

Quincy Park District

BOARD OF COMMISSIONERS MEETING



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

**Agenda
April 10, 2019**

Regular Meeting – Board Room

6:00 P.M

CALL TO ORDER (ROLL CALL)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: (UNANIMOUS CONSENT)

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
2. Regular Meeting Minutes – March 13, 2019
3. Special Meeting Minutes – March 13, 2019

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

BOARD INFORMATION/EDUCATION:

- Bob Bangert Park Redevelopment Update-Glenn Sanders

CORRESPONDENCE:

VOLUNTEERS:

- Youth Soccer Coaches – see attached

EXECUTIVE DIRECTOR'S REPORT

- Rome Frericks

DIRECTOR'S REPORTS

- Matt Higley, Director of Parks
- Don Hilgenbrinck, Director of Business Services
- Mike Bruns, Director of Program Services
- David Morgan, Director of Golf
- Marcelo Beroiza, Marketing Coordinator

UNFINISHED BUSINESS:

NEW BUSINESS:

- Quincy Park District 2019-2020 Goals and Objectives First Quarter Status Update: Information Only
- Lenane Park Milling and Resurfacing: Recommended Approval **(VOICE VOTE)**

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

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

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

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

ACTIONS AFTER EXECUTIVE SESSION

ADJOURN (VOICE VOTE)

CONSENT AGENDA
(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

March 13, 2019
6:00 P.M.

ROLL CALL

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

No Park Commissioner was permitted to attend the meeting by video or audio conference: none.

The following Park Commissioner was absent and did not participate in the meeting in any manner or to any extent whatsoever: none

Also in Attendance: Executive Director–Rome Frericks, Director of Parks– Matt Higley, Director of Business Services – Don Hilgenbrinck, Director of Program Services – Mike Bruns, Director of Golf – David Morgan, Marketing Coordinator – Marcelo Beroiza, Administrative Assistant – Mary Arp and Board Attorney – Terry Anastas. President Gough led the room in the Pledge of Allegiance.

CONSENT AGENDA

President Gough asked if there were any objections or changes to the February 13, 2019 Regular Board meeting or Executive Session minutes or the check register and upon hearing no objections he announced they were approved by unanimous consent.

PUBLIC INPUT

Joseph Principe voiced concerns about a person that had been employed at Indian Mounds Pool who has been arrested on felony charges.

BOARD INFORMATION/EDUCATION

Marketing Coordinator Beroiza presented the new program logos to the Commissioners.

EXECUTIVE EVALUATION COMMITTEE REPORT

Vice President Holthaus noted that the committee had met and provided a number of handouts to the Commissioners. The forms were briefly reviewed. There was discussion regarding the form and the next steps. It was agreed that the Committee would proceed with finalizing the form. Commissioners should submit any changes or suggestions to Commissioner Holthaus by Friday, March 22. A final form will be completed and distributed to the Commissioners by April 5.

Commissioners can complete the form and a closed session meeting will be scheduled next month.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Frericks reported that flooding is expected and the docks and the marina will be secured.

DIRECTORS' REPORTS

Director Hilgenbrinck stated that he will be ordering copies of the IAPD Law Handbook if any of the Commissioners would like a copy. Director Bruns provided an update on the job fair and the spring and summer programs. Director Morgan reported that they had no rounds of golf in February. Marketing Coordinator Beroiza provided handouts illustrating the information collected and a draft format of brochures and signs for Parker Heights and Indian Mounds Parks, wetland wildlife at Bob Bangert Park and the historic log cabins on Quinsippi Island Park. The information and presentations were discussed. It was noted that the timelines at Indian Mounds Park are deteriorating. There was discussion regarding the signs and the map of the mounds. It was noted that many of the mounds were on the cliff or on the bluff's edge. Timing of the release of the information was also discussed.

NEW BUSINESS

Review/Revision of the Quincy Park District Mission Statement

Executive Director Frericks explained that it is considered good practice to annually review the mission statement and make revisions as appropriate. The statement was updated last year. It was suggested that the statement be reviewed every two years.

Bid for Maintenance Dredging

Director Higley reviewed the staff recommendation and explained that dredging is needed after flooding. COMMISSIONER FRANKENHOFF MADE A MOTION TO APPROVE THE BID FOR MECHANICAL DREDGING AS PRESENTED BY STAFF. There was discussion regarding prior year's dredging. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bid for Boots Bush Parking Lot Tar & Chip Replacement

COMMISSIONER STUPASKY MADE A MOTION TO APPROVE THE BID FROM DIAMOND CONSTRUCTION FOR \$15,300 FOR BOOTS BUSH PARKING LOT TAR AND CHIP REPLACEMENT. Director Higley reviewed the staff recommendation. It was noted that asphalt would be too costly and the fence will be replaced prior to construction. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bid for Kesler Park (South Parking Lot), Lorenzo Bull Park & Moorman Park Milling and Resurfacing

COMMISSIONER REUSCHEL MADE A MOTION TO APPROVE THE BID FROM DIAMOND CONSTRUCTION FOR \$382,330 FOR KESLER PARK, LORENZO BULL PARK AND MOORMAN PARK ROAD MILLING AND RESURFACING. Director Higley reviewed the staff recommendation. There was discussion regarding the timing of the work and the type of material. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Bid For Tennis Court/Pickleball Repairs and Color Finishing at Moorman Park

VICE PRESIDENT HOLTHAUS MADE A MOTION TO APPROVE THE BID SUBMITTED BY ALL WEATHER COURTS FOR \$32,950 FOR TENNIS/PICKLEBALL COURT REPAIRS AT MOORMAN PARK. Executive Director Frericks described the work that will be completed. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

Operations Procedures Manual Revisions

COMMISSIONER REUSCHEL MADE A MOTION TO APPROVE THE REVISIONS TO THE OPERATIONS PROCEDURES MANUAL AS PRESENTED BY STAFF. Director Hilgenbrinck noted that the revisions were a result of information obtained from the annual IPRA Conference and general housekeeping. UNANIMOUS. PRESIDENT GOUGH DECLARED THE MOTION CARRIED.

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

Secretary

Chairman

Date

Date

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Special Meeting
Board Room

March 13, 2019
4:00 PM

The Board of Commissioners of the Quincy Park District held a Special meeting, in conjunction with the Quincy Park Foundation, in the Board Room at 1231 Bonansinga Drive, Quincy, IL.

Park District Commissioners present: President Gough, Vice President Barbara Holthaus, Commissioners John Frankenhoff, Kelly Stupasky and Jeff Steinkamp. Absent members included Vicky Dempsey and Sara Reuschel

Members of the Foundation present: Chris Blakeman, Carlos Fernandez, Dave Rakers, Ted Niemann, Charles Radel and Jeff Steinkamp. Absent members included Jim Grant, Tim Weis, and Sara Reuschel.

Park District staff present: Executive Director Rome Frericks, Directors Matt Higley, Don Hilgenbrinck, Mike Bruns, David Morgan, Marketing Coordinator Marcelo Beroiza and Administrative Assistant Mary Arp.

The meeting was called to order and President Gough introduced the Commissioners to the Foundation members. There were a number of items discussed and concerns noted including the meeting schedule, consideration of potential members of the Foundation, education of Commissioners of the Foundation, potential joint annual meeting, the future role and direction of the Foundation. There was a brief discussion concerning the unrestricted fund balance, unrestricted donations, interest earnings, legal fees, and approval of disbursements. It was suggested that a policy be adopted to address the segregation of the approval of charges from organizations of Foundation members. Foundation President Blakeman stated that the items noted during the meeting would be taken under advisement.

President Gough called for Public Input and hearing none asked for a motion to adjourn. Commissioner Frankenhoff made a motion to adjourn. Unanimous. President Gough declared the motion carried.

Secretary

Chairman

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

CORRESPONDENCE

VOLUNTEERS

Quincy Park District 2019 Soccer Coaches

Amy Adair	Kelsey Weimelt
Andrew Smith	Kraig Genenbacher
Ashley Miller	Kristin Sturhahn
Brooke Fisher	Krykette Amos
Casey Hlubek	Kylee Straube
Chad Douglas	Mark Thomas
Chad Struck	Matt Kasparie
Chuck Woodyard	Maureen Hill
Clinton Hornke	Michael Atteberry
David Phillips	Michael Bennett
Derek Smith	Michael Schneider
Erin Calvo	Michelle Bozarth
Frank Flesch	Michelle Lish
Frankie Murphy Giesing	Mike Schneider
Greg Flachs	Morgan Venvertloh
Heather Humphrey	Otis Watts
Hope Williams	Ray Koenig
James Voss	Rene VanAusdall
Jason Traeder	Rome Frericks
Jayson Bennett	Ryan Fesler
Jenny Sheely	Ryan Whicker
Jessica Kane	Tim Kamradt
Justin Wells	Tom Himplsl
Kailee Flesch	Virginia Otney
Katie Bailey	Zac Lish

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: March 29, 2019

Administrative Initiatives (3/01/19 – 3/31/19)

Attended:

- Friends of the Trails meeting
 - the Directors' meeting
 - Safety meeting
 - Rotary meetings
 - Marketing Committee meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - Park Foundation meeting
-
- Met with Klingner & Associates on the progress of Bill Klingner Trail current section and the 18th to 24th Street section.
 - Met with R.L. Brink and Klingner & Associates on the closeout of the 5th Street to 12th Street section of Bill Klingner Trail.
 - Met with Mississippi Valley Hunters and Fishermen's Association (MVHFA) on fundraising efforts for the Bob Bangert Redevelopment.
 - Attended a QBAREA meeting that included a conference call from Senator Durbin on efforts to increase chances on funding for the bay project.
 - Attended the bid openings for various park roads and tennis/pickle ball court improvements.
 - Met with representatives from Quincy Tennis Association.
 - Met with Board members on various topics related to Park District upcoming projects.
 - Presented to the Quincy Masonic High Noon Club.

- Met with officials from Quincy Noon Kiwanis on their potential project celebrating their 100th year anniversary.
- Met with Cann Productions and QFB Energy on promoting the Park District LED project to other communities and park districts.

Administrative Initiatives (4/1/19 – 4/30/19)

- Continue to work with local contractors and engineers on the Bill Klingner Trail project for the 18th to 24th Street section of Bill Klingner Trail.
- Continue work on the 2019 bond projects, goals and objectives.
- Continue to work with local contractors and engineers on the Bill Klingner Trail project for the 5th Street to Bonansinga Drive section of Bill Klingner Trail.
- Attend the WCC strategic planning meeting.
- Attend the City of Quincy/Adams County Flood Preparation meeting.
- Conduct the quarterly staff meeting.

DIRECTORS'
REPORTS

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: March 31, 2019

Administrative Initiatives (3/1/19 – 3/31/19)

Attended:

- Directors' meeting
 - Safety meeting
 - Kiwanis meetings
 - Friends of the Trail meeting
 - Bid openings March 7th
 - Park Foundation board meeting
-
- Monitored work on winter tree list.
 - Monitored progress on 18th to 24th Street trail construction.
 - Monitored work on Wavering repurposing.
 - Monitored yearly overlook maintenance.
 - Monitored progress on 5th to Bonansinga tree removal.
 - Monitored Clat Adams fountain replacement.
 - Monitored park road openings.
 - Monitored restroom opening throughout the District

Administrative Initiatives (4/1/19 – 4/30/19)

- Continue work on the 2019 projects, goals and objectives.
- Work on 2019 Capital Projects for Parks Department.
- Open Marina on April 1st.
- Monitor work on All America Park shelter replacement.

- Monitor ADA work at Moorman Park.
- Monitor progress on 18th to 24th Street trail construction.
- Monitor work on Wavering repurposing.
- Monitor progress on 5th to Bonansinga tree removal.
- Monitor Clat Adams fountain replacement.

To: Board of Commissioners

From: Donald J. Hilgenbrinck

Subject: Monthly Report

Date: March 31, 2019

Administrative Initiatives (3/01/19 – 3/31/19)

- Attended Safety Committee meeting.
- Mailed out marina slip renewals for 2019-2020.
- Attended BS&A Users Group Meeting for park district users.
- Attended Quincy Park Foundation meeting.
- Renewed District's property & casualty insurance with IPARKS (renewal 4/1/19).
- Renewed Art Keller Marina's property & casualty insurance (renewal 4/7/19).
- Applied to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.
- The office staff has also been busy with program registrations, marina renewals and administrative duties.

Administrative Initiatives (4/01/19 – 4/30/19)

- Close the 2019A GO Bond (Trail Bond) with First Bankers Trust.
- Attend the Quincy Women's City Club planning meeting.
- Assist auditors with the field work portion of the FY2018 audit.

To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: March 28, 2019

Administrative Initiatives (03/01/19 – 03/31/19)

- Attended the monthly safety committee meeting.
- Staff worked on hiring seasonal staff.
- Staff conducted staff trainings.
- Staff conducted the job fair with 42 attending.
- Worked on organizing the youth soccer leagues and baseball programs.
- Staff prepared the Batting Cage facility to open on April 5.
- Staff conducted the date nights.
- Staff worked on getting the athletic fields ready to play.
- Held baseball and soccer coaches' meetings.
- Attended the Park District Foundation meeting.
- Staff ordered supplies needed for 2019.

Administrative Initiatives (04/01/19 – 04/30/19)

- Staff will work on hiring the seasonal staff.
- Staff will conduct trainings for our seasonal staff.

- Batting Cage facility will open on April 5.
- Youth soccer leagues will start the week of April 8.
- Staff will help with the Hy-Vee Easter event on April 13.
- Baseball leagues will start the week of April 15.
- Will work on organizing the girls' softball and t-ball programs.
- Will work on organizing the sand volleyball leagues.
- Staff will start to prepare Indian Mounds Pool to open on May 25.

To: Board of Commissioners
From: David Morgan
Subject: Monthly Report
Date: April 1, 2019

Administrative Initiatives (03/1/19 – 03/31/19)

- Attended safety, directors' and board meeting.
- Delivered Westview brochures to hotels and business.
- Attended Gateway PGA Section Meeting and continuing education.
- Continue to monitor the golf course on a daily basis for course playability.
- Hiring and rehiring staff for the concession area and Pro Shop.
- Opened the concession area on Friday March 22nd.
- The golf course opened on Saturday March 16th 2019.
- Completed the renovation work on the bunker on hole 15.
- Completed the restroom renovation on hole 16.
- Rebuilt the planter box wall around the north, west and east side of the clubhouse.
- Seasonal maintenance staff rehire started.
- Serviced and maintained the 60 golf carts.
- Staff continued removal of dead trees on the property.
- Staff worked on cleanup of branches and sticks that fell during the winter.

- Aerified and spot seeded areas on the course.

Administrative Initiatives (04/01/19 - 04/30/19)

- Attend safety, directors' and board meetings.
- Ladies League start date, Tuesday April 23rd.
- Rough Riders League starts Wednesday April 24th.
- Titan League starts Thursday April 25th.
- Linda Moore Golf Outing, Friday April 26th.
- Continue felling of dead and hazard trees on the golf course.
- Pre-emergent herbicide application begins and continues through the end of April.
- Spot spray post-emergent herbicide for controlling broadleaf weeds.
- Hire additional staff for the summer.
- Irrigation and city water supply de-winterizing and start-up.
- Open restroom facilities on the course.
- Address the satellite issue that controls irrigation on holes 1,19 and 21.
- Sand topdressing of the greens.
- Enhance the landscaping around the Pro Shop walkways.

Westview Golf Course Rounds of Golf - 2019

		Mar-19	2019 YTD	Mar-18	2018 YTD
10000	18 Hole Weekday Green Fee	0	0	0	0
10001	18 Hole Weekend Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	4	10	23	25
10003	9 Hole Weekend Green Fee	0	0	0	0
10004	Twilight Green Fee	11	11	11	11
10005	Fall/Spring/Winter Green Fee	209	223	226	253
10006	M-T-TH-Special	19	19	17	17
10007	Winter Special w/ Car	0	111	0	196
10008	Third Nine Green Fee	71	94	71	122
10009	Family Night Adult	2	2	7	10
10010	Family Night Child	2	2	7	9
10011	Jr. Green Fee	2	2	0	0
10012	Promotional Round	1	3	3	3
10013	Twilight Combo	71	71	105	106
10014	Early Bird 9	0	0	0	0
10015	Early Bird 18	0	0	0	0
11000	Adult Weekday Pass Visit	60	62	62	79
11001	Adult Weekend Pass Visit	43	62	92	110
11002	Senior Weekday Pass Visit	115	128	92	140
11003	Senior Weekend Pass Visit	73	98	92	114
11004	Senior Rest. Weekday Pass Visit	13	14	4	10
11005	Super Senior Weekday Pass Visit	50	53	36	68
11006	Employee Pass Visit	1	2	13	15
11007	Junior Weekday Pass Visit	35	35	12	23
11008	Junior Weekend Pass Visit	24	29	8	13
11010	Junior Summer Pass Visit	0	0	0	0
11011	College Pass Visit	37	37	75	97
11012	Young Adult Pass Visit	30	32	49	57
11013	School Team Pass Visit	0	0	0	0
12000	Green Fee Punch card Visit	55	63	45	55
13000	Tournament Round	0	0	0	0
13001	Tournament Green Fee	0	0	0	0
13002	Outing Green Fee	0	32	0	0
	Total	928	1,195	1,050	1,533
	Per Visit Fee	926	\$1,157	\$1,048	\$1,523
	* Days Closed	16	71	8	59

To: Board of Commissioners
From: Marcelo Beroiza
Subject: Monthly Report
Date: March 29, 2019

Administrative Initiatives (3/1/19 – 3/31/19)

- Attended recreation staff meeting, United Way wellness & prevention team, and Park District Board meeting
- Met with Y101 representative and created partnership to co-sponsor summer events
- Second meeting with Director and Assistant Director of Golf. New summer events overview/action items, initiatives and future implementation at Westview Golf. Expanding Junior golf campaign
- Continued marketing campaign for 2019 new Moorman Park facility initiatives and products. Met with WGEM and KHQA for reporting story on new attractions and park enhancements
- Guest speaker at Quincy University marketing class.
- Received 35 fruit baskets from County Market for North Quincy Sports
- Prepared and submitted press releases and coordinated event interviews
- Facilitated communication/press conference, open houses and projects presentation for local media stories and reports
- Monthly advertising/events social media platform
- Prepared email marketing for monthly events
- Created videos and other promotional material

Administrative Initiatives (4/1/19 – 4/30/19)

- New Westview summer movie night and social night events campaign and Junior golf promotion
- Continue marketing campaign for the new Moorman Park facility initiatives (T-ball field, new synthetic turf field, multipurpose courts and Lakeside Coffee patio.
- 2019 continuous digital marketing campaign for the Park District / Westview and social media platform awareness. Facebook & Instagram live all events, parks, trails and attractions

***UNFINISHED
BUSINESS***

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 10, 2019

STAFF RECOMMENDATION

AGENDA ITEM: QUINCY PARK DISTRICT 2019-2020 GOALS AND OBJECTIVES FIRST QUARTER STATUS UPDATE: INFORMATION ONLY

BACKGROUND INFORMATION: The status of the District's goals and objectives is provided quarterly to the Board of Commissioners.

A copy of the District's goals and objectives with the first quarter update is included with this report.

FISCAL IMPACT: None.

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

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Quincy Park District Goals 2019-2020

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: Staff is continuing the North Quincy Sports program on Thursday nights at Grandview Church. We are also working on some other sport activities for this summer to involve underprivileged children in park activities.
3. Executive Director and Marketing Director will attempt to obtain sponsorships/naming rights for the potential Dog Park in South Park.
4. Depending on whether the City of Quincy installs a well on Quinsippi Island, negotiate an agreement with City leaders on future maintenance of bridge and free water for the Park District.
5. Continue working with Quincy Grand Prix Inc. by hosting and promoting the event to be held in South Park on June 9-10, 2019.
Q1 Update: Members of Quincy Grand Prix Inc. have begun meeting with local sponsors and began its marketing campaign to promote the event.
6. To work with the Quincy Park Foundation on establishing new membership in efforts to help promote both the Park District and other groups actively fundraising for park improvements.
Q1 Update: Staff has met with the new president of the Park Foundation and a joint meeting between the Park Foundation and the Park District was held on March 13, 2019.

Westview Golf Course

1. Renovate the deck area with all new ADA compliant concrete.
2. Removal of thirty stumps around the entire golf course.
3. Develop a concept plan for downsizing and repairing bunkers by addressing drainage, sand contamination and turf repair on holes #1, 6, 9 and 15.
Q1 Update: The bunkers on holes #6 and #15 have been completed.
4. Replace the nine green-side sprinklers on holes #19-27.
Q1 Update: The green-side sprinklers have been replaced on holes #19-27.
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.
6. Convert tee boxes on holes #9, 11 and 15 to Zoysia grass which will eliminate divots and increase durability throughout the season.
7. Renovate the restrooms on hole #16.
Q1 Update: Renovations to the restrooms on hole #16 have been completed.
8. Replace the entrance doors to the golf shop.
Q1 Update: The Pro Shop front doors have been replaced and the brick retaining wall outside the Pro Shop has been replaced with interlocking stone.

Marketing

1. Create a marketing campaign to promote Moorman Park facilities such as concessions, mini golf, batting cages, kayak and paddle boat rentals.
Q1 Update: Met with staff for our Spring/Summer initiatives/upgrades and implementation plan for the Lakeside Coffee patio, multipurpose courts, sand volleyball courts, mini golf and concessions building. Digital, TV and social media platform campaign started January 2019.
2. Create digital content through broadcast, social media platform and radio to attract all demographics to all Park District events.
Q1 Update: All TV, radio and social media platform materials have been created and were released in January 2019.
3. Add mobile device charging stations (share outlet /USB port) and public Wi-Fi signs at the Batting Cage.
Q1 Update: Met with staff to confirm electrical improvements/action items. Signs have been ordered and are ready to be installed weather permitting.
4. Create new informational brochures for Bob Bangert, Parker Heights and the Log Cabin Village.
Q1 Update: Work in progress. Draft completed.
5. Continue to upgrade the Park District website and communicate our branding across all platforms.
Q1 Update: Created program logos for all sports. Added the new logos for T-Ball, softball, baseball, soccer and sand volleyball to our website.

Recreation

1. Develop and implement at least two new programs for fall and winter 2019.
Q1 Update: Staff is working on some ideas now. Looking at developing some kind of nature/outdoor programs.
2. Finalize T-Ball fields at Wavering Aquatic Center area for play to start June 1, 2019.
Q1 Update: Staff is working on finishing the plans for the fields. As soon as the weather breaks, work will be started to complete the fields for play by May 1st.
3. Executive Director and Director of Program Services will attempt to obtain sponsorships/naming rights for additional turf field at current Moorman Main field site.
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: Staff completed the review for the 2018 programs and is making changes needed based on participating numbers. We will work on 2019 programs later in the year.
5. Create more competitive baseball leagues and offer more tournaments on the weekends by working with Adams County Little League.
Q1 Update: Staff has added more competitive leagues for the 2019 season as the Park District has taken over the Adams County Little League Charter. Working on scheduling some tournaments this season. We will be expanding the T-ball league to the new fields at Wavering.
6. Expand sand volleyball leagues with a spring, summer and fall sessions.
Q1 Update: Park District has added a spring sand volleyball session for 2019. We will have three sessions for 2019 and with lights being added to the courts so we will be able to have more teams in each league.
7. Work with the Marketing Director to promote Batting Cage area and increase revenues over the 2018 season.
Q1 Update: Staff is working with the Marketing Director on a number of improvements for the Batting Cage facility. We will be offering coffee products (Lakeside Coffee) to our concession line. The Batting Cage has expanded the patio to allow for more seating and encourage patrons to stay longer. The Marketing Director has also expanded the promotions for the facility to bring in more customers.

Marina

1. The Director of Parks and the Marketing Director will contact/visit other marinas in the tri-state area and overlook their operations and recruitment procedures.
Q1 Update: Staff will schedule a visit in early spring to a few marinas in the area to overlook their operations and recruitment procedures.
2. Monitor the Q-Island bridge surface to determine whether or not the bridge needs to be repaved as part of the FY2020 Capital Project List.
3. Gather cost estimates for Q-Island bridge deck replacement for future repairs based on the August 2019 above water inspection.

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. Work on this section should begin in the spring of 2019. The Executive Director and Director of Parks will work with engineers to develop plans and specifications for the 5th Street underpass to Bonansinga Drive section which could be advertised by July/August 2019.
Q1 Update: Staff is working alongside both the local engineers and the contractor on some cost saving measures for the area underneath the 24th Street bridge area. Work is expected to begin early spring with a completion date of December 13, 2019 for the 18th Street to 24th Street section. Staff is also working with the local engineers designing the bid specifications for the 5th Street to Parker Heights section of the Bill Klingner Trail. Work on this section is expected to begin in the summer of 2019 with a completion date of July 2020.
2. Assist the Mississippi Valley Hunters and Fisherman Association in completing grant application for the installation of the deep well.
Q1 Update: Staff has received a \$16,000 donation from the Rotary Club of Quincy to complete the learning/interpretive center and Ducks Unlimited has donated the needed funding to complete the well for the Bob Bangert Redevelopment project.
3. Develop a plan for converting Johnson Park tennis court into two Pickleball Courts for FY2020
Q1 Update: Staff will meet with the low bidder from the Moorman Park resurfacing project to get cost estimates and scope of work for next year's bond project list.
4. Develop a plan for an outdoor fitness equipment station to be located along the Bill Klingner Trail or in Lincoln Park for a capital project to be completed in 2020.
Q1 Update: Staff is requesting different equipment designs/specifications from manufactures from playground companies that were at the IAPD Conference this past year. Later this fall, staff plans on the installation on new fitness equipment in Bob Mays Park near the newer parking lot.
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.
Q1 Update: Staff performed an ash tree audit late last fall. The Park District has a total of 375 ash trees in the entire District, including Westview. Staff is working with Morton Arboretum to install traps again this year at Westview in an attempt to remove all emerald ash borer from the grounds. Staff is in the process of developing a timeline for the tree removal.
Objective B: Determine whether or not the ash trees need to be replaced (significant location) with another species of tree.
6. Work with the Quincy Park Band on a plan to build a permanent stage in Madison Park.

Business Office/Technology

1. To investigate and identify options to streamline the people, process, and services that is consistent with continual exceptional customer service.

Objective A: The Director of Business Services will meet with staff to evaluate operations and discover opportunities to establish procedures consistent with continual exceptional customer service. November 2018.

Objective B: Establish written procedures and guidelines, including channeling of communications. Establish available resources and capital to accomplish these goals. January 2019

Objective C: Establish a survey at the end of each program registration to measure results and to identify future options to streamline the people, process, and services that is consistent with continual exceptional customer service.

Q1 Update: Due to changes in the baseball programs, the evaluation of operations was delayed. Although this was behind schedule, procedures and guidelines were accomplished in March to meet the objectives. Objective C is on schedule.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 13, 2019

STAFF RECOMMENDATION

AGENDA ITEM: LENANE PARK MILLING AND RESURFACING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Kesler Park, Lorenzo Bull Park, Moorman Park and Boots Bush Park roadwork improvements were approved at the March meeting for a total of \$397,630. Staff budgeted \$460,000 for the road improvements from the 2019 G.O. Bond.

Staff is recommending completing the Lenane Park road milling and resurfacing for \$26,640 this year since the other four park road improvements were under budget \$62,370. Lenane Park is currently the least rated park road in terms of its condition based of staff's road evaluation list.

Behind this report is a copy of the park road condition report.

FISCAL IMPACT: The \$26,640 needed would come from the uncommitted excess funds in the 2019 G.O. Bond to complete the Lenane Park road milling and resurfacing.

STAFF RECOMMENDATION: Staff recommends using \$26,640 from the excess uncommitted 2019 G.O. Bond Fund for the Lenane Park road milling and resurfacing.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Park Road Condition

Park	Surface	Condition
• Boots Bush	Tar Chip	4(2019)
• Lorenzo Bull Park	Asphalt	4(2019)
• Art Center drive	Asphalt	8(2019)
• Moorman med shelter to dam	Asphalt	4(2019)
• Wavering main road to batting cage	Asphalt	5(2019)
• Kesler ADA ramp lot	Asphalt	6(2019)
• Kesler playground to restroom	Asphalt	4(2019)
• 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
• 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 39 th street	Asphalt	6
• Bob Bangert Park	Asphalt	6
• Gardner south road	Tar Chip	6
• Riverview Park	Asphalt	6
• Berrian Park	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
• Lenane Park	Asphalt	4

PUBLIC INPUT