Quincy Park District

BOARD OF COMMISSIONERS MEETING

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Agenda
August 8, 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 – July 11, 2018

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

BOARD INFORMATION/EDUCATION:

CORRESPONDENCE:

VOLUNTEERS:

- Special Populations: Megan Klingner, Wilson Betz
- Summer Playground: Emme Tournear, Nathan Werries

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:

- Bid for Quinsippi Island Milling and Resurfacing: Recommended Approval **(VOICE VOTE)**
- Relocation of Historical Marker in Clat Adams Park: Recommended Approval **(VOICE VOTE)**
- Post-Issuance Tax Compliance Annual Report: Information Only
- Little People's Tournament Fees: Recommended Approval **(VOICE VOTE)**
- All America Park Shelter Replacement, Design and Engineering Work and Demolition: Recommended Approval **(VOICE VOTE)**
- Renaming Riverview Park to Ben Bumbry Riverview Park: Recommended Approval **(VOICE VOTE)**

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

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

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

ACTIONS AFTER EXECUTIVE SESSION

ADJOURN (VOICE VOTE)

CONSENT AGENDA

(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting July 11, 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, Sara Reuschel, 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: none.

Also in Attendance: Executive Director–Rome Frericks, Director of Parks– Matt Higley, Director of Business Services – Don Hilgenbrinck, Director of Program Services – Mike Bruns, Director of Golf – David Morgan, 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 June 13, 2018 Regular Board meeting minutes or the check register and upon hearing no objections he announced they are approved by unanimous consent.

PUBLIC INPUT

Monica Hinkamper, Quincy Tennis Association, shared with the Board the great relationship they have with the Park District. She noted several initiatives they had worked on with the Park District and the positive changes that been made in the Park system and especially at Reservoir Park. John Gebhardt provided a six month summary of activities at the Log Cabin Village. Stacey Sparks voiced concerns regarding the potential change in the name of Riverview Park. She has great respect for Ben Bumbry but believes there is a better way to honor him rather than change the name of Riverview Park. It was noted that during this time, the Board is considering public input. President Gough suspended the rules and turned the floor over to Jeff Conte, Engineer with the City of Quincy. Mr. Conte explained that the City is interested in drilling a test well on Quinsippi Island. He provided handouts to the Board members. He reviewed the project, the timeline and requested permission to drill the well. He noted that this test would quantify the productivity and cost effectiveness of this site as a potential water supply site for the City. There was discussion on the need for the project, the information the project would provide, the selection of the site, the potential impact of the project and the timeline. It was noted that a hold harmless agreement has been drafted and the City has issued a certificate of liability insurance naming the Park District on the certificate. Attorney Anastas provided an overview of discussions he has had in respect to this project. He stated the legal advisor for the City is from his office and he wanted that disclosed if anyone had any concerns. He explained that the Board can discuss this item but cannot take action at this meeting. He noted that the Executive Director does have the authority to grant a one day permit for limited usage in the Park system. The Board could grant the Executive Director permission to move forward with this approval. It was agreed that there should be no cost to the Park District and the City should pay all legal fees. He said if any commissioner had concerns they should step forward now. Commissioner Steinkamp noted that linking the Park District with the City's water supply carries the potential for tangential involvement in the Legionnaires Disease discussion. It was

agreed that this should not set precedence for how approvals for this type of work should be granted. There was consensus that the Executive Director should move forward with granting permission to the City for the drilling on Quinsippi Island. President Gough declared the meeting resumed.

BOARD INFORMATION/EDUCATION

Quincy Park District / Adams County /City of Quincy Riverfront Promenade/Boardwalk and Visitor Boat Dock

President Gough noted that each of the Commissioners had received a copy of the request for qualifications (RFQ) and noted that Commissioner Frankenhoff wanted to discuss this item. Commissioner Frankenhoff stated that the Board should have an opportunity to discuss this type of development and he has concerns regarding the publication of the RFQ prior to its presentation to the Park Board. There was discussion regarding the process, including the establishment of a committee by the mayor, the development of the project, communication with the Board, the funding needs of the project, the significance to the bonding needs to the Park District. President Gough stated that he would like this to be discussed at the retreat next month. It was noted that in the future, members of the Board should be advised when another member is asked to be on a committee representing the Park Board. Attorney Anastas noted that no individual commissioner has authority to commit the Park District and based on the scope of the RFQ, it should not have been released without notification to the Board. President Gough stated that the proposals received from the RFQ will be shared with the Board and he will keep the Board informed of any other future developments. Commissioner Frankenhoff provided an overview of the District's historical funding needs, referendums, and limits.

Historical Marker-Clat Adams Park

Executive Director Frericks provided a handout showing the placement of the historical marker in Clat Adams Park. He explained that there was interest in moving the marker. Commissioner Stupasky explained that the placement of the monument is not consistent with other signage and monuments in the area. He suggests that the monument be relocated to another area in the Park. There was some discussion regarding options for placement of this monument and strategies for placement of future monuments. Staff was asked to notify those who purchased the monument/Latter Day Saints of its potential move and to prepare a recommendation, including the cost, to move the monument on next month's agenda.

VOLUNTEERS

Executive Director Frericks extended his appreciation to the T-ball and Softball Coaches, Special Populations and Summer Playground volunteers.

EXECUTIVE DIRECTOR REPORT

Executive Director Frericks added to his report that he attended a meeting at Illinois Veterans Home and the 8th and 12th Street entrances are both open with no guards and the back gate that connects with Bill Klingner Trail is open from sunrise to sunset. He noted that there will be a press conference tomorrow covering the Avenue of Lights $100,000 donation to Friends of the Trail.

DIRECTOR'S REPORTS

Director Higley provided a hand out of the estimated cost of a camping area in Wavering Park. It was noted that this will be on the agenda for the retreat. Director Bruns noted that the State Baseball Tournament opens tonight at Pepsi Field and goes through Saturday. Director Morgan reported that the City Tournament went well. Coordinator Beroiza noted that the Park District was featured on the cover page of Q-magazine.

NEW BUSINESS

Independent Audit Report – FY2017 Comprehensive Annual Financial Report

Director Hilgenbrinck noted that the auditor, Danielle Fleer, attended the Finance Committee meeting and provided an overview of the document. He noted that pages four through eleven are considered a good overview of the District's position. COMMISSIONER STUPASKY MADE A MOTION TO ACCEPT THE COMPREHENSIVE ANNUAL FINANCIAL REPORT, AS PRESENTED. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Quincy Park District 2018-2019 Goals & Objectives 2nd Quarter Status Update

Executive Director Frericks explained that the Park District's goals and objectives are provided quarterly to the Board of Commissioners. A copy of the District's goals and objectives with the second quarter update is included in the Board packet. There were no questions or concerns.

Quincy Park District Board of Commissioners Executive Session Minutes Biannual Review

COMMISSIONER FRANKENHOFF MADE A MOTION TO ACCEPT THE RECOMMENDATION AS PRESENTED BY STAFF. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Westview Semi-Annual Financial Analysis

Director Hilgenbrinck noted that the rounds and revenue are down from last year. He also noted that the expenses have been managed well this year. There was some discussion regarding water usage. It was noted that there was snow in March and April.

Naming Rights Wavering Field

COMMISSIONER REUSCHEL MADE A MOTION TO 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. Executive Director Frericks briefly reviewed the recommendation. It was noted that there is a policy addressing naming rights and they are aware of this policy. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bid for Wavering Synthetic Turf Field Project

COMMISSIONER DEMPSEY MADE A MOTION TO APPROVE THE BID FROM MEC/ASG AS PRESENTED BY STAFF. Executive Director Frericks explained that he and Director Bruns have worked on this project. He reviewed the highlights of the project. 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. There was discussion regarding the maintenance of turf fields, life of a turf field, and the difference in the bids. Frericks explained they had traveled to Springfield and inspected fields that had been installed by the company under consideration. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

PUBLIC INPUT

Jeff Kerkhoff noted that at the Finance Committee meeting the terms pension asset was discussed. He also noted that doing a referendum is better than a survey.

Commissioner Frankenhoff suggested that a minimum of two commissioners be required for requests to staff to research projects. He also requested staff compile a brief report on status of the bridge to Quinsippi Island to be presented at the next Board meeting or at the retreat. He noted the importance of access the bridge provides and asked that the information include the underwater inspection that was completed three years ago. It was noted that the bridge is included in the Goals and Objectives. Commissioner Steinkamp asked about

committee assignments. President Gough said the only change was to the Chair of the Finance Committee. Commissioner Stupasky has been assigned that position. All other committee assignments remain the same. It was agreed that the retreat will be held on Friday, August 24th 9:00 am to 3:00 pm. Executive Director Frericks asked that request for retreat agenda items be sent to him and President Gough as soon as possible. Commissioner Frankenhoff and Dempsey agreed that a report on the bridge should be on the agenda. VICE PRESIDENT HOLTHAUS MOVED TO ADJOURN. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

_____	_____
Secretary	Chairman
_____	_____
Date	Date

PUBLIC INPUT

BOARD INFORMATION/ EDUCATION

CORRESPONDENCE

VOLUNTEERS

To: Board of Commissioners

From: Rome Frericks

Subject: Monthly Report

Date: July 31, 2018

Administrative Initiatives (7/01/18 – 7/31/18)

Attended:

- Friends of the Trails meeting
- Directors meeting
- Safety meeting
- Rotary meetings
- Quincy/Adams County Economic Development/Tourism meeting
- Riverfront Development meeting
- QBAREA meeting

- Met with Trotter General Contractors for the preconstruction meeting for Clat Adams fountain.
- Attended Avenue of Lights check presentation for the Bill Klingner Trail donation.
- Met with both MEC/ASG at Wavering Field to sign the contract and go over all final details pertaining to the synthetic turf installation.
- Attended the check presentation for Blessing Health Systems donation to Bill Klingner Trail.
- Met with contractors for pricing on various Bond 2019 projects.
- Attended the Illinois Veterans Home community leader meeting on potential upgrades to the facility.
- Met with contractors for the Q-Island road repairs.
- Attended the Optimist Club luncheon for all sponsors for Soap Box Derby.
- Met with Danielle Fleer, CPA and reviewed our 2018 audit.

- Met with General Electric Company to finalize the Park District lighting project.
- Attended a meeting with QFB Energy on the Park District's energy audit.
- Attended the Ulysses S Grant plaque dedication at Clat Adams Park.
- Attended the Housing Development press conference as part of city strategic plan.
- Began preparing for the August Board retreat.

Administrative Initiatives (8/1/18 – 8/31/18)

- 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.
- Continue working on upcoming Board retreat information.

DIRECTOR'S

REPORTS

To: Board of Commissioners

From: Matt Higley

Subject: Monthly Report

Date: July 31, 2018

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

Attended:

- Directors meeting
- Safety meeting
- Kiwanis meetings
- Clat Adams Fountain pre construction meeting
- Friends of the Trail meeting
- Ulysses S. Grant monument dedication

- Monitored dredging performed in the Marina.
- Monitored ADA concrete work at Boots Bush Ballfield.
- Monitored installation of trash cans and benches along Bill Klingner Trail.
- Monitored Clat Adams fountain renovation.
- Monitored installation of Johnson Park swing set.

Administrative Initiatives (8/1/18 – 8/31/18)

- Continue planning for 2018 projects, goals and objectives.
- Work on 2018 Capital Projects for Parks Department.
- Monitor Installation of Johnson Park swing set.
- Monitor Clat Adams fountain renovation.
- Monitor WAC area ballfield dirt work.
- Monitor Wavering Park ballfield demo work.
- Monitor All America shelter demo work.

To: Board of Commissioners

From: Donald J. Hilgenbrinck

Subject: Monthly Report

Date: July 31, 2018

Administrative Initiatives (7/01/18 – 7/31/18)

- Attended Safety Committee meeting.
- Met with Verocity representative to discuss the potential replacement of the VSI system to be replaced by 2023.
- Continuing efforts with representative of General Energy Corporation to complete lighting upgrades.
- Completed IMRF remote audit
- Conducted seasonal cash/POS payment processing audits.
- Conducted facilities audit with auditor for FY2018 audit.
- Prepared financial documents for Board Retreat.
- The office staff has also been busy with 2018 baseball registrations, shelter reservations, processing special event applications, and administrative duties

.**Administrative Initiatives** (8/01/18 – 8/31/18)

- Attend Board Retreat
- Begin preparation/planning for the FY2019 budget.
- Work with TimePro to improve interface and reporting.

To: Board of Commissioners

From: Mike Bruns

Subject: Monthly Report

Date: July 26, 2018

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

- Attended the monthly safety committee meeting.
- Staff conducted the Little League state intermediate baseball tournament.
- Staff conducted the outdoor concerts at Washington Park.
- Staff conducted the outdoor movies and family fun in the sun events at Moorman Park.
- Staff started the process of evaluating our spring and summer programs and events.
- Staff went to the Springfield area to look at several turf field projects.
- Staff worked on setting up the fall adult softball leagues.
- Staff worked on setting up the fall youth soccer leagues.
- Staff worked on an outdoor movie at the Frederick Ball Community Center.
- Staff met with the company doing the work on the Wavering synthetic turf field.
- Staff worked on setting up the fall sand volleyball leagues.

- Staff worked on the 5K trailblazer race.

- Staff conducted the Natural Born Explorers program.

<u>Administrative Initiatives</u> (08/01/18 – 08/31/18)

- Staff will work on evaluation reports for summer programs and events.

- Staff will organize the fall adult softball leagues, which will start the week of August 20.

- Staff will organize the fall youth soccer leagues, which will start the week of August 20.

- Staff will start clean up and closing down procedures for IMP for the season.

- Staff will organize the fall sand volleyball leagues, which will start on August 21.

- Staff will conduct an outdoor movie on August 24 at the Frederick Ball Community Center.

- Staff will organize the fall adult soccer league, which will start on September 9.

- Staff will work on the Fall Festival, which will be held on September 22 at Upper Moorman Park.

- Staff will continue to work on the 5K trailblazer race to be held on October 6.

	2018 (as of July 26)	**2017** (as of July 26)
IMP	1 day closed 8,150 total/average 134	1 day closed 9,726 total/average 165
Swim Passes	331 Individual 115/Family 216	379 Individual 145/Family 234

To: Board of Commissioners

From: David Morgan

Subject: Monthly Report

Date: August 1, 2018

<u>Administrative Initiatives</u> (07/01/18 – 07/31/18)

- Attended safety, directors and board meeting.
- Morten Arboretum checked on the ash borer traps.
- Hosted the Junior City Tournament, Thursday July 5th.
- Hosted the City Tournament, Saturday July 7th and Sunday July 8th.
- Hosted the Unity Payson Football Outing, Saturday July 14th.
- Hosted the Breakfast Optimist Golf Outing, Monday July 16th.
- Started the Landmarx Match Play League, Thursday July 26th. 9 weeks of match play.
- Hosted the Quincy University Alum Golf Outing, Friday July 27th.
- Hosted the Greater Raider Golf Outing, Sunday July 29th.
- Staff applied Dismiss herbicide to control yellow Nutsedge on the course.
- Prepped course for Junior City and the City Golf championship.
- Repaired 12 minor leaks and repaired 6 sprinklers on the 3rd nine holes.
- Trimmed and removed volunteer trees from around the lakes.

- Continued trimming of low branches around the course.
- Staff applied fungicides to the greens, tees and fairways to maintain playable conditions.
- Staff applied Pylex herbicide on the fairways to control goose-grass population.

<u>Administrative Initiatives</u> (08/01/18 - 08/31/18)

- Host the Museum Night Golf Outing, Saturday August 4th.
- High School golf will start in August.
- Host the D.A. Wiebring QND Invite, Thursday August 9th.
- Continue the Landmarx Match Play League.
- Host the QHS Invite, Saturday August 18th.
- Host the Ridder Memorial Golf Tournament, Saturday August 25th, Third Nine Holes.
- Host the Bordewick 4 Day Extravaganza, Tuesday August 28th through Friday August 31st.
- Continue applying fungicides to maintain course playability.
- Continue repairing leaks on the irrigation system.
- Staff will begin work on #5 cart-path renovation.
- Monitor goose-grass population and re-treat as needed.
- Continue trimming of low branches around the course.
- Address bunker drainage issues on holes 6 and 15.

Westview Golf Course Rounds of Golf - 2018

		Jul-18	2018 YTD	Jul-17	2017 YTD
10000	18 Hole Weekday Green Fee	445	1619	508	1772
10001	18 Hole Weekend Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	93	681	182	934
10003	9 Hole Weekend Green Fee	0	0	0	0
10004	Twilight Green Fee	54	229	76	280
10005	Fall/Spring/Winter Green Fee	0	253	0	370
10006	M-T-TH-Special	92	310	63	331
10007	Winter Special w/ Car	0	196	0	536
10008	Third Nine Green Fee	533	1673	545	1786
10009	Family Night Adult	23	81	27	87
10010	Family Night Child	25	83	23	80
10011	Jr. Green Fee	9	31	3	55
10012	Promotional Round	7	30	14	50
10013	Twilight Combo	707	2312	591	2148
10014	Early Bird 9	31	52	5	20
10015	Early Bird 18	192	443	146	293
11000	Adult Weekday Pass Visit	274	1006	211	902
11001	Adult Weekend Pass Visit	130	704	179	993
11002	Senior Weekday Pass Visit	407	1523	356	1661
11003	Senior Weekend Pass Visit	185	892	268	1240
11004	Senior Rest. Weekday Pass Visit	97	303	65	235
11005	Super Senior Weekday Pass Visit	455	1647	404	1719
11006	Employee Pass Visit	50	199	64	265
11007	Junior Weekday Pass Visit	99	358	144	540
11008	Junior Weekend Pass Visit	23	121	50	247
11010	Junior Summer Pass Visit	106	194	124	190
11011	College Pass Visit	0	171	84	382
11012	Young Adult Pass Visit	111	482	19	201
11013	School Team Pass Visit	0	0	0	65
12000	Green Fee Punch card Visit	477	1821	532	2144
13000	Tournament Round	218	935	192	880
13001	Tournament Green Fee	0	0	0	0
13002	Outing Green Fee	113	257	91	116
	Total	**4,956**	**18,606**	**4,966**	**20,522**
	Per Visit Fee	**$4,517**	**$17,035**	**$4,492**	**$18,948**
	*** Days Closed**	**1**	**66**	**0**	24

To: Board of Commissioners

From: Marcelo Beroiza

Subject: Monthly Report

Date: July 31, 2018

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

- Attended recreation staff meeting, Friends of the Trails Board meeting and Park District Board meeting
- Optimist Club recognized Quincy Park District for their support at monthly banquet
- Met with staff and intern to discuss KHQA monthly interviews
- Scheduled, coordinated and created content for fall/winter 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
- Fall/Winter brochure & school flyer completed
- New fall programs campaign. Fall soccer, sand volleyball and KHQA 5K Trailblazer
- Park information published in the 2018 Chamber Guide

Administrative Initiatives (8/1/18 – 8/31/18)

- Add email marketing software Constant Contact
- Continuous digital marketing campaign for the Park District /Westview and social media platform awareness. Facebook & Instagram live all events, parks, trails and attractions
- 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

UNFINISHED BUSINESS

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 8, 2018

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR QUINSIPPI ISLAND MILLING AND RESURFACING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Quinsippi Island (Q-Island) milling and resurfacing is a 2018 Bond Project. The Q-Island road has not been resurfaced since the early 1990's. There have been several floods that caused significant erosion of the bank on the north side of the road. The north side of the bank has been reinforced with additional rock and concrete to prevent future erosion.

Bids were prepared by staff and the work will be completed later this fall.

Two bids were received with the low bid coming from R. L. Brink Construction for $22,140.

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

FISCAL IMPACT: $75,000 was budgeted from the 2018 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from R.L. Brink Construction for $22,140 for Quinsippi Island milling and resurfacing.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Quinsippi Island Milling and Resurfacing Quincy Park District Quincy, Illinois 62301		Diamond Construction	R. L. Brink Construction
Base Bid for Quinsippi Island	$75,000	$25,450	$22,140
BID SECURITY		X	X

Come Out and Play.

Quincy Park District

www.quincyparkdistrict.com

Ron

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 8, 2018

STAFF RECOMMENDATION

AGENDA ITEM: RELOCATION OF HISTORICAL MARKER IN CLAT ADAMS PARK: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: After receiving a request from the City of Quincy in May 2002, the Quincy Park District authorized the placement of an historical marker in Clat Adams Park.

The historical marker recognizes the role the City of Quincy played in sheltering members of the Church of the Latter Day Saints in 1839. The text is historical rather than religious in nature.

Staff reached out to former Mayor Scholz regarding his thoughts on the possible relocation of the historical marker to a different location within Clat Adams Park. After a conversation with Mr. Scholz, he has no concerns with moving the marker. Staff also sent a letter to the Church of Jesus Christ of Latter-Day Saints notifying them that moving the monument was under consideration and asking them to contact us if they had any questions or concerns. They have not contacted us.

FISCAL IMPACT: The relocation of the historical marker in Clat Adams Park is estimated to cost approximately $700. The funds will come from the District's operational budget.

STAFF RECOMMENDATION: Staff recommends the Board approve relocating the historical marker in Clat Adams Park to either of the two locations as previously presented.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Historical Marker-Clat Adams

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 8, 2018

STAFF RECOMMENDATION

AGENDA ITEM: POST-ISSUANCE TAX COMPLIANCE ANNUAL REPORT: INFORMATION ONLY

BACKGROUND INFORMATION:

In June of 2011 the Quincy Park District received an IRS request to complete an Advance Refunding Bonds Compliance Check Questionnaire. The district sought the guidance of bond counsel, Chapman & Cutler, LLP.

In the process of completing the questionnaire, representatives of Chapman & Cutler, LLP recommended and the District adopt Resolution 11-05, July 13, 2011 to comply with IRS regulations regarding tax-exempt bonds.

In accordance with this resolution, the Treasurer of the Quincy Park District, as the Compliance Officer, presents the following annual Post-Issuance Tax Compliance Report and Post-Issuance Compliance Checklist for the board of commissioners' review.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: None.

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

BOARD ACTION:

STATE OF ILLINOIS)
) SS
COUNTY OF ADAMS)

POST-ISSUANCE TAX COMPLIANCE REPORT

To: Board of Park Commissioners of the Quincy Park District, Adams County, Illinois

Pursuant to my responsibilities as the Compliance Officer as set forth in a Bond Record-Keeping Policy (the *"Policy"*) adopted by the Board of Park Commissioners (the *"Board"*) of the Quincy Park District, Illinois (the *"District"*), on the 13th day of July, 2011, I have prepared a report reviewing the District's contracts and records to determine whether the Tax Advantaged Obligations (as defined in the Policy), comply with the applicable federal tax requirements. In accordance with the proceedings and agreements under which the Tax Advantaged Obligations were issued, the District has covenanted generally to take all action necessary to comply with the applicable federal tax rules and regulations relating to the Tax Advantaged Obligations, including covenants necessary to preserve the excludability of interest on the Tax Advantaged Obligations from gross income for federal income taxation purposes. The following sets forth a summary demonstrating the District's compliance with such covenants and expectations.

(a) *Records.* I have in my possession all of the records required under the Policy.

(b) *Arbitrage Rebate Liability*. I have reviewed the agreements of the District with respect to each issue of the Tax Advantaged Obligations. At this time, the District does not have any rebate liability to the U.S. Treasury.

(c) *Contract Review*. I have reviewed copies of all contracts and agreements of the District, including any leases, with respect to the use of any property owned by the District and acquired, constructed or otherwise financed or refinanced with the proceeds of the Tax Advantaged Obligations and other records. At this time, [each issue of the Tax Advantaged Obligations complies] [certain Tax Advantaged Obligations may not comply] with the federal tax requirements applicable to such issue, including restrictions on private business use, private payments and private loans.

(d) *IRS Examinations or Inquiries*. The Internal Revenue Service (the *"IRS"*) has not commenced an examination of any issue of the Tax Advantaged Obligations.

The IRS has not requested a response to a compliance check, questionnaire or other inquiry.

Based upon the foregoing, I believe that the District is currently in compliance with the applicable tax law requirements and no further action is necessary at this time. This report will be entered into the records of the District and made available to all members of the Board at the next regular meeting thereof.

Respectfully submitted this 20th day of July , 2018.

By _____
Compliance Officer

POST ISSUANCE COMPLIANCE CHECKLIST
FOR ILLINOIS GOVERNMENTAL USE TAX EXEMPT BONDS
JUNE 30, 2018

Name of Bonds:	**General Obligation Park Bonds, Series 2012A**	
Responsible Person for Debt Management Activities	Director of Business Services	
Bond Counsel	Chapman & Cutler, LLP	
Financial Advisor	N/A	
Underwriter	N/A	
Paying Agent	N/A	
Rebate Service	N/A	

A. TAX LAW REQUIREMENTS	DOCUMENT ON FILE	
1. **General Matters**.		
(a) Proof of filing Form 8038-G.	X	
(b) Complete bond transcript.	X	
(b) "Significant modification" to bond documents results in reissuance. Proof of filing new Form 8038-G plus final rebate calculation on pre-modification bonds.	N/A	
2. **Monitor the Use of Proceeds and Financed Facilities**.		
(a) No private business use arrangement with private entity (includes federal government) beyond permitted de minimis amount unless cured by remedial action.	X	
(b) Actions Re: Financed Facilities.	X	
(i) No sale.	X	
(ii) No leases.	X	
(iii) No management contract.	X	
(iv) No research contract.	X	
(v) No "Special legal entitlement".	X	

3. **Arbitrage**.		
(a) Rebate[1].		
(i) First installment of arbitrage rebate generally due on fifth anniversary of bond issuance plus 60 days.	N/A	
(ii) Succeeding installments every five years.	N/A	
(iii) Final installment 60 days after retirement of last bonds of issue.	N/A	
(iv) Monitor expenditures prior to semi-annual target dates for six-month, 18-month, or 24-month spending exception.	N/A	
(b) Monitor expenditures generally against date of issuance expectations for three-year temporary period.	N/A	
(c) For advance refunding escrows, confirm that any scheduled purchases of 0% SLGS are made on scheduled date.	N/A	
4. **Record Retention**.		
(a) Maintain general records relating to issue for life of issue plus any refunding plus three years.	X	
(b) Maintain special records required by safe harbor for investment contracts or defeasance escrows.	N/A	
(c) Maintain record of identification on issuer's books and records of "qualified hedge" contracts and all payments and receipts thereunder.	N/A	
(d) Maintain record of election not to take depreciation on leased property that must be treated as owned by a governmental unit.	N/A	

1 To calculate rebate one must have at least (i) complete records of all payments of principal and interest made on the bonds and (ii) all investment income received on the investment of bond proceeds.

B. DISCLOSURE REQUIREMENTS		
1. **SEC Rule 15c2-12 Requirements**[2].		
(a) Determine applicability of continuing disclosure undertaking (*"CDU"*). If you are obligated to provide certain information to the market and fail to do so, subsequent attempts to access the market may be penalized.	N/A	
(b) Periodically determine that required CDU filings have been prepared, sent to and received by EMMA.	N/A	
(c) Information required to be provided to EMMA:	N/A	
(i) Annual Reports.		
(1) Quantitative financial information and operating data disclosed in official statement.		
(2) Audited financial statements.		
(ii) Other information.		
(1) Change of fiscal year.		
(2) Other information specified in CDU.		
(d) Material Event Disclosure. Notification by obligated person to EMMA, in timely manner, of any of the following events with respect to bonds, if event is material within the meaning of the federal securities laws:	N/A	
(i) Principal and interest payment delinquencies.		
(ii) Non-payment related defaults.		
(iii) Unscheduled draws on debt service reserves reflecting financial difficulties.		

2 Disclosures must be made via the Municipal Securities Rule Making Board's Electronic Municipal Market Access (*"EMMA"*) system. Material filed at EMMA will be open to the public for free.

(iv) Unscheduled draws on credit enhancements reflecting financial difficulties.		
(v) Substitution of credit or liquidity providers, or their failure to perform.		
(vi) Adverse tax opinions, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the bonds, or other material events affecting the tax status of the bonds.		
(vii) Modifications to rights of holders of the bonds.		
(viii) Bond calls and tender offers.		
(ix) Defeasances.		
(x) Release, substitution or sale of property securing repayment of the bonds.		
(xi) Rating changes.		
(xii) Bankruptcy, insolvency, receivership or similar event of the District.		
(xiii) The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms.		
(xiv) Appointment of a successor or additional trustee or the change of name of a trustee.		
(e) Failure of the obligated person to timely file financial information (including audited financial statements) and operating data with EMMA.		

2. **Notification to Underwriters of Bonds**. Determination of whether bond purchase agreement requires issuer of the bonds to notify underwriters for a specified period of time of any fact or event that might cause the official statement to contain any untrue statement of material fact or omit to state a material fact necessary to make the statements made therein, in light of the circumstances in which they were made, not misleading.	N/A	
3. **Information Required to be Filed with Other Entities**.		
(a) Rating Agency(ies).	N/A	
(b) Bond Insurer.	N/A	
(c) Credit Enhancer.	N/A	
Examples: (i) Financial records.		
(1) Annual.		
(2) Quarterly.		
(ii) Budgets.		
(iii) Issuance of additional bonds.		
(iv) Events of default.		
(v) Notices of redemption.		
(vi) Amendments to bond documents.		
C. MISCELLANEOUS		
1. **Financial Covenants**. Monitor rate or other covenants.	X	
2. **Investments**. Monitor permitted investments restrictions.	X	

PLEASE NOTE:

This checklist is by its nature not comprehensive. No checklist can ever be a complete safeguard. Federal tax law compliance depends upon all of the relevant facts and circumstances in the particular transaction. Nonetheless, checklists can help provide a methodology for compliance.

The joint task force between the National Association of Bond Lawyers and the Government Finance Officers Association has prepared a more comprehensive "Tax Compliance Checklist—Post Issuance," which can be found at www.http://www.gfoa.org/downloads/ PostIssuanceCompliance.pdf.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 08, 2018

STAFF RECOMMENDATION

AGENDA ITEM: LITTLE PEOPLE'S TOURNAMENT FEES: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Director of the Pepsi Little People's Tournament has requested the use of Westview Golf Course for the 2019 Little People's Golf Tournament to be held June 16th – June 19th, 2019.

The tournament provides income to Westview as well as to the community in general through tourism dollars.

To assist the tournament in keeping costs affordable and the tournament viable, Westview recommends that the fees charged by Westview remain the same as 2018, which is $72 for 18 - hole golfers and $48 for 9 - hole golfers.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: Staff recommends approval of the Little People's fees as proposed for the 2019 tournament.

PREPARED BY: David Morgan, Director of Golf

BOARD ACTION:

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 8, 2018

STAFF RECOMMENDATION

AGENDA ITEM: ALL AMERICA PARK SHELTER REPLACEMENT, DESIGN AND ENGINEERING WORK AND DEMOLITION: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Staff presented the shelter replacement schedule at the May 2017 Board meeting. There are currently seven (7) shelters that need to be replaced in the upcoming years. All America shelter was rated a number #4 out of #10 in terms of its current condition.

Staff is recommending replacing All America shelter in 2019. Design and engineering costs are $11,640 and $5,000 is needed for demolition of the current shelter. There are excess uncommitted 2018 G.O. Bond Funds that could be used for this portion of the project. This would allow us to complete the project sooner limiting the length of time the shelter would be closed during the 2019 season. The bidding process could begin in December 2018 and the project could potentially be completed by May 2019.

Behind this report is a copy of the shelter inventory.

FISCAL IMPACT: The $16,640 needed would come from the uncommitted excess funds in the 2018 G.O. Bond Fund and would be used for design, engineering and the demolition of the All America Park shelter replacement project. The 2018 G.O. Bond Fund has an uncommitted excess fund reserve of $65,228 as of June 30, 2018. An additional $100,000 for the project is included in the 2019 Bond project list.

STAFF RECOMMENDATION: Staff recommends using $16,640 from the excess uncommitted 2018 G.O. Bond Fund for the design and engineering work and the demolition of the All America Park shelter.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

QUINCY PARK DISTRICT
SHELTER INVENTORY

Shelter Location	Size	Material	Year Built	Condition	Replacement	Recent Repairs/Cost
All America	35 x 75	Wood	1970's	4	2019	
Bob Bangert	35 x 65	Wood		3		
Johnson	34 x 40	Wood	1970's	6	2025	
Madison	34 x 38	Wood	1970's	7	2024	
Quinsippi Island	34 x 52	Wood	1970's	4	2021	
Riverview	36 x 52	Wood	1970's	4	2020	
South Park Pond	25 x 25	Wood	1996	7		Painting-$1,500
Wavering Large	42 x 76	Wood	1970's	6	2023	MetalRoof-$4,016
Wavering Small	34 x 52	Wood	1970's	6	2022	Metal Roof-$2,679
Berrian	34 x 48	Steel	2018	10		
Bob Mays	30 x 50	Steel	2007	9		
Clat Adams	40 x 40	Steel	1992	9		
Gardner	30 x 64	Steel	2011	10		
Kesler	20 x 36	Steel	1980's	8		
Lincoln	40 x 46	Steel	2016	10		
Moorman Medium	30 x 64	Steel	2015	10		
Moorman Large	40 x 64	Steel	2014	10		
Moorman Small	24 x 34	Steel	2013	10		
Reservoir	40 x 60	Stone	1930's	8		Painting & Metal Soffits $19,220
South Park Large	70 x 96	Brick	1917	9		Metal Roof,Painting & Tuckpointing-$95,605
South Park Small	10 x 30	Brick		8		Painting-$1,500

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 8, 2018

STAFF RECOMMENDATION

AGENDA ITEM: RENAMING RIVERVIEW PARK TO BEN BUMBRY RIVERVIEW PARK: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Ben Bumbry served on the Quincy Park District Board from 1993 to 2003.

After the passing of Ben Bumbry, the Board indicated that there was interest in renaming Riverview Park to Ben Bumbry Riverview Park.

The name, "Ben Bumbry Riverview Park", matches the naming format used for parks and facilities named after other Board members; Bob Mays Park, Art Keller Marina, etc.

The 50 day public comment period has passed. Staff has received comments from the public both in favor and against renaming Riverview Park to Ben Bumbry Riverview Park. Staff has received five responses as of August 1, 2018 with four in favor of renaming the park and one against the renaming.

FISCAL IMPACT: Park signs are estimated to cost approximately $3,000. The funds will come from the District's operational budget.

STAFF RECOMMENDATION: Staff recommends the Board approve renaming Riverview Park to Ben Bumbry Riverview Park.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

PUBLIC INPUT