (approx. 3 ft. x 30 in.) is pictured in the packet showing the inscription, which is historic rather than religious. COMMISSIONER HOGGE MOVED. SECONDED BY COMMISSIONER BROWN TO ACCEPT THE STAFF RECOMMENDATION TO PLACE THE HISTORIC MARKER IN CLAT ADAMS/BICENTENNIAL PARK. Under discussion. Vice President Glas stated he would feel more comfortable if this issue were presented to the general public to receive input. He noted that a previous Board was faced with a similar issue concerning a statue to be placed in Washington Park a few years ago, with the final decision made to not allow placement of the statue. Commissioner Nelson suggested that this request be tabled until June. President Ernst commented that he would have appreciated a longer time frame than 2 days to make a decision on something as significant as this. President Ernst said it is not that he is opposed to the request but supports waiting to make a decision. From a legal standpoint, Attorney Hutmacher said that whatever is decided could be rescinded, but until the Board is sure of their decision a delay might be best.





CORRESPONDENCE

VOLUNTEERS

T-Ball

Scott Moore

Otis Watts

Jackie Bruns

Erik Dolieslager

Ryan Kappner

Thomas Deinlein

Kyle Venvertloh

Tim Biswell

Chad Douglas

Andy Hoskins

Rick Fesler

Paul Koscielski

Jenny Sheely

Kailee Flesch

<u>Softball</u>

Girls 7-8

Jessica Bliven

Christopher Jones

Lydia Miller

Jamie Hamby

Chad Dean

Girls 9-10

Anthony Foster

Jennifer Spohr

Leah Waters

Sarah Beswick

Bryan Boden

Joe Wells

Girls 11-12

Matt Fantz

Jenny Terwelp

Jacob Greving

Sam Vranjes

Special Pops

Wilson Betz

Megan Klingner

Summer Playground

Emmy Tournear

Nathan Werries

To: Board of Commissioners

From: Rome Frericks

Subject: Monthly Report

Date: June 29, 2018

Administrative Initiatives (6/01/18 – 6/30/18)

Attended:

- Friends of the Trails meeting
- Directors meeting
- Safety meeting
- Rotary meetings
- Quincy/Adams County Economic Development/Tourism meeting
- Riverfront Development meeting
- QBAREA meeting
- United Way Wellness & Prevention meeting
- Met with Klingner & Associates on the progress of Bill Klingner Trail.
- Attended Quincy Grand Prix event both days at South Park.
- Met with Rotary Foundation along with Mississippi Valley Hunters and Fishermen's Association (MVHFA) on fundraising efforts for the Bob Bangert Redevelopment.
- Attended the check presentation for Blessing Health Systems donation to Bill Klingner Trail.
- Met with contractors for pricing on various Bond 2019 projects.
- Met with a Board member on camping ideas for Wavering Park.
- Attended the bid opening for Clat Adams fountain rehabilitation.
- Met with Danielle Fleer, CPA and reviewed our 2017 audit.
- Met with a potential donor to discuss naming rights for Wavering ball field.

- Attended a meeting with QFB Energy on the Park District's energy audit.
- Attended the on-site meeting for July 4th fireworks celebration at Clat Adams Park.
- Met with the contractor in charge of the fireworks display on Quinssippi Island.

Administrative Initiatives (7/1/18 – 7/31/18)

- Continue to work with local contractors and engineers on the Bill Klingner Trail project for the 18th to 24th Street section of Bill Klingner Trail.
- Continue planning for 2019 bond projects, goals and objectives.
- Work with staff on finding a tenant for the Lorenzo Bull House.
- Begin working on upcoming informational items for Park Board.

DIRECTOR'S REPORTS

To: Board of Commissioners

From: Matt Higley

Subject: Monthly Report

Date: June 30, 2018

Administrative Initiatives (6/1/18 – 6/30/18)

Attended:

- · Directors meeting
- Safety meeting
- Kiwanis meetings
- Friends of the Trail meeting
- Lincoln in the District Onsite
- Home Builders Association of Quincy Onsite
- WGEM 4th of July meeting
- Clat Adams Fountain bid opening
- Monitored construction on Berrian Park Shelter.
- · Monitored spoil site cleanup to prepare for Dredging.
- Monitored Moorman Main parking lot resurfacing.
- Monitored Batting Cage parking lot resurfacing.
- Staff worked on pricing for 2019 Bond project list.

Administrative Initiatives (7/1/18 – 7/31/18)

- Continue working on 2018 projects, goals and objectives.
- Continue planning on 2019 Capital Projects for Parks Department.
- Monitor dredging at both entrances of the Marina
- Monitor installation of swing set at Johnson Park
- Monitor installation of trash cans and benches along Bill Klingner Trail.

To: Board of Commissioners

From: Donald J. Hilgenbrinck

Subject: Monthly Report

Date: June 30, 2018

Administrative Initiatives (6/01/18 - 6/30/18)

Attended Safety Committee meeting.

- Continuing efforts with representative of General Energy Corporation to complete lighting upgrades.
- Prepared the Transmittal Letter and the MD&A for the 2017 Comprehensive Annual Financial Report (CAFR).
- Prepared & submitted Certificate of Achievement for Excellence in Financial Reporting program application to the GFOA review board for the District's FY2017 CAFR.
- Published the Notice of Availability of Audit Report.
- Filed the Publication Notice of the FY2017 Comprehensive Annual Financial Report (CAFR) with the Adams County Clerk.
- Filed FY2017 Comprehensive Annual Financial Report (CAFR) with the Illinois Grant Accountability and Transparency Act (GATA).
- Prepared and filed Annual Treasurer's Report with the Adams County Clerk.
- Filed the Annual Financial Report (AFR) with the Illinois Comptroller, as required by statute.
- Posted the FY2017 Comprehensive Annual Financial Report (CAFR) on the district's website.
- Posted the 2017 Annual Treasurer's Report on the district's website.
- Published Prevailing Wage Public Notice
- The office staff has also been busy with 2018 baseball registrations, shelter reservations, processing special event applications, and administrative duties

.Administrative Initiatives (7/01/18 - 7/31/18)

- Conduct seasonal cash/POS payment processing audits.
- Conduct facilities audit with auditor for FY2018 audit.

To: Board of Commissioners

From: Mike Bruns

Subject: Monthly Report

Date: June 29, 2018

Administrative Initiatives (06/01/18 – 06/30/18)

- Attended the monthly safety committee meeting.
- Staff conducted the fishing rodeo at Moorman Lake.
- Staff attended an event at Frederick Ball Community Center to hand out information on our summer activities.
- Girls' softball, t-ball, tennis, swim lessons, water babies, summer playground, special populations, aqua Zumba, horsing around, sand volleyball, walk a hound and fishing clinics started.
- Staff conducted the customer appreciation day with attendance at IMP of 524.
- Staff conducted the outdoor concert at Washington Park.
- Staff conducted the family fun in the sun and outdoor movie at Moorman Park.
- Disc golf tournament was held at Moorman Park.
- Staff worked on setting up the all-star teams for Little League baseball.
- Staff conducted tournaments for the 10U and 12U competitive leagues.

- Staff conducted the all-star age 9 & 10 baseball district tournament.
- Staff worked on setting up the intermediate age 13 state baseball tournament.
- Staff worked on plans for the fall and winter programs and events including youth soccer and sand volleyball.

Administrative Initiatives (07/01/18 – 07/31/18)

- Outdoor concerts will be held on July 6 & 20 at Washington Park.
- Outdoor movies will be held on July 6 & 20 at Moorman Park.
- Natural Born Explorers program will start on July 11.
- Staff will conduct the intermediate age 13 state baseball tournament July 11-15.
- Staff will conduct surveys in our summer programs.
- Staff will prepare for the fall program and event schedule.
- Family fun in the sun will be held on July 24 at Moorman Park.

2018 (as of June 28) (as of June 28)

IMP 1 day closed 1 day closed 5,369 total/average 163 5,209 total/average 158

Swim Passes 328 378 Individual 112/Family 216 Individual 144/Family 234 To: Board of Commissioners

From: David Morgan

Subject: Monthly Report

Date: July 1, 2018

Administrative Initiatives (06/01/18 – 06/30/18)

- · Attended safety, directors and board meeting.
- Delivered Westview Golf Course brochures to hotels and local business.
- Hosted the McShock Golf Outing, Saturday June 2nd.
- Junior Etiquette Clinic, Wednesday June 27th at 9:00am
- Hosted the Tri State Junior Event, Thursday June 14th.
- Hosted Little Peoples Golf Championship, Sunday June 17th through Wednesday June 20th.
- Morten Arboretum checked on the ash borer traps.
- Applied fungicides to maintain optimal playing conditions on the greens, tees and fairways.
- Prepped course for the Little Peoples Golf Championship.
- Replaced the 2" galvanized pipe on the pressure meter pump in the pump-station.
- Continued repairing leaks in the irrigation system.
- Re-sodded damage on #15 green due to the hydraulic oil leak on the greens mower.
- Continued felling of dead trees on the course,

Administrative Initiatives (07/01/18 - 07/31/18)

- Host the Junior City Tournament, Thursday July 5th.
- Host the City Tournament, Saturday July 7th and Sunday July 8th.
- Host the Breakfast Optimist Golf Outing, Monday July 16th.
- Host the Unity Payson Football Outing, Friday July 20th.
- Landmarx Match Play League start date is Thursday July 26th, 9 weeks of match play.
- Host the Quincy University Alum Golf Outing, Friday July 27th.
- Host the Greater Raider Golf Outing, Sunday July 29th.
- Continue applying fungicides to maintain optimal playing conditions.
- Post emergent herbicide applications to control yellow nut sedge and goose-grass in the fairways.
- Start renovation of the cart-path on hole #5.
- Spot spray clover in the rough areas.(weather permitting)
- Hire an additional seasonal union employee.
- Prepare the course for the Men's and Women's City Golf Championship on July 7th-8th.
- Continue felling of dead trees and trimming of low branches on the course.

Westview Golf Course Rounds of Golf - 2018

		Jun-18	2018 YTD	Jun-17	2017 YTD
10000	18 Hole Weekday Green Fee	478	1174	512	1264
10001	18 Hole Weekend Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	221	588	248	752
10003	9 Hole Weekend Green Fee	0	0	0	0
10004	Twilight Green Fee	54	175	69	204
10005	Fall/Spring/Winter Green Fee	0	253	0	370
10006	M-T-TH-Special	39	218	75	268
10007	Winter Special w/ Car	0	196	0	536
10008	Third Nine Green Fee	417	1140	396	1241
10009	Family Night Adult	18	58	16	60
10010	Family Night Child	19	58	14	57
10011	Jr. Green Fee	16	22	4	52
10012	Promotional Round	13	23	15	36
10013	Twilight Combo	631	1605	582	1557
10014	Early Bird 9	11	21	11	15
10015	Early Bird 18	124	251	76	147
11000	Adult Weekday Pass Visit	209	732	173	691
11001	Adult Weekend Pass Visit	173	574	202	814
11002	Senior Weekday Pass Visit	305	1116	335	1305
11003	Senior Weekend Pass Visit	256	707	248	972
11004	Senior Rest. Weekday Pass Visit	60	206	64	170
11005	Super Senior Weekday Pass Visit	373	1192	411	1315
11006	Employee Pass Visit	41	149	73	201
11007	Junior Weekday Pass Visit	95	259	116	396
11008	Junior Weekend Pass Visit	48	98	53	197
11010	Junior Summer Pass Visit	87	88	66	66
11011	College Pass Visit	0	171	61	298
11012	Young Adult Pass Visit	100	371	30	182
11013	School Team Pass Visit	0	0	0	65
12000	Green Fee Punch card Visit	437	1344	516	1612
13000	Tournament Round	634	717	688	688
13001	Tournament Green Fee	0	0	0	0
13002	Outing Green Fee	32	144	0	25
	Total	4,891	13650	5,054	15,556
	Per Visit Fee	\$4,084	\$12,518	\$4,178	\$14,456
	* Days Closed	0	65	0	24

To: Board of Commissioners

From: Marcelo Beroiza

Subject: Monthly Report

Date: June 30, 2018

Administrative Initiatives (6/1/18 – 6/30/18)

- Attended recreation staff meeting, Friends of the Trails Board meeting and Park District Board meeting
- Q-Magazine featured the Park District on the cover; story on pages 10, 11, 12 and 14.
- Prepared final proof Fall/Winter brochure
- Added new Park District / Westview news correspondent Devin Watson
- Met with Executive Director on marketing initiatives
- Launched marketing campaign for new fall league programs: soccer, sand volleyball and pickleball tournament
- Met with staff and intern to discuss KHQA monthly rotation
- Scheduled, coordinated and created content for summer events/programs on Facebook and Instagram live
- Prepared and submitted press releases and coordinated event interviews
- Facilitated communication/press conference for local media stories and reports
- Monthly advertising/events social media platform
- Prepared database for email marketing of monthly events.
- Created videos and other promotional material

Administrative Initiatives (7/1/18 – 7/31/18)

Release Fall/Winter brochure

- Add email marketing software Constant Contact
- Promote Quincy Park District through media outlets such as KHQA, WGEM, Quincy Herald Whig and radio networks to reach all demographics.
 Specifically reaching out to households without the social media environment
- Continuous digital marketing campaign for the Park District /Westview and social media platform awareness. Facebook & Instagram live all events, parks, trails and attractions

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 11, 2018

STAFF RECOMMENDATION

AGENDA ITEM: INDEPENDENT AUDIT REPORT - FY2017 COMPREHENSIVE ANNUAL FINANCIAL REPORT: RECOMMENDED ACCEPTANCE:

BACKGROUND INFORMATION: The annual audit is a Board function. The auditor is hired by the Board. Each year, as required by state statute, the Quincy Park District is responsible to conduct an independent audit on the prior fiscal year. The District enhances what was previously known as the audit with additional narratives, reports, and statistics to assimilate a more detailed presentation of the District's finances called the Comprehensive Annual Financial Report (CAFR).

Upon acceptance of the CAFR by the Board:

a. In accordance with the Public Funds Statement Publication Act, a Notice of Availability of Audit Report, as shown below, was published in the Quincy Herald-Whig. This requirement occurred in 2011 with the passage of the Public Funds Statement Publication Act.

NOTICE OF AVAILABILITY OF AUDIT REPORT OF QUINCY PARK DISTRICT

Quincy Park District hereby provides public notice that an audit of its funds for the period January 1, 2017 through December 31, 2017 has been made by Danielle M. Fleer, CPA, P.C., and that a report of such audit dated June 20, 2018 has been filed with the County Clerk of Adams County, in accordance with 30 ILCS 15/0.01 *et seq*. The full report of the audit is available for public inspection at 1231 Bonansinga Dr., Quincy, IL during regular business hours 9:00 a.m. – 5:00 p.m. Monday through Friday except for holidays.

- b. The CAFR is submitted to Governmental Finance Officers Association (GOFA) Review Board for the Certificate of Achievement for Excellence in Financial Reporting program. This is our 8th CAFR submission.
- c. Information from the CAFR was used to complete the State of Illinois Comptroller's Annual Financial Report (AFR) by June 30th, as required by law.

- d. The CAFR is posted in the District's web site.
- e. The CAFR is filed with the Adams County Clerk.

I direct your attention to two sections of the report, the "Introductory" section, which includes a "Letter of Transmittal" and the "Management Discussion & Analysis" (MD&A), and the "Statistical" section.

The annual Treasurer's Report is prepared, posted on the District's web site and filed with the Adams County Clerk. Prior to the passage of the Public Funds Statement Publication Act in 2012, the full report was published in the paper.

Presented under a separate file with the audit file, the management letter from the auditor, addresses issues that are not significantly material to be included in the 2017 audit report. The letter is not considered to be a part of the audit but, it is intended to assist management as a guide to prevent significant material issues in future audit reports.

There were no significant material issues identified in the CAFR.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: Staff recommends acceptance of the Comprehensive Annual Financial Report, as presented.

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

BOARD ACTION:

Quincy Park District 2017 Comprehensive Annual Financial Report

Due to nature of this item, it is located on the District's website.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: <u>July 11, 2018</u>

STAFF RECOMMENDATION

<u>AGENDA ITEM</u>: QUINCY PARK DISTRICT 2018-2019 GOALS AND OBJECTIVES SECOND QUARTER STATUS UPDATE: INFORMATION ONLY

<u>BACKGROUND INFORMATION</u>: 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 second quarter update is included with this report.

FISCAL IMPACT: None.

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

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Quincy Park District Goals 2018-2019

Administration

- 1. Ensure effective communications between Board and staff so that each is informed of the direction and operations of the District.
- 2. Continue to strengthen and build partnerships among groups and organizations within the Northwest section of Quincy focusing on youth and at-risk children.
 - **Q1 Update:** The Quincy Park District is working with Sarah Fernandez and the Community Garden Coalition at the Blessing Hospital grounds near 9th and Elm. North Quincy Sports events are taking place at Grandview Church on Thursday evenings through May.
 - **Q2 Update:** Staff is currently working on plans for a flag football league and cheerleading for the children. We will host an outdoor movie at Frederick Ball Community Center in August. We participated in a fair that was held at the Frederick Ball Community Center in June. We had a booth and provided information about programs and activities that we offer.
- 3. The Quincy Park District will continue cooperative efforts with local service organizations and affiliated groups that currently have lease/license agreements with us.
 - **Q1 Update:** The Friends of the Log Cabins have renewed their license/lease agreement with the Quincy Park District. A renewal agreement with the Women's City Club is in process. The Board has also approved the sublease that Friends of the Castle have with See Quincy.
- 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.
 - **Q1 Update:** Staff has hired a full time marketing coordinator to promote all programs and entities within the Quincy Park District.
 - Q2 Update: Launched new websites for Quincy Park District, Westview Golf Course and Quincy Park Foundation. New video campaign promoted through WGEM & KHQA. Expanded social media platform and radio advertising campaign. We provided live broadcast during events on Facebook and Instagram live.
- 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.
 - **Q1 Update:** The Quincy Park District and Refreshment Services Pepsi agreed to a new three (3) year partnership for both beverage and snacks at Westview Golf Course.
- 7. The Executive Director will work with various community members to promote the reinstatement of cart racing at South Park.
 - Q1 Update: The Grand Prix Inc. will host the karting races in South Park on June 8-10, 2018.
 - **Q2 Update:** Quincy Grand Prix Inc. hosted the karting races in South Park June 9-10, 2018. There were 302 entries. Quincy Grand Prix Inc. announced that the races will be back again next year June 8-9, 2019.

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.
 - **Q1 Update:** Staff has ordered the Variable Frequency Drive and the manufacturer will install the components later this spring.
 - **Q2 Update:** The Variable Frequency Drive has been installed.

- 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.
 - **Q1 Update:** The secondary overflow pipe has been installed and staff is waiting for a change in the weather to pour/install the concrete cart path on hole #5.
- 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.
 - **Q1 Update:** Bunker renovations on holes #5, 9 and 17 have been completed by staff.
- 4. Superintendent of Golf and staff will replace the nine green-side sprinklers on holes #19-27.
 - Q1 Update: The green-side sprinkler heads on holes #19-27 have all been replaced by staff.
- 5. The Director of Golf and Superintendent of Golf will develop a plan to update the 3rd nine fairway heads to 180 degree heads to water fairways only.

Recreation

- 1. Develop and implement at least two new programs for fall 2018.
 - **Q1 Update:** The Park District is offering a fall soccer league starting August 20th and sand volleyball leagues starting June 2nd. Staff will be expanding the Bill Klingner Trail Fall race on October 6th with assistance from Friends of the Trails. Offering a fall sand volleyball league is under consideration.
 - **Q2 Update:** A fall sand volleyball league will be offered this fall starting in August. We will also be assisting with a flag football league in the Northwest neighborhoods.
- 2. Develop WAC area.
 - <u>Objective A:</u> 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.
 - **Q1 Update:** Staff has been pricing different projects for the campground area. The site has been leveled and grass seed was planted late last fall. The Recreation Department is identifying and developing different types of programs that could be offered at this site. The goal is to finalize this project in the fall.
 - **Q2 Update:** Staff recommended to the Board to build two new ball fields in this area. The work will begin in August and be completed in the spring. We are also looking at a possible camp site in the woods in the area. Staff will be gathering cost estimates in the next several weeks.
- 3. The Executive Director and Director of Program Services will strive to obtain sponsorships/naming rights for additional turf fields in Moorman/Wavering complex.
 - **Q1 Update:** Staff is working with a potential donor and is anticipating more information will be available by mid-April.
 - **Q2 Update:** Staff recommendations were submitted to the Board in July for a request for proposal for naming rights to Wavering Ball Field and a bid request for synthetic turf to be installed at Wavering Ball Field.
- 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.
 - **Q1 Update:** We will review programs at the end of the year.
 - **Q2 Update:** Programs will be reviewed in the fall and adjustments and/or additions to programs and events will determined by the end of the year.

- 5. Develop plans for a t-ball field in Wavering/Moorman complex.
 - Q1 Update: No update at this time.
 - **Q2 Update:** The Board approved, at the June meeting, to build two ball fields at the Wavering Aquatic Center site. Work will start in August and should be completed in the spring.
- 6. Begin talks with soccer clubs about future development/expansion of a complex at both Boots Bush and Paul Dennis soccer complex.
 - **Q1 Update:** Staff has met with Quincy United Soccer Club to discuss their needs and how we can assist each other to expand soccer in the community.
 - **Q2 Update:** Staff has met with John Wood Community College to discuss their new soccer program and the needs in the community for the new program.

<u>Marina</u>

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.

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

Q1 Update: Park District staff will be making interior improvements to both restrooms early this spring. A few of the improvements include, painting the floors, installation of vinyl wainscoting, new showers and lighting fixtures. An updated replacement plan with cost estimates will be completed by June 2018.

Q2 Update: Improvements to the existing restrooms and showers are complete. The current replacement cost, a Rainier Precast restroom/shower house including installation, is \$150,000.

<u>Objective B</u>: 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.

<u>Objective C</u>: 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.

2. Monitor the Quinsippi Island bridge surface to determine whether or not the bridge needs to be repaved as part of FY2019 Capital Project List.

Parks

1. The Quincy Park District will construct the 18th to 24th 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 18th to 24th Street portion of Bill Klingner Trail. Work on this section should begin in the spring of 2018. The Board has indicated 5th Street underpass to Bonansinga Drive section would then be the next phase.

Q1 Update: Tree clearing along 18th to 24th Street was completed before the April 1st deadline. Staff is expecting a June bid letting for the 18th to 24th Street portion of Bill Klingner Trail. Staff has applied for the ITEP Grant for the 5th to Bonansinga Drive section. Park District is still waiting to hear the results of the grant for Cycle 13 which should be sometime in April.

Q2 Update: The Park District did not receive the Cycle 13 ITEP Grant for the 5th Street to Bonansinga Drive section of the trail. The 18th to 24th Street section of trail is expecting a September 21st letting.

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.

<u>Objective A</u>: Director of Parks will prepare cost estimates to renovate Bob Bangert Restroom by June 2019.

Q2 Update: On Schedule.

<u>Objective B</u>: 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.

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

Q2 Update: On Schedule.

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.

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

Q1 Update: QFB Energy and Ameren conducted an energy audit for all Park District buildings and facilities in February. Staff is waiting for the results of the audit.

Q2 Update: Staff has entered into a contract with QFB Energy to convert all of the lighting throughout the entire Park District to LED.

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.

<u>Objective B:</u> 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.

O1 Update: On Schedule.

Q2 Update: Staff has gathered and will continue gathering prices. The estimates will be included on the 2019 Bond List.

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.

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

Q1 Update: Staff is in the assessment stage of learning the system and capabilities. Also, the Director of Business Services will be attending our first user's group meeting to start networking with other users and learning more about the system. Currently on track with objectives set forth.

Q2 Update: The Director of Business Services attended a BSA's user group meeting. New ideas were brought back from the meeting and implemented. A number of items were noted during the audit and were implemented or corrected. Staff training/development planned for 3rd quarter. Currently on track with objectives set forth.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 11, 2018

STAFF RECOMMENDATION

<u>AGENDA ITEM</u>: QUINCY PARK DISTRICT BOARD OF COMMISSIONERS EXECUTIVE SESSION MINUTES BI-ANNUAL REVIEW

BACKGROUND INFORMATION: The Board is required to review Executive Session Meeting Minutes at least twice each year. The purpose of the review is to determine if a need for confidentiality continues to exist with respect to all or part of the meeting minutes. Minutes of "Closed Meetings" should only be released to the public after the Board has determined with certainty, that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

The executive session minutes have been made available for review by board members on the intranet. Please treat them as strictly confidential. Specific discussion of material contained in Executive Session Minutes should only take place in Executive Session. Board action to release closed session minutes must be in open session.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: I have reviewed the Executive Session minutes provided to you which cover the period from January 1995 to the present. In reading those minutes using the frame of reference outlined in the "Background Information" above, I recommend not releasing any executive session minutes at this time.

I do, however, recommend that staff be authorized to dispose of all closed session audio tapes more than 18 months old.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 11, 2018

STAFF RECOMMENDATION

<u>AGENDA ITEM:</u> WESTVIEW SEMI-ANNUAL FINANCIAL ANALYSIS: DISCUSSION ONLY

BACKGROUND INFORMATION: In an attempt to more frequently review Westview financial information than annually, this semi-annual report was developed for management's and the Board's analysis of the operations. This analysis is being provided for discussion only.

FISCAL IMPACT: No impact due to no proposed changes.

STAFF RECOMMENDATION: Discussion only.

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

BOARD ACTION:

Westview Historical Financial Data Per Round

(6 Months Ending June 30th)

		2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Rounds of Golf:		17,126	20,107	16,962	15,234	21,968	14,622	15,504	14,549	16,398	15,556	13,650
Net Revenue:												
WV General	\$	254,860 \$	273,727 \$	259,445	236,717	\$ 276,757 \$	205,263	226,614 \$	159,913 \$	172,458 \$	193,240 \$	177,306
The Scotty						\$	10,031	9,313 \$	10,019 \$	7,763 \$	(4,321) \$	-
Pro Shop	\$	(7,596) \$	(5,016) \$	(11,520)	(7,568)	\$ (11,725) \$	(8,945)	538 \$	(3,274) \$	469 \$	(7,717) \$	(1,687)
Maintenance	\$	(184,713) \$	(196,109) \$	(170,098)	(181,038)	\$ (203,069) \$	(188,488)	(186,078) \$	(183,457) \$	(181,115) \$	(167,076) \$	(180,103)
Carts	\$	70,990 \$	80,091 \$	61,148	58,785	\$ 106,748 \$	73,787	91,712 \$	72,293 \$	100,312 \$	96,169 \$	93,331
Concessions	\$	(4,385) \$	13,389 \$	13,238	10,291	\$ 15,306 \$	14,132	10,911 \$	11,664 \$	10,532 \$	11,366 \$	17,148
Cap. Imp.	\$	(38,534) \$	(50,469) \$	(49,386)	(87,019)	\$ (104,870) \$	(121,197)	(27,943) \$	(41,280) \$	(45,716) \$	(4,153) \$	(10,777)
Total Net Rev/Loss:	\$	90,622 \$	115,613 \$	102,827	30,168	\$ 79,147 \$	(15,417)	125,067 \$	25,878 \$	64,703 \$	117,508 \$	95,218
Total Net Rev/Loss (NOT												
Including Capital):	\$	129,156 \$	166,082 \$	152,213	117,187	\$ 184,017 \$	105,780	5 153,010 \$	67,158 \$	110,419 \$	121,661 \$	105,995
								Avg> \$	134,325 \$	131,983 \$	126,431 \$	120,653
Net Revenue/Round:												
WV General (Includes Maint)	\$	4.10 \$	3.86 \$	5.27	3.65	\$ 3.35 \$	1.15	2.61 \$	(1.62) \$	(0.53) \$	1.68 \$	(0.20)
Pro Shop	\$	(0.44) \$, , ,	(0.68)	(0.50)	\$ (0.53) \$	(0.61)	0.03 \$	(0.23) \$	0.03 \$	(0.50) \$	(0.12)
Carts	\$	4.15 \$	3.98 \$	3.60	3.86	\$ 4.86 \$	5.05	5.92 \$	4.97 \$	6.12 \$	6.18 \$	6.84
Concessions	\$	(0.26) \$	·			·	0.97		0.80 \$		0.73 \$	1.26
Total Net Rev/Round:	\$	7.54 \$	8.26 \$	8.97	7.69	\$ 8.38 \$	6.55	9.27 \$	3.93 \$	6.26 \$	8.10 \$	7.77
Gross Revenue:												
WV General	\$	327,123 \$	346,472 \$	316,683	309,884	\$ 371,354 \$	306,535	333,011 \$	260,946 \$	271,935 \$	286,100 \$	272,153
The Scotty		02.,120 ¢	\$ 10,17 2 \$	010,000 (203,001	\$	23,688		19,773 \$	•	- \$	-
Pro Shop	Ś	27,550 \$	29,419 \$	22,864	32,520		26,236		31,089 \$	•	16,695 \$	19,656
Carts	\$	79,515 \$	91,843 \$	· ·	•		76,315		74,225 \$	102,633 \$	98,329 \$	96,589
Concessions	\$	52,157 \$		60,668			52,880		45,912 \$	51,099 \$	48,673 \$	49,656
Total Gross Revenue:	\$	486,345 \$					485,654		431,945 \$		449,797 \$	438,054
Gross Revenue/Round:												
WV General	\$	19.10 \$	17.23 \$	18.67	20.34	\$ 16.90 \$	20.96	21.48 \$	17.94 \$	16.58 \$	18.39 \$	19.94
Pro Shop	\$	1.61 \$	1.46 \$	1.35	2.13	\$ 1.44 \$	1.79	1.84 \$	2.14 \$	1.73 \$	1.07 \$	1.44
Carts	\$	4.64 \$	4.57 \$	4.62	5.17	\$ 5.17 \$	5.22	6.25 \$	5.10 \$	6.26 \$	6.32 \$	7.08
Concessions	\$	3.05 \$					3.62		3.16 \$	· · · · · · · · · · · · · · · · · · ·	3.13 \$	3.64
Total Gross Revenue/Round:	\$	28.40 \$	26.65 \$	28.21	31.10	\$ 26.76 \$	31.59	33.09 \$	28.33 \$	27.69 \$	28.91 \$	32.09

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Westview Historical Financial Data Per Round

(6 Months Ending June 30th)

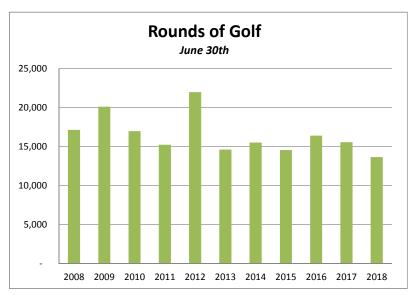
		2008	2009	2010	2011	2012	2013	2014		2015	2016	2017	 2018
Gross Expenses:													
WV General	\$	72,263	\$ 72,745	\$ 57,238	\$ 73,167	\$ 94,597	\$ 101,272	\$ 106,397	\$	101,033	\$ 99,477	\$ 92,860	\$ 94,847
Labor (Includes Carts)	\$	49,726	\$ 54,158	\$ 52,788	\$ 55,788	\$ 64,381	\$ 62,733	\$ 66,388	\$	64,198	\$ 69,346	\$ 59,624	\$ 56,820
The Scotty							\$ 13,657	\$ 10,952	\$	9,754	\$ 12,109	\$ 4,321	\$ -
Pro Shop	\$	35,146	\$ 34,435	\$ 34,384	\$ 40,088	\$ 43,409	\$ 35,181	\$ 28,058	\$	34,363	\$ 27,880	\$ 24,412	\$ 21,343
Maintenance	\$	184,713	\$ 196,109	\$ 170,098	\$ 181,038	\$ 203,069	\$ 188,488	\$ 186,078	\$	183,457	\$ 181,115	\$ 167,076	\$ 180,103
Labor	\$	86,798	\$ 93,329	\$ 77,601	\$ 85,585	\$ 106,004	\$ 98,110	\$ 98,412	\$	100,885	\$ 95,283	\$ 85,067	\$ <i>88,799</i>
Carts	\$	8,525	\$ 11,752	\$ 17,197	\$ 20,017	\$ 6,808	\$ 2,528	\$ 5,163	\$	1,932	\$ 2,321	\$ 2,160	\$ 3,258
Concessions	\$	56,542	\$ 54,713	\$ 47,430	\$ 42,295	\$ 56,024	\$ 38,748	\$ 43,612	\$	34,248	\$ 40,567	\$ 37,307	\$ 32,508
Labor	\$	15,550	\$ 13,678	\$ 14,691	\$ 10,255	\$ 18,483	\$ 9,728	\$ 12,850	\$	8,852	\$ 8,806	\$ 6,686	\$ 6,835
Capital Exp from Ops	\$	38,534	\$ 50,469	\$ 49,386	\$ 87,019	\$ 104,870	\$ 121,197	\$ 27,943	\$	41,280	\$ 45,716	\$ 4,153	\$ 10,777
Total Expense:	\$	395,723	\$ 420,223	\$ 375,733	\$ 443,624	\$ 508,777	\$ 501,071	\$ 408,203	\$	406,067	\$ 409,185	\$ 332,289	\$ 342,836
Total Expense (NOT Including													
Capital):	\$	357,189	\$ 369,754	\$ 326,347	\$ 356,605	\$ 403,907	\$ 379,874	\$ 380,260	\$	364,787	\$ 363,469	\$ 328,136	\$ 332,059
Gross Expenses/Round:													
WV General	\$	4.22	\$ 3.62	\$ 3.37	\$ 4.80	\$ 4.31	\$ 6.93	\$ 6.86	\$	6.94	\$ 6.07	\$ 5.66	\$ 5.78
Pro Shop	\$	2.05	\$ 1.71	\$ 2.03	\$ 2.63	\$ 1.98	\$ 2.41	\$ 1.81	\$	2.36	\$ 1.70	\$ 1.49	\$ 1.30
Maintenance	\$	10.79	\$ 9.75	\$ 10.03	\$ 11.88	\$ 9.24	\$ 12.89	\$ 12.00	\$	12.61	\$ 11.04	\$ 10.19	\$ 10.98
Carts	\$	0.50	\$ 0.58	\$ 1.01	\$ 1.31	\$ 0.31	\$ 0.17	\$ 0.33	\$	0.13	\$ 0.16	\$ 0.15	\$ 0.22
Concessions	\$	3.30	\$ 2.72	\$ 2.80	\$ 2.78	\$ 2.55	\$ 2.65	\$ 2.81	\$	2.35	\$ 2.47	\$ 2.28	\$ 1.98
Total Expenses/Round: (Not													
including Capital)	\$	20.86	\$ 18.39	\$ 19.24	\$ 23.41	\$ 18.39	\$ 25.05	\$ 23.82	\$	24.40	\$ 21.44	\$ 19.76	\$ 20.28
,	•								•				
Breakeven Cost/Round:	\$	15.01	\$ 13.37	\$ 13.40	\$ 16.69	\$ 13.55	\$ 19.82	\$ 18.86	\$	19.55	\$ 17.11	\$ 15.85	\$ 16.77

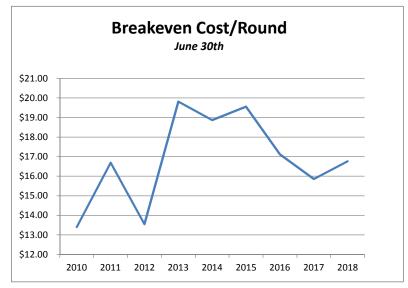
Note: Expenses do NOT include cost of payroll taxes, pension costs, or property insurance. Except for 2010 & 2011, WV paid property insurance in the approximate amount of \$16,500/yr.

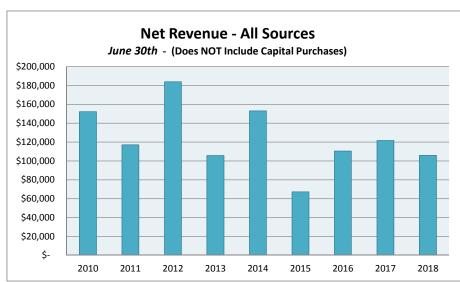
Westview Historical Financial Data Per Round

(6 Months Ending June 30th)

2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018







QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: <u>July 11, 2018</u>

STAFF RECOMMENDATION

<u>AGENDA ITEM:</u> NAMING RIGHTS WAVERING SYNTHETIC TURF BALL FIELD: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Staff prepared specifications and advertised request for proposals from entities for a ten year contract for naming rights to Wavering Synthetic Turf Ball Field. In addition, staff also asked each entity to list their financial offer, any exclusivity requirements, marketing initiatives for the facility, and any other relevant information for the agreement. The format of the agreement is very similar to the naming rights agreement entered into in October 2015 for Upper Moorman Field with Refreshment Services Pepsi.

One entity picked up a packet for the current proposal and we received one proposal from Avenue of Lights Inc.

In return, Quincy Park District and Avenue of Lights Inc. will enter into a ten year agreement for exclusive naming rights to Wavering Synthetic Turf Ball Field in Wavering Park. The final name of the field will be agreed upon at a later date and then presented to the Board for approval.

<u>FISCAL IMPACT</u>: The total compensation for this partnership is \$150,000 for a period of ten years. The entire \$150,000 will be paid at the beginning of the contract.

STAFF RECOMMENDATION: Staff recommends the Board approve the agreement between Quincy Park District and Avenue of Lights Inc. for a ten year contract for naming rights to Wavering Synthetic Turf Ball Field.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

NAMING RIGHTS OVERVIEW 2018

Avenue of Lights

WAVERING SYNTHETIC TURF BALL FIELD NAMING RIGHTS

THE PROPOSAL BY AND BETWEEN AVENUE OF LIGHT INC. AND QUINCY PARK DISTRICT

The contract 11.1.2018–11.1.2028

A1. Avenue of Lights Inc. will enter into a ten (10) year agreement with the Quincy Park District (QPD) for the naming rights to the current Wavering baseball field and have the designated name or logo placed onto the new turf field. The final name of the field will be agreed upon at a later date.

A2. Avenue of Lights Inc. agrees to provide QPD supports as follows:

A3. One hundred fifty thousand dollars (\$150,000.00), paid annually in installments of fifteen thousand dollars (\$15,000.00) or upfront \$150,000.00

A4. If the above correctly sets forth this agreement between both parties, indicate by signing below. Whereupon this agreement shall constitute a binding agreement between Avenue of Lights Inc. and Quincy Park District

Quincy Park District
Name:
Title:
Signature:
Date:

QUINCY PARK DISTRICT REQUEST FOR PROPOSAL NAMING RIGHTS WAVERING SYNTHETIC TURF BALL FIELD

- The Quincy Park District is requesting proposals from entities for NAMING RIGHTS TO
 WAVERING SYNTHETIC TURF BALLFIELD. The purpose of this request for proposal is
 to invite any business, individual and not for profit associations to submit their proposal for
 naming rights to Wavering Field.
- The Naming Rights sponsorship opportunity will showcase your commitment to youth and the community, creates long term visibility for your organization, and makes a positive impact on the region's recreation opportunities.
- Proposals should include the following:
 - 1. Name, address and contact information of the proponent.
 - 2. Financial offer.
 - 3. Any exclusivity requirements.
 - 4. Marketing initiatives for the facility.
 - 5. Proponents are welcome to include any additional information deemed relevant for consideration.
- Selection will be based on the following:
 - 1. Financial structure of proposal.
 - 2. Business opportunity/exclusivity requirements.
 - 3. Marketing initiatives to support the facility.
 - 4. Financial stability of the entity.
- Respondent must outline the categories to be defined under an exclusive arrangement, if exclusivity is requested in proposal.
- The length of the agreement will be for ten (10) years.
- Information on the usage of the Moorman/Wavering area:

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Shelters	212 rentals 13,557 people	143 rentals 7,518 people	224 rentals 10,338 people	304 rentals 22,484 people
Mini Golf	13,544 rounds	10,660 rounds	13,552 rounds	10,875 rounds
Disc Golf Course	4,000 rounds	4,500 rounds	5,200 rounds	5,540 rounds

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Wavering Ball Field				
Games Played	125	125	125	125
Players	640	716	779	792
Attendance	12,000	12,900	14,400	14,900

- Held post season little league tournaments in 2016 & 2017
- Held State little league tournament in 2016 & 2017

Additional Information:

- 8,300 vehicles drive by Wavering Field per day
- www.gettingaroundillinois.com

Any questions should be addressed to Rome Frericks at 217-223-7703 or rfrericks@quincyparkdistrict.com.

QUINCY PARK DISTRICT INVITATION TO BID

The Quincy Park District is requesting proposals from qualified entities for the following:

NAMING RIGHTS WAVERING SYNTHETIC TURF BALL FIELD

Sealed bids for the naming rights to **WAVERING SYNTHETIC TURF BALL FIELD** are now being accepted in Quincy, Illinois, Adams County, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois 62301, until 5:00pm local time, on Thursday, July 5, 2018.

Proposal specifications may be obtained at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois 62301, during regular business hours, 9:00am – 5:00pm, Monday – Friday or at our website www.quincyparkdistrict.com.

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

Quincy Park District Rome Frericks, Executive Director

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 11, 2018

STAFF RECOMMENDATION

<u>AGENDA ITEM:</u> BID FOR WAVERING SYNTHETIC TURF BALL FIELD PROJECT: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: For the past several months, staff has been researching synthetic turf companies. Since partnering with the Little League program and having the possibility to continue to host post season tournaments, we would like to upgrade the Wavering facility. This will also significantly reduce the amount of rainouts due to the weather and field conditions.

The project consists of a synthetic turf infield at Wavering with base distances of 60' and 70' and a portable pitching mound. This would allow us to play all of our youth baseball, girls and adult softball games if needed.

Bids were prepared by staff and advertised in the local newspaper and a bid opening was held on July 5, 2018. The Park District received proposals from Martin Engineering Company/All Synthetic Group (MEC/ASG), ATG Sports and Byrne & Jones.

MEC/ASG was the low bid of the three companies with a base bid of \$164,300 for the installation of the synthetic turf field infield at Wavering Field. MEC/ASG has recently completed Schlitt Park, Springfield High School and Sacred-Heart Griffin High School all in Springfield, Illinois and is currently working on Taylorville High School Football Field in Taylorville, Illinois.

FISCAL IMPACT: \$150,000 of the funds for the project would come from naming rights for the field and the remaining \$14,300 from recreation reserves. The recreation fund has a cash balance of \$434,518 as of 6/30/18. Projected cash balance on 12/31/18 is expected to be \$561,172. Reserve policy requirements for the fund are a cash reserve balance of \$211,712.

STAFF RECOMMENDATION: Staff recommends approval of the bid from MEC/ASG in the amount of \$164,300 for the installation of the synthetic turf at Wavering field.

PREPARD BY: Rome Frericks, Executive Director & Michael Bruns, Director of Program Services

BOARD ACTION:

Wavering Synthetic Turf Ball Field Quincy Park District Quincy, Illinois 62301		ATG Sprts	BYRNE & JONES Construction	MEC/ASG
Base Bid for Wavering Synthetic Turf Field	\$200,000	\$203,000	\$260,000	\$164,300
BID SECURITY		Х	X	X



I certify the above is a tabulation of bids received by the Quincy Park District at 5:00 p.m. on July 5, 2018

at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

PUBLIC INPUT