Quincy Park District

BOARD OF COMMISSIONERS MEETING

BOARD RETREAT
AUGUST 24, 2018

Quincy Park District
Special Board Meeting
Board Retreat
Administrative Offices
1231 Bonansinga Dr.

August 24, 2018
9:00 a.m. to 3:00 p.m.

Agenda Item
CALL TO ORDER (ROLL CALL VOTE)
PLEDGE OF ALLEGIANCE
NEW BUSINESS: • RESOLUTION NO. 18-04, Resolution Committing Funding for 18th-24th Street Section of Bill Klingner Trail: Recommended Approval **(ROLL CALL VOTE)**
DISCUSSION ITEMS:
• Budget Timeline and Annual GO Bond Timeline o Timeline-2019 Budget & Appropriation Ordinance & 2018 Tax Levy Ordinance o Annual GO Bond, Series 2019 Timeline
• Proposed Capital Projects and Financing o Proposed Projects o Photos o Equipment Purchase List
• Bill Klingner Trail Development/Financing, 18th-24th St. & 5th-Bonansinga Sections o Proposed Project Time line 18th Street to 24th Street o Submitted ITEP Cycle 12 Detailed Project Cost Estimate for 18th Street to 24th Street o Financing the 18th to 24th Street Section & 5th Street to 12th Street Shortfall o Length of Bonds 18th Street to 24th Street o Submitted ITEP Cycle 13 Detailed Project Cost Estimate for 5th Street to Bonansinga o Proceeding with 5th to Bonansinga Drive Section Without ITEP Funding o Timeline for 2019A GO Bond
• Quinsippi Island Bridge o Q-Island Fact Sheet o Q-Island Bridge Below Water Inspection 2015 o As Built Corrective Measures 2016 (Pier #22) o Above Water Inspection 2017 o Q-Island Updated Estimated Costs o City of Quincy Utilizing Q-Island for Aqueduct
• Riverfront Development o Memorial Bridge Alignment-Preliminary Project Concepts o Quincy Park District/Adams County/City of Quincy Riverfront Promenade/Boardwalk and Visitor Boat Dock o Seek Public Referendum for Riverfront Development and Increase Debt or Use Non-Referendum Dollars
• Finance Overview o Financing of Proposed Capital Projects-2019 GO Bond, 2019A GO Bond & Tax Levies

- Lunch

- Quincy Park District Marketing
    - Increased Attendance in Programs
    - Creation of New Website/Social Media Awareness
    - Women's City Club second floor unused space

- Wavering Camping Area
    - Overhead Picture of Camping Area with Estimated Costs

- Employee Compensation/Benefits/Salary Administration Program and Collective Bargaining Agreements
    - 2019 Salary Administration Program
    - 2018 Salary Administration Program
    - Full Time Union Contract
    - Seasonal Union Contract

- Executive Director/Staff and Board Communications/Executive Summary/Annual Goals and Objectives
    - Comprehensive Goals & Objectives 2018-2019
    - Comprehensive Goals & Objectives 2017-2018

PUBLIC COMMENT

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)

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION NO. 18-04, RESOLUTION COMMITTING FUNDING FOR 18th-24th STREET SECTION OF BILL KLINGNER TRAIL: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: This is a new procedure whereby the Illinois Department of Transportation is now requesting the District to recommit funding for this project.

In January and May 2016 the Board approved Resolutions 16-01 and 16-03 respectively. The Resolutions emphasized the Board's commitment to IDOT and the Friends of the Trails to support, fund and complete the 18th-24th Street section of the Bill Klingner Trail.

Now that IDOT is in the process of putting this project out for letting, they are seeking the Board's commitment to fund this project.

FISCAL IMPACT: The final financial impact of this project will depend on the bids to be received. Final action regarding this funding will be presented in the months ahead. With that said, discussion of various scenarios regarding this funding is slated for later in this meeting. Please reference the discussion with regard to G.O. Bond 2019A.

STAFF RECOMMENDATION: Staff recommends the approval of Resolution 18-04 to commit funding the 18-24th Street section of the Bill Klingner Trail, as presented.

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

BOARD ACTION:

Quincy Park District
County of Adams
Location:
Section No.: 16-P4003-04-BT
Project No.: 2M1D(727)
Job No.: C-96-011-18

Quincy Park District

Resolution #18-04

(A Resolution for funding the 18-24th Section of Bill Klingner Trail)

WHEREAS, the Quincy Park District endeavors to improve a segment of the Bill Klingner Trail from 18th Street to 24th Street that is approximately .612 miles in length and known to the Illinois Department of Transportation as MFT Section Number 16-P4003-04-BT and State Job Number C-96-011-18.

WHEREAS, the cost of said improvement has necessitated the use of federal funds.

WHEREAS, the federal fund source requires a match of local funds.

WHEREAS, the use of federal funds requires a joint funding agreement (AGREEMENT) with the Department of Transportation.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Quincy Park District in the State of Illinois, authorizes One Million Six Hundred Forty Five Thousand Seven Hundred Sixty Five dollars, ($1,645,765), or as much of such sum as may be needed to match federal funds in the completion of the aforementioned project known as MFT Section Number 16-P4003-04-BT.

BE IT FURTHER RESOLVED that the Quincy Park District is hereby authorized and directed to execute the above mentioned AGREEMENT and any other such documents related to advancement and completion of said project.

Passed: This 24th day of August, 2018.

_____
President Board of Commissioners of the Quincy Park District

Certificate:

I, Rome Frericks, Secretary in and for said Quincy Park District in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect, and complete copy of a Resolution adopted by the Board of Commissioners of the Quincy Park District at its meeting held on August 24, 2018.

In testimony whereof, I have hereunto set my hand and affixed the seal of said Quincy Park District at my office in Quincy, County of Adams, State of Illinois, this 24th day of August, 2018.

_____
Rome Frericks
Secretary, Quincy Park District

SEAL

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Budget Timeline and Annual GO Bond Timeline: Discussion Only

INFORMATION PROVIDED:

- Timeline - 2019 Budget & Appropriation Ordinance & 2018 Tax Levy Ordinance
- Annual GO Bond, Series 2019 Timeline

2019 Budget & Appropriation Ordinance and 2018 Tax Levy Ordinance Timeline		
Date	**Event Legend** **(Staff Preparation) (Budget & Appropriation) (Tax Levy)**	**Generic Date**
July	**Proposed Capital Projects List Due to Executive Director**	July
August 29, 2018	**Initial staff Budget Guidance/Capital Projects Meeting**	Early September
Aug. 30 - Sept. 19, 2018	**Department Draft Budget Preparation**	September
September 19 - 28, 2018	**Draft Tax Levy Ordinance Preparation**	End of September
September 20, 2018	**Department Budgets due to Executive Director**	4th Friday in Sept. (District practice)
September 24 - 28, 2018	**Department Budget Hearings**	End of Sept. - Beginning Oct.
October 10, 2018	**Board review of Draft Tax Levy Ordinance and Adoption of "Truth in Taxation" resolution**	October Board Meeting
October 22 - 26, 2018	**Draft Budget and Appropriation Ordinance Prepared** Executive Director & Director of Business Serv. finalize the budget.	Mid-October
October 26, 2018	**Draft Budget and Appropriation Ordinance submitted to Board of Commissioners for review**	4th Friday in Oct. (District practice)
November 2, 2018	**Public "Black Box" Notice to be published (If Applicable)** (At least 7 days and no more than 14 days prior to hearing.)	
November 14, 2018	**Budget and Appropriation Ordinance Draft review** **Tax Levy Ordinance Public Hearing (If Applicable, levy >105%) & Tax Levy Ordinance Adopted**	November Board Meeting
November 16, 2018	**Tax Levy Ordinance filed with Adams County Clerk** (Must be filed by last Tuesday in December)*	Day after approval
November 12, 2018	**Draft Budget and Appropriation Ordinance Public Inspection**	30 Days before Adoption*
November 28, 2018	**Public Notice published** (at least one week before hearing)* (Also, at least six days prior to the district approving a budget, that includes an employee's total compensation package that will equal or exceed $150,000 per year, the district must post the total compensation package for that employee on its website.)	At least 1 week prior to hearing*
December 12, 2018	**Budget and Appropriation Ordinance Public Hearing & Budget and Appropriation Ordinance Adopted**	December Board Meeting
	Within six days of approving its budget, the district must post on its website the total compensation package for each employee receiving a total compensation package that exceeds $75,000 per year.	Within 1 Week
	*=Statutory Rule	

Quincy Park District
Annual GO Bond, Series 2019
Timeline

From: Donald J. Hilgenbrinck, Director of Business Services

Here is the proposed schedule of activity for the 2019 GO bond:

October 10, 2018: Present to the Board the recommended project list and amount of total bonds for G.O. Bond 2019. Board president calls for the required BINA (Bond Issue Notification Act) public hearing notice to be published notifying the public of a public hearing to be held on November 14, 2018. (An amount shall be determined for the notice. The amount of the Ordinance for issue of the bonds may be less than the public notice. A resolution is not required.)

October 31, 2018: The required public notice is published in the local newspaper and posted on the bulletin board at the Quincy Park District's business office located at 1231 Bonansinga Dr. (Notice is to be published no less than 7 and no more than 30 days before the date of the hearing. Notice is to be run once.)

November 14, 2018: The Board conducts the required **BINA public hearing** and may authorize staff to seek bids for the sale of bonds. (Proposed minute language supplied by attorney; Notice of Public Hearing to be posted 48 hours prior to hearing.) The Board will have the opportunity to approve the final project list.

November 14, 2018: The staff seeks Board authorization to "Self Fund" the 2019 GO Bond and to set the bond interest rate.

December 12, 2018: The Board at their regular meeting **adopts the general obligation bond ordinance** for the sale of the bonds. (This may not occur until 7 days following the required BINA hearing.)

February 1, 2019: Bond closing, the District receives bond sale proceeds.

October 15, 2019: Maturity Date of Bond. The tax levy for G.O. Bond 2019 would be levied in 2018, funds received in 2019, with the bond payment due on October 15, 2019.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Proposed Capital Projects and Financing: Discussion Only

INFORMATION PROVIDED:

- 2019 Bond Projects List
- 2019 Bond Project Photos
- Equipment Purchase List Parks Department

	Bond 2019		
	Bond Amount	$ 900,000	
	Roll Over From Bond 2018	$ 260,000	
	Total Bond Fund Available	**$ 1,160,000**	
All America	Shelter Replacement	$100,000	
Kesler Park	Resurfacing ADA Ramp to Restroom	$130,000	
Boots Bush	Tar & Chip	$35,000	
Boots Bush	New Fencing Along Entire Parking Lot	$17,000	
Moorman	Resurfacing Moorman Medium to Dam	$150,000	
Moorman	Resurfacing Moorman Dam to 3 Way Stop Sign	$100,000	
District	Equipment	$249,000	
Bob Bangert	Shelter Repairs	$15,000	
Bob Bangert	South Restroom Repairs	$45,000	
Lorenzo Bull	Resurfacing Entire Drive	$45,000	
Wavering	WAC Repurposing for T Ball Fields/Softball	$80,000	
Berrian	Restroom Repairs	$10,000	
Johnson	Dog Park	$75,000	
Moorman	Resurfacing Pickle Ball Courts (6)	$40,000	
Moorman	Soccer Goals & Basketball Goals	$10,000	
District	Various Sign Replacement (4) signs	$12,000	
Moorman	Lighting for Volleyball Courts	$18,000	
Kesler	Replace Handrail Around Restroom	$20,000	
Parker Heights	Signage	$2,000	
	Bond Expenses	$7,000	
	Contingency	-	
	Total	$1,160,000	
	Non Bond Projects		
District	Road/Curb Repairs	$ 20,000	Pav. & Light
	Total	$ 20,000	

2019 Bond Projects

All America Shelter House Replacement $100,000

Park Road Condition

Park	Surface	Condition
Moorman ballfield parking lot	Tar Chip	10(2018)
Kesler north of restroom	Asphalt	10(2018)
Moorman tennis parking lot	Tar Chip	10(2018)
South Park	Asphalt	10(2017)
Bob Mays south parking lot	Asphalt	10(2016)
Edgewater Park	Concrete	9
Art Center drive	Asphalt	8
Emerson parking lot	Asphalt	8
Moorman dam to med Shelter	Asphalt	8
Clat Adams	Asphalt	8
Batting Cage parking lot	Asphalt	7
Wavering Shelter parking	Tar Chip	7
Bob Mays north parking lot	Asphalt	7
Madison Park	Asphalt	7
Castle parking lot	Asphalt	7
Kesler boat club to ADA ramp	Asphalt	7
Parker Heights	Tar Chip	7
East Gardner Park	Tar Chip	7
Wavering pool/archery	Asphalt	6
Wavering 39th street	Asphalt	6
Kesler ADA ramp lot	Asphalt	6
Bob Bangert Park	Asphalt	6
Gardner south road	Tar Chip	6
Riverview Park	Asphalt	6
Berrian	Tar Chip	6
Indian Mounds RJ Peters to Pool	Tar Chip	6
Indian Mounds Pool parking lot	Asphalt	5
Riverview south road	Tar Chip	5
Sunset Park	Tar Chip	5
Gardner shelter area	Tar Chip	5
Wavering ballfield parking lot	Asphalt	5
Indian Mounds Pool through Blackhawk	Tar Chip	5
Wavering main road to batting cage	Asphalt	5
Kesler ADA Ramp to restroom	Asphalt	4
Lenane Park	Asphalt	4
Boots Bush	Tar Chip	4
Lorenzo Bull Park	Asphalt	4
Moorman med shelter to dam	Asphalt	4

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

Kesler Park Resurfacing ADA Ramp to Restroom $130,000

Boots Bush Tar & Chip
$35,000

Boots Bush Fencing
$17,000

Moorman Park Resurfacing Medium Shelter to Dam $150,000

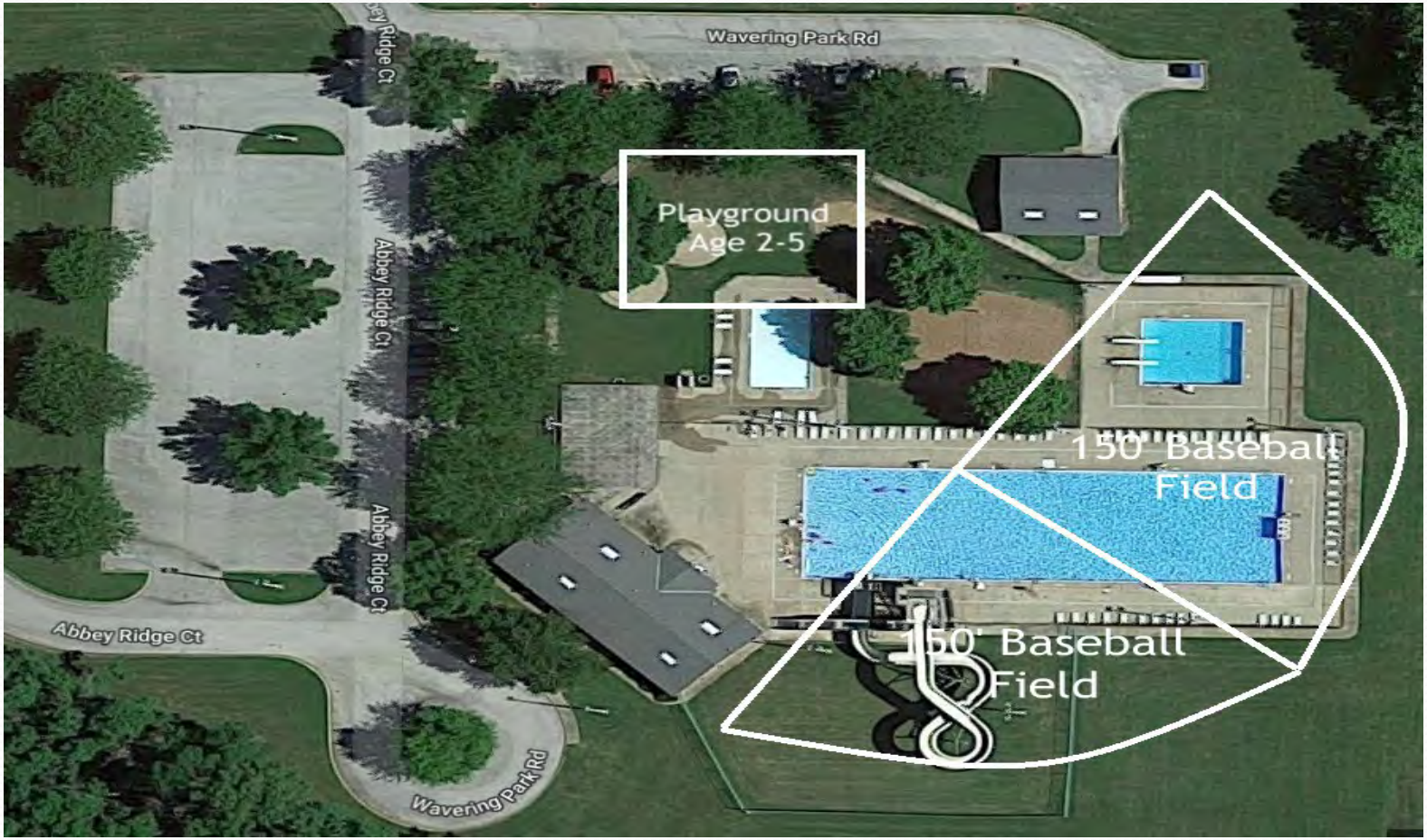
Moorman Park Resurfacing Tennis Parking Lot to Wavering Bridge/3 Way Stop
$100,000

Bob Bangert Shelter Repairs
$15,000

Bob Bangert South Restroom Repairs
$45,000

Lorenzo Bull Parking Lot Resurfacing $45,000

Wavering Aquatic Center Repurposing for T-Ball/Softball
$80,000



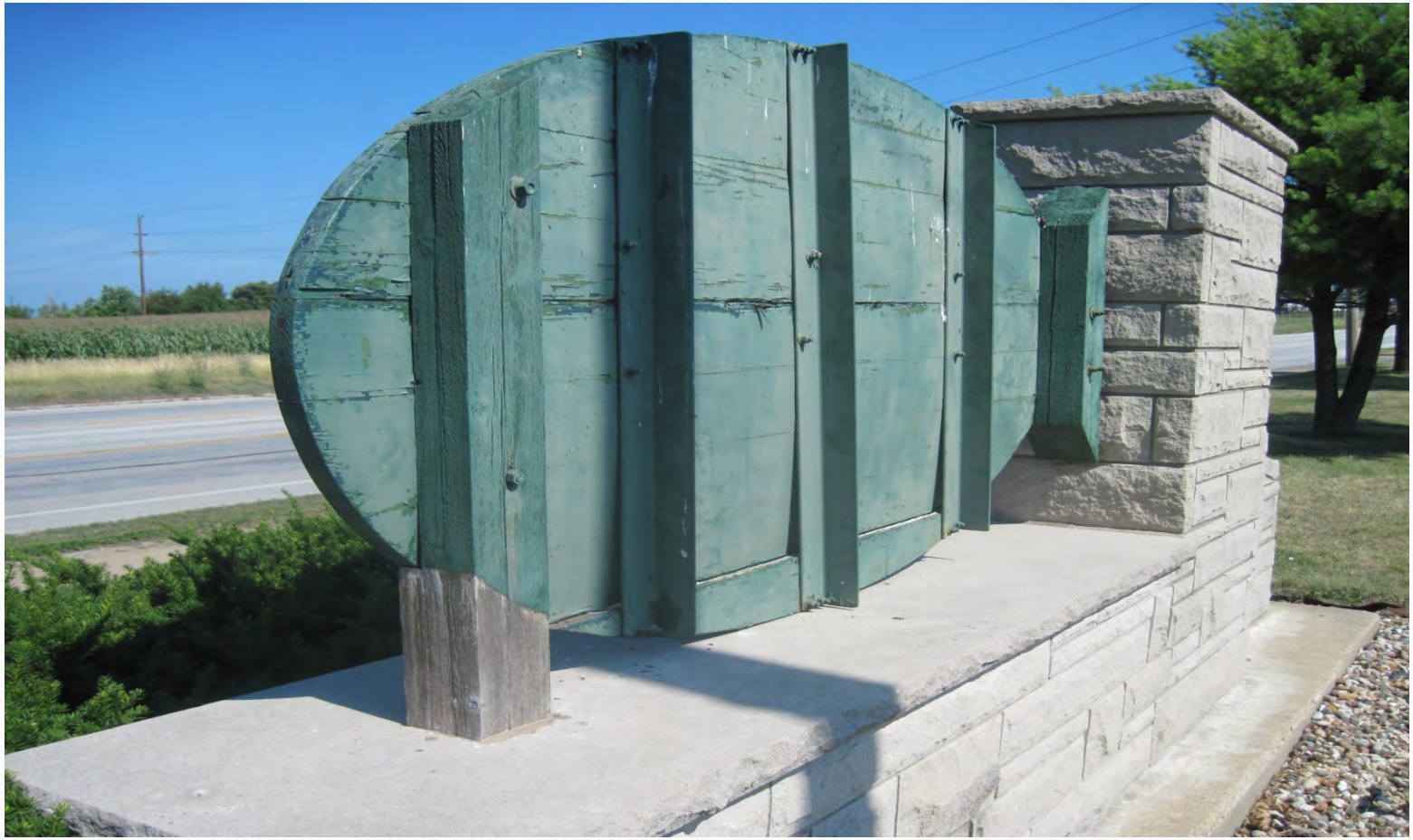
Berrian Restroom Improvements
$10,000

Johnson Park – Dog Park $75,000

Moorman Park Resurfacing Pickleball Courts $40,000

Moorman Park Multipurpose Basketball /Soccer courts $10,000

District Various Sign Replacement (4) Signs $12,000



Moorman Park Lighting for Volleyball Courts $18,000

Kesler Park Replace Handrail Around Restroom $20,000

Parker Heights Informational Sign
$2,000

Note: For equipment tracked by hours - years are the expected years to reach the hour standard. Hours will be verified before equipment is programed for replacement.

EQUIPMENT DESCRIPTION	YEAR	LOCATION/ ZONE	Est. Cost	miles/hrs	Standard Years	2019	2020	2021	2022	2023	2024	2025	2026	2027
PARKS/RECREATION														
FORD F150 4x4	2013	ZONE 1	$ 35,000	67,882	12							$ 35,000		
TORO PRO FORCE BLOWER	2015	ZONE 1	$ 7,500	216	10							$ 7,500		
MOWER TORO 4000D	2018	ZONE 1	$ 50,000	-	4				$ 50,000				$ 50,000	
MOWER TORO ZTR 72"	2015	ZONE 1	$ 10,000	777	6			$ 10,000						$ 10,000
MOWER Toro ZTR 72"	2017	ZONE 1	$ 10,000	204	6					$ 10,000				
MOWER W/B TORO 48"	2016	ZONE 1	$ 9,000	6	8						$ 9,000			
Mower W/B Stand On 48"	2012	ZONE 1	$ 9,000	114	8		$ 9,000							
NEW HOLLAND WORKMASTER 60	2016	ZONE 1	$ 25,000	185	18									
KUBOTA UTV	2016	ZONE 1	$ 16,000	169	15									
TRAILER SNO BIRD	2001	ZONE 1	$ 5,000		None									
#10 FORD F 250 SUPER DUTY	2010	CREWLEADER	$ 35,000	50,967	10 to 8		$ 35,000							
#15A FORD F-250	2015	ZONE 2	$ 25,000	10,576	12									$ 30,000
MOWER TORO 4000D	2014	ZONE 2	$ 50,000	2,489	4									
MOWER TORO 4000D	2017	ZONE 2	$ 50,000	396	4			$ 50,000				$ 50,000		
TORO PRO FORCE BLOWER	2012	ZONE 2	$ 7,500	518	10				$ 7,500					
MOWER EXMARK ZTR 72"	2018	ZONE 2	$ 10,000	-	6						$ 10,000			
SNOW PLOW WESTERN 8'	2010	ZONE 2	$ 10,000		10 to 8		$ 10,000							
TRAILER SNO BIRD	2001	ZONE 2	$ 25,000		None									
UTILITY VEHICLE KUBOTA	2014	ZONE 2	$ 16,000	1,118	15									
BOAT	2009	ZONE 2	$ 8,000		20									
TRAILER BUILT-RITE	2005	ZONE 2	$ 5,000		None									
76x10 Trailerman Trailer	2013	ZONE 2	$ 1,350		None									
#12A FORD F150 4x4	2012	ZONE 3	$ 25,000	31,296	12						$ 30,000			
#18A FORD F250 4x2	2018	ZONE 3	$ 25,000	-	12									
TORO PRO FORCE BLOWER	2018	ZONE 3	$ 7,500	-	10									
76X10 TRAILERMAN TRAILER	2013	ZONE 3	$ 1,350		None									
MOWER TORO 4000D	2015	ZONE 3	$ 50,000	1,493	4	$50,000				$50,000				$50,000
MOWER TORO ZTR 72"	2014	ZONE 3	$ 10,000	447	6		$ 10,000						$ 10,000	
TRACTOR JD5220	2002	ZONE 3	$ 25,000	3,881	18		$ 35,000							
TRAILER HEAVY-DUTY DIVIP	1989	ZONE 3	$ 8,000		None									
TRACTOR JD3520	2010	ZONE 3	$ 25,000	1,521	18									
MOWER W/B EXMARK 48"	2013	ZONE 3	$ 9,000		8			$ 9,000						
#09 FORD F-250 SUPER DUTY	2009	ZONE 4	$ 25,000	33,710	12			$ 30,000						
FORD F250 SUPERDUTY	2016	ZONE 4	$ 25,000	6,119	12									
MOWER TORO ZTR 72"	2016	ZONE 4	$ 10,000	628	6				$10,000					
MOWER TORO ZTR 72"	2017	ZONE 4	$ 10,000	409	6					$10,000				
TRAILERMAN TRAILER 20'	2015	ZONE 4	$ 5,000											

Note: For equipment tracked by hours - years are the expected years to reach the hour standard. Hours will be verified before equipment is programed for replacement.

EQUIPMENT DESCRIPTION	YEAR	LOCATION/ ZONE	Est. Cost	miles/hrs	Standard Years	2019	2020	2021	2022	2023	2024	2025	2026	2027
PARKS/RECREATION														
#M02 FORD VAN	2016	MECHANIC	$ 20,000	5,827	12									
#07A DODGE 2500 4x4	2007	MAINTENANCE	$ 35,000	74,887	8	$ 35,000								$ 35,000
MOWER TORO ZTR 72"	2016	MAINTENANCE	$ 10,000	381	6				$ 10,000					
DUMP TRAILER 8x12	2009	MAINTENANCE	$ 12,000		None									
DUMP TRAILER 6X8	2013	MAINTENANCE	$ 3,600		None									
FORD F350 4X4	2011	SUPPORT	$ 35,000	18,410	10			$ 35,000						
#15B Ford F250 X-Cab 4X4	2015	SUPPORT	$ 30,000	13,740	12									
#18B FORD F250 W/UTILITY BED	2018	SUPPORT	$ 40,000	-	12									
#12B FORD F450 4X4	2012	SUPPORT	$ 45,000	20,645	15									$ 45,000
FORD F350 1 TON	2013	SUPPORT	$ 35,000	7,530	15									
CASE 580N BACKHOE	2014	SUPPORT	$ 90,000	2121	10						$ 90,000			
SNOW PLOW WESTERN 8'	2007	DISTRICT	$ 10,000		8	$ 10,000								
JLG T350 LIFT	2011	SUPPORT	$ 22,000	218	12					$ 35,000				
VERMEER CHIPPER	2012	SUPPORT	$ 50,000	669	12						$ 50,000			
BUCKET TRUCK 35'	2019	SUPPORT	$ 125,000			$125,000								
TRAILER JET STAR	2000	SUPPORT	$ 5,000		None									
TRAILER HEAVY-DUTY DIVIP	1989	SUPPORT	$ 5,000		None									
WELDER PORTABLE LINCOLN	1988	SUPPORT	$ 5,000		None									
TILLER TROY BUILT	1994	SUPPORT	$ 5,000		None									
FORKS QUICK ATTACH	2005	SUPPORT	$ 4,000		None									
SNOW BRUSH	2010	SUPPORT	$ 8,000		12				$ 8,000					
TRAILER SNO BIRD	2001	DISTRICT	$ 5,000		None									
TURF AERATOR	2009	DISTRICT	$ 5,000		20									
SPREADER SALT/CINDERS	2007	DISTRICT	$ 10,000		20									$ 10,000
SNOW BLOWER - HONDA	2007	DISTRICT	$ 8,000		15				$ 8,000					
FORD F150 4x4	2010	RANGER	$ 32,000	76,316										
BOAT JON 18' W/50 HP	2001	MARINA	$ 25,000		25								$ 25,000	
BOAT JON 18'W/50 HP	2017	MARINA	$ 25,000		25									
FORD F150 4X4	2013	SUPERVISOR	$ 30,000	34,460	12							$ 35,000		
#18C FORD EXPLORER	2018	REC	$ 30,000	-	15									
CHEVY 1500	2016	REC	$ 25,000	6,320	15									
FORD F150 4X4	2013	SUPERVISOR	$ 30,000	18,411	12							$ 35,000		
SHOWMOBILE	1998	REC	$ 140,000											

Note: For equipment tracked by hours - years are the expected years to reach the hour standard. Hours will be verified before equipment is programed for replacement.

EQUIPMENT DESCRIPTION	YEAR	LOCATION/ ZONE	Est. Cost	miles/hrs	Standard Years	2019	2020	2021	2022	2023	2024	2025	2026	2027
PARKS/RECREATION														
#18D FORD F150 4x4	2018	RANGER	$ 32,000	-	3			$ 32,000			$ 35,000			$ 35,000
FORD F150 4x4	2015	RANGER	$ 32,000	73,048	3									
TRACTOR NEW HOLLAND 4X4	2012	BALLCREW	$ 25,000	1,149	18									
#97 FORD F150 4X2	1999	BALLCREW	$ 25,000	91,791	15									
TABLE/TRASH REPLACEMENT	VAR	DISTRICT	NA			$ 20,000	$ 30,000							
Small Equipment Replacement	Multi	Parks				$9,000	$9,000	$9,000	$9,000	$9,000	$9,000	$9,000	$9,000	$9,000
			$1,753,800											
						$249,000	$138,000	$175,000	$103,000	$114,000	$233,000	$172,000	$94,000	$224,000
SUBTRACTING RANGER TRUCK FROM ALL CAPITAL PURCHASES						$249,000	$138,000	$143,000	$103,000	$114,000	$198,000	$172,000	$94,000	$189,000

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Bill Klingner Trail Development/Financing, 18th - 24th Street and 5th Street – Bonansinga Drive Sections: Discussion Only

INFORMATION PROVIDED:

- Proposed Project Time Line for 18th Street to 24th Street
- Submitted ITEP Cycle 12 Detailed Project Cost Estimate for 18th Street to 24th Street
- Financing the 18th Street to 24th Street Section & 5th Street to 12th Street Shortfall
- Length of Bond for 18th Street to 24th Street Section
- Submitted ITEP Cycle 13 Detailed Project Cost Estimate for 5th Street to Bonansinga Drive
- Proceeding with 5th Street to Bonansinga Drive Section Without ITEP Funding
- Timeline for 2019A GO Bond

Bill Klingner Trail

Bill Klingner Trail 18th to 24th Street Timeline (Tentative):

Bid letting September 2018

Contract documents signed by November 2018

Trail construction April 2019 –November 2019

-This schedule would be subject to contractor, weather and other factors.

Bill Klingner Trail **Quincy Park District**

18th Street to 24th Street (including sidewalk along 24th and underpass)

Construction of a 10' wide asphalt multi-use trail with 3.5' wide aggregate shoulders extending the existing trail from North 18th Street to North 24th Street. Total length of the trail is approximately 3219 feet. Project includes negotiated reserved parking for trail in existing parking lot at North 24th Street, two (2) pre-engineered streel bridges and other associated improvements.

Estimate of Probable Cost

SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FEDERAL SHARE	SPONSOR SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				35%	65%	
20100500	TREE REMOVAL, ACRES	ACRE	5	$ 10,000.00	$ 17,500.00	$ 32,500.00	$ 50,000.00
	REMOVE AND RELOCATE GATE POSTS	L SUM	4	$ 500.00	$ 700.00	$ 1,300.00	$ 2,000.00
	UTILITY RELOCATES	L SUM	1	$ 75,000.00	$ 26,250.00	$ 48,750.00	$ 75,000.00
20200100	EARTH EXCAVATION	CU YD	1200	$ 14.00	$ 5,880.00	$ 10,920.00	$ 16,800.00
20400800	FURNISHED EXCAVATION	CU YD	5010	$ 22.00	$ 38,580.00	$ 71,640.00	$ 110,220.00
20800150	TRENCH BACKFILL	CU YD	110	$ 63.00	$ 2,430.00	$ 4,500.00	$ 6,930.00
21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	5816	$ 3.00	$ 6,110.00	$ 11,338.00	$ 17,448.00
25000115	SEEDING, CLASS 1B	ACRE	5	$ 5,000.00	$ 8,750.00	$ 16,250.00	$ 25,000.00
25000400	NITROGEN FERTILIZER NUTRIENT	POUND	450	$ 3.10	$ 490.00	$ 905.00	$ 1,395.00
25000500	PHOSPHORUS FERTILIZER NUTRIENT	POUND	450	$ 3.10	$ 490.00	$ 905.00	$ 1,395.00
25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	450	$ 3.10	$ 490.00	$ 905.00	$ 1,395.00
25100115	MULCH, METHOD 2	ACRE	5	$ 1,730.00	$ 3,030.00	$ 5,620.00	$ 8,650.00
25100635	HEAVY DUTY EROSION CONTROL BLANKET	SQ YD	500	$ 3.50	$ 610.00	$ 1,140.00	$ 1,750.00
25200200	SUPPLEMENTAL WATERING	UNIT	10	$ 825.00	$ 2,890.00	$ 5,360.00	$ 8,250.00
28000200	EARTH EXCAVATION FOR EROSION CONTROL	CU YD	75	$ 14.20	$ 370.00	$ 695.00	$ 1,065.00
28000250	TEMPORARY EROSION CONTROL SEEDING	POUND	1500	$ 5.00	$ 2,630.00	$ 4,870.00	$ 7,500.00
28000305	TEMPORARY DITCH CHECKS	FOOT	117	$ 8.90	$ 360.00	$ 681.30	$ 1,041.30
28000400	PERIMETER EROSION BARRIER	FOOT	4000	$ 4.75	$ 6,650.00	$ 12,350.00	$ 19,000.00
28000500	INLET AND PIPE PROTECTION	EACH	2	$ 130.00	$ 90.00	$ 170.00	$ 260.00
28100709	STONE DUMPED RIPRAP, CLASS A4	SQ YD	1012	$ 65.00	$ 23,020.00	$ 42,760.00	$ 65,780.00
28200200	FILTER FABRIC	SQ YD	1013	$ 3.20	$ 1,130.00	$ 2,111.60	$ 3,241.60
35101800	AGGREGATE BASE COURSE, TYPE B 6"	SQ YD	5867	$ 14.50	$ 29,780.00	$ 55,291.50	$ 85,071.50
40600200	BITUMINOUS MATERIALS (PRIME COAT)	TON	3.5	$ 2,070.00	$ 2,540.00	$ 4,705.00	$ 7,245.00
40603305	HOT-MIX ASPHALT SURFACE COURSE, IL 19.0, N 50	TON	353	$ 190.00	$ 23,470.00	$ 43,600.00	$ 67,070.00
42001165	BRIDGE APPROACH PAVEMENT	SQ YD	60	$ 200.00	$ 4,200.00	$ 7,800.00	$ 12,000.00
42400100	PORTLAND CEMENT CONCRETE SIDEWALK 4 INCH	SQ FT	3198	$ 9.40	$ 10,520.00	$ 19,541.20	$ 30,061.20
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	848	$ 12.00	$ 3,560.00	$ 6,616.00	$ 10,176.00
	PORTLAND CEMENT CONCRETE PAVEMENT 7 INCH	SQ YD	457	$ 17.00	$ 2,720.00	$ 5,049.00	$ 7,769.00
42400800	DETECTABLE WARNINGS	SQ FT	16	$ 60.00	$ 340.00	$ 620.00	$ 960.00
44000100	PAVEMENT REMOVAL	SQ YD	99	$ 10.00	$ 350.00	$ 640.00	$ 990.00
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	20	$ 20.00	$ 140.00	$ 260.00	$ 400.00
48100200	AGGREGATE SHOULDERS, TYPE A	SQ. YD.	2395	$ 18.00	$ 15,090.00	$ 28,020.00	$ 43,110.00
50200400	ROCK EXCAVATION FOR STRUCTURES	CU YD	25	$ 500.00	$ 4,380.00	$ 8,120.00	$ 12,500.00
50300225	CONCRETE STRUCTURES	CU YD	350	$ 1,500.00	$ 183,750.00	$ 341,250.00	$ 525,000.00
50901720	BICYCLE RAILING	FOOT	48	$ 190.00	$ 3,190.00	$ 5,930.00	$ 9,120.00
54213453	END SECTIONS 30"	EACH	2	$ 600.00	$ 420.00	$ 780.00	$ 1,200.00
	30" RCP CULVERT	FOOT	26	$ 80.00	$ 730.00	$ 1,350.00	$ 2,080.00
	REINFORCED CONC. BOX CULVERT 12' X 6'	FOOT	30	$ 300.00	$ 3,150.00	$ 5,850.00	$ 9,000.00
	REINFORCED CONC. BOX END SECTIONS	EACH	2	$ 1,800.00	$ 1,260.00	$ 2,340.00	$ 3,600.00
67100100	MOBILIZATION	L SUM	1	$ 34,000.00	$ 11,900.00	$ 22,100.00	$ 34,000.00
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1	$ 30,000.00	$ 10,500.00	$ 19,500.00	$ 30,000.00
	SIGNS	L SUM	1	$ 10,000.00	$ 3,500.00	$ 6,500.00	$ 10,000.00
78001100	PAINT PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	12	$ 50.00	$ 210.00	$ 390.00	$ 600.00
78001110	PAINT PAVEMENT MARKING - LINE 4"	FOOT	3700	$ 2.00	$ 2,590.00	$ 4,810.00	$ 7,400.00
X0322508	PEDESTRIAN TRUSS SUPERSTRUCTURE	SQ FT	1960	$ 142.00	$ 97,410.00	$ 180,910.00	$ 278,320.00
	LANDSCAPING	L SUM	1	$ 25,000.00	$ 8,750.00	$ 16,250.00	$ 25,000.00

Estimate of Probable Cost

SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FEDERAL SHARE	SPONSOR SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				35%	65%	
X0326406	INFORMATION KIOSK COMPLETE	EACH	2	$ 15,000.00	$ 10,500.00	$ 19,500.00	$ 30,000.00
Z0003855	BICYCLE RACKS	EACH	2	$ 750.00	$ 530.00	$ 970.00	$ 1,500.00
Z0013798	CONSTRUCTION LAYOUT	L SUM	1	$ 45,000.00	$ 15,750.00	$ 29,250.00	$ 45,000.00
Z0043750	PRECAST MODULAR BLOCK WALL	SQ FT	2770	$ 72.00	$ 69,800.00	$ 129,640.00	$ 199,440.00
	CONSTRUCTION EASEMENTS	L SUM	1	$ 20,000.00	$ 7,000.00	$ 13,000.00	$ 20,000.00
	CONTINGENCY	-	5%	$ 1,932,733.60	$ 33,820.00	$ 62,816.68	$ 96,636.68
				CONSTRUCTION SUBTOTAL:	**$ 710,300.00**	**$ 1,319,070.28**	**$ 2,029,370.28**
-	DESIGN ENGINEERING	L SUM	1	$175,000.00		$175,000.00	$175,000.00
-	CONSTRUCTION ENGINEERING / INSPECTION / DOCUMENTATION (11.5%)	L SUM	1	$233,377.58	$81,685.00	$151,695.00	$233,380.00
			TOTAL ESTIMATED COST=		$ 791,985	$ 1,645,765	$ 2,437,750

Possible Construction FY Funding			
	2016	$ 831,584	$ 1,728,054	$ 2,559,638
	2017	$ 873,163	$ 1,814,456	$ 2,687,620
	2018	$ 916,822	$ 1,905,179	$ 2,822,001
	2019	$ 962,663	$ 2,000,438	$ 2,963,101
	2020	$ 1,010,796	$ 2,100,460	$ 3,111,256
	2021	$ 1,061,336	$ 2,205,483	$ 3,266,819
	2022	$ 1,114,402	$ 2,315,757	$ 3,430,159
	2023	$ 1,170,123	$ 2,431,545	$ 3,601,667
	2024	$ 1,228,629	$ 2,553,122	$ 3,781,751
	2025	$ 1,290,060	$ 2,680,778	$ 3,970,838
Note: Uses 5% inflation per year.	**2026**	$ 1,354,563	$ 2,814,817	$ 4,169,380

Bill Klingner Trail

July 26, 2018

Bill Klingner Trail for 18th to 24th Street (Updated 2018 Engineers Estimates):

	Option #1	Option #2
Construction	$2,029,370 (5/11/16)	
Contingency	$ 96,637	
Design Engineering (185,405 - $139,700 Pd)	$ 45,705	
Est. Construction Engineering	$ 233,380	
Estimated Costs Grand total	$2,405,092	
Sources of Funds:		
ITEP Grant-(IL Transportation Enhancement Program)	$ 791,990-	
Friend of Trails Commitment	$ 350,000-	
Additional Funding Items:		
Bonding Fees	$ 6,500	
5th to 12th Section Construction Shortfall	$ 153,400	
5th to 12th Section Add'l. Construction Engineering (Staff Rec. 9/14/16)	$ 44,114	
5th to Bonansinga Design Engineering	$ 105,000	
5th to Bonansinga Construction (Includes Contingency)		$ 852,055
5th to Bonansinga Construction Engineering		$ 50,000
Friends of the Trails Commitment		$ 208,900-
Quincy Park District G.O. Bond Funds Needed:	**$1,572,200**	**$2,265,355**

Financing Options:

Option 1:

			Estimated Interest Rate	Bond Term (Years)	Annual Payment October 1st	Additional Cost per $100k
4/1/2019		$ 1,572,200	3.00%	3	$ 548,737	$ 27.93
4/1/2019		$ 1,572,200	3.00%	4	$ 417,658	$ 21.25

Option 2:

			Estimated Interest Rate	Bond Term (Years)	Annual Payment October 1st	Additional Cost per $100k
4/1/2019		$ 2,265,355	3.00%	4	$ 601,796	$ 30.63
4/1/2019		$ 2,265,355	3.50%	5	$ 494,536	$ 25.17

Note: The projected bid letting for the 18th – 24th section is scheduled for September 2018 with a projected start of spring 2019. Next ITEP funding will not be available until 2022. Cost/$100k based on the District's budgeted estimated EAV of $655m for 2018.

Bill Klingner Trail **Quincy Park District**

5th Street to Parker Heights Park

Construction of a 10' wide asphalt multi-use trail with 3.5' wide aggregate shoulders extending the existing trail from North 5th Street westward to Parker Heights Park. Total length of this segmen is approximately 1260 feet.

Estimate of Probable Cost							
SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FEDERAL SHARE	SPONSOR SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				35%	65%	
20100500	TREE REMOVAL, ACRES	ACRE	2	$ 10,000.00	$ 7,000.00	$ 13,000.00	$ 20,000.00
	UTILITY RELOCATES	L SUM	1	$ 20,000.00	$ 7,000.00	$ 13,000.00	$ 20,000.00
20200100	EARTH EXCAVATION	CU YD	1500	$ 12.00	$ 6,300.00	$ 11,700.00	$ 18,000.00
20400800	FURNISHED EXCAVATION	CU YD	3500	$ 35.00	$ 42,880.00	$ 79,620.00	$ 122,500.00
20800150	TRENCH BACKFILL	CU YD	75	$ 50.00	$ 1,310.00	$ 2,440.00	$ 3,750.00
21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	2362	$ 2.00	$ 1,650.00	$ 3,074.00	$ 4,724.00
25000115	SEEDING, CLASS 1B	ACRE	2	$ 3,700.00	$ 2,590.00	$ 4,810.00	$ 7,400.00
25000400	NITROGEN FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 280.00	$ 520.00	$ 800.00
25000500	PHOSPHORUS FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 280.00	$ 520.00	$ 800.00
25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 280.00	$ 520.00	$ 800.00
25100115	MULCH, METHOD 2	ACRE	2	$ 1,200.00	$ 840.00	$ 1,560.00	$ 2,400.00
25100635	HEAVY DUTY EROSION CONTROL BLANKET	SQ YD	2000	$ 3.00	$ 2,100.00	$ 3,900.00	$ 6,000.00
28000200	EARTH EXCAVATION FOR EROSION CONTROL	CU YD	30	$ 10.25	$ 110.00	$ 197.50	$ 307.50
28000250	TEMPORARY EROSION CONTROL SEEDING	POUND	350	$ 3.25	$ 400.00	$ 737.50	$ 1,137.50
28000305	TEMPORARY DITCH CHECKS	FOOT	260	$ 6.75	$ 610.00	$ 1,145.00	$ 1,755.00
28000400	PERIMETER EROSION BARRIER	FOOT	2000	$ 3.25	$ 2,280.00	$ 4,220.00	$ 6,500.00
28000500	INLET AND PIPE PROTECTION	EACH	4	$ 120.00	$ 170.00	$ 310.00	$ 480.00
28100709	STONE DUMPED RIPRAP, CLASS A4	SQ YD	200	$ 57.00	$ 3,990.00	$ 7,410.00	$ 11,400.00
28200200	FILTER FABRIC	SQ YD	238	$ 2.25	$ 190.00	$ 345.50	$ 535.50
35101800	AGGREGATE BASE COURSE, TYPE B 6"	SQ YD	2362	$ 10.50	$ 8,680.00	$ 16,121.00	$ 24,801.00
40600200	BITUMINOUS MATERIALS (PRIME COAT)	TON	2	$ 1,500.00	$ 1,050.00	$ 1,950.00	$ 3,000.00
40603305	HOT-MIX ASPHALT SURFACE COURSE, IL 19.0, N 50	TON	160	$ 140.00	$ 7,840.00	$ 14,560.00	$ 22,400.00
42001165	BRIDGE APPROACH PAVEMENT	SQ YD	36	$ 200.00	$ 2,520.00	$ 4,680.00	$ 7,200.00
	PORTLAND CEMENT CONCRETE PAVEMENT 7 INCH UNDER 5TH ST.	SQ YD	160	$ 65.00	$ 3,640.00	$ 6,760.00	$ 10,400.00
42400800	DETECTABLE WARNINGS	SQ FT	32	$ 60.00	$ 670.00	$ 1,250.00	$ 1,920.00
44000100	PAVEMENT REMOVAL	SQ YD	10	$ 10.00	$ 40.00	$ 60.00	$ 100.00
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	20	$ 20.00	$ 140.00	$ 260.00	$ 400.00
48100200	AGGREGATE SHOULDERS, TYPE A	SQ. YD.	973	$ 18.00	$ 6,130.00	$ 11,384.00	$ 17,514.00
50200400	ROCK EXCAVATION FOR STRUCTURES	CU YD	100	$ 175.00	$ 6,130.00	$ 11,370.00	$ 17,500.00
50300225	CONCRETE STRUCTURES	CU YD	140	$ 825.00	$ 40,430.00	$ 75,070.00	$ 115,500.00
54213453	END SECTIONS 24"	EACH	4	$ 500.00	$ 700.00	$ 1,300.00	$ 2,000.00
	24" RCP CULVERT	FOOT	60	$ 70.00	$ 1,470.00	$ 2,730.00	$ 4,200.00
67100100	MOBILIZATION & REMOVALS	L SUM	1	$ 100,000.00	$ 35,000.00	$ 65,000.00	$ 100,000.00
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1	$ 3,000.00	$ 1,050.00	$ 1,950.00	$ 3,000.00
	SIGNS	L SUM	1	$ 2,600.00	$ 910.00	$ 1,690.00	$ 2,600.00
78001100	PAINT PAVEMENT MARKING - LETTERS AND SYMBOLS	L SUM	1	$ 1,000.00	$ 350.00	$ 650.00	$ 1,000.00
78001110	PAINT PAVEMENT MARKING - LINE 4"	FOOT	1260	$ 2.00	$ 880.00	$ 1,640.00	$ 2,520.00
X0322508	PEDESTRIAN TRUSS SUPERSTRUCTURE	SQ FT	1600	$ 142.00	$ 79,520.00	$ 147,680.00	$ 227,200.00
	LANDSCAPING	L SUM	1	$ 5,000.00	$ 1,750.00	$ 3,250.00	$ 5,000.00
X0326406	INFORMATION KIOSK COMPLETE	EACH	1	$ 15,000.00	$ 5,250.00	$ 9,750.00	$ 15,000.00
Z0003855	BICYCLE RACKS	EACH	2	$ 750.00	$ 530.00	$ 970.00	$ 1,500.00
Z0013798	CONSTRUCTION LAYOUT	L SUM	1	$ 8,500.00	$ 2,980.00	$ 5,520.00	$ 8,500.00
	CONTINGENCY	-	10%	$ 822,544.50	$ 28,790.00	$ 53,464.45	$ 82,254.45
				CONSTRUCTION SUBTOTAL:	$ 316,710.00	$ 588,088.95	$ 904,798.95
-	DESIGN ENGINEERING	L SUM	1	$96,400.00	$0.00	$96,400.00	$96,400.00

Estimate of Probable Cost							
SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FEDERAL SHARE	SPONSOR SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				35%	65%	
-	CONSTRUCTION ENGINEERING / INSPECTION / DOCUMENTATION (15%)	L SUM	1	$135,719.84	$47,501.94	$88,217.90	$135,719.84
			TOTAL ESTIMATED COST=		$ 364,212	$ 772,707	$ 1,136,919
	Possible Construction FY Funding		**2020**		$ 382,423	$ 811,342	$ 1,193,765
			2021		$ 401,544	$ 851,909	$ 1,253,453
			2022		$ 421,621	$ 894,505	$ 1,316,126
			2023		$ 442,702	$ 939,230	$ 1,381,932
			2024		$ 464,837	$ 986,192	$ 1,451,028
			2025		$ 488,079	$ 1,035,501	$ 1,523,580
			2026		$ 512,483	$ 1,087,276	$ 1,599,759
			2027		$ 538,107	$ 1,141,640	$ 1,679,747
			2028		$ 565,012	$ 1,198,722	$ 1,763,734
			2029		$ 593,263	$ 1,258,658	$ 1,851,921
	Note: Uses 5% Inflation per year.		**2030**		$ 622,926	$ 1,321,591	$ 1,944,517

Bill Klingner Trail **Quincy Park District**

5th Street to Parker Heights Park

Construction of a 10' wide asphalt multi-use trail with 3.5' wide aggregate shoulders extending the existing trail from North 5th Street westward to Parker Heights Park. Total length of this segment is approximately 1260 feet.

Estimate of Probable Cost

SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FOT SHARE	QPD SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				20%	80%	
20100500	TREE REMOVAL, ACRES	ACRE	2	$ 10,000.00	$ 4,000.00	$ 16,000.00	$ 20,000.00
	UTILITY RELOCATES	L SUM	1	$ 20,000.00	$ 4,000.00	$ 16,000.00	$ 20,000.00
20200100	EARTH EXCAVATION	CU YD	1500	$ 10.00	$ 3,000.00	$ 12,000.00	$ 15,000.00
20400800	FURNISHED EXCAVATION	CU YD	3500	$ 30.00	$ 21,000.00	$ 84,000.00	$ 105,000.00
20800150	TRENCH BACKFILL	CU YD	75	$ 50.00	$ 750.00	$ 3,000.00	$ 3,750.00
21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	2362	$ 2.00	$ 940.00	$ 3,784.00	$ 4,724.00
25000115	SEEDING, CLASS 1B	ACRE	2	$ 3,700.00	$ 1,480.00	$ 5,920.00	$ 7,400.00
25000400	NITROGEN FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 160.00	$ 640.00	$ 800.00
25000500	PHOSPHORUS FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 160.00	$ 640.00	$ 800.00
25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	400	$ 2.00	$ 160.00	$ 640.00	$ 800.00
25100115	MULCH, METHOD 2	ACRE	2	$ 1,200.00	$ 480.00	$ 1,920.00	$ 2,400.00
25100635	HEAVY DUTY EROSION CONTROL BLANKET	SQ YD	2000	$ 2.50	$ 1,000.00	$ 4,000.00	$ 5,000.00
28000200	EARTH EXCAVATION FOR EROSION CONTROL	CU YD	30	$ 10.00	$ 60.00	$ 240.00	$ 300.00
28000250	TEMPORARY EROSION CONTROL SEEDING	POUND	350	$ 3.00	$ 210.00	$ 840.00	$ 1,050.00
28000305	TEMPORARY DITCH CHECKS	FOOT	260	$ 6.00	$ 310.00	$ 1,250.00	$ 1,560.00
28000400	PERIMETER EROSION BARRIER	FOOT	2000	$ 3.00	$ 1,200.00	$ 4,800.00	$ 6,000.00
28000500	INLET AND PIPE PROTECTION	EACH	4	$ 120.00	$ 100.00	$ 380.00	$ 480.00
28100709	STONE DUMPED RIPRAP, CLASS A4	SQ YD	200	$ 50.00	$ 2,000.00	$ 8,000.00	$ 10,000.00
28200200	FILTER FABRIC	SQ YD	238	$ 2.00	$ 100.00	$ 376.00	$ 476.00
35101800	AGGREGATE BASE COURSE, TYPE B 6"	SQ YD	2362	$ 10.00	$ 4,720.00	$ 18,900.00	$ 23,620.00
40600200	BITUMINOUS MATERIALS (PRIME COAT)	TON	2	$ 1,500.00	$ 600.00	$ 2,400.00	$ 3,000.00
40603305	HOT-MIX ASPHALT SURFACE COURSE, IL 19.0, N 50	TON	160	$ 140.00	$ 4,480.00	$ 17,920.00	$ 22,400.00
42001165	BRIDGE APPROACH PAVEMENT	SQ YD	36	$ 200.00	$ 1,440.00	$ 5,760.00	$ 7,200.00
	PORTLAND CEMENT CONCRETE PAVEMENT 7 INCH UNDER 5TH ST.	SQ YD	160	$ 65.00	$ 2,080.00	$ 8,320.00	$ 10,400.00
42400800	DETECTABLE WARNINGS	SQ FT	32	$ 60.00	$ 380.00	$ 1,540.00	$ 1,920.00
44000100	PAVEMENT REMOVAL	SQ YD	10	$ 10.00	$ 20.00	$ 80.00	$ 100.00
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	20	$ 15.00	$ 60.00	$ 240.00	$ 300.00
48100200	AGGREGATE SHOULDERS, TYPE A	SQ. YD.	973	$ 15.00	$ 2,920.00	$ 11,675.00	$ 14,595.00
50200400	ROCK EXCAVATION FOR STRUCTURES	CU YD	100	$ 175.00	$ 3,500.00	$ 14,000.00	$ 17,500.00
50300225	CONCRETE STRUCTURES	CU YD	140	$ 825.00	$ 23,100.00	$ 92,400.00	$ 115,500.00
54213453	END SECTIONS 24"	EACH	4	$ 500.00	$ 400.00	$ 1,600.00	$ 2,000.00
	24" RCP CULVERT	FOOT	60	$ 70.00	$ 840.00	$ 3,360.00	$ 4,200.00
67100100	MOBILIZATION & REMOVALS	L SUM	1	$ 80,000.00	$ 16,000.00	$ 64,000.00	$ 80,000.00
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1	$ 3,000.00	$ 600.00	$ 2,400.00	$ 3,000.00
	SIGNS	L SUM	1	$ 2,600.00	$ 520.00	$ 2,080.00	$ 2,600.00
78001100	PAINT PAVEMENT MARKING - LETTERS AND SYMBOLS	L SUM	1	$ 1,000.00	$ 200.00	$ 800.00	$ 1,000.00
78001110	PAINT PAVEMENT MARKING - LINE 4"	FOOT	1260	$ 2.00	$ 500.00	$ 2,020.00	$ 2,520.00
X0322508	PEDESTRIAN TRUSS SUPERSTRUCTURE	SQ FT	1600	$ 142.00	$ 45,440.00	$ 181,760.00	$ 227,200.00
	LANDSCAPING	L SUM	1	$ 5,000.00	$ 1,000.00	$ 4,000.00	$ 5,000.00
X0326406	INFORMATION KIOSK COMPLETE	EACH	1	$ 15,000.00	$ 3,000.00	$ 12,000.00	$ 15,000.00
Z0003855	BICYCLE RACKS	EACH	2	$ 750.00	$ 300.00	$ 1,200.00	$ 1,500.00
Z0013798	CONSTRUCTION LAYOUT	L SUM	1	$ 8,500.00	$ 1,700.00	$ 6,800.00	$ 8,500.00
	CONTINGENCY	-	10%	$ 774,595.00	$ 15,490.00	$ 61,969.50	$ 77,459.50
				CONSTRUCTION SUBTOTAL:	**$ 170,400.00**	**$ 681,654.50**	**$ 852,054.50**
-	DESIGN ENGINEERING	L SUM	1	$105,000.00	$ 21,000.00	$84,000.00	$105,000.00

Estimate of Probable Cost

SUMMARY OF QUANTITIES		UNIT	TOTAL QUANTITY	ESTIMATED UNIT COST (DOLLARS)	FOT SHARE	QPD SHARE	ESTIMATED TOTAL COST (DOLLARS)
CODE NO	ITEM				20%	80%	
-	LIMITED CONSTRUCTION ENGINEERING / INSPECTION / DOCUMENTATION	L SUM	1	$50,000.00	$17,500.00	$32,500.00	$50,000.00
			TOTAL ESTIMATED COST=		$ 208,900	$ 798,155	$ 1,007,055
	Possible Construction FY Funding		**2020**		$ 219,345	$ 838,062	$ 1,057,407
			2021		$ 230,312	$ 879,965	$ 1,110,278
			2022		$ 241,828	$ 923,964	$ 1,165,791
			2023		$ 253,919	$ 970,162	$ 1,224,081
			2024		$ 266,615	$ 1,018,670	$ 1,285,285
			2025		$ 279,946	$ 1,069,603	$ 1,349,549
			2026		$ 293,943	$ 1,123,084	$ 1,417,027
			2027		$ 308,640	$ 1,179,238	$ 1,487,878
			2028		$ 324,072	$ 1,238,200	$ 1,562,272
			2029		$ 340,276	$ 1,300,110	$ 1,640,386
	Note: Uses 5% inflation per year.		**2030**		$ 357,290	$ 1,365,115	$ 1,722,405

Quincy Park District
Annual GO Bond, Series 2019A
Timeline

From: Donald J. Hilgenbrinck, Director of Business Services

Here is the proposed schedule of activity for the 2019A GO bond:

November 14, 2018: The Board finalizes the amount of total bonds for G.O. Bond 2019A. Board president calls for the required BINA (Bond Issue Notification Act) public hearing notice to be published notifying the public of a public hearing to be held on January 16, 2019. (An amount shall be determined for the notice. The amount of the Ordinance for issue of the bonds may be less than the public notice. A resolution is not required for this action.)

December 19, 2018: The required public notice is published in the local newspaper and posted on the bulletin board at the Quincy Park District's business office located at 1231 Bonansinga Dr. (Notice is to be published no less than 7 and no more than 30 days before the date of the hearing. Notice is to be run once.)

January 16, 2019: The Board conducts the required **BINA public hearing** and may authorize staff to seek bids for the sale of bonds. (Proposed minute language supplied by attorney; Notice of Public Hearing to be posted 48 hours prior to hearing.) The Board will have the opportunity to approve the final project amount.

January 18, 2019: The district advertises in the local newspaper seeking bids for the sale of bonds, per board authorization.

January 25, 2019: Bids are due at 2:00pm. (Have bid opening early so as to have final ordinance prepared for board meeting.)

February 13, 2019: The board at their regular meeting accepts the best bid for the sale of bonds, and **adopts the general obligation bond ordinance** for the sale of the bonds. (This may not occur until 7 days following the required BINA hearing.)**Must be filed by February 28, 2019 to be a 2018 tax levy.**

April 1, 2019: Bond closing, the District receives bond sale proceeds.

October 15, 2019: Maturity Date of Bond. The tax levy for G.O. Bond 2019A would be levied in 2018, funds received in 2019, with the bond payment due on October 15, 2019.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Quinsippi Island Bridge: Discussion Only

INFORMATION PROVIDED:

- Q-Island Fact Sheet
- Q-Island Bridge Below Water Inspection 2015
- Q-Island Bridge As Built Corrective Pictures 2016 (Pier #22)
- Q-Island Bridge Above Water Inspection 2017
- Q-Island Bridge Updated Estimated Costs
    - 2018 Estimated Deck Replacement Cost
    - 2018 Estimated Total Bridge Replacement Cost
- City of Quincy Possibly Utilizing Quinsippi Island for Aqueduct
    - City of Quincy Possibly Take Over Maintenance or Build New Bridge to Island

Quinsippi Island Bridge

- 2009 Illinois state law required all bridges to become registered and inspected during regular intervals.
- Underwater bridge inspection due every 5 years.
- Above water bridge inspection due every 2 years.
- Next above water bridge inspection is due to start in August of 2019.
- Next below water bridge inspection is due August 2020.
- During 2009 top inspection, the main superstructure is in fair condition, the concrete deck was in fair to poor condition.
- Parks Department corrected all minor maintenance repairs in the 2/2/2010 report from Klingner & Associates.
- Costs estimates for repairs and building a new bridge follow this report.
- Last underwater inspection in 2015 had no major concerns from the divers.
- Since the last underwater inspection in 2010, we have had 4 out of 10 highest historical crests according to National Oceanic and Atmospheric Administration (NOAA)
    1. 27.75 in 2013
    2. 26.75 in 2014
    3. 25.16 in 2013
    4. 23.56 in 2014

UNDERWATER INSPECTION REPORT

for

Klinger & Associates

Quinsippi Island Bridge
Over the Mississippi River
Near Quincy, IL

Inspection Date: October 8, 2015

Prepared By:

J.F. Brennan Company, Inc.
818 Bainbridge Street
La Crosse, Wisconsin 54603
(608) 784-7173 *www.jfbrennan.com*

Marine Professionals Since 1919
BRENNAN

Table of Contents

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2. Structure Description Page 1
3. Method of Investigation Page 1
4. Inspection Findings Page 2
5. Channel Bottom and Scour Assessment Page 4
6. Evaluation and Recommendations Page 4

List of Appendices

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Appendix B – Photographs Page B-1

Disclaimer: The information provided herein is for the limited administrative and operational use of Klinger & Associates and their contractors. Other requests for this document shall be referred to J.F. Brennan, Company, Inc. The accuracy of the information provided is limited to the conditions of the site and to the day of inspection.

1. Introduction/Background

J.F. Brennan Company, Inc. (Brennan) performed a routine underwater inspection of the exterior surface of the underwater portions of the in-water substructures of the Quinsippi Island Bridge located in Quincy, Illinois. Additional acoustic imaging was conducted on the underwater portions of the structure in order to provide a visual representation of any discovered deficiencies. Environmental conditions, such as channel bed material, biological growth, and drift/debris, were generally noted. The structures were also inspected to determine if foundation elements were exposed and/or if scour or undermining was present.

Structure Data

Owner:	Quincy Park Authority
Location:	Quincy, IL
Waterway Crossing:	Mississippi River
Bridge Orientation:	East / West
River Orientation:	North to South (at bridge)
Existing/Previous Information:	Refer to the section entitled 'Structure Description'

The previous underwater inspection conducted in 2014 by Mainstream Commercial Diving was consulted for this inspection.

No inspection was performed on the following: any substructure elements out of the channel, any superstructure elements, or any other bridge or approach/surrounding elements.

2. Structure Description

The Quinsippi Island Bridge was orientated in an East/West direction. For this report Brennan labeled the substructures in conjunction with the provided design drawings and the previous inspection report.

- The length of the bridge over the inspected structures was approximately 525 feet.
- The bridge was a steel deck on girder design, supporting vehicular traffic.
- The bridge had six (6) in-water masonry stone substructures.

3. Method of Investigation

A FHWA Level I visual and tactile inspection of the structure and surrounding riverbed was used to observe signs of distress and deterioration including, but not limited to: movement, cracks, honeycombing, scaling, spalling, exposed reinforcing steel, and collision damage. More in-depth inspection techniques were used on any discovered areas of undermining in order to more accurately assess the remaining load bearing integrity of the structures in question.

- Date of Inspection: October 8, 2015
- Brennan Dive Team:

Jacob Rodgers	Dive Supervisor
Andy Giblin	Inspection Diver
Ryan Olson	Standby Diver / Tender
Spencer Cossalter	Note Technician / Acoustic Imaging Specialist

- A Brennan owned aluminum flat bottom boat was used as the dive platform.
  - Boat Launch: Downstream of bridge, 823 Bonansinga Dr. Quincy, IL 62301.
- The diver used surface supplied air. The dive equipment included a Kirby Morgan dive helmet with full diver-to-surface communications; and a helmet-mounted Outland Video Camera and light with a monitor and a recorder on the dive platform.
- A Kongsberg-Mesotech MS 1000 sector scan was used for the below water acoustic imaging.
- The depth soundings were taken using a survey measuring pole and/or the boat mounted Hummingbird depth finder.
- All measurements were approximate.

4. Inspection Findings

Overall and at the time of the inspection, the inspected in-water structures were in Poor condition at and below the waterline according the National Bridge Inspection Standards (NBIS) due to the presence of undermining on one (1) of the structures. Other than the area of undermining, only minor deficiencies were found on the structures having little to no impact on the structural integrity of the bridge. Additional and specific information can be seen below and in 'Appendix A – Graphical Data and CAD Drawings' and 'Appendix B – Photographs'.

Water

- Water Elevation: 10.4 feet below the top of the pier cap on Pier 21
  470.20 feet (USACE gauge 'Mississippi River at Quincy, IL')
- Water Depths: 32 feet maximum measured river depth
- Visibility: ± 6 inches
- Water Velocity: Light
- Marine Growth: Light
- Weather: Partly cloudy

Pier 21

- Overall condition: Satisfactory.
- The general condition of the pier had not significantly changed since the last inspection.
- Light weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline.
- The water depth ranged from two (2) to five (5) feet surrounding the structure. The shallow depths prevented acoustic imaging of the structure.
- The bottom substrate consisted of very soft mud/silt. Minor timber drift accumulation was located around the upstream bullnose of the pier.
- Probing was conducted around the perimeter of the structure with no indication of the pier footing or any undermining.

Pier 22

- Overall condition: Poor.
- Light weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline.
- The water depth ranged from 12 feet to 20 feet surrounding the structure and dropped off significantly deeper downstream of the structure. Local scour was present starting at the upstream bullnose and continued around the entire pier.
- Exposed timber cribbing and undermining were located along the downstream portions of the structure. The timber cribbing was found to be 15 feet wide along the downstream face of the structure and was located approximately 15 feet below the waterline. Undermining was present across the entire width of the cribbing foundation, extended four (4) feet up the West face of the pier, two (2) feet up the East face, and was four (4) feet tall beneath the cribbing at its deepest point. There were three (3) vertical timber piles exposed within the area of undermining.
- The areas of exposed timber (cribbing and piles) appeared to be in sound condition. Sporadic penetration tests were conducted across the exposed areas of timber with an average penetration of approximately 1/8 inch.
- The bottom substrate consisted of very soft mud/silt. Probing was conducted throughout the area of undermining and around the pier. On the downstream side of the pier, in the deepest part of the undermining, probing resulted in approximately 18 inches of soft substrate before encountering hard pack. On the East and West sides of the pier, where the pier no longer became undermined, probing indicated approximately five (5) feet of soft substrate before encountering hard pack.
- Timber drift was accumulated approximately three (3) to four (4) feet tall surrounding the upstream bullnose of the pier.

Pier 23

- Overall condition: Satisfactory.
- The general condition of the pier had not significantly changed since the last inspection.
- Moderate weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline. Typical pockets of stone loss measured approximately five (5) inches by five (5) inches and were up to two (2) inches deep. Cracking was evident in several of the masonry stones. The cracking also appeared to be a result from weathering / freeze-thaw rather than from settling / shear stress as the cracks were contained to individual stones and were not observed to extend across multiple courses of the stone structure.
- The water depth ranged from four (4) to 10 feet surrounding the structure.
- The bottom substrate was found to be primarily soft mud/silt. Accumulated areas of river rock or possible rip rap were found on the East side of the structure. Sporadic large stone debris was also located in the vicinity of the structure.
- Probing was conducted around the perimeter of the structure with no indication of the pier footing or any undermining.

Pier 24

- Overall condition: Satisfactory.
- The general condition of the pier had not significantly changed since the last inspection.
- Light weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline. Additional light cracking was noted in several individual stones.
- The water depth was approximately 12 feet surrounding the structure.
- The bottom substrate consisted primarily of soft mud/silt. Minor timber drift accumulation was located around the upstream bullnose of the pier.
- Probing was conducted around the perimeter of the structure with no indication of the pier footing or any undermining.

Pier 25

- Overall condition: Satisfactory.
- The general condition of the pier had not significantly changed since the last inspection.
- Moderate weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline.
- The water depth ranged from six (6) to 10 feet surrounding the structure.
- The bottom substrate consisted of very soft mud/silt. Accumulated areas of river rock or possible rip rap were found on the East side of the structure. Moderate timber drift accumulation was located around the majority of the pier.
- Probing was conducted around the perimeter of the structure with no indication of the pier footing or any undermining.

Pier 26

- Overall condition: Satisfactory.
- The general condition of the pier had not significantly changed since the last inspection.
- Light weathering and freeze-thaw damage was noted on the masonry stone and the mortar joints surrounding the waterline.
- The water depth was less than 18 inches surrounding the structure.
- The bottom substrate consisted of rip rap soft mud. Moderate timber debris accumulation was located in the vicinity.
- Probing was conducted around the perimeter of the structure with no indication of the pier footing or any undermining.

5. Channel Bottom and Scour Assessment

At the time of the inspection, the Mississippi River was experiencing relatively normal flow and the channel bottom appeared to be stable for the type of material. The channel bottom consisted primarily of soft mud and silt and would be very susceptible to scour. Pier 22 had a significant area of localized scour and had undermining beneath approximately 25 percent of its foundation at the time of the inspection. In comparison to the report from the previous inspection conducted one (1) year ago, the area of undermining beneath Pier 22 has fluctuated significantly in both size and orientation. This fluctuation could indicate that much of the soft bottom substrate surrounding Pier 22 is likely to be sedimentation during slack water, filling in a seemingly larger area of undermining beneath the structure. Channel depths on the downstream side of Pier 22 dropped off even further with a maximum depth of 32 feet measured. Based on the cross-channel depths that were taken on each side of the bridge it can be inferred that the main channel flow appears to cut diagonally across river from the East bank to the West bank at the bridge location. This angle of approach would result in an increased scour potential surrounding the structures. See 'Appendix A – CAD Drawings' for additional details. Accumulated areas of river rock / rip rap were located beneath the East half of the bridge but were not extensive enough to provide any significant scour protection to the in-water structures. No additional scour, undermining, or scour countermeasures were found.

6. Evaluation and Recommendations

Based on the underwater inspection findings at the time of the inspection, the Quinsippi Island Bridge was considered to be in Poor condition with several deficiencies that need be addressed in order to maintain a good working condition of the bridge. The primary item to be addressed is the scour and undermining of Pier 22. Additional items that should be monitored are; the channel bottom condition and scour potential surrounding the remaining in-water structures, the typical deterioration of the masonry stone and mortar joints within the freeze-thaw zone on all of the in-water structures, and timber drift accumulation surrounding the bridge.

Brennan recommends that the undermining of Pier 22 be repaired in order to return full load bearing capacity to the structure. Scour countermeasures should then be placed around the structure in order to protect the pier from further scour potential. The soft bottom substrate should be taken into account when evaluating any scour countermeasures as some of that material may need to be removed in order to prevent the countermeasure devices themselves becoming undermined. Due to the high susceptibility of the bottom substrate to scour, Brennan also recommends placing scour countermeasures around the other in-water piers before the scour and undermining has the chance to develop in those areas.

Continued monitoring and removal of the timber drift accumulation around the bridge is recommended as well. Timber drift accumulation between any of the in-water substructures will further constrict the cross-sectional area of the waterway and increase the scour potential around the bridge.

In accordance with the National Bridge Inspection Standards (NBIS) and accepted standard practice, Brennan recommends the entire bridge structure should be inspected underwater within a 60-month maximum interval. Brennan also recommends flow and depths be monitored periodically and when superstructure inspections are conducted. In the interim, if significant high water or other adverse conditions are experienced, substructure monitoring with water depth soundings and/or underwater inspections may be warranted.

An immediate post-event inspection should be conducted on the structure after any significant or unusual event, including, but not limited to: flood, earthquake, storm, vessel impact, or other event that has potential to cause damage to the structure. Drift and debris material should be cleared to prevent scour and undermining of the substructure and further damage to the structure.

Refer to 'Routine Underwater Condition Assessment Rating Descriptions' below for explanations of above noted condition ratings.

Routine Underwater Condition Assessment Rating Descriptions

Good: No visible or only minor damage was noted. Structural elements may show very minor deterioration but no overstressing was observed. No repairs are required.

Satisfactory: Limited minor to moderate defects or deterioration are observed, but no overstressing was observed. No repairs are required.

Fair: All primary structural elements are sound, but minor to moderate defects or deterioration was observed. Localized areas of moderate to advanced deterioration may be present but do not significantly reduce the load-bearing capacity of the structure. Repairs recommended, but the priority of the recommended repairs was low.

Poor: Advanced deterioration or overstressing was observed on the widespread portions of the structure but does not significantly reduce the load-bearing capacity of the structure. Repairs may need to be carried out with moderate urgency.

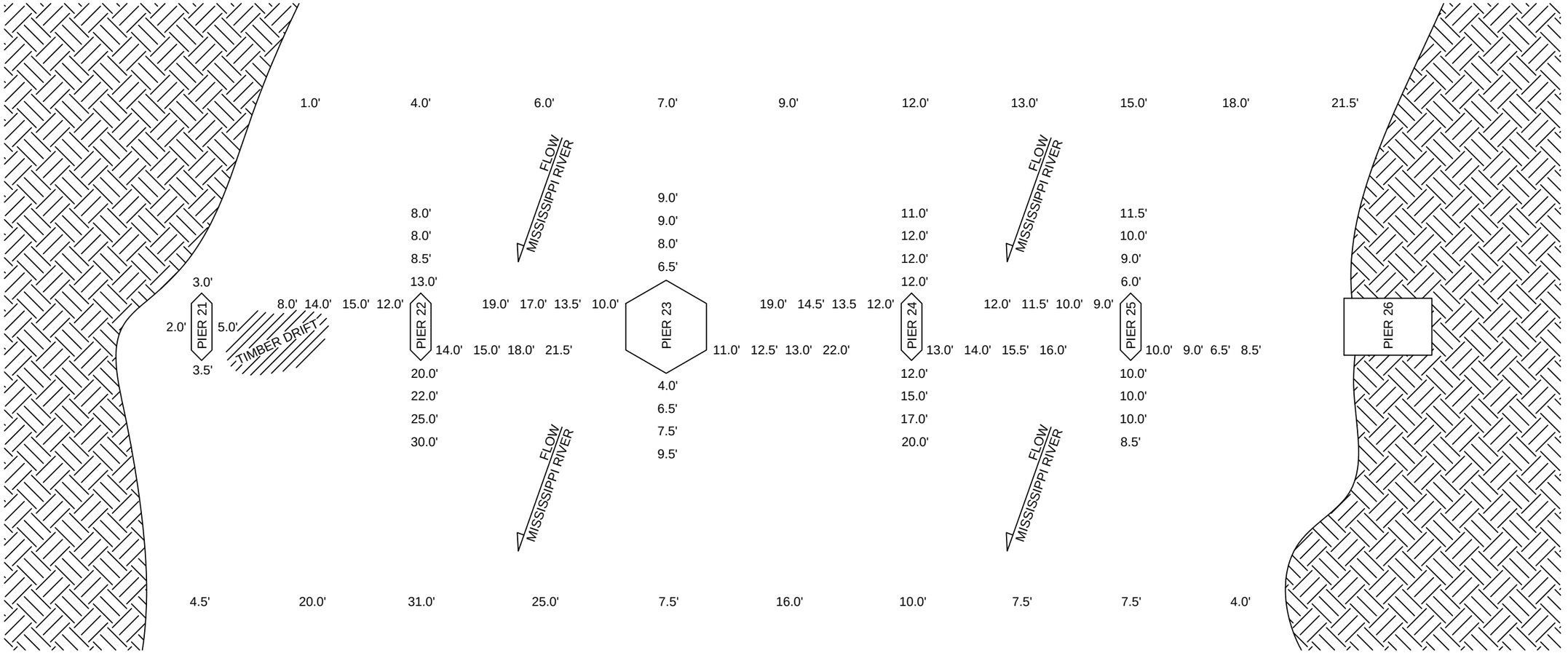
Serious: Advanced deterioration overstressing, or breakage may have significantly affected the load-bearing capacity of primary structural components. Local failures are possible and loading restriction may be necessary. Repairs may be carried out on a high-priority basis with urgency.

Critical: Very advanced deterioration, overstressing or breakage has resulted in localized failure(s) of primary structure components. More widespread failures are possible or likely to occur, and load restriction should be implemented as necessary. Repairs may need to be carried out on a very high priority basis with strong urgency.

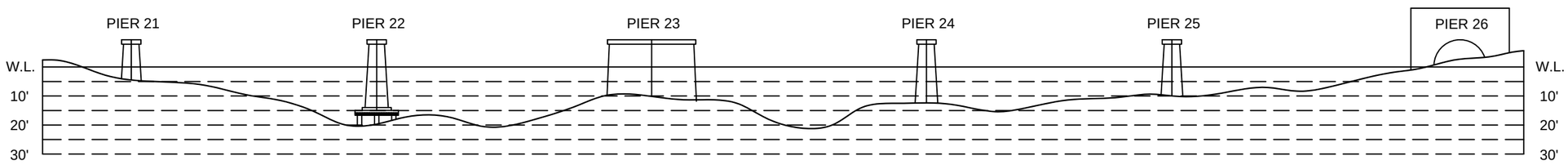
Appendix A – CAD Drawings

List of Figures

- Drawing A-2 PLAN VIEW AND RIVER DEPTHS
- Drawing A-3 PIER 21 ELEVATIONS
- Drawing A-4 PIER 22 ELEVATIONS
- Drawing A-5 PIER 23 ELEVATIONS
- Drawing A-6 PIER 24 E ELEVATIONS
- Drawing A-7 PIER 25 ELEVATIONS



CROSS-SECTION CENTER ALIGNMENT



GENERAL NOTES:

WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.

DEPTH SOUNDINGS TAKEN AT 0 FEET, 5 FEET, 10 FEET, AND 15 FEET FROM THE STRUCTURE FACE(S) AND 75 FEET UPSTREAM AND DOWNSTREAM OF THE STRUCTURE PARALLEL TO THE TRACKS. (NOTE: THE SOUNDING MEASUREMENTS ARE NOT TO SCALE WITH THE ACTUAL DISTANCE BETWEEN THE STRUCTURES.)

PLAN VIEW AND RIVER DEPTHS

N.T.S.

NORTH

OWNER:	QUINCY PARK AUTHORITY
LOCATION:	QUINCY, ILLINOIS
BRIDGE TYPE:	VEHICULAR
WATERWAY:	MISSISSIPPI RIVER
SUBSTRUCTURES:	6 (IN-WATER)
LENGTH, FEET:	~ 525 OVER WATER
INSPECTION DATE:	OCTOBER 8, 2015
DRAWN BY:	SPENCER COSSALTER
REVISED DATE:	
REVISED BY:	

PREPARED FOR:

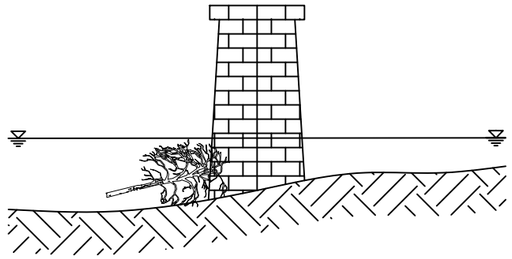
KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

Master Professionals Since 1919 BRENNAN
J.F. BRENNAN CO., INC.
818 BAINBRIDGE STREET
LA CROSSE, WISCONSIN 54603
PHONE: (608)784-7173 www.jfbrennan.com

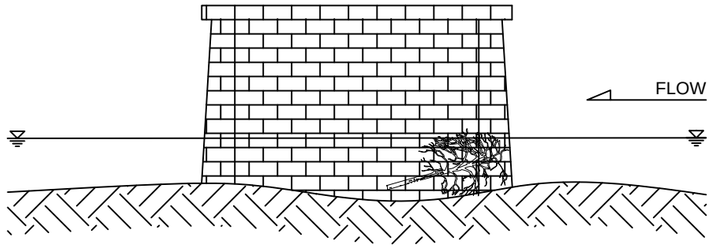
PROJECT:
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PLAN VIEW AND RIVER DEPTHS

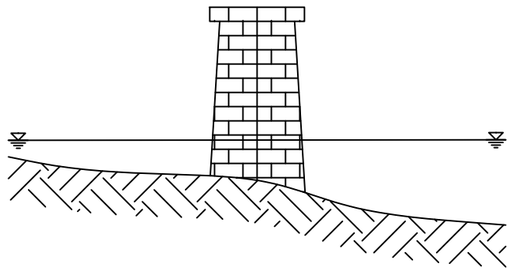
FIGURE NUMBER
A-2



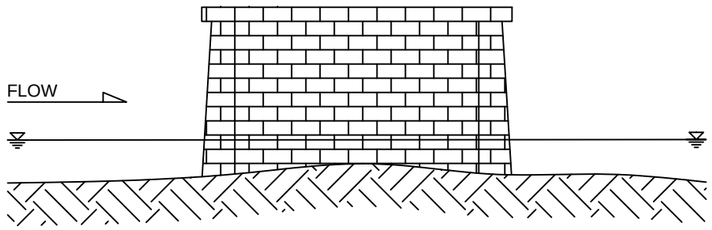
PIER 21 NORTH ELEVATION



PIER 21 EAST ELEVATION



PIER 21 SOUTH ELEVATION



PIER 21 WEST ELEVATION

GENERAL NOTES:

- x WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.
- x TIMBER DRIFT WAS ACCUMULATED AROUND THE NORTHEAST CORNER OF THE PIER.
- x SOFT MUD / SILT MADE UP THE MAJORITY OF THE RIVER BOTTOM SUBSTRATE.

OWNER:	QUINCY PARK AUTHORITY	INSPECTION DATE:	OCTOBER 8, 2015
LOCATION:	QUINCY, ILLINOIS	DRAWN BY:	SPENCER COSSALTER
BRIDGE TYPE:	VEHICULAR	REVISED DATE:	
WATERWAY:	MISSISSIPPI RIVER	REVISED BY:	
SUBSTRUCTURES:	6 (IN-WATER)		
LENGTH, FEET:	~ 525 OVER WATER		

PREPARED FOR:

KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

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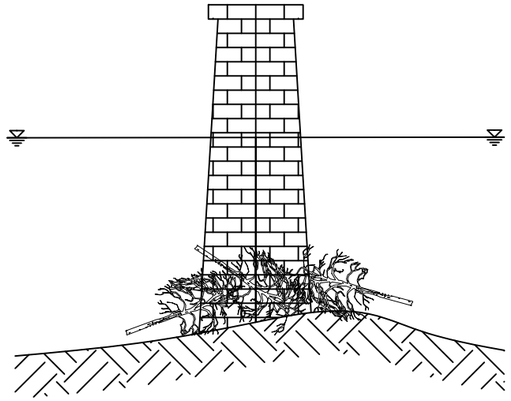
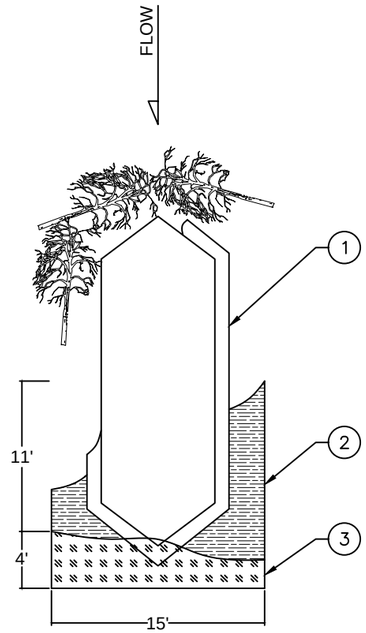
PROJECT:
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PIER 21 ELEVATION

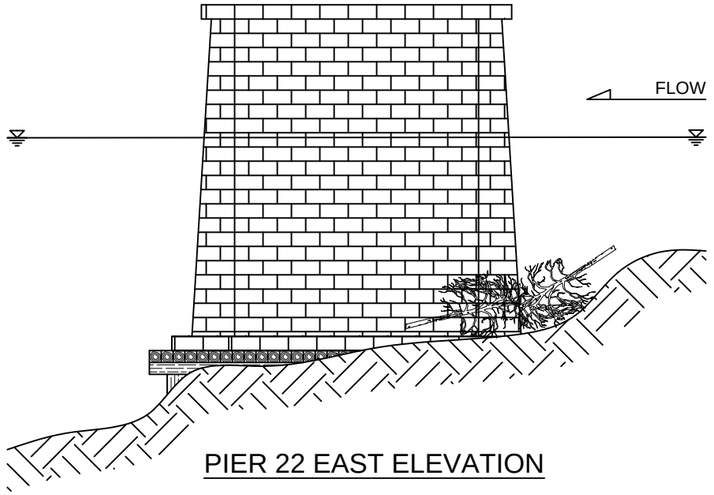
FIGURE NUMBER
A-3



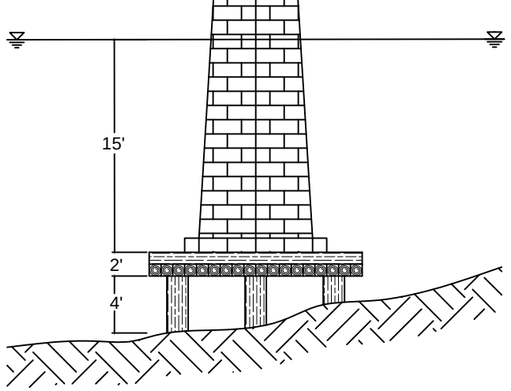
PIER 22 NORTH ELEVATION



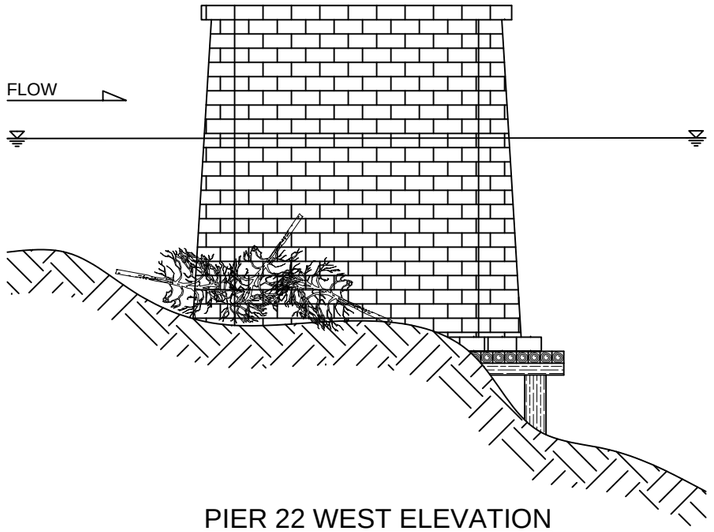
PIER 22 TOP VIEW



PIER 22 EAST ELEVATION



PIER 22 SOUTH ELEVATION



PIER 22 WEST ELEVATION

GENERAL NOTES:

x WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.

x TIMBER DRIFT WAS ACCUMULATED AROUND THE UPSTREAM BULLNOSE OF THE PIER.

x SOFT MUD / SILT MADE UP THE MAJORITY OF THE RIVER BOTTOM SUBSTRATE.

1. EXPOSED MASONRY STONE PIER FOOTING.

2. EXPOSED TIMBER CRIBBING. ALL OF THE EXPOSED TIMBER APPEARED TO BE IN SOUND CONDITION WITH NO INDICATION OF SPLITTING OR ROTTING.

3. UNDERMINING BENEATH THE TIMBER CRIBBING ON THE DOWNSTREAM SIDE OF THE PIER EXPOSING SEVERAL VERTICAL TIMBER PILES. THE UNDERMINING EXTENDED APPROXIMATELY FOUR (4) FEET ALONG THE WEST FACE OF THE PIER AND APPROXIMATELY TWO (2) FEET ALONG THE EAST FACE.

OWNER:	QUINCY PARK AUTHORITY	INSPECTION DATE:	OCTOBER 8, 2015
LOCATION:	QUINCY, ILLINOIS	DRAWN BY:	SPENCER COSSALTER
BRIDGE TYPE:	VEHICULAR	REVISED DATE:	
WATERWAY:	MISSISSIPPI RIVER	REVISED BY:	
SUBSTRUCTURES:	6 (IN-WATER)		
LENGTH, FEET:	~ 525 OVER WATER		

PREPARED FOR:

KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

Marine Professionals Since 1919 BRENNAN

J.F. BRENNAN CO., INC.
818 BAINBRIDGE STREET
LA CROSSE, WISCONSIN 54603
PHONE: (608)784-7173 www.jfbrennan.com

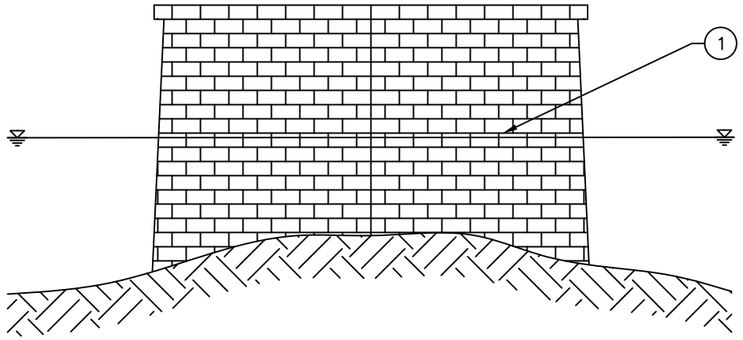
PROJECT:

UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

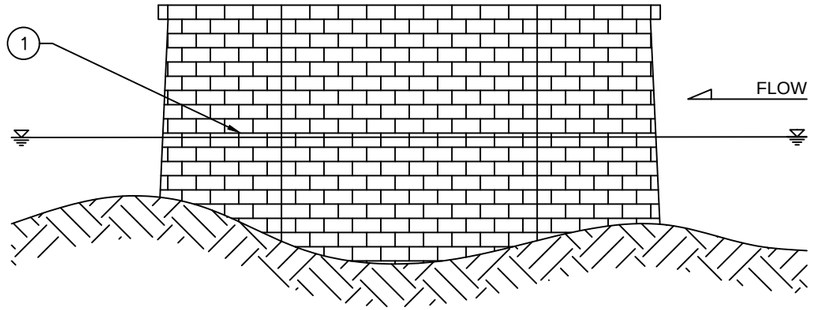
PIER 22 ELEVATION

FIGURE NUMBER

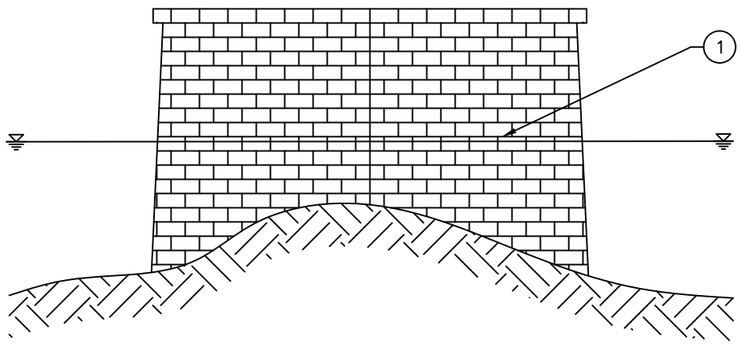
A-4



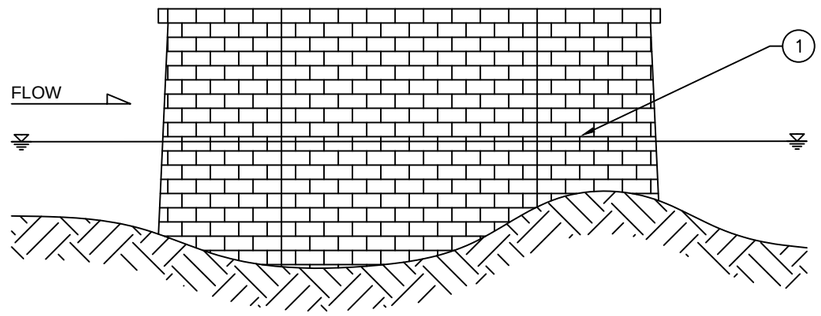
PIER 23 NORTH ELEVATION



PIER 23 EAST ELEVATION



PIER 23 SOUTH ELEVATION



PIER 23 WEST ELEVATION

GENERAL NOTES:

x WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.

x TIMBER DRIFT WAS ACCUMULATED AROUND THE NORTHEAST CORNER OF THE PIER.

x SOFT MUD / SILT MADE UP THE MAJORITY OF THE RIVER BOTTOM SUBSTRATE. AREAS OF ACCUMULATED RIVER ROCK WERE LOCATED ON THE EAST SIDE OF THE PIER.

1. MODERATE MORTAR JOINT LOSS WAS LOCATED WITHIN THE FREEZE-THAW ZONE AROUND THE PERIMETER OF THE PIER. ADDITIONAL AREAS OF STONE LOSS AND MINOR CRACKING WITHIN INDIVIDUAL STONES WAS PRESENT SURROUNDING THE WATERLINE AS WELL.

OWNER:	QUINCY PARK AUTHORITY
LOCATION:	QUINCY, ILLINOIS
BRIDGE TYPE:	VEHICULAR
WATERWAY:	MISSISSIPPI RIVER
SUBSTRUCTURES:	6 (IN-WATER)
LENGTH, FEET:	~ 525 OVER WATER
INSPECTION DATE:	OCTOBER 8, 2015
DRAWN BY:	SPENCER COSSALTER
REVISED DATE:	
REVISED BY:	

PREPARED FOR:

KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

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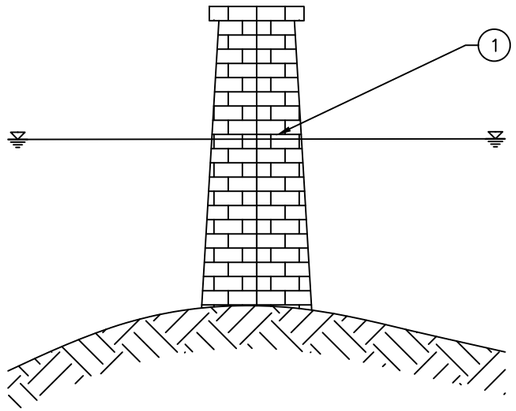
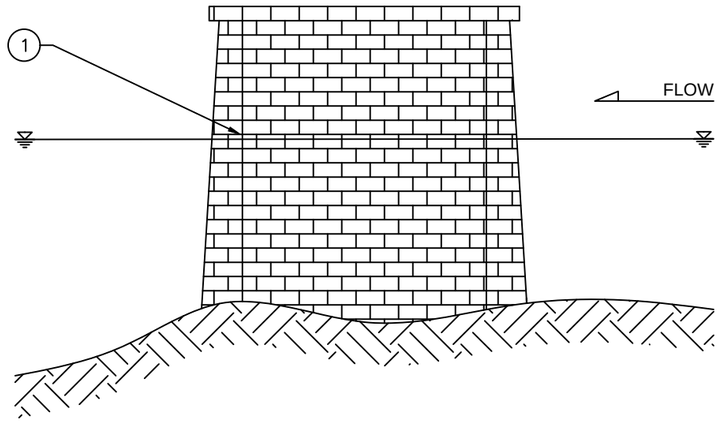
PROJECT:
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PIER 23 ELEVATION

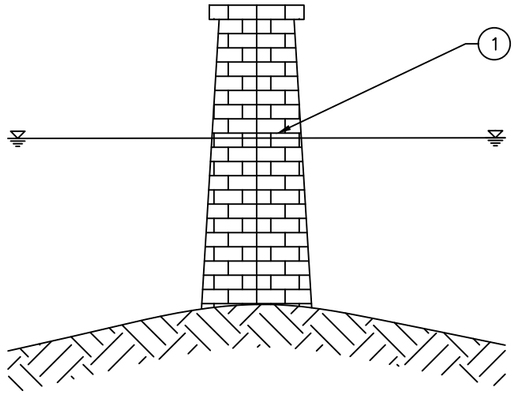
FIGURE NUMBER
A-5



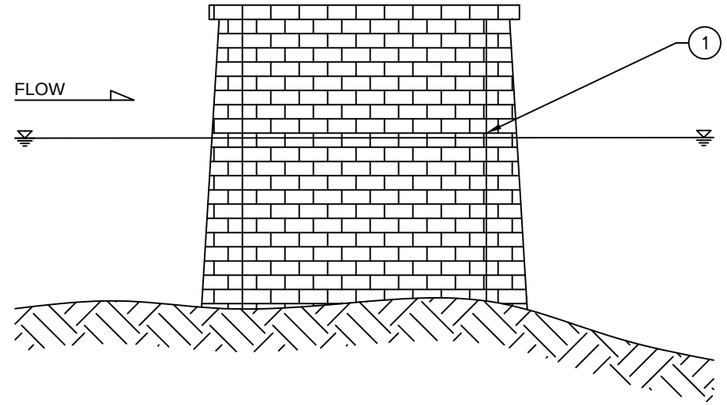
PIER 24 NORTH ELEVATION



PIER 24 EAST ELEVATION



PIER 24 SOUTH ELEVATION



PIER 24 WEST ELEVATION

GENERAL NOTES:

x WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.

x TIMBER DRIFT WAS ACCUMULATED AROUND THE NORTHEAST CORNER OF THE PIER.

x SOFT MUD / SILT MADE UP THE MAJORITY OF THE RIVER BOTTOM SUBSTRATE.

1. MODERATE MORTAR JOINT LOSS WAS LOCATED WITHIN THE FREEZE-THAW ZONE AROUND THE PERIMETER OF THE PIER. ADDITIONAL AREAS OF STONE LOSS AND MINOR CRACKING WITHIN INDIVIDUAL STONES WAS PRESENT SURROUNDING THE WATERLINE AS WELL.

OWNER:	QUINCY PARK AUTHORITY	INSPECTION DATE:	OCTOBER 8, 2015
LOCATION:	QUINCY, ILLINOIS	DRAWN BY:	SPENCER COSSALTER
BRIDGE TYPE:	VEHICULAR	REVISED DATE:	
WATERWAY:	MISSISSIPPI RIVER	REVISED BY:	
SUBSTRUCTURES:	6 (IN-WATER)		
LENGTH, FEET:	~ 525 OVER WATER		

PREPARED FOR:

KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

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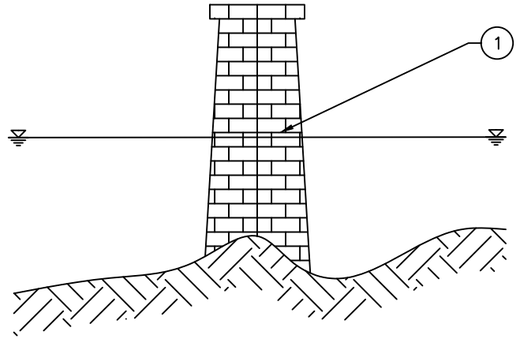
PROJECT:

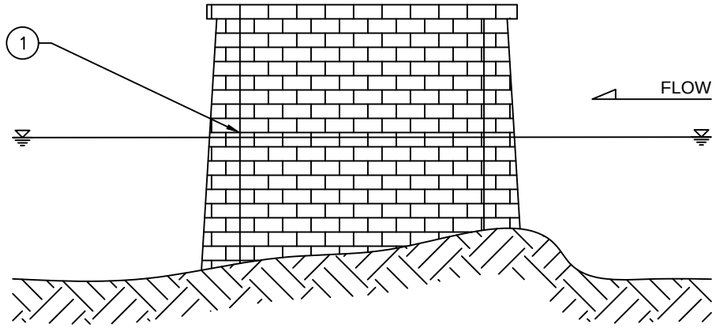
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PIER 24 ELEVATION

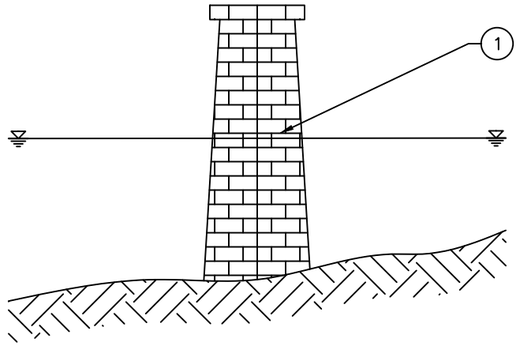
FIGURE NUMBER
A-6



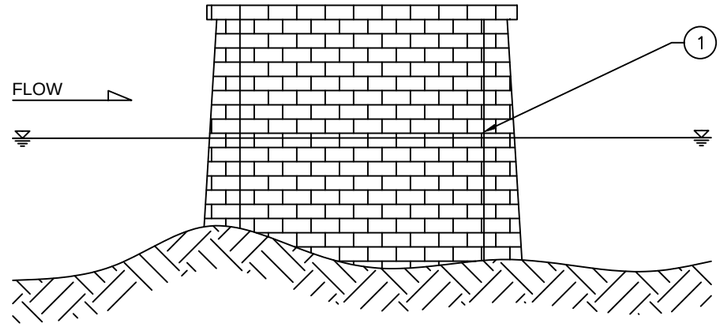
PIER 25 NORTH ELEVATION



PIER 25 EAST ELEVATION



PIER 25 SOUTH ELEVATION



PIER 25 WEST ELEVATION

GENERAL NOTES:

x WATERLINE WAS MEASURED AT 10.4 FEET BELOW THE TOP OF THE PIER CAP ON PIER 21. ADDITIONALLY, THE USACE RIVER GAUGE 'MISSISSIPPI RIVER AT QUINCY, IL' MEASURED A WATER ELEVATION OF 470.20 FEET AT 0600 ON 10/08/2015.

x TIMBER DRIFT WAS ACCUMULATED AROUND THE NORTHEAST CORNER OF THE PIER.

x SOFT MUD / SILT MADE UP THE MAJORITY OF THE RIVER BOTTOM SUBSTRATE WITH SCATTERED AREA OF RIVER ROCK / RIP RAP APPROACHING THE EAST BANK OF THE RIVER.

1. MODERATE MORTAR JOINT LOSS WAS LOCATED WITHIN THE FREEZE-THAW ZONE AROUND THE PERIMETER OF THE PIER. ADDITIONAL AREAS OF STONE LOSS AND MINOR CRACKING WITHIN INDIVIDUAL STONES WAS PRESENT SURROUNDING THE WATERLINE AS WELL.

OWNER:	QUINCY PARK AUTHORITY	INSPECTION DATE:	OCTOBER 8, 2015
LOCATION:	QUINCY, ILLINOIS	DRAWN BY:	SPENCER COSSALTER
BRIDGE TYPE:	VEHICULAR	REVISED DATE:	
WATERWAY:	MISSISSIPPI RIVER	REVISED BY:	
SUBSTRUCTURES:	6 (IN-WATER)		
LENGTH, FEET:	~ 525 OVER WATER		

PREPARED FOR:

KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

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PHONE: (608)784-7173 www.jfbrennan.com

PROJECT:
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PIER 25 ELEVATION

FIGURE NUMBER
A-7

Appendix B – Photographs

List of Photos

- Photo 1 – Bridge profile – Downstream Page B-2
- Photo 2 – Pier 21 – East face Page B-2
- Photo 3 – Pier 21 – South face Page B-3
- Photo 4 – Pier 22 – North face Page B-3
- Photo 5 – Pier 22 – Upstream bullnose, facing East Page B-4
- Photo 6 – Pier 22 – West face Page B-4
- Photo 7 – Pier 22 – Southwest bullnose face Page B-5
- Photo 8 – Pier 22 – South face Page B-5
- Photo 9 – Pier 22 – East face Page B-6
- Photo 10 – Pier 23 – West face Page B-6
- Photo 11 – Pier 23 – East face Page B-7
- Photo 12 – Pier 23 – Northeast face Page B-7
- Photo 13 – Pier 23 – Northwest face Page B-8
- Photo 14 – Pier 24 – North face Page B-8
- Photo 15 – Pier 24 – West face Page B-9
- Photo 16 – Pier 24 – South face Page B-9
- Photo 17 – Pier 24 – East face Page B-10
- Photo 18 – Pier 25 – West face Page B-10
- Photo 19 – Pier 25 – South face Page B-11
- Photo 20 – Pier 25 – East face Page B-11
- Photo 21 – Typical mortar joint loss within the freeze-thaw zone Page B-12
- Photo 22 – Typical masonry stone loss and cracking surrounding the waterline Page B-12
- Photo 23 – Upstream waterway Page B-13
- Photo 24 – Downstream waterway Page B-13

*Note: The concentric rings in all of the sector scan images represent six (6) foot intervals from the origin.

Photo 1 – Bridge profile – Downstream

Photo 2 – Pier 21 – East face

Photo 3 – Pier 21 – South face

Photo 4 – Pier 22 – North face

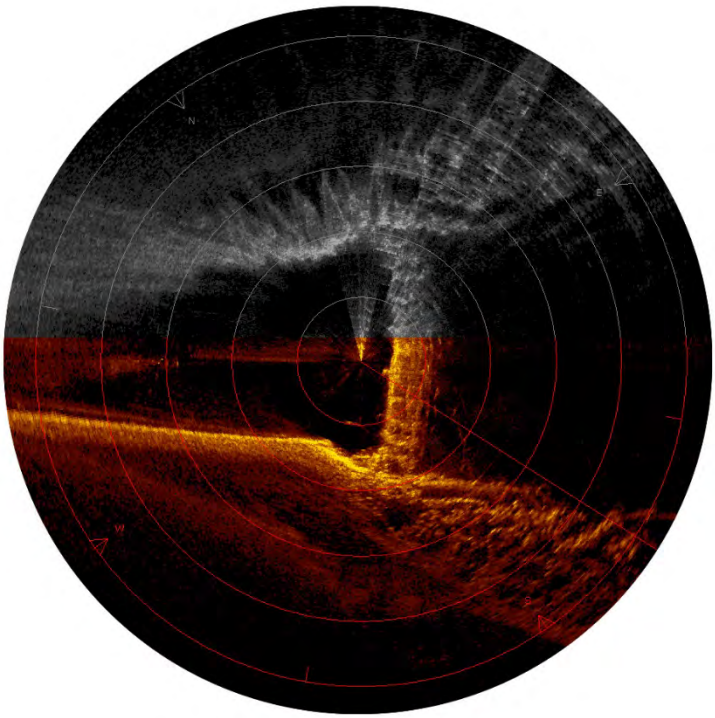


Photo 5 – Pier 22 – Upstream bullnose, facing East
Note: Scour starting in front of the bullnose

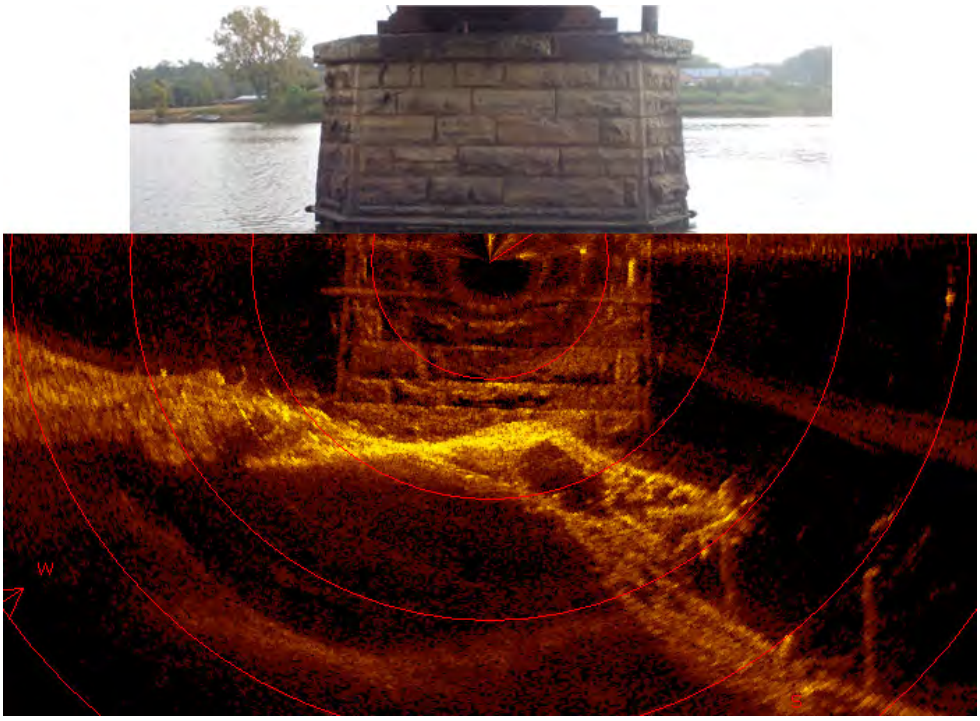


Photo 6 – Pier 22 – West face
Note: Severe elevation change due to scour between upstream (left) and downstream (right)

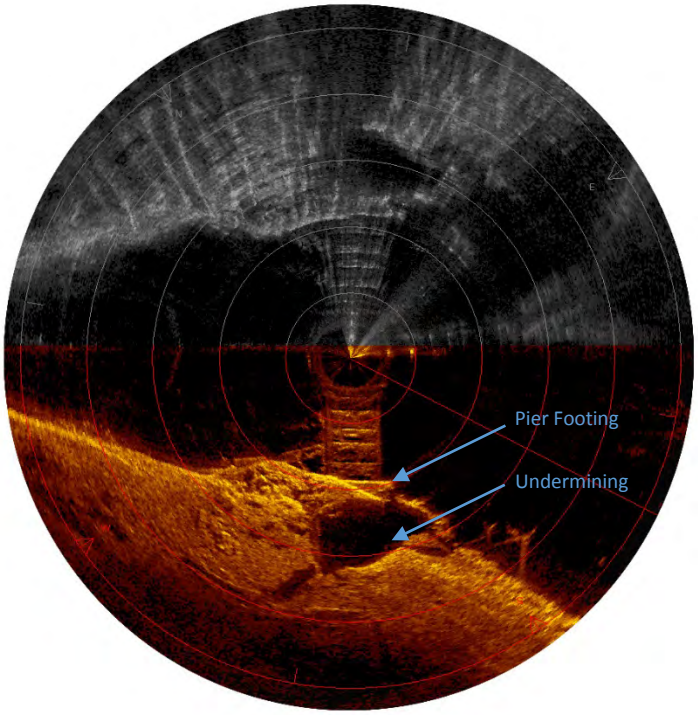


Photo 7 – Pier 22 – Southwest bullnose face
Note: Exposed footing and subsequent undermining void beneath

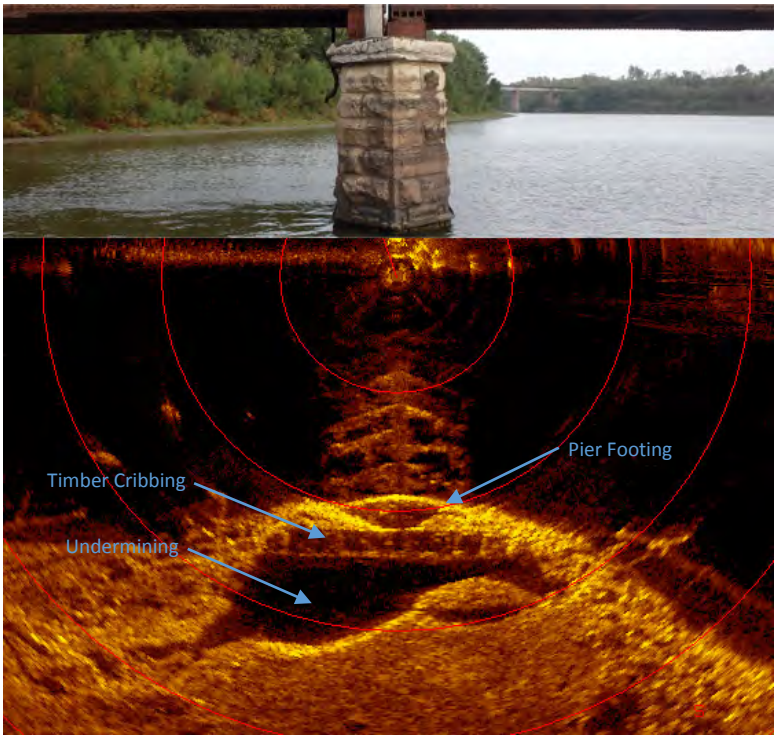


Photo 8 – Pier 22 – South face
Note: Exposed footing, timber cribbing, and subsequent undermining

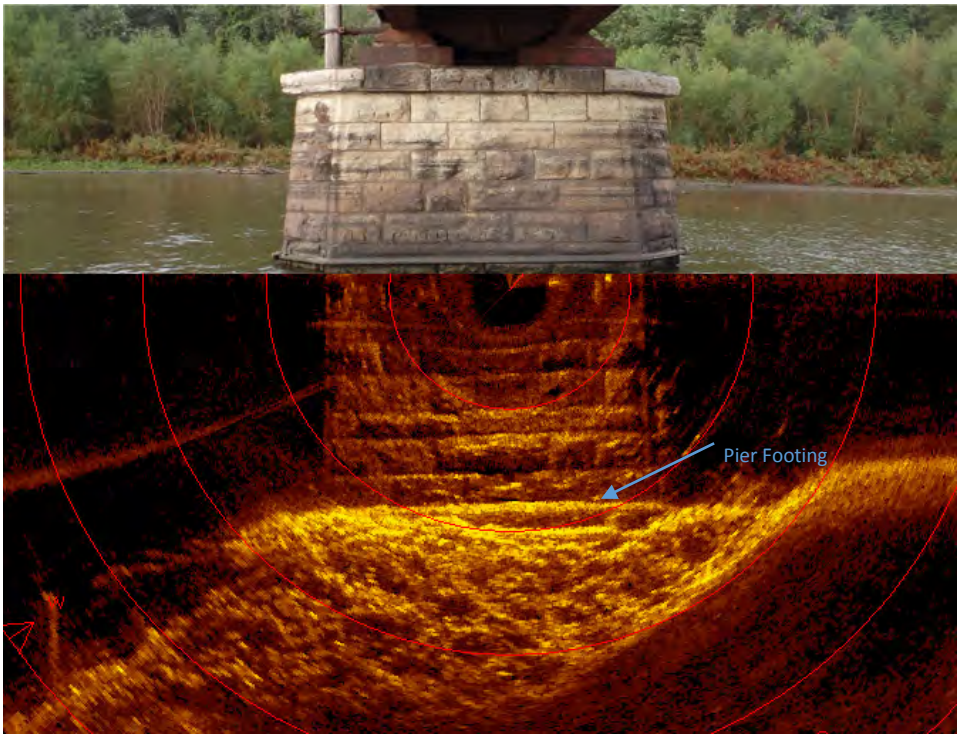


Photo 9 – Pier 22 – East face

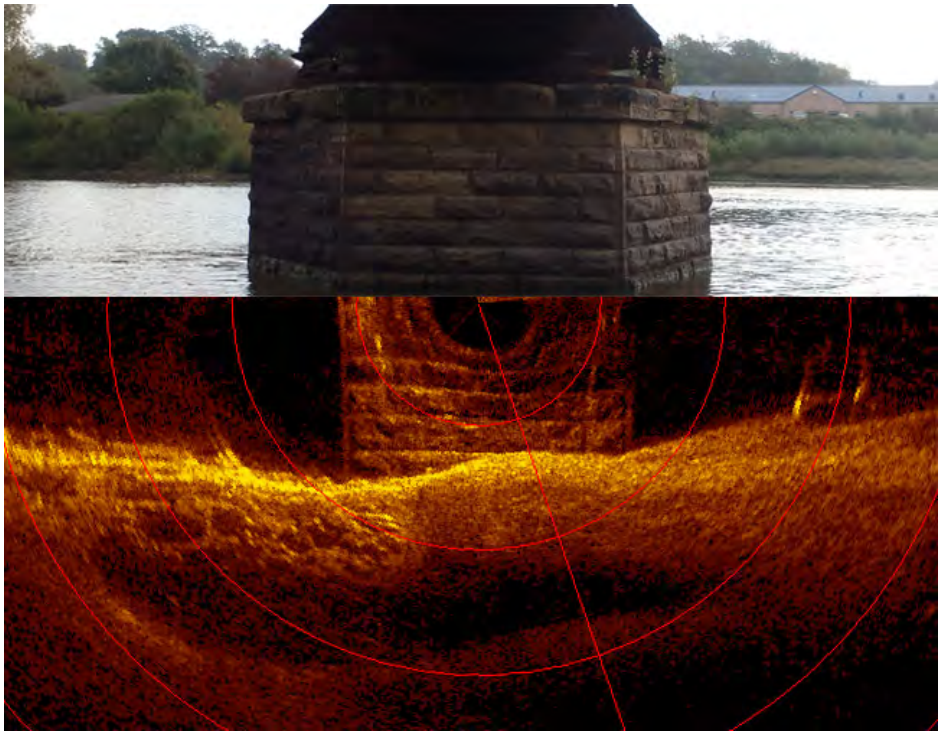


Photo 10 – Pier 23 – West face

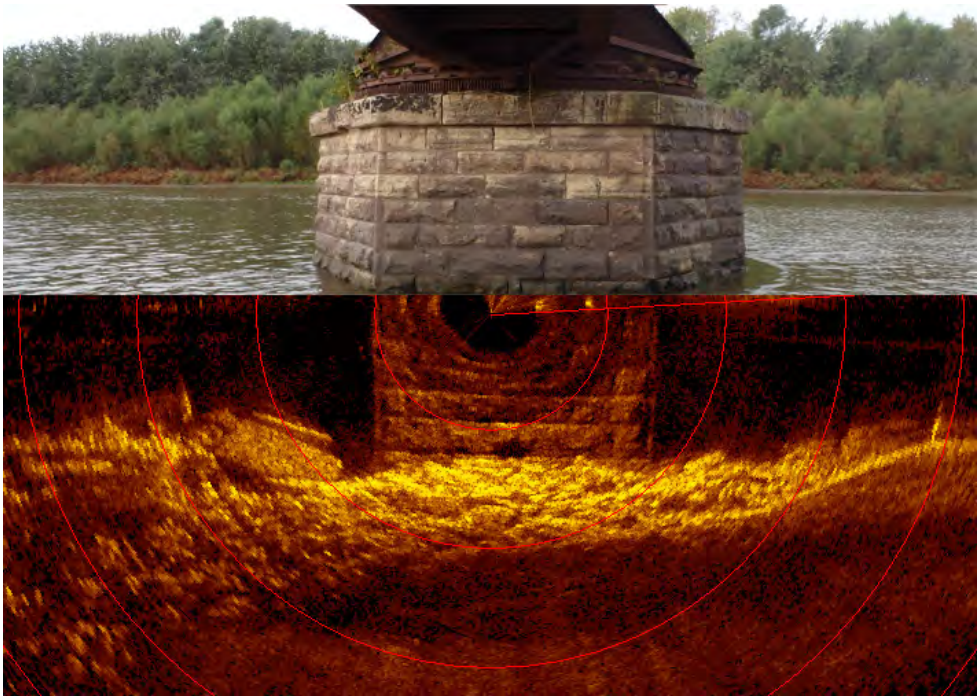


Photo 11 – Pier 23 – East face

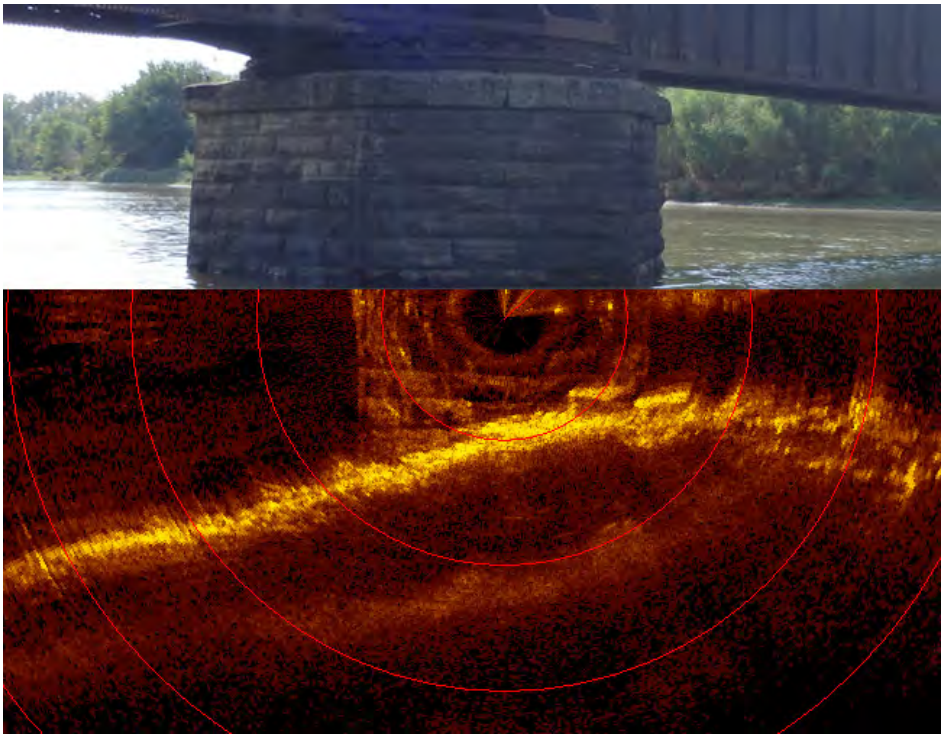


Photo 12 – Pier 23 – Northeast face

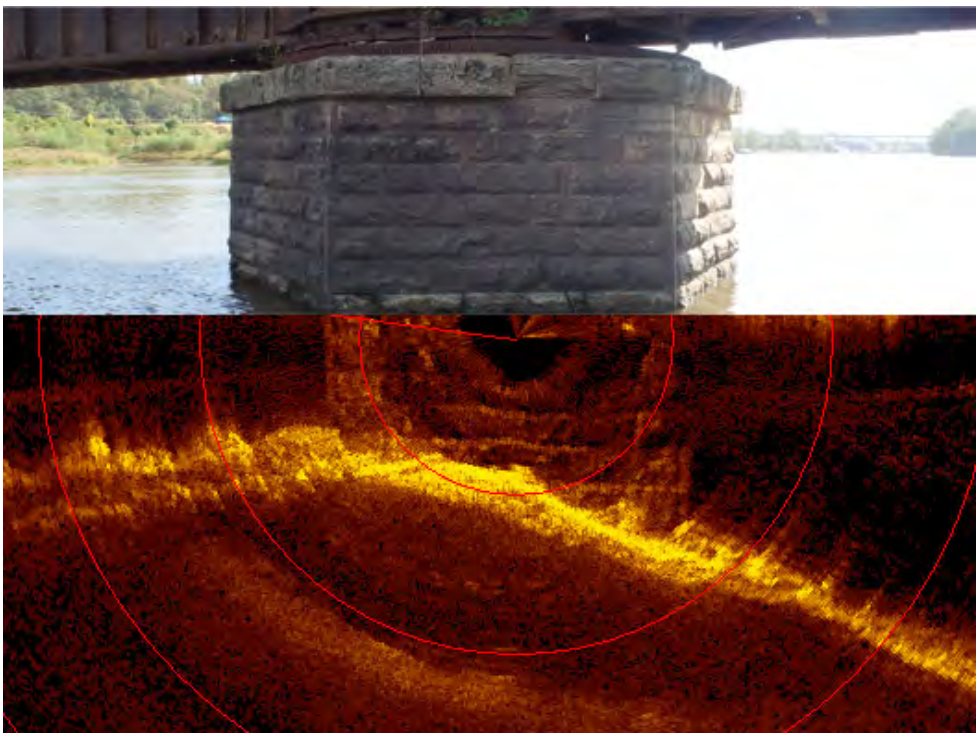


Photo 13 – Pier 23 – Northwest face

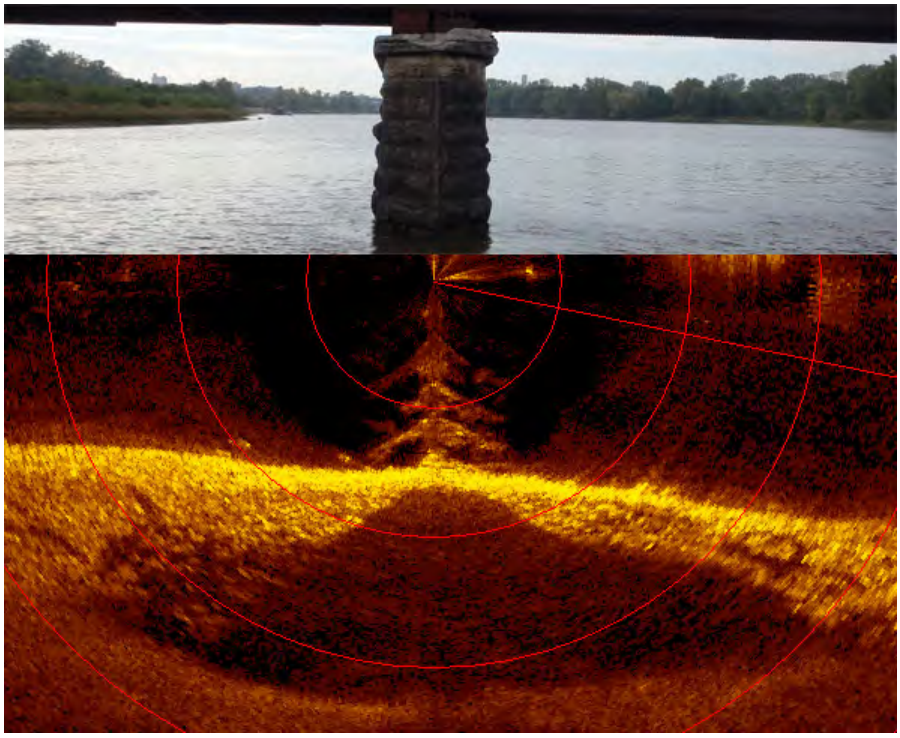


Photo 14 – Pier 24 – North face

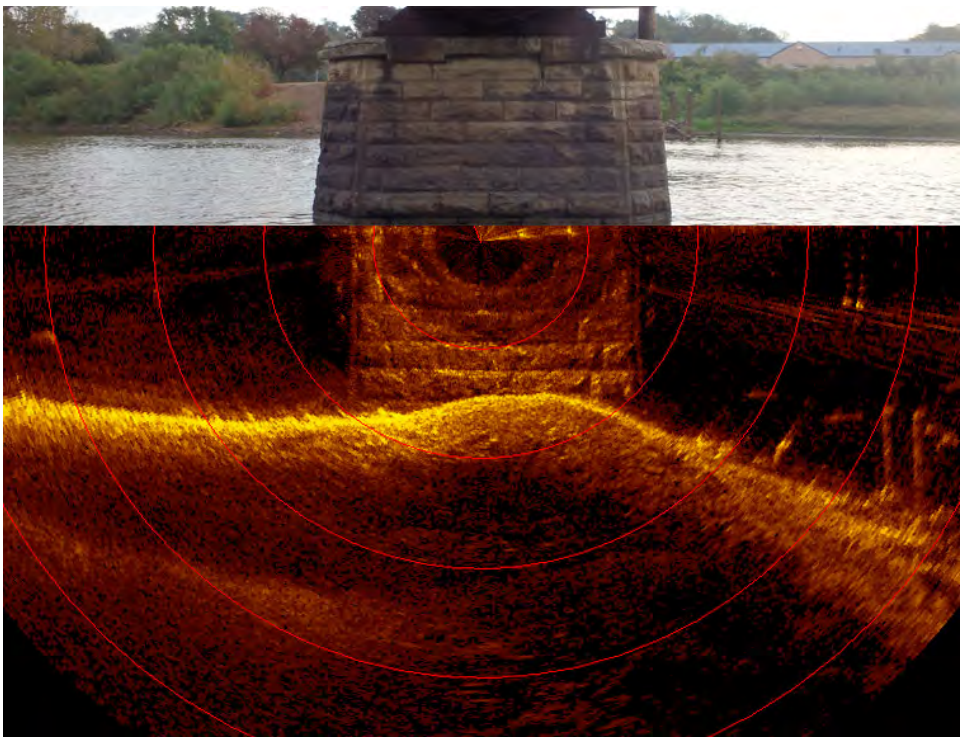


Photo 15 – Pier 24 – West face

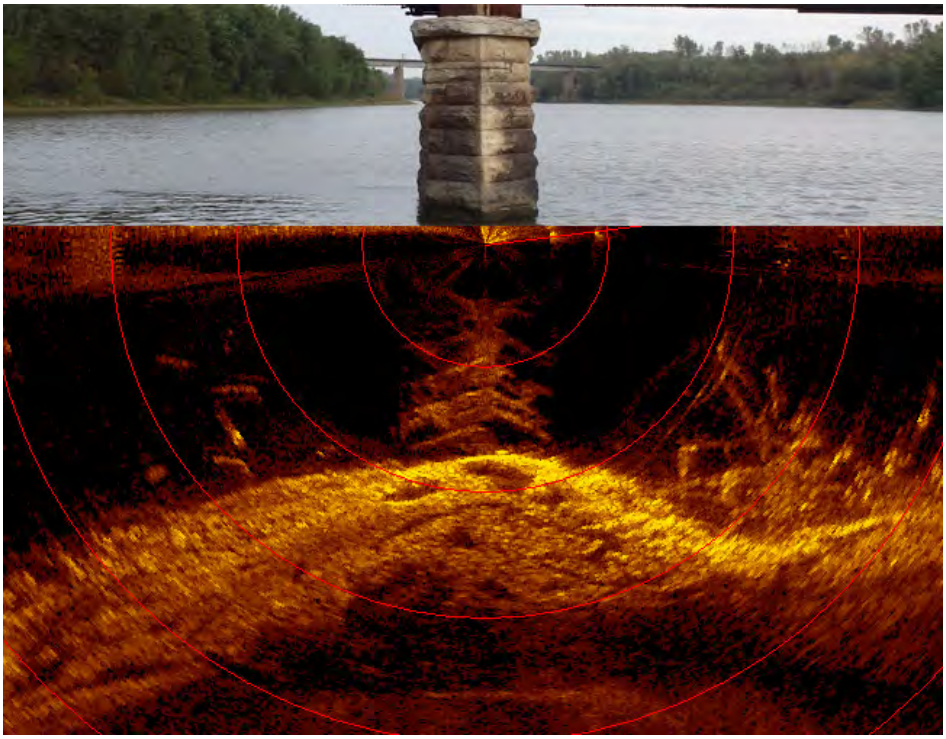


Photo 16 – Pier 24 – South face

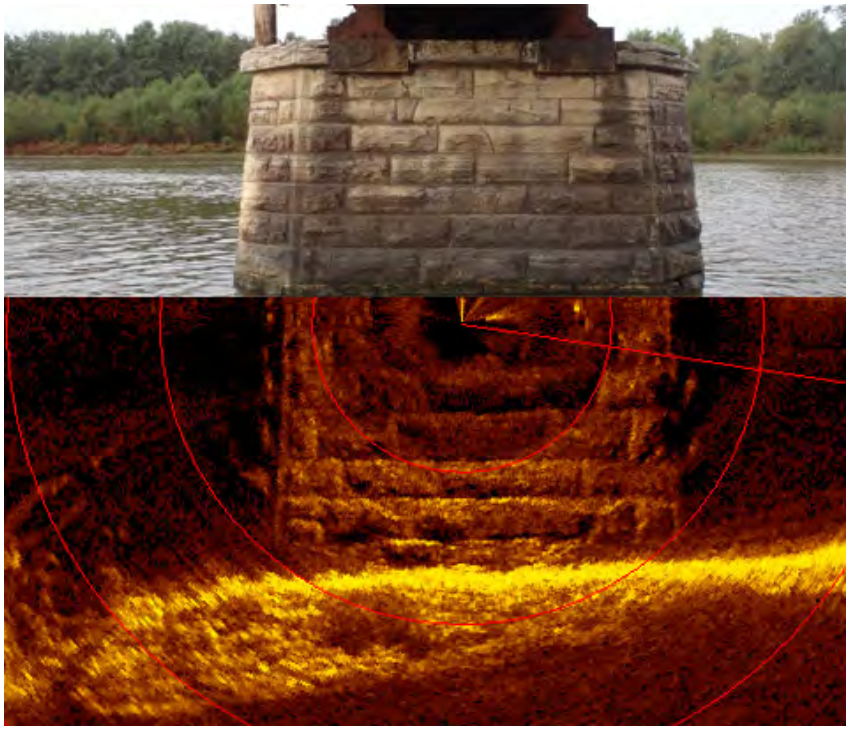


Photo 17 – Pier 24 – East face

Photo 18 – Pier 25 – West face

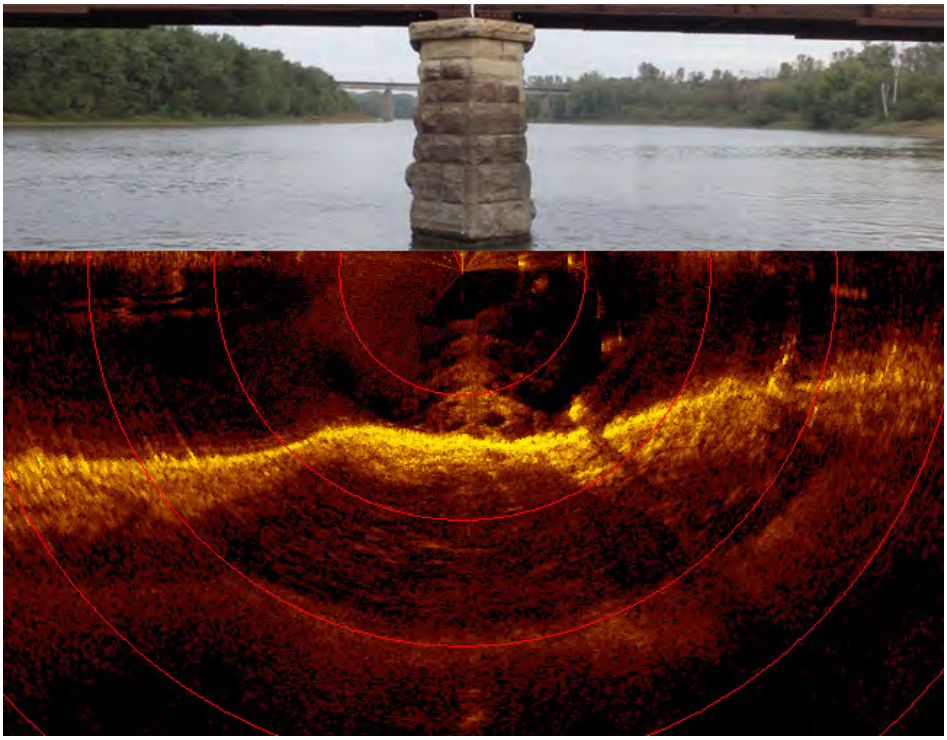


Photo 19 – Pier 25 – South face

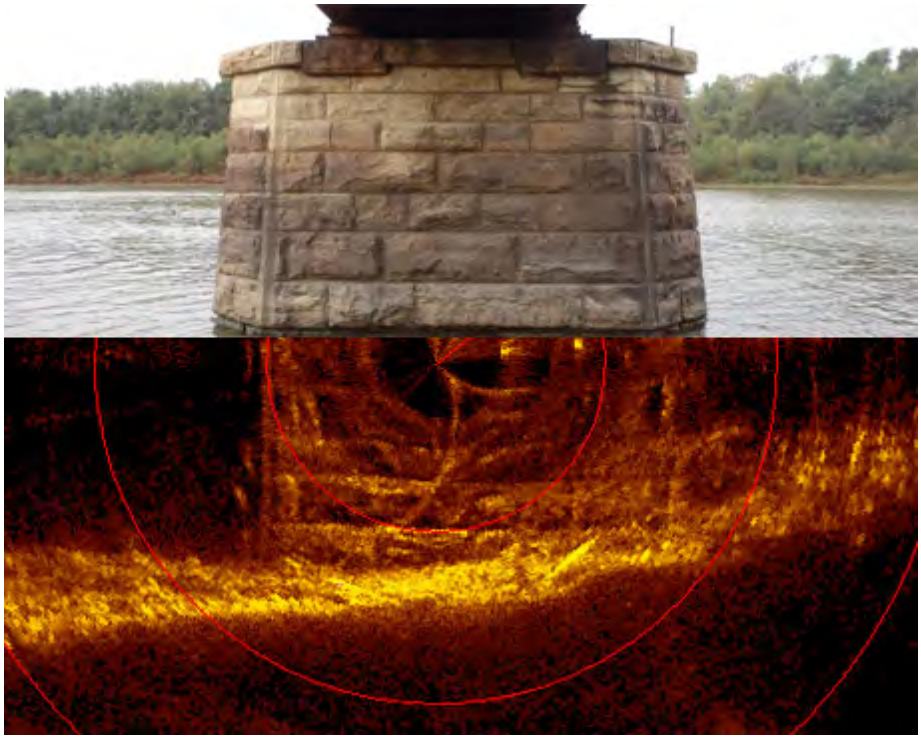


Photo 20 – Pier 25 – East face

Photo 21 – Typical mortar joint loss within the freeze-thaw zone

Photo 22 – Typical masonry stone loss and cracking surrounding the waterline

Photo 23 – Upstream waterway

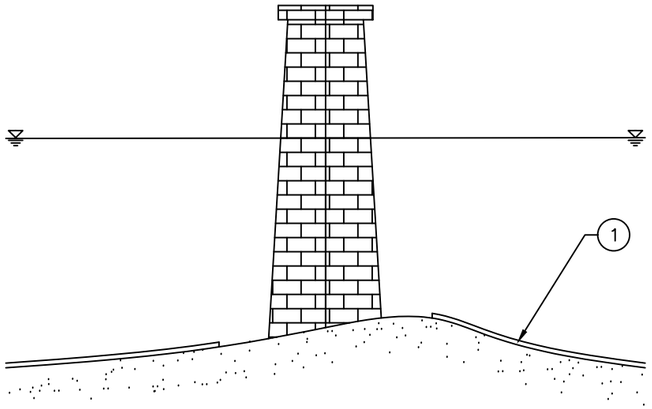
Photo 24 – Downstream waterway

Quinsippi Island Bridge

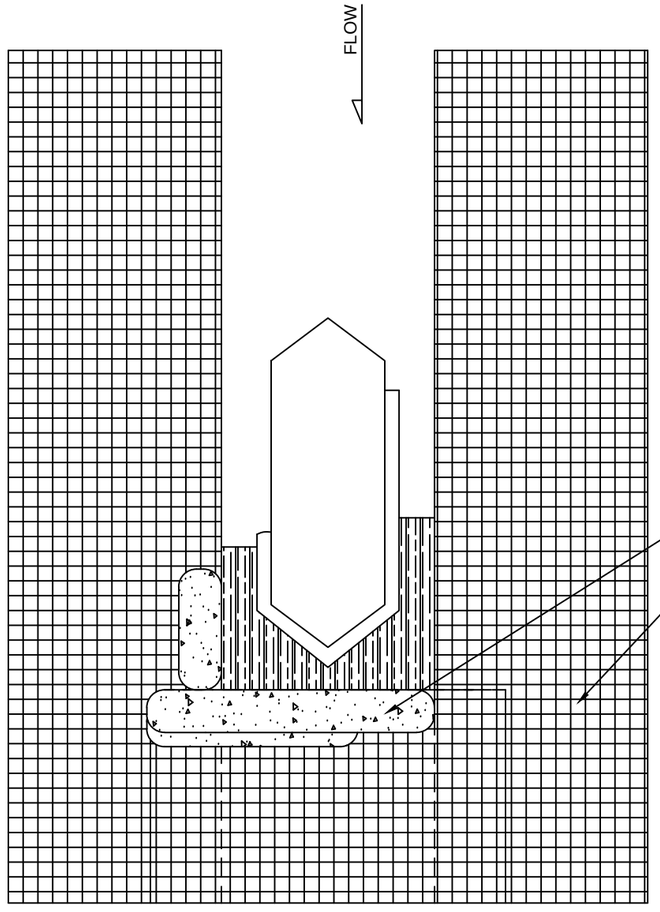
As Built

Corrective Pictures

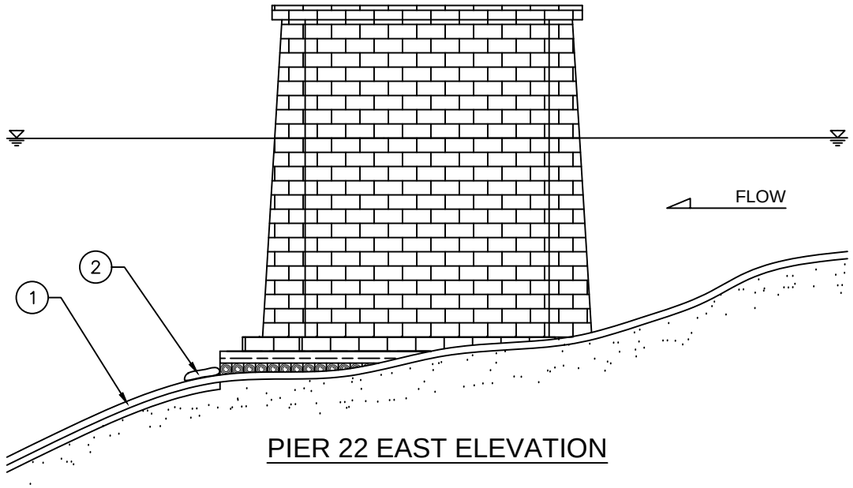
2016 (Pier 22)



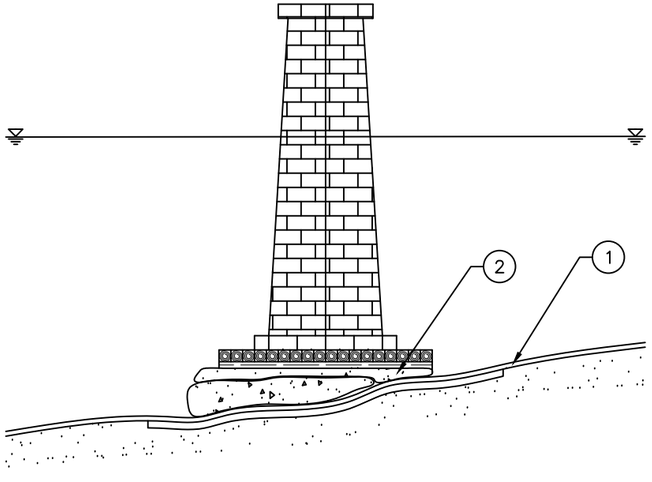
PIER 22 NORTH ELEVATION



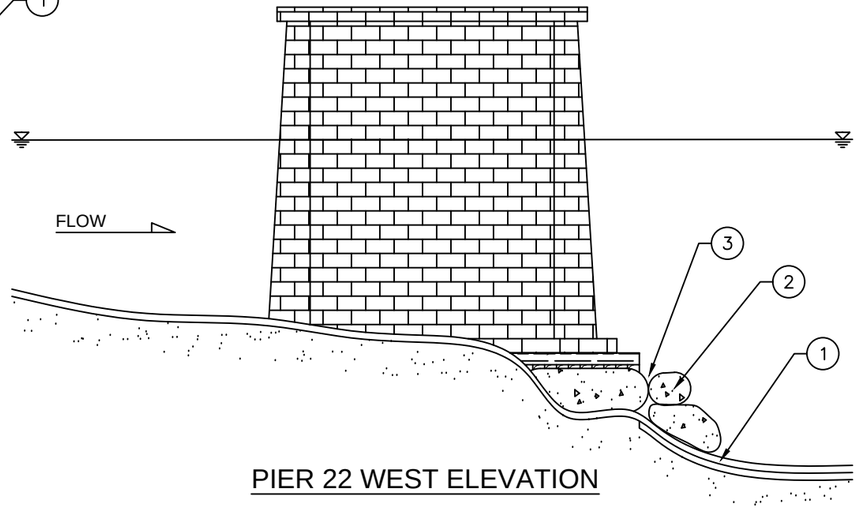
PIER 22 TOP VIEW



PIER 22 EAST ELEVATION



PIER 22 SOUTH ELEVATION



PIER 22 WEST ELEVATION

GENERAL NOTES:

- FOUR (4) INCH ARTICULATING BLOCK (AB) MAT WAS USED. THE TWO (2) LONG MATS WERE 15 FEET WIDE AND 60 FEET LONG. THE SINGLE DOWNSTREAM MAT WAS 25 FEET WIDE AND 15 FEET LONG.
- TWO (2) BAGS WERE TIERED UP ON THE DOWNSTREAM END OF THE PIER. A SINGLE BAG WAS PLACED ON THE WEST SIDE OF THE PIER.
- CONCRETE BACKFILL WAS PLACED BEHIND THE BAGS INSIDE OF THE UNDERMINED AREA.

1. AB MAT
2. GROUT BAGS
3. BACKFILL GROUT

OWNER: QUINCY PARK AUTHORITY
LOCATION: QUINCY, ILLINOIS
BRIDGE TYPE: VEHICULAR
WATERWAY: MISSISSIPPI RIVER
SUBSTRUCTURES: 6 (IN-WATER)
LENGTH, FEET: ~ 525 OVER WATER

INSPECTION DATE:
DRAWN BY: Adam Thorson
REVISED DATE:
REVISED BY:

PREPARED FOR:
KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

Marine Professionals Since 1919 BRENNAN
J.F. BRENNAN CO., INC.
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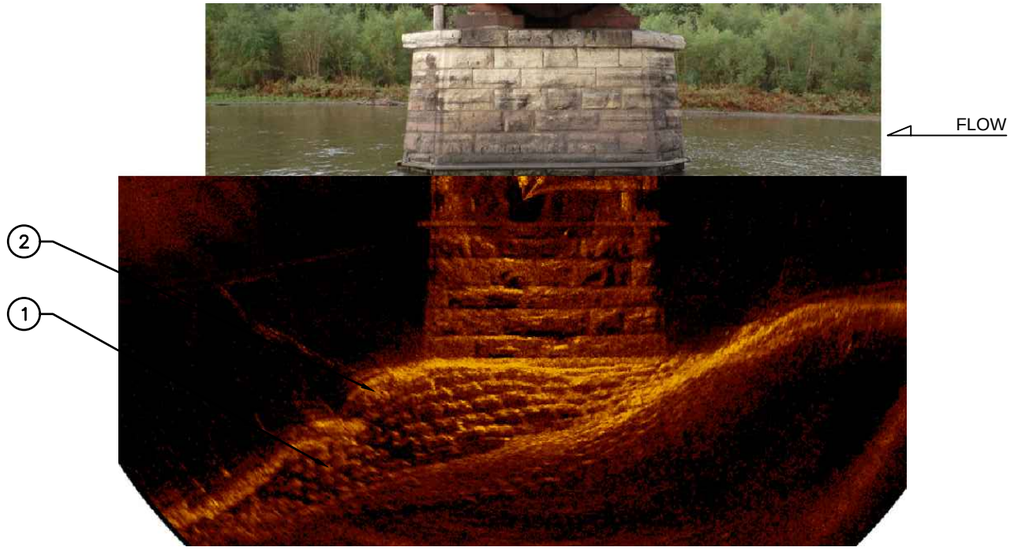
PROJECT:
UNDERWATER INSPECTION REPORT
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

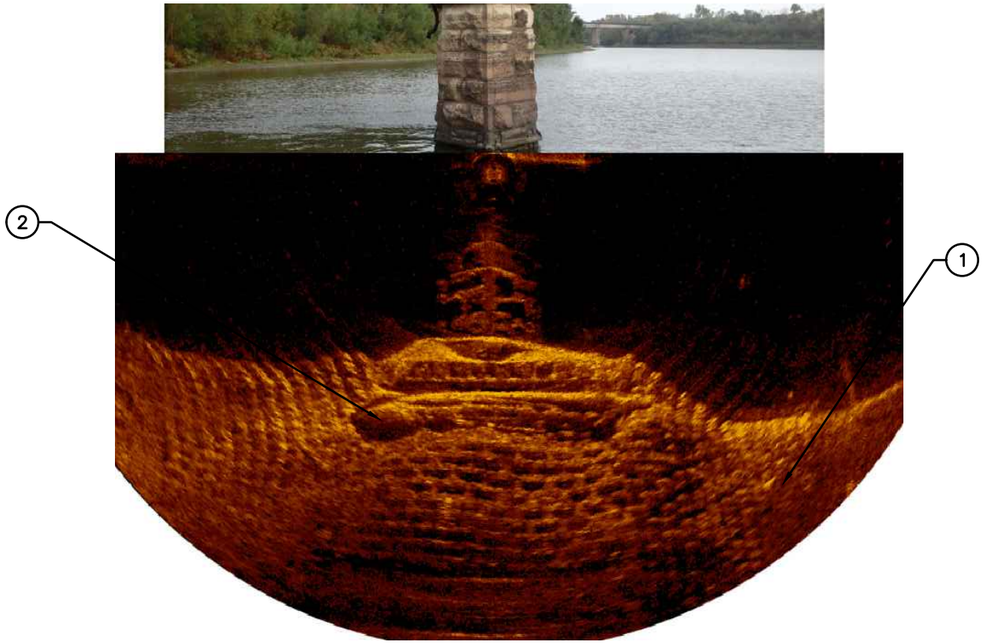
PIER 22 ELEVATION POST CONST.

FIGURE NUMBER
A-9

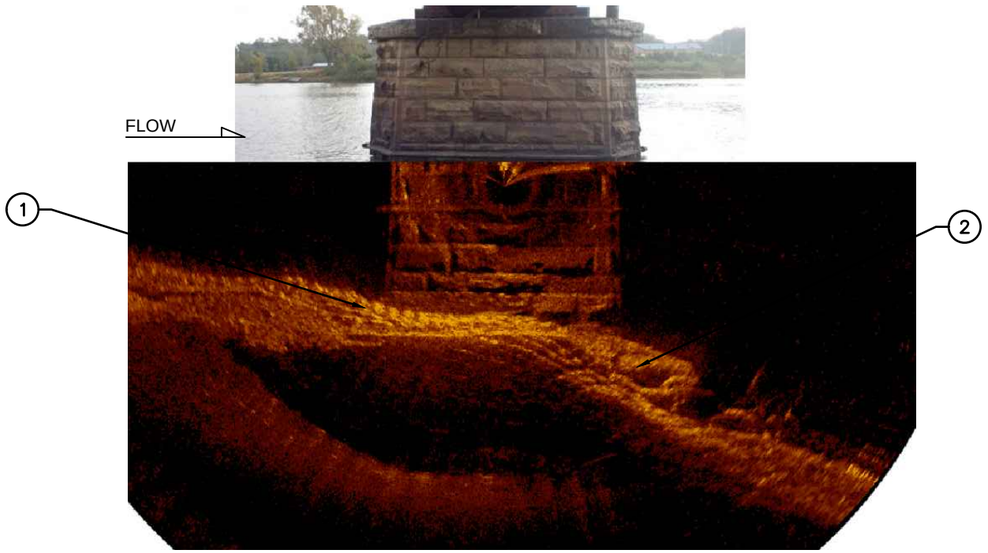
PIER 22 NORTH ELEVATION



PIER 22 EAST ELEVATION



PIER 22 SOUTH ELEVATION



PIER 22 WEST ELEVATION

GENERAL NOTES:

- FOUR (4) INCH ARTICULATING BLOCK (AB) MAT WAS USED. THE TWO (2) LONG MATS WERE 15 FEET WIDE AND 60 FEET LONG. THE SINGLE DOWNSTREAM MAT WAS 25 FEET WIDE AND 15 FEET LONG.
- TWO (2) BAGS WERE TIERED UP ON THE DOWNSTREAM END OF THE PIER. A SINGLE BAG WAS PLACED ON THE WEST SIDE OF THE PIER.
- CONCRETE BACKFILL WAS PLACED BEHIND THE BAGS INSIDE OF THE UNDERMINED AREA.

1. AB MAT
2. GROUT BAGS
3. BACKFILL GROUT

OWNER:	QUINCY PARK AUTHORITY
LOCATION:	QUINCY, ILLINOIS
BRIDGE TYPE:	VEHICULAR
WATERWAY:	MISSISSIPPI RIVER
SUBSTRUCTURES:	6 (IN-WATER)
LENGTH, FEET:	~ 525 OVER WATER
INSPECTION DATE:	
DRAWN BY:	Adam Thorson
REVISED DATE:	
REVISED BY:	

PREPARED FOR:
KLINGER & ASSOCIATES
616 N. 24TH STREET
QUINCY, ILLINOIS 62301

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PROJECT:
UNDERWATER SECTOR SCAN
QUINSIPPI ISLAND BRIDGE
QUINCY, ILLINOIS

PIER 22 ELEVATION POST CONST.

FIGURE NUMBER
A-10

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

616 N. 24th Street • Quincy, IL 62301 • voice 217.223.3670 • fax 217.223.3603

August 25, 2017

Mr. Chris Isbell, P.E.
Illinois Department of Transportation
District 6 Local Roads
126 East Ash Street
Springfield, IL 62704

RE: Quinsippi Island Bridge in Quincy, Illinois
Structure Number 001-6013

Dear Mr. Isbell:

Enclosed are the Bridge Inspection Report (BBS-BIR) and Fracture Critical Inspection Form (BBS-BIR-FC1) for the Quinsippi Island Bridge, which was inspected on August 22, 2017.

If you have any questions or need additional information, please contact us.

Very truly yours,

KLINGNER & ASSOCIATES, P.C.

Ryan J. Phelps, P.E.

RJP:ajd/Q:\17files\170142\18.Transportation\20170825 IDOT Submittal.docx

CC: Jim Frankenhoff, Adams County Highway Department
Rome Frericks, Quincy Park District

Enclosures: Routine Bridge Inspection Report (BBS-BIR)
Fracture Critical Inspection Form (BBS-BIR-FC1)

Illinois Department of Transportation

Routine Inspection Report

SN: 001-6013	District: 6	Spans: 6	Appr. Spans:2	Skew: 0	ADT: 600	Truck Pct: 1
ADT Un: N/A	Maint. Co: Adams	Twsp: Quincy Park District			Status: New, not open yet	
Facility Carried: Quinsippi Island Road			Feature Crossed: Quincy Bay			
Location: SE SEC34 T15 R9W	Municipality: Quincy		Team/Sub Section: /		Insp/Rte:	
Bridge Name: Quinsippi Island Bridge			Material & Type: Steel/Girder & Floorbeam System			
Insp. Intervals Routine: 24	Fracture Critical: 24	Underwater: 60	Special: N		Element Level: N	
90 – Inspection Date: 08 / 22 / 2017		90C – Temp. (°F): 81		90B1 – In Depth: ☒		
Is Delinquent: ☐	Reason:					
90A – Agency Program Manager: J. Frankenhoff		90A3 – Consultant Program Manager: R. Phelps				
90A1 – Team Leader: R. Phelps		90A2 – Inspector: R. Phelps & A. Schafer				
90B– Inspection Remarks:						

Previous Inspection: 2015:Substructure rating dropped to a "4" in January 2015 due to diving inspection in Fall of 2014. Park District is in the process of developing a Scour Plan of Action.

Resources

Time to Inspect (H:M):	8:0		8:0		Traffic Control:	N	N	Boat:	Y	Y	Waders:	N	N	Snooper:	N	N	
Ladder:	Y	Y	Manlift:	N	N	Bucket Truck:	N	N	Other:								

Inspector's Appraisals

	Prev	New	Comments
58 – Deck Condition:	5	5	Heavy cracking of concrete deck areas and multiple locations of open holes.
59 – Superstructure Cond:	5	5	Moderate Pack rusting at diaphragm connections. Rivets in spans 3 and 4 continue to deteriorate. Small holes in web have increased in Span 4.
60 – Substructure Cond:	4	5	Substructure rating raised to "5" since scour repairs are in place and Scour Plan of Action is on file.
62 – Culvert Condition:	N	N	
61 – Channel Condition:	5	5	Major debris has been removed from east end but continues to be a never ending maintenance issue. There is minor debris collecting at east end
71 – Waterway Adequacy:	7	7	
72 – Approach Rdwy Align:	6	6	North shoulder sloughing west of bridge, road curves to the north just east of the structure.
111 – Pier Navig Protection:	N	N	

90B – Inspection Remarks:

2017: Substructure rating raised to a "5" with scour repairs being made since the last inspection and Scour Plan of Action (P.O.A) completed and placed in bridge file.

Additional Inspection Data

	Prev	New
36A – Bridge Railing Adequacy:	2	2

Rail Types: SPBGR (1'-9" to center of rail)

Approach Guardrail Adequacy:	Prev	New
36B – Transitions:	1	1
36C – Guardrail:	1	1
36D – Ends:	1	1

	Prev	New
108A – Wearing Surface Type:	A	A
108B – Type of Membrane:	F	F
108C – Deck Protection:	G	G
108D – Total Deck Thickness (In.):	18.0	18.0

	Prev	New
59A – Paint Date (Mo/Yr):	__ / ____	/
59B – Paint Type:	- - - - - - - -	

Color: Fascia – _____; Inter. – _____;Railing – _____

		Prev	New
59C – Utilities Attached:		3 9 _	3 9
Weight Limit Posting:	70A2 – Single Unit Vehicles:	__	Tons
	70B2 – Combination Type 3S-1 (3 or 4 axles):	__	Tons
	70C2 – Combination Type 3S-2 (5 or more axles):	__	Tons
	70D2 – One Truck at a Time:	__	

Joint Openings (In.) _____

90B – Inspection Remarks Continued:

2017: The deck is in fair condition, but the holes through it remain. The railroad tie under the asphalt hole in Span 3 is broken. There are even more locations along the pedestrian railing where the top of the fencing is not attached (see photos). The debris collection at the east end has been maintained better than in previous inspection cycles. There is a minor amount that should be monitored to make sure it does not get worse. The steel girders are in fair condition, with spans 3 and 4 remaining as the locations of the most deterioration due to the poor detailing of the upside-down channel bottom flange. The rivets do not appear to be worse than during the previous inspection but continue to deteriorate with water getting trapped. Mortar loss, spalling, and stone delaminations are common along the pier faces and caps. No notable change from 2015 inspection.

New pavement is present at the east end approach since the last inspection, along with speed bumps at each end of the bridge and one in the middle. A new water line has been installed under the south pedestrian walkway since the last inspection also.

	Signature	Date
Inspection Team Leader:		08/23/2017
Consultant Program Manager:		08/23/2017
Agency Program Manager:	James R Frankenberger	8/25/2017

CONDITION RATING GUIDES FOR SPECIFIC DECK MATERIALS

CONCRETE BRIDGE DECKS

General Note: For slab and precast prestressed concrete (PPC) deck beam bridges, the deck condition rating (Item 58) shall be rated the same as the superstructure (Item 59) using the superstructure criteria, except for PPC deck beam with 4" or more of reinforced concrete overlay, in which case the overlay shall be rated as the deck.

Code	Description
8	VERY GOOD. Transverse cracks < 0.06" at > 15' intervals may be present but no spalling, scaling, pop-outs or delamination.
7	GOOD. Some transverse cracks < 0.06" at > 5' intervals over the majority of the deck, light scaling (less than 1/4" depth) or pop-outs may be present, no spalling.
6	SATISFACTORY. Transverse cracks < 0.06" at < 5' or > 0.06" at > 5' intervals over a majority of the deck, spalls and delaminations may be present on up to 5% of the deck riding surface or soffit area, up to 10% of the deck soffit may be spalled, delaminated, and map cracked.
5	FAIR. Transverse cracks > 0.06" at < 5' intervals with or without leaching in the majority of the deck, isolated longitudinal cracks < 0.06" in majority of deck, spalls and delaminations may be present on up to 10% of the deck surface or soffit area, up to 25% of the deck surface or soffit may be spalled, delaminated and map cracked, up to 10% loss of primary reinforcement in any 6' bay length.
4	POOR. Longitudinal cracks > 0.06" in majority of deck, spalls and delaminations may be present on up to 25% of the deck surface or soffit area, up to 50% of the deck surface or soffit may be spalled, delaminated and map cracked, up to 30% loss of primary reinforcement in any 6' bay length.
3	SERIOUS. Condition is similar to the description for a condition rating of "4", though more extensive full depth failures are evident to the point that wheel loads may need restricted or temporary measures implemented.
2	CRITICAL. Full depth failures needing patching over much of the deck on a regular basis which requires special inspections to keep the bridge open, possibly with reduced load limits, temporary measures may be needed to allow continued use of the structure. The Bureau of Bridges and Structures shall be notified immediately.

NOTE: For codes N, 9, 1 and 0 (zero) Condition Rating Guides pertaining to all deck material types, refer to Item No. 58, Page 2 of 5.

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

Opinion of
Project/Construction Costs

Date 7/18/18 Estimate by *DCD*

Eng Proj # *Preproject* Checked by *RJP*

Client	Project
Quincy Park District	Quinsippi Island Bridge Deck Replacement (8" R.C. Deck)

NO	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
50300225	Concrete Superstructure	400	Cu. Yd.	$ 992.00	$ 396,800.00
50800105	Reinforcement Bars	70,000	Pound	$ 1.61	$ 112,700.00
50501140	Structural Steel Repair	1	L. Sum	$ 37,200.00	$ 37,200.00
50300300	Protective Coat	2,000	Sq. Yd.	$ 2.48	$ 4,960.00
50500105	Furnishing & Erecting Structural Steel	1	L. Sum	$ 74,400.00	$ 74,400.00
50901720	Bicycle Railing	610	Foot	$ 186.00	$ 113,460.00
50901750	Parapet Railing	1,220	Foot	$ 93.00	$ 113,460.00
50101500	Removal of Existing Superstructures	1	Each	$ 93,000.00	$ 93,000.00
67100100	Mobilization	1	L. Sum	$ 62,000.00	$ 62,000.00
50300260	Bridge Deck Grooving	1,150	Sq. Yd.	$ 6.20	$ 7,130.00
X0322559	Bolt Replacment	10,000	Each	$ 4.96	$ 49,600.00
X0325153	Masonry Cleaning and Tuckpointing	100	Sq. Yd.	$ 124.00	$ 12,400.00
X0325303	Structural Repair of Concrete (Depth > 5 inches)	50	Sq. Ft.	$ 248.00	$ 12,400.00
Z0032300	Jacking Existing Superstructure	1	L. Sum	$ 31,000.00	$ 31,000.00
XX000303	Bridge Lighting	7	Each	$ 4,960.00	$ 34,720.00
XX005434	Water Main Relocation/Replacement	650	Foot	$ 31.00	$ 20,150.00
42001400	Bridge Approach Pavement	330	Sq. Yds	$ 80.60	$ 26,598.00
20200100	Approach Earthwork and Erosion Control	1	L. Sum	$ 12,400.00	$ 12,400.00
			CONSTRUCTION SUBTOTAL		$ 1,214,378.00
			DESIGN ENGINEERING		$ 58,000.00
			CONSTRUCTION ENGINEERING		$ 23,600.00
				TOTAL	**$ 1,295,978.00**

( ) 616 N. 24th Street Quincy, IL Phone (217) 223-3670 Fax (217) 223-3603
( ) 4510 Paris Gravel Road , Hannibal, MO Phone (573) 221-0020 Fax (573) 221-0012

Form 450 Updated 11/13/06

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

Opinion of
Project/Construction Costs

Date *7/18/18* Estimate by *DCD*

Eng Proj # *Preproject* Checked by *RJP*

Client	**Project**
Quincy Park District	Quinsippi Island Bridge Replacement (2 - 12 foot driving lanes and an 8 foot bike path - 34' out to out)

NO	*ITEM DESCRIPTION*	*QUANTITY*	*UNIT*	*UNIT PRICE*	*TOTAL COST*
1	Complete Bridge Replacement	21,000	Sq. Ft.	$ 273.00	$ 5,733,000.00
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					$ -
				TOTAL	**$ 5,733,000.00**

Sheet 1 of 1

Form 450 Updated 11/13/06

( ) 616 N. 24th Street Quincy, IL Phone (217) 223-3670 Fax (217) 223-3603
( ) 4510 Paris Gravel Road , Hannibal, MO Phone (573) 221-0020 Fax (573) 221-0012

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Riverfront Development: Discussion Only

INFORMATION PROVIDED:

- Memorial Bridge Alignment
- Quincy Park District/Adams County/City of Quincy Riverfront Promenade/Boardwalk and Visitor Boat Dock
- Seek Public Referendum for Riverfront Development & Increase Debt or use Non-Referendum Dollars.

Preliminary Project Concepts:

Stan Hansen presented some preliminary worksheets of the existing conditions and the CAG members were asked to work in groups to brainstorm possible concepts for a new bridge location. An aerial image of the entire project study limits was provided for each subgroup to refer to. The CAG members were directed to identify possible horizontal locations for the new bridge and to consider the touchdown street which will influence the departure grade from the bridge. CAG members were informed that the bridge type would be studied later and that a focus group would be assembled in order to obtain input for the preferred bridge type. The following is a summary of the CAG's comments or suggestions as reported out by each subgroup at the meeting:

1. Option 1 – Align With Existing Bayview Bridge
   - Majority of the discussion was to align the new bridge along the south side of the existing Bayview Bridge and direct traffic eastbound along Broadway Street (IL 104).
   - A slip ramp could be considered to allow traffic to exit directly onto 3rd Street or southbound IL 57 at the departure end of the bridge.
   - Maintaining access down to Front Street from the extension of Broadway did not seem to be a major concern to the CAG since several other streets provide this access. The new bridge could eliminate this existing access.
   - Provide bridge touchdown at 3rd Street and span over the top of 2nd Street.
   - The possibility was briefly discussed that would consider constructing the new bridge on the north side of the existing Bayview Bridge and switching traffic to eastbound on the existing Bayview bridge and build a new westbound bridge.

2. Option 2 – Align With Vermont Street
   - Alignment could parallel the Bayview Bridge for the majority of the river crossing and then curve towards Vermont Street near the Quincy shoreline.
   - Similar to option 1, a slip ramp could be considered to allow traffic to exit directly onto 3rd Street at the departure end of the bridge.
   - The primary access movement would be to provide a connection to 4th Street or US Route 24 or a direct connection to Broadway Street with a diagonal movement between 3rd Street and 4th Street.
   - Again the preferred bridge touchdown would be at 3rd Street and span over the top of 2nd Street.

3. Option 3 – Align With Existing Memorial Bridge on Maine Street
   - Alignment could be on the existing Memorial Bridge location or shifted slightly either to the north or south to allow maintenance of traffic on the existing bridge during construction of the new bridge.
   - Touchdown options should look at both the existing connection at 2nd Street and also raising the touchdown to 3rd Street to eliminate the steep upgrade the currently exists at the bridge departure.
   - This alignment has been in place for over 80 years and should therefore be considered as one of the proposed options.

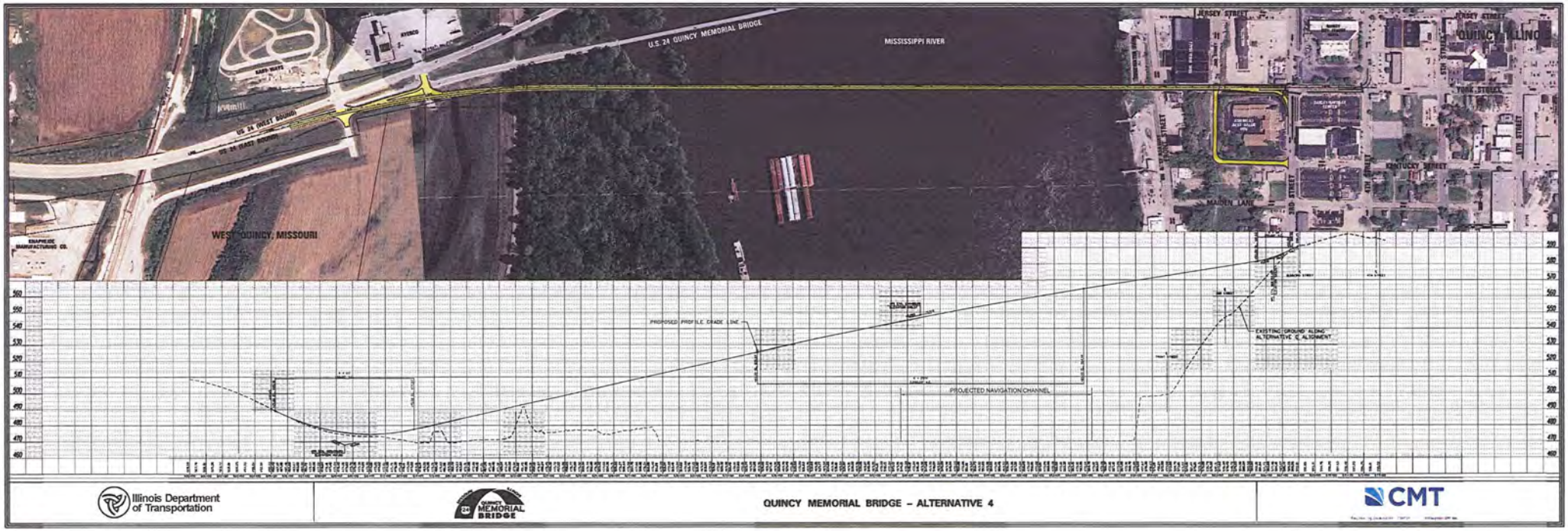
4. Option 4 – Align With York Street
   - Alignment would allow for more direct perpendicular crossing of the river and help reduce horizontal curve at the departure end.
   - Touchdown options again should be studied for both 2nd Street and 3rd Street to eliminate the steep upgrade at the bridge departure.
   - Consider a slip ramp down to Front Street near the Quincy shoreline. Maine Street could also be extended down to Front Street if the bridge location is moved.

Corridor Alternative 4

Alternative 4 – Align with York Street

One preliminary alternative was developed for this corridor (Alternative 4)

- Alignment would allow for more direct crossing of the river
- Flattens horizontal curve on the Missouri side
- Eliminates the need for a horizontal curve on the Illinois side
- Touchdown options again could be either 2nd Street or 3rd Street
- Consider a slip ramp down to Front Street near the Quincy shoreline
- Maine Street could be extended down to Front Street



Illinois Department of Transportation

QUINCY MEMORIAL BRIDGE

QUINCY MEMORIAL BRIDGE – ALTERNATIVE 4

CMT

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.

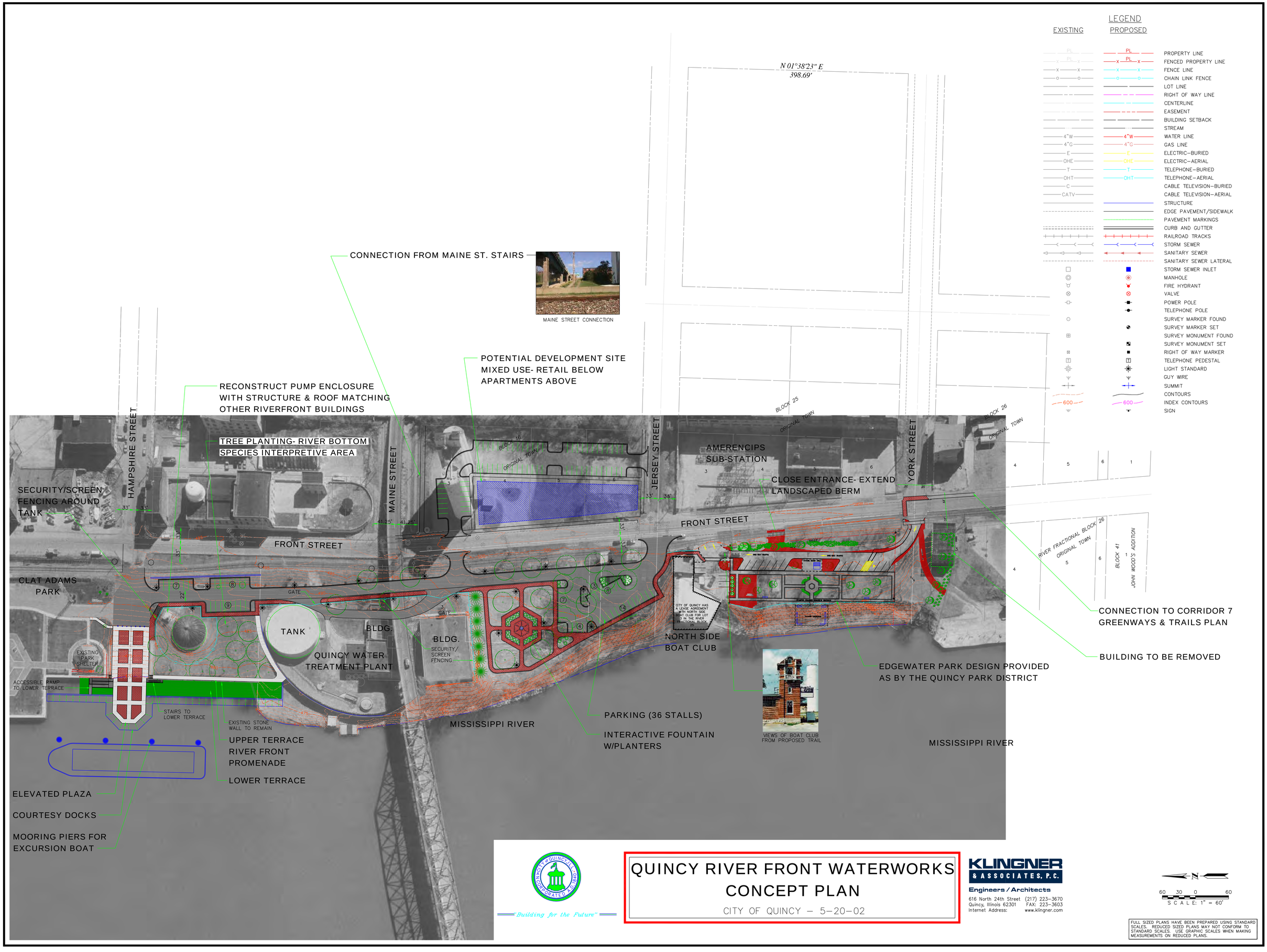
Reservation

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**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FENCED PROPERTY LINE
FENCE LINE
CHAIN LINK FENCE
LOT LINE
RIGHT OF WAY LINE
CENTERLINE
EASEMENT
BUILDING SETBACK
STREAM
WATER LINE
GAS LINE
ELECTRIC–BURIED
ELECTRIC–AERIAL
TELEPHONE–BURIED
TELEPHONE–AERIAL
CABLE TELEVISION–BURIED
CABLE TELEVISION–AERIAL
STRUCTURE
EDGE PAVEMENT/SIDEWALK
PAVEMENT MARKINGS
CURB AND GUTTER
RAILROAD TRACKS
STORM SEWER
SANITARY SEWER
SANITARY SEWER LATERAL
STORM SEWER INLET
MANHOLE
FIRE HYDRANT
VALVE
POWER POLE
TELEPHONE POLE
SURVEY MARKER FOUND
SURVEY MARKER SET
SURVEY MONUMENT FOUND
SURVEY MONUMENT SET
RIGHT OF WAY MARKER
TELEPHONE PEDESTAL
LIGHT STANDARD
GUY WIRE
SUMMIT
CONTOURS
INDEX CONTOURS
SIGN
N 01°38'23" E
398.69'
CONNECTION FROM MAINE ST. STAIRS
MAINE STREET CONNECTION
POTENTIAL DEVELOPMENT SITE
MIXED USE- RETAIL BELOW
APARTMENTS ABOVE
RECONSTRUCT PUMP ENCLOSURE
WITH STRUCTURE & ROOF MATCHING
OTHER RIVERFRONT BUILDINGS
TREE PLANTING- RIVER BOTTOM
SPECIES INTERPRETIVE AREA
SECURITY/SCREEN
FENCING AROUND
TANK
HAMPSHIRE STREET
MAINE STREET
JERSEY STREET
YORK STREET
FRONT STREET
AMERENCIPS
SUB-STATION
CLOSE ENTRANCE- EXTEND
LANDSCAPED BERM
CLAT ADAMS
PARK
TANK
BLDG.
BLDG.
SECURITY/
SCREEN
FENCING
QUINCY WATER
TREATMENT PLANT
NORTH SIDE
BOAT CLUB
EXISTING
PARK
SHELTER
ACCESSIBLE RAMP
TO LOWER TERRACE
STAIRS TO
LOWER TERRACE
EXISTING STONE
WALL TO REMAIN
UPPER TERRACE
RIVER FRONT
PROMENADE
LOWER TERRACE
ELEVATED PLAZA
COURTESY DOCKS
MOORING PIERS FOR
EXCURSION BOAT
MISSISSIPPI RIVER
PARKING (36 STALLS)
INTERACTIVE FOUNTAIN
W/PLANTERS
VIEWS OF BOAT CLUB
FROM PROPOSED TRAIL
MISSISSIPPI RIVER
EDGEWATER PARK DESIGN PROVIDED
AS BY THE QUINCY PARK DISTRICT
CONNECTION TO CORRIDOR 7
GREENWAYS & TRAILS PLAN
BUILDING TO BE REMOVED
RIVER FRACTIONAL BLOCK 26
ORIGINAL TOWN
BLOCK 41
JOHN WOOD'S ADDITION
BLOCK 25
ORIGINAL TOWN
BLOCK 26
ORIGINAL TOWN
BLOCK 16
ORIGINAL TOWN
"Building for the Future"
QUINCY RIVER FRONT WATERWORKS
CONCEPT PLAN
CITY OF QUINCY – 5–20–02
KLINGNER
& ASSOCIATES, P.C.
Engineers / Architects
616 North 24th Street (217) 223–3670
Quincy, Illinois 62301 FAX: 223–3603
Internet Address: www.klingner.com
N
60 30 0 60
SCALE: 1" = 60'
FULL SIZED PLANS HAVE BEEN PREPARED USING STANDARD SCALES. REDUCED SIZED PLANS MAY NOT CONFORM TO STANDARD SCALES. USE GRAPHIC SCALES WHEN MAKING MEASUREMENTS ON REDUCED PLANS.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Finance Overview: Discussion Only

INFORMATION PROVIDED:

- Finance Overview of Proposed Capital Projects-2019 GO Bond, 2019A GO Bond & Tax Levies

QUINCY PARK DISTRICT
BOND ANALYSIS

ProForma 5/1/2019

NAME	Outstanding Balance	Interest Payment	Principal Payment	TOTAL PAYMENT	Interest Rate	Next Due Date(s)	Maturity Date	Original Term (Yrs)
2019 G.O. Bond *Annual Projects Bond*	$ 900,000	$ 14,025	$ 900,000	$ 914,025	2.20%		10/15/2019	0.8
2012A G.O. Bond *Bayview Property Renovation*	$ 287,153	$ 6,518	$ 93,584	$ 100,102	2.27%	12/1/2019	12/1/2021	10
2019A *Estimated Trail Bond*	$ 2,265,355	$ 43,388	$ 451,148	$ 494,536	3.50%	10/15/2019	10/15/2023	5
Total Outstanding Debt	$ 3,452,508							
Total Non-Referendum Debt	$ 3,452,508							
2018 Estimated EAV	$ 655,000,000							
Total Debt Limit[1]	$ 18,831,250		Total Debt Remaining:		$ 15,378,742			
Non-Referendum Limit	$ 3,766,250		Total Non-Referendum Remaining:		$ 313,742			

[1]Total Debt limit of 2.875%. Debt limit can be raised to 5.75% with voter approval.

FUND	FY Budget 2018 Revenue	FY Budget 2018 Expend.	FY 2018 Surplus/Deficit	Projected Cash Balance 12/31/2017	Projected Cash Balance 12/31/2018	FY Budget 2018 Cap. Exp.
Corporate General	$ 1,281,785	$ 1,364,292	$ (82,507)	$ 1,694,238	$ 1,611,731	$ 2,500
Flood/Emergency Fund	$ -	$ -	$ -	$ 6,566	$ 6,566	
Boehl Park Maint.	$ 4,420	$ 6,850	$ (2,430)	$ 9,916	$ 7,486	$ -
Heritage Tree	$ 4,880	$ 4,850	$ 30	$ 18,078	$ 18,108	
General Donation	$ 280	$ -	$ 280	$ 38,379	$ 38,659	$ -
Corporate Total:	$ 1,291,365	$ 1,375,992	$ (84,627)			
Recreation	$ 873,050	$ 846,847	$ 26,203	$ 534,969	$ 561,172	$ -
Museum	$ 201,450	$ 186,183	$ 15,267	$ 257,233	$ 272,500	$ -
Social Security	$ 155,100	$ 150,000	$ 5,100	$ 123,932	$ 129,032	
Pension	$ 211,600	$ 140,000	$ 71,600	$ 259,726	$ 331,326	
Unempl. Comp.	$ 81,350	$ 80,000	$ 1,350	$ 206,465	$ 207,815	
Liability Ins.	$ 390,950	$ 331,074	$ 59,876	$ 491,549	$ 551,425	
Audit	$ 11,600	$ 12,800	$ (1,200)	$ 19,144	$ 17,944	
Park Security	$ 161,450	$ 181,604	$ (20,154)	$ 233,900	$ 213,746	$ 32,000
Paving and Lighting	$ 32,350	$ 32,000	$ 350	$ 58,869	$ 59,219	$ 19,000
Sub-Total:	$ 3,410,265	$ 3,336,500	$ 73,765	$ 3,952,964	$ 4,026,729	

FUND	2017 Rate	2017 Tax Levied	2018 Levy	2018 Rate	Difference	Projected $100K Impact
CORPORATE	0.12500	810,168	**818,750**	**0.12500**	8,582	
RECREATION	0.07500	486,101	**491,250**	**0.07500**	5,149	
MUSEUM	0.03000	194,440	**196,500**	**0.03000**	2,060	
SOCIAL SECURITY	0.02384	154,515	**155,000**	**0.02366**	485	
PENSION/RETIREMENT	0.02778	180,052	**180,000**	**0.02748**	(52)	
UNEMPL. COMP. INS.	0.01235	80,045	**75,000**	**0.01145**	(5,045)	
LIABILITY	0.05995	388,556	**350,000**	**0.05344**	(38,556)	
AUDIT	0.00178	11,537	**11,500**	**0.00176**	(37)	
PARK SECURITY	0.02500	162,034	**163,750**	**0.02500**	1,716	
PAVING & LIGHTING	0.00500	32,407	**32,750**	**0.00500**	343	
	0.38570	2,499,853	**2,474,500**	**0.37779**	(25,353)	$ 107.04
					98.9858%	
BOND 2012A	0.01595	103,386	**102,374**	**0.01563**		$ 4.43
BOND 2017	0.14214	921,250				
Estimated 2019 GO Bond ($900k)			**914,025**	**0.13955**		$ 39.54
Estimated 2019 Trail Bond Pmt			**494,536**	**0.07550**		$ 25.17
TOTAL	0.54379	3,524,489	**3,985,435**	**0.60846**	460,946	$ 176.17
2017 EAV	$648,134,093					
2018 Estimated EAV	$655,000,000					

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: Quincy Park District Marketing: Discussion Only

INFORMATION PROVIDED:

- Increased Attendance in Programs
- Website/Social Media Awareness
- Reoccurrence on Local News Stations & Radio
- Creation of New Park District Activities
- Responsive Website
- Women's City Club Second Floor Unused Space

Marketing 2018

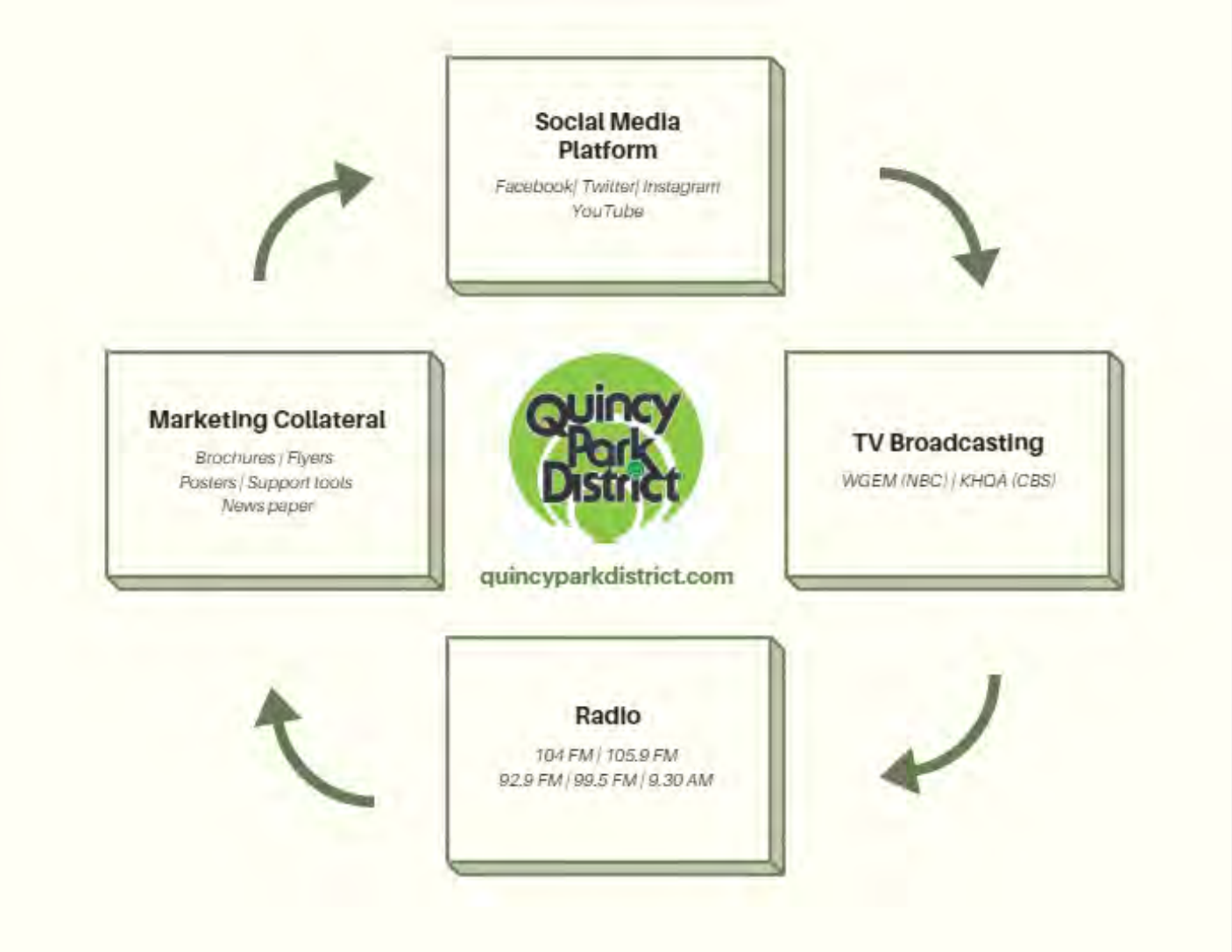
Objectives

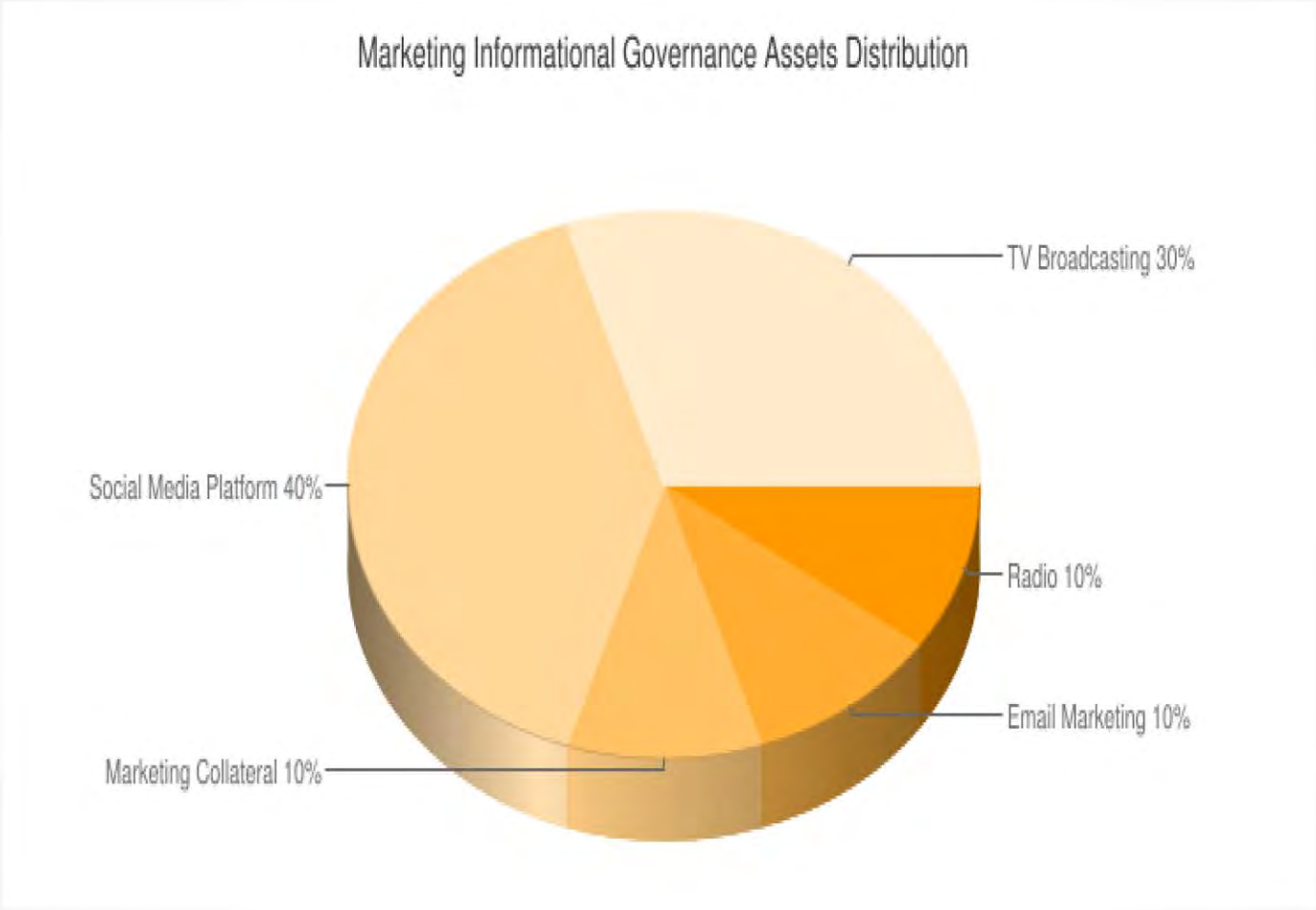
- Preeminent exposure of Quincy Park District in local media to reach to all demographics. Targeting households without the social media environment
- Digital campaign: Develop awareness of Quincy Park District, Westview, and Art Keller Marina through social media platforms Facebook | Twitter | Instagram | YouTube Channel
- Targeting demographic by audience and interest
- New website responsive to Android and iOS devices
- Engage civic organizations and partner with local businesses
- Community outreach promoting Quincy Northside programs

Resources & Assets

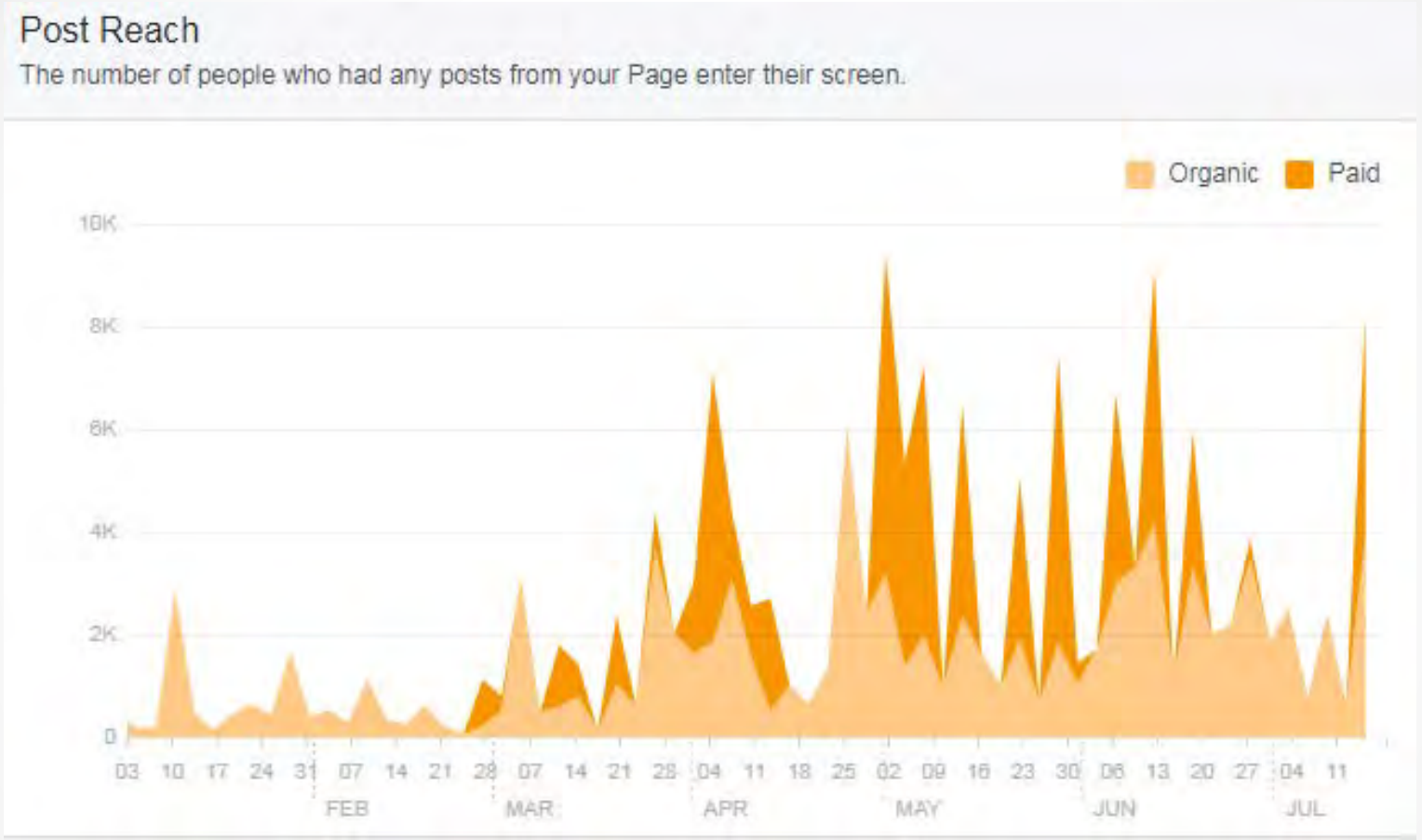
- Develop and create new social media platform Facebook | Instagram | Twitter | YouTube Channel | Yelp
- New website
- Project management software
- Video software
- Canvas design software
- Email marketing software. Constant Contact
- WGEM | KHQA | Radio networks | Quincy Herald Whig
- Internship program: Develop assets and creation of News Correspondent position
- Marketing press contractors: video and photography
- Contract marketing design companies: Vervocity and RPM
- iStock images
- Exposure in local magazines
- Civic organizations outreach and partner with local agencies

Marketing Channels




Marketing Informational Governance Assets Distribution
TV Broadcasting 30%
Social Media Platform 40%
Radio 10%
Email Marketing 10%
Marketing Collateral 10%

Facebook Main Social Media Channel



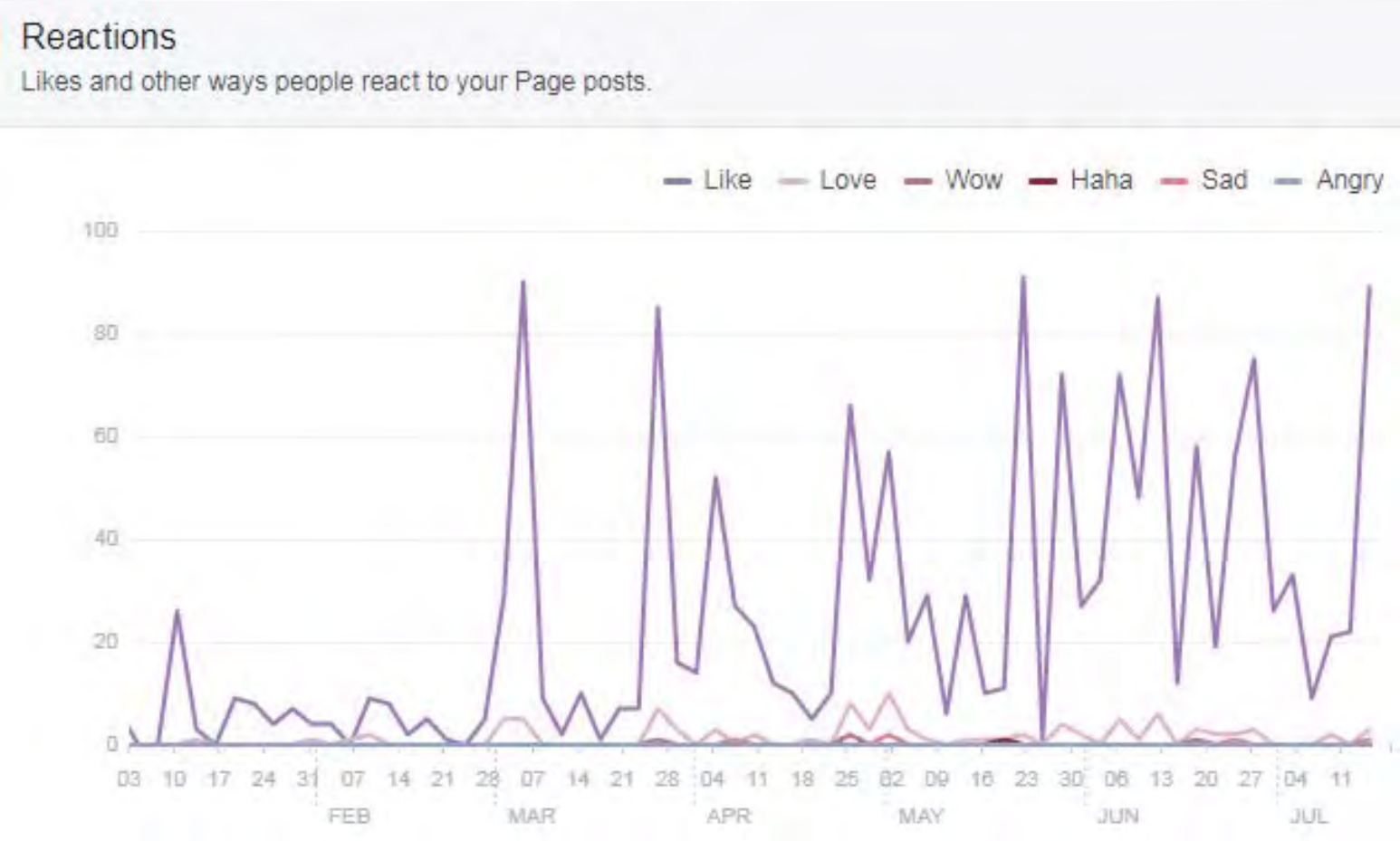
Program events registration live in January. Seasonal activity starts in March through our platform. Customers interact about our programs, event status and cancelations. Also, Monday- Sunday Facebook Messenger app inquiries.

Likes

Total Page Likes
5K
4K
3K
2K
Total Page Likes
2,970
Jan 3, 2018
Click or drag to select
02 06 13 20 27 03 10 17 24 08 15 22 29 05 12 19 26 03 10 17 24 31 07 14
FEB
MAR
APR
MAY
JUN
JUL
AUG

Total Page Likes
5K
4K
3K
2K
Total Page Likes
4,314
Aug 13, 2018
Click or drag to select
02 09 16 23 30 06 13 20 27 06 13 20 27 03 10 17 24 08 15 22 29 05 12 19 26 03 10 17 24 31 07 14
FEB
MAR
APR
MAY
JUN
JUL
AUG

Reaction


Reactions
Likes and other ways people react to your Page posts.
Like
Love
Wow
Haha
Sad
Angry
100
80
60
40
20
0
03 10 17 24 31 07 14 21 28 07 14 21 28 04 11 18 25 02 09 16 23 30 06 13 20 27 04 11
FEB
MAR
APR
MAY
JUN
JUL

Reaction, Comments, Shares and More

New and Current Programs at a Glance

Programs/Events

- Summer Sand Volleyball **(New 2018)**
  32 Teams | 320 participants | 4 Leagues
  Youth – High School – Adult Coed - Family
- Fall Sand Volleyball **(New 2018)**
- Boys Baseball | Girls Softball | T-Ball
  2015 -716 I 2016 - 779 I 2017- 792
  2018 - 863
- Youth Spring Soccer
  2015 - 321 I 2016 - 464 I 2017 - 508
  2018 | 495
- Youth Fall Soccer **(New 2018)**
  343 participants
- Pickleball Tournament **(New 2018)**
- 5K Trailblazer. Bill Klingner Trail Race **(New 2018)**
- Tennis
  2017 - 103 I 2018 - 133
- Movies in the Park - Moorman Park (New Location)
  2017 - 1200 I 2018 - 2400
- Outdoor Concerts – Washington Park (New Location)
  2017 - 350 I 2018 - 925
- Karting Race **(New)**
  Saturday 9,000 – Sunday 15,000 attendance

Completed Campaigns

- WGEM, KHQA and YouTube video commercials
- KHQA monthly rotation program. Morning show and evening show
- Radio campaigns
- Email marketing
- Trails awareness
- New social media platforms
- New website
- Social media field signs
- Social media growth
- Moorman Park tennis courts wind screen with activities mural
- New marketing initiatives and programs
- Develop new Park District internship program with Quincy University
- Exhibited at the WGEM Home Show. Distributed 1,200 Spring/Summer brochures and 600 program flyers
- Full press support on all press conferences.
- Speaker at School District events, parents' meetings and civic organizations
- Q- Magazine and The Chamber Guide publications

Learn more about your Parks, Trails and Events

Lorenzo Bull House

Upstairs Apartment

Large Sun Room - 17' x 15'

Kitchen - 22.5' x 9'

Bay window Room - 18' x 13.5'

Hallway Closet #1 - 8.5' x 6'

Bathroom - 8.5' x 7'

Back Room - 15' x 10'

Hallway Closet #2 - 5.5' x 3'

(2) Non-Walk-in Closets

Total Sq. Ft.: 977.5'

The Quincy Park District has a 977 sq. ft. upstairs space available for rent located in the Lorenzo Bull House at 1550 Maine St. The unit cannot be used as a living apartment (no over-night stays) and cannot be subleased. The rent is $500/month, includes all utilities (Electric, gas & water). This unit has its own outside entrance and alarm system, separate from the Lorenzo Bull House. This would be great space for an office setting, art studio, etc. All interested parties should contact Donald Hilgenbrinck, Director of Business Services at 217-223-7703.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24, 2018

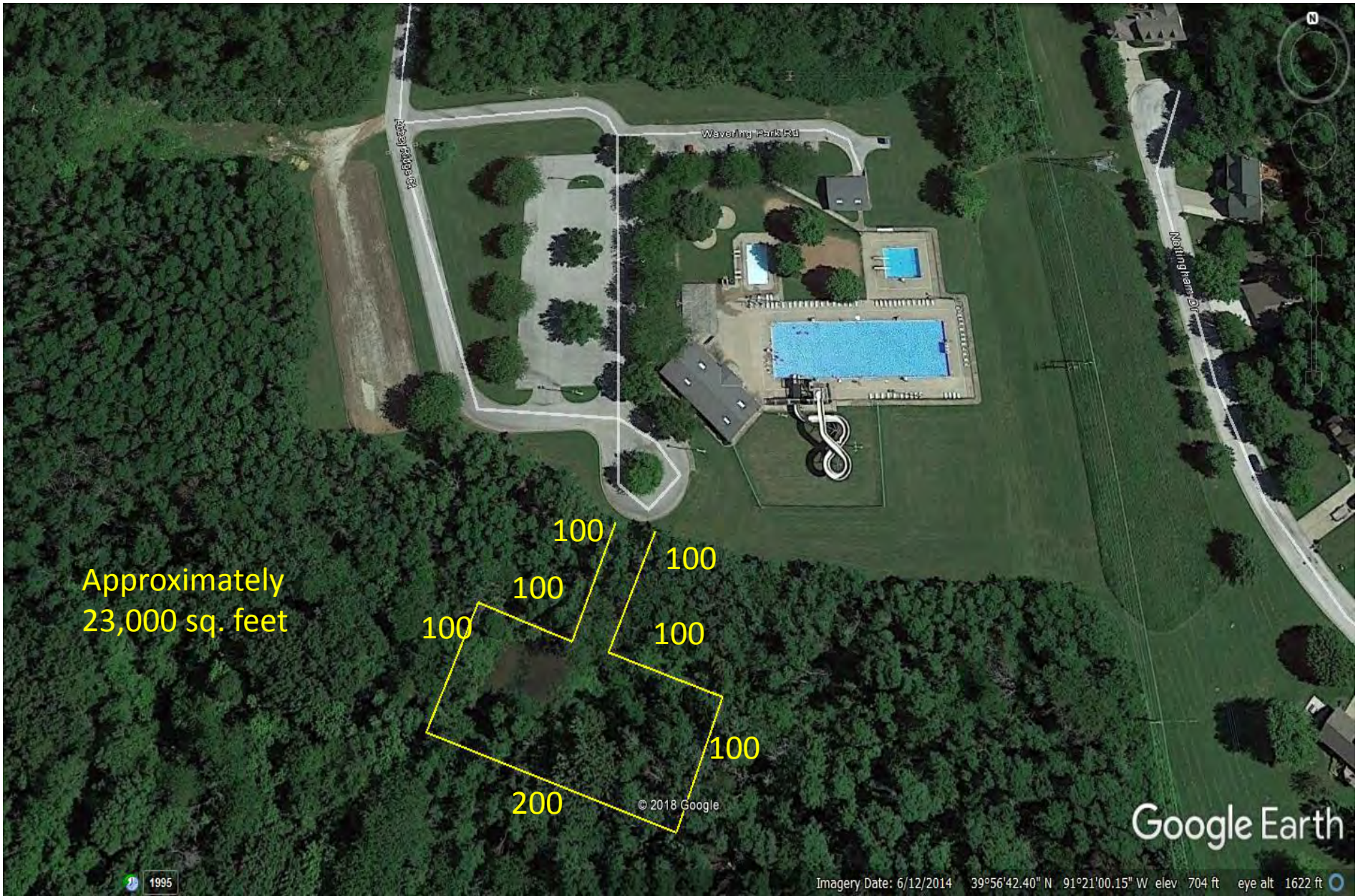
STAFF RECOMMENDATION

AGENDA ITEM: Wavering Camping Area: Discussion Only

INFORMATION PROVIDED:

- Overhead Picture of Camping Area with Estimated Costs

Wavering Camping Area



Wavering Camping Area Estimated Costs

1. 800’ Fencing $25,000
2. Tree removal/ground clearing $5,000
3. Raised platforms (3) $5,000
4. Fire pits (2) $2,000
5. Tents (3) $1,500

***The prices above are courtesy quotes and staff would have to get more details and costs associated with this project if we were to move forward on this project.**

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: August 24, 2018

STAFF RECOMMENDATION

AGENDA ITEM: QUINCY PARK DISTRICT SALARY ADMINISTRATION PROGRAM, 2019: DISCUSSION ONLY

BACKGROUND INFORMATION: Information Provided:

- Proposed 2019 Salary Administration Levels
- 2018 Salary Administration Levels
- Full Time Union Contract January 2016-December 2018
- Seasonal Union Contract January 2018-December 2021

QUINCY PARK DISTRICT

Proposed
Salary Administration Program for 2019

REGULAR FULL-TIME POSITION CLASSIFICATION

ANNUAL PAY RANGES –2019

BUDGET LIMIT FOR COST OF LIVING ADJUSTMENT:
Total: $11,893 which is an increase of (1.8%)

Position Classification	**Set by Board**
Executive Director	Current $80,000
Position Classification	**Salary Range**
Director of Parks	$52,000 - $70,000
Director of Golf	$52,000 - $70,000
Director of Business Services	$52,000 - $70,000
Director of Program Services	$52,000 - $70,000
Assistant Director of Golf	$31,000 - $45,000
Golf Course Superintendent	$40,000 - $58,000
Park Maintenance Supervisor	$40,000 - $58,000
Park Safety Supervisor	$25,000 - $40,000
Recreation Supervisor I	$31,000 - $50,000
Recreation Supervisor II	$31,000 - $50,000
Marketing Supervisor	$34,000 - $50,000
Administrative Assistant	$16.25 - $22.50
Accounting Systems Administrator/Bookkeeper	$15.25 - $22.95
Secretary/Receptionist	$12.25 - $17.01
For Reference Only:	*Negotiations begin November
Full Time - Maintenance Laborer (2018)	*$17.11 - $35,589
Full Time – Mechanic (2018)	*$18.82 - $39,146
Full Time Crewleaders (2018)	*$20.23 - $42,078

QUINCY PARK DISTRICT

Proposed

Salary Administration Program for 2018

REGULAR FULL-TIME POSITION CLASSIFICATION

ANNUAL PAY RANGES –2018

BUDGET LIMIT FOR COST OF LIVING ADJUSTMENT:

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

Position Classification	**Set by Board**
Executive Director	Current $78,500 to $80,000
Position Classification	**Salary Range**
Director of Parks	$52,000 - 70,000
Director of Golf	$52,000 - 70,000
Director of Business Services	$52,000 - 70,000
Director of Program Services	$52,000 - 70,000
Assistant Director of Golf	$31,000 - $45,000
Golf Course Superintendent	$40,000 - 58,000
Park Maintenance Supervisor	$40,000 - 58,000
Park Safety Supervisor	$25,000 - 40,000
Recreation Supervisor I	$31,000 - 50,000
Rec & Marketing Supervisor	$34,000 - 50,000
Administrative Assistant	$16.25 - $22.50
Accounting Systems Administrator/Bookkeeper	$15.25 - $22.95
Secretary/Receptionist	$12.25 - $17.01
For Reference Only:	
Full Time - Maintenance Laborer	$17.11 - $35,589

AGREEMENT

COPY

between

QUINCY PARK DISTRICT

and

DISTRICT NO. 9, INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

FULL-TIME EMPLOYEE CONTRACT

JANUARY 1, 2016 - DECEMBER 31, 2018

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WORKING AGREEMENT

THIS AGREEMENT, made and entered into this January 1, 2016, by and between the QUINCY PARK DISTRICT of Quincy, Illinois, hereinafter referred to as the DISTRICT, and the INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS, DISTRICT NO. 9, hereinafter referred to as the UNION, is for the exclusive joint use and benefit of the contracting parties as defined and set forth herein.

The intent and purpose of this Agreement is to establish a harmonious relationship between the District and its employees covered by this Agreement and the Union.

ARTICLE I

Management Rights

Section 1. The District retains the sole right and authority to operate and manage the park and recreation facilities and direct the working force; to maintain order and efficiency in its plans and operations; to hire, layoff, assign, transfer, promote and determine the qualifications of employees; to determine the locations, methods, means and personnel by which operations are to be conducted, including the right to determine the starting and quitting time and the number of hours to be worked, subject only to such regulations governing the exercise of these rights as expressly provided in the Agreement.

Section 2. The District has the exclusive right to determine the organization and operations of the district; to increase, reduce or change, modify or alter the composition and size of the work force, including the right to relieve employees from duties because of lack of work or funds or other proper reasons; to add, delete or alter methods of operation, equipment or facilities; and, to add, delete or alter policies, procedures, rules and regulations.

Section 3. The District retains the sole right to discipline employees, including suspension, layoff, and discharge for proper cause, including violation of any of the terms of this Agreement.

Section 4. The District retains the exclusive right to determine employee work schedules, employee work assignments, employee standards of work performance, employee position classifications, employee Job Descriptions and to fully determine qualifications for employment, as well as work rules and scope of work as deemed necessary to the District.

Section 5. Any of the rights, powers, and authority the District had prior to entering into this Agreement are retained by the District, except as expressly and specifically abridged, delegated, granted or modified by this Agreement.

Section 6. Subject to the grievance and arbitration procedure as set forth in Article IV of this Agreement, there shall be no work stoppage, strike, slowdown, or other interference with production nor shall there be any lockout of any employee by the District during the term of this Agreement, by reason of any grievance or disagreements by the parties hereto.

The Park District retains the right to discipline or discharge any employee who violates this provision.

ARTICLE II

Recognition

Section 1. The District recognizes the Union as the exclusive bargaining agent for all production, mechanics and maintenance employees covered by this Agreement, excluding office clerical and professional employees, supervisors, and all employees designated by the District as part-time and seasonal.

Section 2. The Union agrees that it will make membership in the Union available to all employees covered by this Agreement on the same terms and conditions as are applicable to other members of the Union.

Section 3. No employee will be discriminated against because of race, sex, religion, age, disability or national origin.

Section 4. Upon receipt of a signed authorization form from an individual, the District will deduct from said employee's pay the initiation, reinstatement fee, M.N.P.L. donation and monthly dues payable by him or her to the Union during the period set forth in said authorization.

Deductions shall be made on account of such fees and/or dues bi-weekly from the employees' paychecks after District's receipt of such authorization and monthly thereafter bi-weekly from the employees' paychecks.

The deductions shall be remitted to the Secretary-Treasurer of District No. 9 of the Union no later than the fifteenth day of the month following the deductions made in the month. The District shall furnish the Secretary-Treasurer monthly with a written record of those for whom deductions have been made and the amount of the deductions.

The Union will from time to time notify the District in writing of the names of the Secretary-Treasurer, the amounts of initiation fees, reinstatement fees, and monthly dues, shall conform with the Constitution and By-laws of the Union, and the Law.

Section 5. In the event of under-deductions or over-deductions, adjustments will be made in subsequent deductions, and the Union will indemnify the District against any liability.

Section 6. Employees who are not members of the Union paying dues by voluntary payroll deduction shall be required to pay in lieu of dues, their proportionate fair share of the cost of the collective bargaining process in accordance with the applicable Labor Relations Act. For the purpose of this Section, proportionate share shall not exceed the regular monthly dues of membership in the Union.

ARTICLE III

Seniority

Section 1. Seniority is an employee's length of service with the District in years, months and days from his/her last hire date.

Section 2. All new employees shall be subject to a probationary period of ninety (90) calendar days, after which their seniority shall date from their original hiring date. During said period, the District has the sole right to determine their job abilities and performance and may terminate their service at the District's discretion.

Section 3. Seniority and the employment relationship shall be terminated when an employee:

1. Quits; or

2. Is discharged for proper cause; or

3. If absent for three (3) consecutive work days and does not report for work at the beginning of the fourth consecutive work day without notifying employee's supervisor; or

4. Has less than twelve (12) months of seniority and is laid-off for a period of twelve (12) months or length of service up to three (3) years whichever is greater; or

5. Is absent due to illness or other physical disability for a period of twenty-four (24) months; or

6. Is laid off and fails to report to work when recalled within a period of three (3) working days. If the employee requests, in writing, additional time to return to work, said time may be granted up to ten (10) additional work days; or if employee presents an acceptable reason for his/her failure to return at such time.

ARTICLE IV

Grievance

Section 1. A grievance is a dispute or difference of opinion between the District and the Union, or between the District and an employee/s concerning the breach, violations, meaning or application of any of the terms or conditions of this Agreement.

Step 1. The aggrieved employee/s shall present their grievance to their immediate Supervisor (within five (5) working days after he/she knew or should have known) following the occurrence of said grievance and if they wish may be accompanied by Steward. The aggrieved's immediate Supervisor shall answer said grievance within two (2) working days.

Step 2. If not settled in Step 1, the grievance shall be reduced to writing and signed by the aggrieved employee and the Union Steward, and shall be presented to the appropriate Department Head within three (3) working days from the immediate Supervisor's Step 1 response.

Step 3. The appropriate Department Head shall give his/her written reply within three (3) working days to the Union Steward.

Step 4. If not settled in Step 3, the Executive Director shall be notified, in writing, by the Union and the Executive Director shall schedule a meeting between the Representative of the Local Union, International Union, the Steward, associated representative of District management/supervision and the aggrieved employee if requested within ten (10) work days. The Executive Director shall give a written reply to the Steward and Union office within five (5) work days of said Step 4 meeting.

Step 5. Should a satisfactory settlement not be effected by the parties, the grievance shall be submitted to arbitration within ten (10) days. The parties shall jointly request from the Federal Mediation and Conciliation Service a list of nine (9) names available arbitrators. The parties shall alternately strike names until only one remains which remaining name shall be the arbitrator to be appointed. The parties will alternate striking the first name.

The arbitrator shall have no power to add to, subtract from, or modify any of the provisions of this Agreement. The arbitrator may consider and decide only the particular issue or issues presented to him/her by the District and the Union, and his/her decision must be based solely upon an interpretation of the provisions of this Agreement. The arbitrator shall render a decision not later than thirty (30) days from the day of the arbitration hearing. The arbitrator's decision shall be final and binding on the parties. The expenses and salary, if any, of the arbitrator's shall be paid equally by the District and the Union.

Section 2. Should an answer not be given by either party within the specified time limits as spelled out, the grievance will be considered to have been settled.

Section 3. Unless otherwise noted, all time limits set forth in each of the steps shall be exclusive of Saturdays, Sundays, and holidays or any day observed as a holiday unless so noted to the contrary. Both parties may agree mutually to extend the time limits allotted to any step in the grievance arbitration procedure.

Section 4. Discharge cases shall be taken up in the 2nd step of the grievance procedure within three (3) working days from the date of discharge; otherwise, any grievance pertaining to said discharge will deemed to have been waived.

Section 5. Warning letters over three (3) years will be removed from the employee's file and will not be used for further disciplinary action provided the employee receives no further discipline during this period.

Section 6. Written letters and/or disciplinary action over three (3) years will be kept in an employee's file, but after three (3) years will not be used for further disciplinary action, provided the employee receives no further discipline during this period.

ARTICLE V

Union Security

Section 1. The District will recognize two (2) Union Stewards selected by the Union (one Parks and one Golf Course).

Section 2. The Steward for the purpose of lay-off, shall head the seniority list and shall not be displaced by other employees or discontinued, by reason of lay-off or bumping, as long as he is qualified to perform the work. For the purposes of this section, the "Parks" and "Golf Course" will be considered separate departments.

Section 3. All Union business, with the exception of District authorized grievance hearings and/or collective bargaining shall not be conducted on District property or during District work hours of recognized employees.

Section 4. The authorized representative/s of I.A.M.AW shall have reasonable access to the working facilities of the Park District after first notifying the Executive Director of the purpose of the visit.

ARTICLE VI

Leave of Absence

Section 1. Personal, unpaid, leaves of absence not to exceed thirty (30) calendar days may be granted to employees for cause stated in writing by the employee's appropriate Department Head or designated Representative. In cases of necessity, a personal leave may be extended if application is submitted to the Executive

Director a minimum of one (1) work day prior to expiration of the original leave. Leaves will not be granted to allow employees to take employment elsewhere and employees violating this provision will be considered to have quit their job with the District.

Section 2. Any employee with seniority who requests, in writing an unpaid medical leave, exclusive of earned unused sick leave accrual, shall be granted such leave after such illness has been certified by a physician who recommends that such employee be placed on a medical leave of absence. At the District's discretion, the employee may be required to be examined by a physician of the District's choosing, at the District's expense, if any. If the District's designated physician does not certify that the employee be placed on a medical leave of absence, a third physician's opinion shall be required. Associated costs, if any, to be at the District's expense. Selection of the third opinion physician shall be by mutual agreement between the District and said employee. The decision of the third opinion physician shall be binding on all parties.

Section 3. Employees who suffer compensable on the job industrial injury shall be granted a leave of absence for the period of disability.

Section 4. The employee's seniority shall accumulate during such leave.

ARTICLE VII

Vacations

Section 1. All employees who are in the employ of the District at the end of the calendar year with less than one (1) year of service, shall receive one (1) day of paid vacation time-off for each month of service in which he/she has worked three-quarters or more of his/her regular work days during said calendar month (any pay in lieu of work, holidays, sick days, etc., shall count as a day of work) up to maximum of ten (10) days.

Each January 1, thereafter, said employee shall be entitled to ten (10) working days of vacation per year. Refer to Article XVI, page 13 "Health Leave".

Employees who pass their fifth year of service (hire date) with the Park District, shall be entitled to one (1) additional day of vacation and one (1) additional day of vacation for each year thereafter to a maximum of twenty-five (25) working days of paid vacation.

Employees may not take earned vacation leave in advance of the current calendar year.

Employees who terminate employment with the Park District who have used vacation leave in advance will pay the Park District the difference between earned service and advance leave.

Section 2. Employees may carry-over a maximum of five (5) earned and accrued vacation days during any one (1) calendar year. All other accrued vacation time earned must be taken within the calendar year earned or the employee will forfeit same.

Section 3. Vacation schedules are to be determined by the appropriate Department Head or his/her designated representative. While due consideration for individual employee convenience may be given, the needs of the District in scheduling workloads will be the controlling criteria.

In case there are conflicting dates among employees, seniority shall govern.

Section 4. Employees terminated for any reason during a calendar year shall be eligible for pro-rata vacation at the time of termination. Such pay shall be computed on the basis of one twelfth (1/12) for each month worked after January 1 of each year.

Section 5. Employees shall be allowed to take their vacation in increments of no less than four (4) hours at a time.

Section 6. During an employee's probation period no vacation days will be granted and accumulated vacation will only be earned upon successful completion of the probationary period.

Section 7. Employees called in to work while on approved vacation will be paid one and one-half (1½) times their hourly rate of pay and may either have replacement vacation time for those hours worked OR be paid at their normal rate of pay for that vacation time.

ARTICLE VIII

Holidays

Section 1. The following shall be considered paid holidays under this Agreement each calendar year:

New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving Day, Christmas Eve (full day), Christmas Day, and New Year's Eve (full day).

Section 2. When any of the holidays as selected are not worked, an eligible employee shall receive eight (8) hours at his/her regular hourly rate.

Section 3. When a holiday falls within an employee's vacation period, the holiday shall not be charged to the employee as a day of vacation.

Section 4. Employees who are scheduled or who work on any of the holidays or on a day observed as said holiday shall be compensated for the time worked at one and one-half (1½) times his/her regular hourly rate of pay and shall have the additional time off with pay as applicable.

Section 5. When any of the enumerated regular holidays as stipulated in Section 1, paragraph 2, falls on a Saturday, it shall be observed on the preceding Friday. When the holiday falls on Sunday, it shall be observed on Monday.

ARTICLE IX

Bidding

Section 1. When a new job opening is created or a vacancy exists within recognized Union position classifications, said job shall be posted for two (2) working days on the bulletin board.

Eligible employees interested in bidding on such opening must sign a bid slip and give it to his/her Union Steward who will deposit said slip with the appropriate Department Head or his/her designated representative. Employees on active employment probation are not eligible to bid. An employee cannot withdraw his/her bid once it has been given to the Union Representative.

Said opening shall be awarded by ability and qualifications of those who have bid on said openings. Seniority shall govern when the ability and qualifications of employees involved to perform work required are relatively equal.

Section 2. A successful bidder shall not be allowed to bid again for a period of six (6) months after the award of said bid.

Section 3. If no employee has bid on the vacancy, the District may give the vacancy to any employee with his/her consent; recall an employee who is on lay off, leave the vacancy open; hire a new employee.

A new employee shall not be hired until all employees on lay off are recalled who have the ability and qualifications and are capable of performing the job.

Section 4. If employees fail to bid on the vacancy and the District does not fill the opening and elects to continue the process of filling the vacancy, it has to be reposted before assigning anyone to the opening if forty-five (45) calendar days have passed since the opening was first posted.

ARTICLE X

Discontinuance - Lay-Off

Section 1. In the event of a job discontinuance or a lay-off, employees with the least hire date seniority in the affected classification shall be removed from their classification.

Employees removed from the affected classifications shall exercise their hire date seniority in any other classification in which they can perform the work or can become qualified to perform within forty-five (45) working days if such hire date seniority is great enough to obtain a job. If said employee becomes qualified then the youngest hire date seniority employee in the classification will be displaced. If said employee cannot become qualified within forty-five (45) working days he/she shall be discontinued.

Employees bumped from any classification in accordance with these provisions shall exercise their hire date seniority in the same manner in any classification in which they can perform the work or can become qualified to perform work within forty-five (45) working days.

Section 2. The District will post for two (2) working days those whose jobs are to be discontinued.

Section 3. Employees who as a result of being discontinued or bumped shall have their bidding rights restored.

Section 4. Recall shall be by the most senior employee on lay-off in said classification.

ARTICLE XI

Hours of Work

Section 1. The normal work week shall be Monday through Friday, consisting of forty (40) hours of work in the months of January, February, March, November and December. The normal work week shall be Monday through Saturday consisting of forty (40) hours of work in the months of April through October. During which time employees will not be required to work more than four (4) hours on a Saturday (not less than two (2) hours) at which time they will have a maximum of four (4) hours (not less than two (2) hours) off during one (1) day in that week.

Section 2. Employees will remain on duty during regular work periods of inclement weather.

Section 3. Time and one-half shall be paid for all hours worked in excess of eight (8) hours per day and forty (40) hours per week. Daily and weekly overtime will not be paid for the same hours worked. Employees may be scheduled to work Sundays

(as outlined in Section 6 of this Article). Sunday work schedule will not be more than four (4) hours and not less than two (2) hours. All hours worked on Sundays will be paid at time and one-half plus an additional fifty cents (.50) premium per hour or compensation time at two (2) times the rate, whichever the employee chooses.

Section 4. Any pay received in lieu of work shall be considered a part of the forty (40) hour work week for purposes of computing overtime.

Section 5.

Parks Department – The work schedule for all Parks Department employees will be as follows:

- Normal Work Schedule – 6:30 a.m. until 2:30 p.m. year round;
- All scheduled Saturday and Sunday work will begin at 6:00 a.m.;
- All employees will be granted a twenty (20) minute paid lunch period that must be taken on site.

Westview Golf Course – The work schedules and starting times shall be fully based on Golf Course operations, as determined by the Director of Golf. Westview employees shall be granted up to a one (1) hour unpaid lunch period.

The workday, for the purpose of computing overtime, shall start at midnight and end at 11:59 P.M. Should an employee be called in prior to his/her regular shift, he/she shall be granted the opportunity to work out his/her regular scheduled shift.

Section 6. Parks Department weekend work scheduling shall be determined by seniority, starting with the most senior qualified employee and working down the eligibility list until one (1) employee signs on for the weekend schedule. Golf Department weekend work scheduling shall be determined by seniority within the classification working, starting with the most senior qualified employee within the classification and working down the list until an adequate number of employees are signed up for the weekend schedule. The sign-up sheet for the weekend schedule(s) will be posted one (1) month in advance. (Note: For the purposes of this section, the "Parks Department" and the "Westview Golf Course" are considered different departments.)

If one (1) or more qualified employees do not sign-up for weekend work, the least senior qualified employee will be assigned to the weekend schedule. An employee who worked the previous weekend will not be assigned to work the weekend immediately following unless said qualified employee(s) elects to work. Weekend work scheduled sign-ups shall be for both Saturday and Sunday, including any Monday or Friday holidays if the anticipated workload, as determined by the department head, requires said scheduling. An employee passed over for the following reasons will remain at the bottom of the list if:

1. He/She is not qualified to perform the assigned work;

2. His/Her working would violate State or Federal Wage/Hours Law;

3. He/She is on a week's vacation and has taken five (5) days' vacation the previous Monday through Friday. This includes the weekend before and after said week's vacation. Week's vacation has priority over a vacation time one day at a time;

4. He/She has a vacation day, holiday, personal time, wellness time on the Friday preceding or the Monday following; and/or

5. He/She has signed off to take a weekend or weekend day off. Said employee must sign off in writing.

Section 7. Each employee shall be entitled to a fifteen (15) minute break in the first half and in the second half of their shift. Employees' break times shall be determined by the employee's immediate Supervisor.

Section 8. Employees, if they choose, may credit overtime worked at one and one-half times the hourly rate to comp time to an annual maximum of eighty (80) hours. Employees must designate comp time at the time they so schedule the overtime.

Any unused comp time may be carried over to the March 31st of the following year, at which time any unused comp time will be forfeited.

Section 9. Overtime may be required, by the Park District, through shift extension, emergency call-in or if scheduled.

ARTICLE XII

Temporary Transfers

Section 1. Temporary transfers, for a period not to exceed thirty (30) days, within the calendar year, may be made by the District when employees are ill or absent from work or when work in another area required additional help. The period of thirty (30) days may be extended due to public emergencies such as public or natural disasters.

Section 2. Employees temporarily transferred to work in a classification which is compensated at a higher rate shall receive a rate of pay equal to the next highest salary step to his/her existing rate of pay within the temporary classification, in accordance with the District Salary Schedule.

ARTICLE XIII

Jury Duty

Section 1. Any employee who is called and thereby required to appear for jury service, witness service or a coroner's panel, shall be excused, for each day of service falling on his/her regular work days, with pay, the difference between eight (8) times his regular hourly rate and payment he/she receives for such service.

ARTICLE XIV

Funeral Leave

Section 1. Employees will be granted up to three (3) days off, with pay, for time lost due to the death of an eligible family member. For the purpose of definition, an eligible family member shall include: spouse, son, daughter, mother, father, stepson, stepdaughter, brother, sister, grandmother, grandfather, grandchildren, stepmother, stepfather, father-in-law, mother-in-law, brother-in-law, sister-in-law, aunts and uncles. Time off shall be consecutively scheduled workdays and shall end the day of the funeral or the day after if travel is necessary.

Section 2. Should a unit employee die and his/her family requests that fellow employee(s) act as pallbearers, the District will allow such request and pay each employee(s) for the lost time which is required to perform the deed.

ARTICLE XV

Personal Time

Section 1. Each employee shall be granted up to twenty-four (24) hours off annually to be used for personal reasons, to include personal reasons of a dependent.

Section 2. Personal time is not cumulative from one (1) calendar year to another. An employee will not be compensated for unused personal time.

Section 3. Personal/Comp time may be used in increments of two (2) hours or more.

Section 4. The District shall be given forty-eight (48) hours' notification when personal time is to be taken. The Department Head may approve comp/personal time on a short notice, based on workload, exception; an employee who has a dependent who becomes ill without notice will be approved.

Section 5. Employees will earn eight (8) hours of personal leave for every three (3) months they work and will be fully vested after nine (9) months of employment with the District. Employees who are in their probation period will not be allowed to use personal leave and will be granted accumulated paid personal leave credit only after successful completion of his/her probationary period.

ARTICLE XVI

Health Leave

Section 1. Sick Leave - Beginning with the first complete month of employment each employee shall earn eight (8) hours of sick leave per month.

Annual Benefit Incentive: Any regular full-time employee who uses sixteen (16) hours or less of sick leave during a full calendar year shall be rewarded an additional sixteen (16) hours of vacation leave to be used during the following calendar year.

An employee who uses sick leave shall notify his/her immediate Supervisor prior to or within fifteen (15) minutes after his/her scheduled shift.

Termination Benefit Incentive: Upon voluntary termination of employment, regular full-time Union employees shall receive eight (8) hours of pay for every eighty (80) hours of sick leave accumulated during their term of employment. A minimum of five hundred (500) hours of sick leave must be accumulated before any payment is made. A maximum of one hundred and sixty (160) hours' pay may be received. Payment will be based on a five (5) day, forty (40) hour work week.

Accrual credit for this reward will begin January 1, 1995. Any sick leave accumulated prior to January 1, 1995 must be used for illness or credited in accordance with Public Act 84-112.

Section IA. Sick leave, with pay, will be earned by all regular full-time employees at the rate of eight (8) hours for each full month of service. Employees will only be allowed to take sick leave, with pay, that they have previously accumulated.

Section 2. Wellness Leave – The District will allow each employee two (2) days per year for wellness leave with pay. Said leave is for the purpose of undergoing routine or detailed tests or exams from physicians, dentists, etc. for the purpose of maintaining good physical health.

Wellness leave may not accumulate from year to year.

Section 3. On the Job Injury Leave – When an employee has been injured in the course of employment, the District will pay to him/her their full salary less the amount received from Workmen's Compensation for a period not to exceed fifty-two (52) weeks. At the end of the 52nd week period said employee will receive set amount set forth by Worker's Compensation.

ARTICLE XVII

General

Section 1. Bulletin Boards – The District will provide five (5) bulletin boards to be used by the Union for posting of Union related business at suitable District locations. No other location on District property shall be used for Union purposes. (Maintenance 1,2,3, Westview Turf Care, Marina)

Section 2. Safety Committee – During the term of this Agreement, two (2) employees from the bargaining unit shall be selected by the Union to be on the Safety Committee. Said committee shall meet with the District representatives when scheduled by the District, at least quarterly.

Section 3. Supervisors – It is agreed and understood, that periodically, it is in the best interest of the Park District and the tax paying public, to permit supervisors to perform manual labor or instruct an employee or show a new technique. Allowing supervisors to perform manual labor or provide instruction is NOT intended to replace or minimize work provided by Union employees. The intent is to meet the immediate expectations of the public.

Section 4. Park Facility – Employees, spouses and children (as defined in the current personnel code) living with them shall be eligible for season passes at no charge for the use of the aquatic, golf and recreational areas of the District. A ten percent (10%) marina slip rental discount will be granted as long as the District operates the Marina. A discount of ten percent (10%) shall also be given off the established retail prices set on the Pro Shop merchandise.

Section 5. Clothing – The District will reimburse each employee up to one hundred ($100.00) dollars for the cost of District approved boots or work shoes per calendar year.

The District will provide each employee with five (5) bright colored t-shirts, five (5) trousers, winter jacket, as well as light-weight spring and fall jacket and hat, plus winter coveralls. Uniform quality (Union made) and quantity to be determined by the District. Each employee shall, at all times, wear the prescribed District working uniform while on duty and shall be responsible for appropriately laundering same.

All District authorized employee safety equipment and apparel shall be furnished by the District.

Section 6. Sub-Contracting – No Union employees will be laid off or displaced due to sub-contracting.

On the issue of government assisted programs and utilization of volunteer labor: The District will have the right to bring these agencies in for the purpose of performing such work tasks as the Union agrees. The Union has the right to determine what work

tasks will be performed by the individuals of said agencies. The intent of this language is only to clarify the District's and Union's right to utilize these agencies and not to diminish their rights under the law.

ARTICLE XVIII

Insurance

Section 1. Health - The District for the term of this Agreement shall provide to each employee Health Insurance, without cost, and as determined by the Board of Commissioners for all District full-time employees, as part of the health insurance, the District shall provide each employee drug prescription coverage.

Furthermore, the District agrees to continue its practice of providing the same coverage to bargaining unit employees, as it provides to other District employees and families, including management.

Life - The District shall also provide each employee Life Insurance; Accidental Death and Dismemberment Insurance, without cost. Said coverage shall not be less than fifteen thousand dollars ($15,000).

ARTICLE XIX

Pension

Section 1. As of January 1, 2003, all Union full-time employees will pay the employee contribution to participate in the Illinois Municipal Retirement Fund.

ARTICLE XX

Wage Rates

Section 1. All employees will receive the following wage increases:

	Effective 1/1/16 $.28/hr	Effective 1/1/17 $.29/hr	Effective 1/1/18 $.30/hr
Laborer	$16.52	$16.81	$17.11
Mechanic	$18.28	$18.57	$18.82
Crewleader	$19.64	$19.93	$20.23

ARTICLE XXI

Termination

Section 1. The Agreement shall be and remain in full force and effect from January 1, 2016 and shall continue in full force and effect including December 31, 2018, and thereafter for successive one-year periods on January 1 of each anniversary date,

unless one of the parties hereto on or before the sixtieth (60th) day next preceding any anniversary date shall notify the other party hereto, in writing, of its desire to terminate or amend this Agreement. The Agreement shall be and remain in full force and effect from January 1, 2016 and shall continue in full force and effect including December 31, 2018.

IN WITNESS WHEREOF, the said Quincy Park District has caused its name to be hereunto subscribed by the President and Secretary of the Board of Commissioners pursuant to the approval and authority of the Board of Commissioners of the Quincy Park District and the said Union has caused its name to be hereunto subscribed by the Business Agent of District No. 9, International Association of Machinists and Aerospace Workers, pursuant to approval and authority of said Union said names being subscribed this 1st day of January, 2016.

Ross Miller
Business Representative
District No. 9, IAMAW
1-11-16
Date

John Frankenhoff
President, Quincy Park District
Board of Commissioners
1/20/16
Date

Fred Steinway
Union Steward – Parks
District No. 9, IAMAW
1/13-16
Date

Rome Frericks
Executive Director, Quincy Park District
1/13/2016
Date

Chuck Darnell
Union Steward - Golf
District No. 9, IAMAW
1-11-2016
Date

lk/OPEIU#13
1/7/16

AGREEMENT

between

QUINCY PARK DISTRICT,
(SEASONAL)

and

DISTRICT NO. 9, INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

JANUARY 1, 2018 - DECEMBER 31, 2020

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WORKING AGREEMENT

THIS AGREEMENT, made and entered into this January 1, 2018, by and between the QUINCY PARK DISTRICT of Quincy, Illinois, hereinafter referred to as the DISTRICT, and the INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS, DISTRICT NO. 9, hereinafter referred to as the UNION, is for the exclusive joint use and benefit of the contracting parties as defined and set forth herein.

The intent and purpose of this Agreement is to establish a harmonious relationship between the District and its employees covered by this Agreement and the Union.

ARTICLE I

Management Rights

Section 1. The District retains the sole right and authority to operate and manage the park operation and direct the working force; to maintain order and efficiency in its plans and operations; to hire, layoff, assign, transfer, promote and determine the qualifications of employees; to determine the locations, methods, means and personnel by which operations are to be conducted, including the right to determine whether goods or services are to be made, provided or purchased; to determine the starting and quitting time and the number of hours to be worked, subject only to such regulations governing the exercise of these rights as expressly provided in this Agreement.

Section 2. The District has the exclusive right to determine the organization and operations of the district; to increase, reduce or change, modify or alter the composition and size of the work force, including the right to relieve employees from duties because of lack of work or funds or other proper reasons; to add, delete or alter methods of operation, equipment or facilities; and, to add, delete or alter policies, procedures, rules and regulations.

Section 3. The District retains the sole right to discipline employees, including suspension, layoff and discharge for proper cause, including violation of any of the terms of this Agreement.

Section 4. The District retains the exclusive right to determine employee work schedules, employee work assignments, employee standards of work performance, employee position classifications, employee job descriptions and to fully determine qualifications for employment, as well as work rules and scope of work as deemed necessary to the District.

Section 5. Any of the rights, powers, and authority the District had prior to entering into this Agreement are retained by the District, except as expressly and specifically abridged, delegated, granted or modified by this Agreement.

Section 6. Subject to the grievance and arbitration procedure as set forth in Article IV of this Agreement, there shall be no work stoppage, strike, slowdown, or other interference with production, nor shall there be any lockout of any employee by the District during the term of this Agreement, by reason of any grievance or disagreements by the parties hereto.

The District retains the right to discipline or discharge any employee who violates this provision.

ARTICLE II

Recognition

Section 1. The District recognizes the Union as the exclusive bargaining agent for all Seasonal Laborers covered by this Agreement, excluding office clerical and professional employees, supervisors, and all production, mechanics and maintenance employees.

Section 2. The Union agrees that it will make membership in the Union available to all employees covered by this Agreement on the same terms and conditions as are applicable to other members of the Union.

Section 3. No employee will be discriminated against because of race, sex, religion, age, disability or national origin.

Section 4. Upon receipt of a signed authorization form from an individual, the District will deduct from said employee's pay the initiation, reinstatement fee, M.N.P.L. donation and monthly dues payable by him/her to the Union during the period set forth in said authorization.

Deductions shall be made on account of such fees and/or dues bi-weekly from the employees' paychecks after District's receipt of such authorization and monthly thereafter bi-weekly from the employees' paychecks.

The deductions shall be remitted to the Secretary-Treasurer of District No. 9 of the Union no later than the fifteenth day of the month following the deductions made in the month. The District shall furnish the Secretary-Treasurer monthly with a written record of those for whom deductions have been made and the amount of the deductions.

The Union will from time to time notify the District in writing of the names of the Secretary-Treasurers, the amounts of initiation fees, reinstatement fees, and monthly dues, such amounts shall conform to the Constitution and By-laws of the Union, and the Law.

Section 5. In the event of under-deductions or over-deductions, adjustments will be made in subsequent deductions, and the Union will indemnify the District against any liability.

Section 6. Employees who are not members of the Union paying dues by voluntary payroll deduction shall be required to pay in lieu of dues, their proportionate fair share of the cost of the collective bargaining process in accordance with the applicable Labor Relations Act. For the purpose of this Section, proportionate share shall not exceed the regular monthly dues of membership in the Union.

ARTICLE III

Seniority

Section 1. Seniority is an employee's length of service with the District in years, months and days from his/her last hire date.

Section 2. All new employees shall be subject to a probationary period of forty-five (45) working days, after which their seniority shall date from their original hiring date. During said period, the District has the sole right to determine their job abilities and performance and may terminate their service at the District's discretion.

Section 3. Seniority and the employment relationship shall be terminated when an employee:

1. Quits; or

2. Is discharged for proper cause; or

3. If absent for three (3) consecutive work days and does not report for work at the beginning of the fourth consecutive work day without notifying employee's supervisor; or

4. Has less than one (1) season of seniority and is laid-off for a period of one (1) season or length of service up to three (3) seasons whichever is greater; or

5. Is absent due to illness or other physical disability for a period of two (2) seasons; or

6. Is laid off and fails to report to work when recalled within a period of three (3) working days. If the employee requests, in writing, additional time to return to work, said time may be granted up to ten (10) additional work days; or if employee presents an acceptable reason for his/her failure to return at such time.

ARTICLE IV

Grievance

Section 1. A grievance is a dispute or difference of opinion between the District and the Union, or between the District and an employee(s) concerning the breach, violations, meaning or application of any of the terms or conditions of this Agreement.

Step 1. The aggrieved employee(s) shall present their grievance to their immediate Supervisor (within five (5) working days after he/she knew or should have known) following the occurrence of said grievance and if they wish, may be accompanied by a Steward. The aggrieved's immediate Supervisor shall answer said grievance within two (2) working days.

Step 2. If not settled in Step 1, the grievance shall be reduced to writing and signed by the aggrieved employee and the Union Steward, and shall be presented to the appropriate Director within three (3) working days from the immediate Supervisor's Step 1 response.

Step 3. The appropriate Director shall give his/her written reply within three (3) working days to the Union Steward.

Step 4. If not settled in Step 3, the Executive Director shall be notified, in writing, by the Union and the Executive Director shall schedule a meeting between the Representative of the Local Union, International Union, the Steward, associated representative of District management/supervision and the aggrieved employee if requested within ten (10) work days. The Executive Director shall give a written reply to the Steward and Union office within five (5) work days of said Step 4 meeting.

Step 5. Should a satisfactory settlement not be effected by the parties, the grievance shall be submitted to arbitration within ten (10) days. The parties shall jointly request from the Federal Mediation and Conciliation Service a list of nine (9) names of available arbitrators. The parties shall alternately strike names until only one remains who shall be the arbitrator to be appointed. The parties will alternate striking the first name.

The arbitrator shall have no power to add to, subtract from, or modify any of the provisions of this Agreement. The arbitrator may consider and decide only the particular issue or issues presented to him/her by the District and the Union, and his/her decision must be based solely upon an interpretation of the provisions of this Agreement. The arbitrator shall render a decision no later than thirty (30) days from the day of the arbitration hearing. The arbitrator's decision shall be final and binding on the parties. The expenses and salary, if any, of the arbitrator's shall be paid equally by the District and the Union.

Section 2. Should an answer not be given by either party within the specified time limits as spelled out, the grievance will be considered to have been settled.

Section 3. Unless otherwise noted, all time limits set forth in each of the steps shall be exclusive of Saturdays, Sundays, and holidays or any day observed as a holiday unless so noted to the contrary. Both parties may agree mutually to extend the time limits allotted to any step in the grievance arbitration procedure.

Section 4. Discharge cases shall be taken up in the 2nd step of the grievance procedure within three (3) working days from the date of discharge; otherwise, any grievance pertaining to said discharge will deemed to have been waived.

Section 5. Warning letters over two (2) years old will be removed from the employee's file and will not be used for further disciplinary action, provided the employee receives no further discipline of the same nature during this period.

Section 6. Written letters and/or disciplinary action over two (2) years old will be kept in an employee's file, but after two (2) years will not be used for further disciplinary action, provided the employee receives no further discipline of the same nature during this period.

ARTICLE V

Union Security

Section 1. The District will recognize two (2) Union Stewards selected by the Union. One (1) from the Golf Department and one (1) from the Parks Department. During their term in office, the Union Stewards shall be the last laid off and the first to be recalled.

Section 2. All Union business, with the exception of District authorized grievance hearings and/or collective bargaining shall not be conducted on District property or during District work hours of recognized employees.

Section 3. The authorized representative(s) of I.A.M.A.W. shall have reasonable access to the working facilities of the District after first notifying the Executive Director of the purpose of the visit.

ARTICLE VI

Leave of Absence

Section 1. The District will follow all applicable laws as they relate to leaves of absence. They will also give due consideration to employees needing unpaid leave time. The Union realizes that the employees do not work year round, and therefore, it is somewhat harder to grant leaves for anything more than an emergency.

ARTICLE VII

Discontinuance - Lay-Off

Section 1. In the event of job discontinuance or a lay-off, employees with the least hire date seniority in the affected area (i.e. golf course, parks) shall be removed from that area. If an opening exists in the other affected area, any employee laid off or discontinued would have a right to said job prior to the District hiring a new seasonal employee for that position, provided that individual can demonstrate the necessary skills to perform the work in question.

Section 2. Recall shall be by the most senior employee on lay-off in said area (i.e. golf course, parks). If the golf course needs help, they will recall from those working at the golf course. If the park maintenance needs help, they will recall from those working at the maintenance facility.

ARTICLE VIII

Hours of Work

Section 1. The normal work week shall be Monday through Sunday, consisting of up to forty (40) hours of work during the season.

Section 2. Time and one-half shall be paid for all hours worked in excess of forty (40) hours per week. Time and one-half shall be paid for all hours worked on District's recognized holidays. Employees may be scheduled to work Sundays.

Section 3. Park Department weekend work scheduling shall be determined by seniority, starting with the most senior qualified employee and working down the eligibility list.

Westview Golf Course weekend work scheduling requires Saturday and Sunday work. Unless a seasonal employee agrees to do otherwise, they will not be scheduled consecutive Saturdays. Additionally, the same would be true of Sunday. If the employee agrees, in writing, they could be scheduled to work consecutively for the sake of this section.

Section 4. Each employee shall be entitled to a fifteen (15) minute break in the first half and in the second half of their shift. Employees break time shall be determined by the employee's immediate Supervisor.

Section 5. Employees, if they choose, may credit overtime worked at one and one-half times the hourly rate to comp time to a maximum of forty (40) hours. Employees must designate comp time at the time they so schedule the overtime. Any comp time that is banked must be used by the end of each season.

Section 6. Overtime may be required by the District through shift extension, emergency call-in or if scheduled.

Section 7.

Parks Department – The work schedule for all Parks Department employees will be as follows:

- December 1, the normal work schedule will be 7:00 a.m. to 3:00 p.m.;
- June 1, the normal work schedule will be 6:30 a.m. to 2:30 p.m.;
- All scheduled Saturday and Sunday work will begin at 6:00 a.m.;
- All employees will be granted a twenty (20) minute paid lunch period that must be taken on site.

Westview Golf Course – The work schedules and starting times shall be fully based on Golf Course operations, as determined by the Director of Golf. Westview employees shall be granted up to a one (1) hour unpaid lunch period.

The workweek, for the purpose of computing overtime, shall start at midnight on Sunday and end at 11:59 P.M. on the following Sunday. Additionally, if the Executive Director or his designee should declare an emergency situation, then the Parks Department and the Westview Golf Course work schedule will be waived by the Union.

Section 8. Employees who are called into work on Saturday and/or Sunday and are not scheduled to work, shall receive a minimum of two (2) hours call out pay regardless of the number of hours worked. This shall be paid at one and one half times the employee's rate of pay only if they exceed forty (40) hours in a work week.

Section 9. Employees who report to work on a regularly scheduled work day and are sent home shall be paid a minimum of two (2) hours of pay at their rate. However, if the employee is notified at least thirty (30) minutes (by District clocks) prior to their regular shift that they are not needed, then this section does not apply. Further, the District is not responsible for being unable to reach an employee to give them their notice.

ARTICLE IX

Funeral Leave

Section 1. All Seasonal Union employees will be granted up to three (3) days off, with pay, to tend to the needs of the family due to the death of an eligible family member. For the purpose of definition, an eligible family member shall include: spouse, son, daughter, mother, father, stepson, stepdaughter, brother, sister, grandmother, grandfather, grandchildren, stepmother, stepfather, father-in-law, mother-in-law, brother-in-law, sister-in-law, aunts and uncles. Time off shall be consecutively scheduled workdays and shall end the day of the funeral or the day after if travel is necessary.

ARTICLE X

Personal Time

Section 1. Employees will be granted two (2) paid personal days the third (3rd) and fourth (4th) years of employment.

Employees will be granted three (3) paid personal days the fifth (5th) and sixth (6th) years of employment.

Employees will be granted four (4) paid personal days the seventh (7th) year of employment and every year thereafter.

The above schedule will be reduced by one (1) day in each category for new employees hired on January 1, 2012 and thereafter. All current employees will be grandfathered in on the above schedule.

Personal time must be taken in the year earned and will not carry over from one calendar year to the next. Employees will not be compensated for unused personal time. If an employee skips a season or more of employment, and returns, they will revert to the first year of consideration for the sake of this benefit. New employees (Training Wages) must work one hundred and sixty (160) hours before being able to use personal days. Tier I and Tier II employees may use personal days as soon as they return to work each year with no hours worked restriction. For those who have been granted two (2) or more personal days, no more than two (2) personal days may be taken consecutively, and no more than two (2) personal days may be taken in any one (1) pay period.

ARTICLE XI

General

Section 1. Bulletin Boards – The District will provide five (5) bulletin boards to be used by the Union for posting of Union related business at suitable District locations. No other location on District property shall be used for Union purposes.

Section 2. Safety Committee – During the term of this Agreement, one (1) employee from the bargaining unit shall be selected by the Union to be on the Safety Committee. Said committee shall meet with the District representatives when scheduled by the District, at least quarterly.

Section 3. Park Facility – Seasonal Union employees and their immediate family (spouse and minor children) living with them only will be issued a District-Wide Facility Pass for Park District sponsored programs and facilities. The following benefits apply to the employee during the term* of his/her employment with the District:

- Free golf at Westview Golf Course;
- Free use of Batting Cage facility – miniature golf, batting cages, paddleboats;
- Free admission to Wavering Aquatic Center and Indian Mounds Pool during public hours;
- 10% discount on Art Keller Marina slip rental;
- Free shelter house reservations/use;
- 50% discount on golf cart rental;
- Free golf handicap;
- Free storage locker at Westview Golf Course (upper lockers based on availability);
- 25% discount on Westview pro shop merchandise
- Free recreation program registration (non-contractual programs);
- Sweatshirts for all Tier II employees and the Union Stewards.

*Term is defined as a period of time during which the Seasonal Union employee is employed by the District.

Tier I and Tier II Seasonal Union employees may continue to use the golf benefit (free golf and 50% discount on cart rental) during the time they are on lay-off.

Section 4. Clothing – The District will provide each employee who is expected to work forty (40) hours a week one (1) cap, four (4) collared, polo golf shirts, and four (4) t-shirts with pockets. To any employee expected to work less than forty (40) hours a week, the District will provide one (1) cap, two (2) collared, polo golf shirts, and two (2) t-shirts with pockets.

In all cases, the District will allow the employee to keep their issued clothing when they are terminated or on lay-off.

Section 5. Seasonal employees, who are applying for full-time Union positions, will be given early internal posting and first opportunity of an interview.

Section 6. Holiday Pay – Seasonal employees will be paid their regular rate of pay for the holidays listed below, if employed during the period immediately before and after the holiday. Time and one-half shall be paid for all hours worked on District recognized holidays. Employees will receive holiday pay for the amount of time the employee is normally scheduled to work, maximum eight (8) hours per holiday. When any regular holiday falls on a Saturday, it shall be observed on the preceding Friday. When any regular holiday falls on Sunday, it shall be observed on the following Monday. The following shall be considered paid holidays under this Agreement each calendar year: New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving Day, Christmas Eve (1/2 day p.m.), Christmas Day, and New Year's Eve (1/2 day p.m.).

Section 7. Sick/Dependent Sick – Sick Leave, with pay, will be earned as follows: if you work 160 hours per calendar month, you will earn one (1) sick day (8 hours). If you work at least 80 hours per calendar month, you will earn a ½ sick day (4 hours). Employees will only be allowed to take sick leave, with pay, that they have previously accumulated. Unused sick leave may be carried over to the next year with an annual maximum accumulation of 40 hours. Sick leave, with pay, may only be taken for employee illness or illness of an immediate family member. The employee is required to notify his/her immediate Supervisor prior to or within fifteen (15) minutes of his/her scheduled shift start time. The employee must be employed to qualify for paid sick leave.

Section 8. Jury Duty/Witness Service/Coroner Panel – Any employee who is called and thereby required to appear for Jury Duty, Witness Service or a Coroners Panel shall be excused for each day of service falling on his regular work days with pay. Employees will be paid the difference between the hours of pay missed from work and any payment received for said service.

ARTICLE XII

Pension

Section 1. The District will follow all applicable State and Federal Laws.

ARTICLE XIII

Wage Rates

Section 1. Training Wages (First 960 Hours Worked):

2018	$11.78/hour
2019	$11.99/hour
2020	$12.21/hour

Tier I (After 960 Hours Worked):

2018	$12.48/hour
2019	$12.70/hour
2020	$12.93/hour

Tier II (After 4 Years of Employment):

2018	$14.04/hour
2019	$14.29/hour
2020	$14.55/hour

ARTICLE XIV

Termination

Section 1. The Agreement shall be and remain in full force and effect from January 1, 2018 and shall continue in full force and effect including December 31, 2020, and thereafter for successive one-year periods on January 1 of each anniversary date, unless one of the parties hereto on or before the sixtieth (60th) day next preceding any anniversary date shall notify the other party hereto, in writing, of its desire to terminate or amend this Agreement.

IN WITNESS WHEREOF, the said Quincy Park District has caused its name to be hereunto subscribed by the President and Secretary of the Board of Commissioners pursuant to the approval and authority of the Board of Commissioners of the Quincy Park District and the said Union has caused its name to be hereunto subscribed by the Business Representative of District No. 9, International Association of Machinists and Aerospace Workers, pursuant to approval and authority of said Union said names being subscribed this 1st day of January, 2018.

QUINCY PARK DISTRICT (SEASONAL)

BY _____
Bob Gough
President, Board of Commissioners
Quincy Park District

DATE 1/4/2018

_____
Rome Frericks
Executive Director
Quincy Park District

1/4/2018

DISTRICT NO. 9, INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

BY _____
Kevin Broemmer
Business Representative

DATE 1-4-2018

_____
Jeff Baldwin
Union Steward

_____
Richard Koyer
Union Steward

KB:cmk/opeiu#13
12/27/17

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Retreat: August 24 ,2018

STAFF RECOMMENDATION

AGENDA ITEM: Executive Director/Staff and Board Communications/ Annual Goals and Objectives: Discussion Only

INFORMATION PROVIDED:

- Current Comprehensive Goals & Objectives 2018-2019
- Comprehensive Goals & Objectives 2017-2018

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.
   Objective A: Finalize plans for a campground area. Develop plans for packages where youth can spend the night and perform activities throughout Moorman/Wavering complex. Also, develop family activities and other outdoor events and programs for the new site.
   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.

Marina

1. Develop a plan for replacing or upgrading the current restroom/shower facility with an improved facility that includes a patio/deck space. Staff will meet with marina renters to assist in completing this project through donations and fundraising.
   Objective A: Director of Parks will review and update previously completed replacement plans and update cost estimates by June 2018.
   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.
   Objective B: Director of Parks will prepare, in compliance with ADA standards, preliminary restroom/shower facility plans, determine initial cost estimates and present them for Board approval in the fall of 2018.
   Objective C: Pending appropriate cash flow and cash reserves, the Director of Parks will complete the bidding process and initiate construction of the replacement restroom with final completion by November 2019.
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.
   Objective A: Director of Parks will prepare cost estimates to renovate Bob Bangert Restroom by June 2019.
   Q2 Update: On Schedule.
   Objective B: If funds become available, the Director of Parks will complete the bidding process and initiate construction in spring of 2020.
3. Develop a plan for converting two of the tennis courts at Moorman Park to six pickleball courts.
   Objective A: Director of Parks will get cost estimates to convert the Moorman Park tennis courts by June 2019.
   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.
   Objective A: 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.
   Objective B: Determine whether or not the ash trees need to be replaced (significant location) with another species of tree.
6. Develop a plan for converting park space on the South side of Quincy into an "off-leash" Dog Park.
   Objective A: Director of Parks will get cost estimates to Board by June 2018.
   Q1 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.
   Objective B: 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 Goals 2017-2018

Administration

1. Continue to strengthen and build partnerships among groups and organizations in the Northwest section of Quincy focusing on youth and at risk children.
   Q1 Update: Introduced the Quincy Tennis Association to North Quincy Sports. The Tennis Association will be providing youth tennis lessons, including rules of the game, at North Quincy Sports.
   Q2 Update: Moved summer playground to Leon Bailey Park to give easier access for the children in the neighborhood. We will host an outdoor movie at Frederick Ball Community Center later in the summer.
   Q3 Update: We held an outdoor movie at Frederick Ball Community Center in late August. The North Quincy Sports program will start October 5. We will be having a trunk and treat event in October at Frederick Ball Community Center and will be giving away pumpkins.
   Q4 Update: We delivered over 150 pumpkins to Frederick Ball Community Center for the trunk and treat event. The North Quincy Sports program is up and running and will continue through the school year.
2. Work with the Quincy Park Foundation President on establishing their own goals, identifying fundraising efforts and supporting the fundraising efforts by other groups for the Quincy Park District.
   Q3 Update: Staff met with the Park Foundation for the first time this year on September 21, 2017.
   Q4 Update: The Foundation has a meeting scheduled for December 14, 2017.
3. Identify property that no longer meets the needs of the Park District. Once identified, dispose of that property using the proper protocol.
4. By January 2017, develop a plan, timeline and budget for soliciting bids for a community wide survey of the Quincy Park District with the results of the new survey to be completed by May 2017.
   Q1 Update: Staff has hired Ron Vine & Associates to perform the Community Wide Survey. The survey is to be completed and a final report should be available by the end of June 2017.
   Q2 Update: The Community Wide Survey is complete and will be presented to the Board at the July 12, 2017 Board meeting.
   Q3 Update: The Community Wide Survey is complete and was presented to the Board at the July 12, 2017 Board meeting.

Scotty Glasgow's Westview Golf Course

1. Remove/replace the aging carpet in the Players Grill and banquet room in the winter of 2017.
   Q2 Update: Due to the expense of replacing carpet in the concession area, the carpet will be removed, the floors sanded and a non-slip clear coat applied to the floors. To reduce cost, this will be done in the fall/winter by employees.
   Q4 Update: The carpet will be removed during the winter months of 2017. Staff has looked into renting equipment for this process which is cost effective.
2. Replace the existing point of sale (P.O.S.) system and upgrade to online tee reservations.
   Objective A: In Fall of 2016, research potential P.O.S. golf software companies that work well for public golf courses.
   Objective B: Spring of 2017, seek proposals from EZLinks Golf and Fore Golf Reservations for software and services to support the growth, revenue and operational goals of Westview Golf Course. Prepare a recommendation by winter 2017.

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

3. Develop a concept plan for the downsizing and repairing of bunkers by addressing drainage, sand contamination and turf related problems on the front 18 holes by spring 2017. The first set of bunkers to be repaired should start in the late summer and early fall of 2017.
   Q2 Update: Seasonal staff has started to address the drainage in the bunkers. Once the drainage work is complete, they will reshape some of the bunkers so that they do not wash out from having high slopes.
   Q3 Update: Staff has completed 80% of the bunker drainage issues with just a few more to go. Once the drainage issues are completed staff will start reshaping bunkers to alleviate washouts from heavy rain.
   Q4 Update: Staff has started the bunker reshaping process. The first bunker on hole #9 is now complete. The next bunker to be reshaped is on hole #5.
4. The Director of Golf and Superintendent of Golf will develop a three-phased plan that will incorporate replacing the greens sprinkler heads on holes #1-9 in summer/fall of 2017, holes #10-18 in 2018 and holes #19-27 in 2019.
   Q1 Update: Sprinkler heads for holes #1-9 were ordered on 2/24/2017. If the budget permits, the sprinkler heads for holes #10-18 will be ordered in the fall.
   Q2 Update: The sprinkler heads have started to be replaced. Not all have been done due to time restraints.
   Q3 Update: Staff has replaced sprinkler heads on holes #1-9 and will start replacing sprinkler heads on holes #10-18 in the fall of 2017. During the 2018 season sprinkler heads that are removed from the front 18 holes will be used on holes #19-27.
   Q4 Update: Sprinkler heads on holes #10 through #19 will be replaced during the fall of 2017.

Recreation

1. Develop and implement at least two new programs for fall 2017.
   Q1 Update: In process and anticipate having new programs developed by the end of the second quarter.
   Q2 Update: We started a Resistance Increasing Strength Exercise class. We are also planning some new Halloween/October events. We will finalize the plans by August.
   Q3 Update: We started a new Karate class in September. We will also be offering family activities at the new Bill Klingner trail event on October 7.
   Q4 Update: We conducted the Bill Klingner trail event which included games and activities for children. The Karate class continues. We will also be having Breakfast with Santa in December.
2. Develop WAC area and identify improvements to IMP. Improvements should begin after the pool closes in summer 2016.
   Objective A: Work with Executive Director on finalizing plans for WAC area. Staff will seek input from patrons on potential use of space by hosting community meetings/open houses in February and August of 2017. Development of the area will depend on available funding from 2018 G.O. Bond/Recreation Fund, which will determine the timeline.
   Objective B: Install the rock climbing wall from WAC in the spring of 2017 to the diving well at IMP pending State approval.
   Q1 Update: The staff held an open house in March seeking input from the public on ideas to repurpose the area. We will plan for another one this summer. The rock climbing wall will be installed at IMP this spring.
   Q2 Update: We received ideas at the open house and from emails from the community. We hope to have some plans in a few months. The climbing wall will not be installed at IMP. The state of Illinois would not give us a permit to install the wall there.

Q3 Update: Staff is working on plans for a campground, family outdoor activity area. We are doing research and putting together some ideas for families and children.
Q4 Update: In process.

3. The Executive Director and Director of Program Services will attempt to attain sponsorships/naming rights for additional turf fields in Moorman/Wavering complex.
Q1 Update: In process. The Executive Director and Director of Program Services have developed a proposal for Wavering Field and will be talking to businesses that might be interested.
Q2 Update: In process.
Q3 Update: In process.
Q4 Update: In process.
4. Staff will continue to evaluate each program at the end of the season. Staff will then determine what improvements/additions need to be made or if the program should be cancelled. This will determine what new programs can be added to the schedule.
Q1 Update: In process.
Q2 Update: In process.
Q3 Update: In process and will be completed by 12/01/17.
Q4 Update: We have had our staff meetings to review and are making plans for 2018.

Marina

1. Develop a plan for replacing or upgrading the current restroom/shower facility with an improved facility that includes a patio/deck space.
Objective A: Director of Parks will review and update previously completed replacement plans and update cost estimates by June, 2017.
Q2 Update: Staff is working on updating cost estimates for a restroom/shower facility.
Q3 Update: Staff has gathered all the costs for replacement of the restroom/shower facility.
Objective B: Director of Parks will prepare, in compliance with ADA standards, preliminary restroom/shower facility plans, determine initial cost estimates and present them for board approval in the fall of 2017.
Objective C: Pending appropriate cash flow and cash reserves, the Director of Parks will complete the bidding process and initiate construction of the replacement restroom with final completion by November, 2018.

Parks

1. The Quincy Park District will, over the next two to three years, seek to construct the 18th Street 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. The 5th Street underpass to Parker Heights section would then be the next phase.
Q1 Update: The current 5th Street to 12th Street portion of the trail will be completed by June 2017. Late last fall, the Quincy Park District received an Illinois Transportation Enhancement Program (ITEP) Grant for $792,000 for the 18th Street to 24th Street portion of Bill Klingner Trail. Work on this section will begin in the spring of 2018.
Q2 Update: The current 5th Street to 12th Street portion of the trail will be completed in July 2017. The 18th to 24th Street construction will begin in the spring of 2018. Cycle 13 for the next round of ITEP Grants will be available October 2017 for the 5th Street to Bonansinga Drive.

Q3 Update: The current 5th Street to 12th Street portion of the trail will be completed by November 2017. The Executive Director will be applying for the Cycle 13 ITEP Grant this October.
Q4 Update: The contractor has sent the completion letter to IDOT for the final walkthrough to be performed. The Executive Director has submitted the Cycle 13 ITEP Grant to IDOT.

2. Develop a concept plan for the replacement of park roads throughout the Quincy Park District and report to Board during the February 2017 Board meeting.
   Q1 Update: Staff is working on the list of roads to be milled/resurfaced and will be presented at the May 10th Board meeting.
   Q2 Update: Staff presented the list of roads to be milled/resurfaced for consideration at the May 2017 Board meeting.
   Q3 Update: Road work in both Moorman/Wavering Park and Kesler Park will be included in next year's capital project list. Board will approve the 2018 Bond Project list at the October 11th meeting.
   Q4 Update: The Board approved the capital project list staff presented at the October meeting.
3. Develop a plan for the replacement of Clat Adams fountain.
   Objective A: Director of Parks will get cost estimates to replace Clat Adams fountain by June 2017.
   Q2 Update: Staff has met with both Klingner & Associates and Hydro Dramatics on features, pricing and renderings on the potential replacement of the fountain.
   Q3 Update: The Board has approved the design and engineering work to begin the replacement of Clat Adams fountain. Approval for the fountain replacement will be presented at the January 2018 meeting. The project is expected to be complete by June 2018.
   Objective B: Director of Parks will complete the bidding process and initiate construction in spring of 2018.
4. Develop a concept plan for replacement of the remaining seven wooden shelter houses with all metal structures by June 2017. The first shelter to be replaced would be the Berrian shelter in 2018.
   Q1 Update: Staff is working on the scheduled list of wooden shelters to be replaced and the list will be presented at the May 10th Board meeting.
   Q2 Update: Staff presented the list of wooden shelters to be replaced for consideration at the May 2017 Board meeting.
   Q3 Update: The Board has approved the design and engineering work to begin Berrian Shelter replacement. Board approval for the shelter replacement will be at the December 2017 meeting. The project is expected to be completed by May 2018.
   Q4 Update: Staff is presenting the Berrian shelter replacement for approval at the December 13, 2017 meeting with a completion date of June 2018.

Business Office/Technology

1. To seek and investigate options to automate and centralize the District's scheduling and recording of employee's time, which will integrate with the District's upgraded accounting system, and allow for easier overview by management with installation completed by March 1, 2017.
   Q1 Update: Phase 1 is on schedule. We implemented a timekeeping system on the Feb. 26th payroll. We can add features and time clocks as funds become available. We anticipate adding time clocks prior to adding other features. The new BS&A software may eliminate the need to add some timekeeping features.
   Q3 Update: A timekeeping system was implemented for the February 26th payroll. Electronic time clocks have also been installed. The new BS&A accounting software allows us to upload the worked hours from this timekeeping system.