

Quincy Park District

BOARD OF COMMISSIONERS MEETING



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

**Agenda
February 9, 2022**

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 – January 19, 2022

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

BOARD INFORMATION/EDUCATION:

- Force Account Work Schedule
- Westview Irrigation Presentation

CORRESPONDENCE:

VOLUNTEERS:

EXECUTIVE DIRECTOR'S REPORT:

- Rome Frericks

DIRECTOR'S REPORTS:

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

COMMITTEE REPORTS:

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Bid for Westview Golf Course and Grounds Maintenance Chemicals: Recommended Approval **(VOICE VOTE)**
- ORDINANCE NO. 22-03: An Ordinance Amending the Quincy Park District Public Park Use Ordinance: Recommended Approval **(ROLL CALL VOTE)**
- ORDINANCE NO. 22-04: An Ordinance Amending the Quincy Park District Board Policy Manual: Recommended Approval **(ROLL CALL VOTE)**
- Application for Local Landmark Designation of the Lorenzo Bull House by Friends of the Lorenzo Bull House: Recommended Approval **(VOICE VOTE)**

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

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

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

ACTIONS AFTER EXECUTIVE SESSION:

ADJOURN **(VOICE VOTE)**

CONSENT AGENDA

(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

January 19, 2022
6:00 P.M.

ROLL CALL

President Leenerts called the meeting to order and upon the roll being called the following members were physically present at said location: President Roger Leenerts, Vice-President Barbara Holthaus, David Gilbert, Nathan Koettters, and Jeff Steinkamp. No Park Commissioner was permitted to attend the meeting by video or audio conference.

Members Absent: John Frankenhoff

Also in Attendance: Executive Director–Rome Frericks, Director of Parks–Matt Higley, Director of Business Services–Don Hilgenbrinck, Director of Golf–David Morgan, and Attorney–David Penn.

President Leenerts led the room in the Pledge of Allegiance.

CONSENT AGENDA

President Leenerts asked if there were any objections or changes to the December 8, 2021, Regular Board meeting minutes or the check register and upon hearing no objections, he announced they were approved by unanimous consent.

PUBLIC INPUT–None

BOARD INFORMATION/EDUCATION

Executive Director Frericks mentioned the 2022 Executive Summary was sent with the monthly board packet electronically and was also available to the public on our website.

CORRESPONDENCE–None

VOLUNTEERS–None

EXECUTIVE DIRECTOR'S REPORT

Executive Director Frericks stated his report is as presented and staff is working on scope of work for several projects out for bids due in February to be presented at the March 2022 board meeting.

DIRECTORS' REPORTS

Director Higley -Higley stated the Parks Department staff would be undergoing professional chainsaw training next week. There are several new employees who have not had the opportunity to go through this beneficial training.

Director Hilgenbrinck-Hilgenbrinck commented on the Statements of Economic Interest handed out to board members to complete. He referenced new items numbered 1 and 2 on that form and where instructions are located to complete the form.

Director Bruns-Bruns informed the board that Recreation Supervisor Kyle Jacoby had completed the Certified Pool Operator course and now is a certified CPO. Bruns stated the 2022 activity brochure is currently available on line and all programs are open for registration. President Leenerts inquired about issues ordering supplies, delivery times and pricing. Commissioner Steinkamp inquired about the Indian Mounds Pool Filter Replacement. Bruns stated it is scheduled to begin in March.

Director Morgan-Morgan commented Westview had a good December due to unusually good weather. Morgan stated the deck located out back has been removed so construction of the new deck can begin in the spring.

Director Beroiza-Beroiza stated the 2022 annual brochure is available on line and was e-mailed to our e-mail client base. Beroiza commented the Eco-Counter installed on the Bill Klingner Trail in May 2021 showed an average of 12,000 people monthly through December, 2021. Vice-President Holthaus inquired to the top Park trends for 2022. Beroiza commented emphasis is placed on adult programming and outdoor nature/trail activities.

COMMISSIONER COMMITTEE REPORTS

President Leenerts stated he and Vice-President Holthaus had a zoom meeting with Terry Jenkins, Program Manager for the Tracy Family Foundation regarding introducing strategic planning for the Park District and how they assist financially in this process. He indicated the next step would be for he, Vice-President Holthaus and Executive Director Frericks to meet with a facilitator about what this process would look like. Vice-President Holthaus indicated Mr. Jenkins provided several options to proceed with a process.

Finance Committee-Commissioner Koettters indicated they approved the check register at today's meeting and also had other good discussion during that meeting.

QBAREA-Commissioner Steinkamp indicated they are moving forward.

Quincy Park Foundation-Commissioner McGlothlin had nothing significant to report.

Friends of the Lorenzo Bull House-Commissioner Gilbert indicated he was unable to attend this month's meeting, but plans were moving forward for their May 2022 fundraiser. He also stated their Monday night meetings are not conducive with his work schedule and has informed President Leenerts he would be happy to change/swap committees if anyone were interested.

Quincy Planning Commission-Commissioner Gilbert stated they would meet next week, but in looking at the agenda, it did not look like there was anything Park District related.

Quincy Riverfront Committee-Commissioner Steinkamp stated they would be moving ahead with the development of the Quincy Riverfront Development Corporation (QRDC), which the Park District is voting on tonight.

Personnel Committee-Vice-President Holthaus has no report at this time.

UNFINISHED BUSINESS-None

NEW BUSINESS

Quincy Park District Board of Commissioners Executive Minutes Bi-Annual Review:

Recommended Approval (VOICE VOTE)

Executive Director Frericks recommends approval of the Staff Rec as included in the board packet. COMMISSIONER KOETTERS MADE A MOTION SECONDED BY VICE-PRESIDENT HOLTHAUS TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

ORDINANCE NO. 22-01: An Ordinance providing for the issue of \$1,041,000 Taxable General Obligation Park Bonds, Series 2022 Recommended Approval **(ROLL CALL VOTE)**

Director Hilgenbrinck explained the ordinance. COMMISSIONER GILBERT MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE ORDINANCE NO. 22-01 as presented.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER KOETTERS	YES
COMMISSIONER FRANKENHOFF	ABSENT
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER STEINKAMP	YES
COMMISSIONER GILBERT	YES
VICE-PRESIDENT HOLTHAUS	YES
PRESIDENT LEENERTS	YES

PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

ORDINANCE NO. 22-02: An Ordinance Abating Local Taxes for 2012a G.O. Bond:

Recommended Approval (ROLL CALL VOTE)

Director Hilgenbrinck explained the ordinance. COMMISSIONER KOETTERS MADE A MOTION SECONDED BY COMMISSIONER GILBERT TO APPROVE ORDINANCE NO. 22-02 as presented.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER KOETTERS	YES
COMMISSIONER FRANKENHOFF	ABSENT
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER STEINKAMP	YES
COMMISSIONER GILBERT	YES
VICE-PRESIDENT HOLTHAUS	YES
PRESIDENT LEENERTS	YES

PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

Westview Semi-Annual Financial Data: Discussion Only

Director Hilgenbrinck stated this is annual data and highlighted the break-even cost per round for 2021 was \$20.31 as compared to \$21.52 for 2020. Net revenue per round was \$4.51 per round as compared to \$4.26 for 2020. Number of rounds played accounts for the changes in these numbers. Hilgenbrinck also stated this is the first measurable increase in rounds played since 2012.

Host Camper to Assist with Marina Operations Art Keller Marina: Information Only

Director Higley explained the ad placed on January 10, 2022. No responses to date. President Leenerts stated it is possible we would not have work campers on site continually.

RESOLUTION NO. 22-01: A Resolution to Support the Establishment of a Quincy Riverfront Development Corporation (QRDC): Recommended Approval (ROLL CALL VOTE)

Executive Director Frericks explained the ordinance in detail and representation on that committee. COMMISSIONER STEINKAMP MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE RESOLUTION 22-01 as presented. Commissioner Koetters reiterated that approval of this resolution carries no financial obligation for the Park District.

Commissioner Steinkamp stated the Steering Committee would probably be dissolved.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER STEINKAMP	YES
COMMISSIONER GILBERT	YES
COMMISSIONER KOETTERS	YES
COMMISSIONER FRANKENHOFF	ABSENT
VICE-PRESIDENT HOLTHAUS	YES
PRESIDENT LEENERTS	YES

PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

Bid for Golf Cars at Westview Golf Course: Recommended Approval (VOICE VOTE)

Director Morgan explained the Staff Rec. COMMISSIONER MCGLOTHLIN MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE REQUEST FOR BIDS FOR GOLF CARS AT WESTVIEW GOLF COURSE. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

PUBLIC INPUT-None

ADJOURNMENT:

With no other business to discuss, VICE-PRESIDENT HOLTHAUS MADE A MOTION, SECONDED BY COMMISSIONER KOETTERS TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED. The meeting adjourned at 6:28 p.m.

Secretary

Chairman

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

Force Account Work Schedule

2022

2022

[illegible][illegible]

Westview Irrigation Information





726 Total Irrigation Heads

Holes #1-#9 257 Heads

Holes #10-#18 271 Heads

Holes #19-#27 198 Heads

Irrigation Heads

Green Irrigation Heads



Fairway Irrigation Heads



Satellite Boxes (20)-Remote Controlled Water to Fairways & Greens



Pump Station Building



Pump Station Pumps (2)



Pump Station Control Board



Repair Couplers for Failed PVC





Possible Irrigation Design Firm

EC Irrigation Design-Consulted For

Spring Lake Country Club
Quincy Country Club

WESTVIEW GOLF COURSE IRRIGATION SYSTEM HISTORY

EXISTING DOUBLE-ROW SPRINKLER SYSTEM INSTALLED IN 1991

IN 2000 THE GOLF COURSE WENT UNDER A MAJOR RENOVATION ON THE FRONT 18 HOLES AND IRRIGATION WAS INSTALLED ON ALL THE NEW TEE COMPLEXES. (No as-built map to go by).

FLOWTRONICS PUMP STATION UPDATED IN 2002

CENTRAL COMPUTER AND SATELLITES UPDATED IN 2004 (E-OSMAC)

FRONT 18 FAIRWAY SPRINKLERS UPDATED TO 180 DEGREE HEADS IN 2012-2013

GREENSIDE SPRINKLERS UPDATED TO RAINBIRD 700 HEADS IN 2015-2017

VFD CONTROL UNIT IN THE PUMP STATION UPDATED 2017

3RD NINE FAIRWAYS HAVE THE ORIGINAL 91 RAINBIRD IMPACT SPRINKLERS

WESTVIEW GOLF COURSE IRRIGATION REPAIRS HISTORY

Over the last several years, staff has been repairing the irrigation system on a weekly and sometimes daily basis to keep it functioning properly.

A few examples of repairs:

1. The most common repair is where the 2" bell pipe was glued together, glue is failing.
2. Change of direction in pipes, 2"-3" tees have been splitting.
3. Satellites are susceptible to lightning strikes causing output modules, distribution boards and decoders to fail.
4. Underground control wires with ground faults. Staff has to modify dip switches to run properly.
5. The 15 hp pressure metering pump has failed 3 times over the last 5 years.
6. Staff has replaced several 2" isolation valves within the last few years.
7. Sprinkler head actuators and solenoids continually fail, resulting in heads not coming on or failing to shut down.
8. Faulty valves in the sprinkler heads stick open, causing the head to sometimes run for long periods of time.

CORRESPONDENCE

VOLUNTEERS

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: January 31, 2022

Administrative Initiatives (1/01/22 – 1/31/22)

Attended:

- Friends of the Trails meeting
 - Directors' meeting
 - Board meeting
 - Safety meeting
 - Rotary Board meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - Park Foundation meeting
 - UMRR coordination meeting
 - Food truck vendors meeting
 - Tree Commission meeting
 - Recreation meeting
 - Golf Cart bid opening
 - Strategic Visioning meeting
-
- Worked with staff to coordinate the distribution of the Workkamper brochures for the Art Keller Marina.
 - Completed scope of work for the following projects:
 - Emerson Playground/Westview Restroom Replacement/Westview Deck Replacement/Lincoln Park Parking Lot Addition/Park Road Tar & Chip and Resurfacing
 - Met with Attorney David Penn several times on current events concerning the Park District.
 - Met with Festival of Lights to discuss future planning.
 - Held two operation meetings with the Directors.

- Staff met with a potential contractor for the porch replacement at the Lorenzo Bull House.
- Met with Board members on several dates to discuss Park District business.
- Met with Dick Wellman for additional information on landmark designation for the Lorenzo Bull House.
- Worked with staff to complete the 2022 Brochure.
- Met with contractors for Clat Adams/Villa Kathrine Sidewalk Replacements
- Met with contractors for the Riverview Park Culvert Replacement.
- Worked with staff to complete the Westview Irrigation PowerPoint presentation.

Administrative Initiatives (2/1/22 – 2/28/22)

- Continue to work with UMRP to develop the beginning scope of work and specifications.
- Attend the ACEC-IL Bill Klingner Trail award ceremony in Chicago.
- Continue working on the 2022 bond projects, goals and objectives.
- Complete annual staff evaluations.
- Update/gather additional pictures for the facilities audit report.
- Attend the on-site meetings for the upcoming projects.
- Attend the bid openings for twelve (12) Bond 2022 projects.

DIRECTORS'
REPORTS

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: January 31, 2022

Administrative Initiatives (1/1/22 – 1/31/22)

Attended:

- Directors' meeting
 - Safety meeting
 - Kiwanis meetings
 - Friends of the Trail meeting
-
- Monitored work on winter tree list.
 - Monitored yearly brush removal from the edge of timber areas.
 - Worked on equipment purchase for Parks Department.
 - Worked on 2022 dredging bid.
 - Worked on bid documents for upcoming projects.

Administrative Initiatives (2/1/22 – 2/28/22)

- Monitor work on winter tree list.
- Continue planning for 2022 projects, goals and objectives.
- Work on 2022 Capital Projects for Parks Department.
- Work on equipment purchases for Parks Department.
- Work on 2022 fuel bid.
- Hold on-site meetings for upcoming projects.
- Monitor progress on the Indian Mounds Pool filter replacement.

To: Board of Commissioners
From: Donald J. Hilgenbrinck
Subject: Monthly Report
Date: January 31, 2022

Administrative Initiatives (1/01/22 – 1/31/22)

- Attended Safety Committee meeting.
- Closed out FY2021, pending auditor adjusting entries.
- Closed out 2021 payroll, prepared tax reports, and issued W-2s.
- Finalized the 2022 Executive Summary and posted on District's website.
- Filed annual 2022 G.O. Bond Ordinance and finalized documents with Chapman & Cutler, LLP.
- Met with mobile food truck vendor.
- Met with Alarm Systems Inc. to negotiate required 5G system upgrades.
- Met with Adams Networks to negotiate Internet services for the District.
- Met with Festival of Lights to discuss the 2022 season.

Administrative Initiatives (2/01/22 – 2/28/22)

- File "Statement of Economic Interest" for staff and commissioners with the County Clerk's office.
- Complete annual FOIA/OMA training.
- Coordinate the District's COVID mitigation efforts.
- Assist the Director of Golf with implementing the new golf/POS software system.
- Assist with IPRF Workmen's Compensation Audit.
- Apply to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.
- Meet with Arts Quincy to discuss 2022 Stroll with George event.

To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: January 26, 2022

Administrative Initiatives (01/01/22 – 01/31/22)

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff finished updating the website and civic rec for programs and events for 2022.
- Staff worked on recruiting staff for 2022.
- Staff worked on ordering supplies for 2022.
- Staff worked on updating the 2022 Indian Mounds Pool and Batting Cage manuals.
- Staff met with office staff on the 2022 program and event schedules.
- Staff worked on updating the training program for our seasonal employees.
- Staff worked on setting up the athletic field schedules for 2022.
- Staff worked on plans for the Mommy and Daddy date nights in March.

Administrative Initiatives (02/01/22 – 02/28/22)

- Staff will work on the concession menu and prices for the Batting Cage and Indian Mounds Pool.
- Staff will work on ordering supplies needed for 2022.
- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will prepare for the job fair on February 24.

- Staff will update our training program for seasonal staff.
- Staff will work on recruiting staff for 2022.
- Staff will work on plans for the Mommy and Daddy date nights in March.
- Staff will work on plans for the youth soccer and baseball programs.

To: Board of Commissioners
From: David Morgan
Subject: Monthly Report
Date: February 1, 2022

Administrative Initiatives (1/01/22 – 1/31/22)

- Attended safety meetings and board meetings.
- Continue to monitor COVID-19 compliance at Westview Golf Course.
- Staff continue to disinfect and clean Westview.
- Met with merchandise reps. for the 2022 season.
- Updated the website and calendar of events for the 2022 season.
- Attended Lightspeed Zoom meeting for the new point-of-sale system.
- Staff met with contractors to discuss the outside patio area and the bathroom on hole 23 at Westview Golf Course.
- Staff are spring cleaning for the upcoming season.
- Staff advertised for chemical bids.
- Staff removed the deck at the pro-shop.
- Staff started the removal of the restroom on hole 23.
- Annual equipment repairs continued.
- Felling of dead maple trees on the third nine holes.
- Chainsaw training for full-time maintenance employees.
- 2022 chemical bid opening on January 26th.
- Staff prepared the 2022 chemical bid for the board packet.

Administrative Initiatives (2/01/22 - 2/28/22)

- Attend safety meetings and board meetings.
- Continue to monitor COVID-19 compliance at Westview Golf Course.
- Staff will continue to disinfect and clean Westview.
- Staff will continue to attend Lightspeed Zoom meetings for the new point-of-sale system.
- Staff will monitor the course on a daily basis for playability.
- Attend the Westview patio on-site meeting.
- Annual equipment repairs continue.
- Tree trimming of low branches on the course.
- Continue the removal of dead, hazardous trees on the course.
- Finalize demolition of the restroom on hole 23 and deck area at the pro-shop.

Westview Golf Course Rounds of Golf - 2022

		Jan-22	2022 YTD	Jan-21	2021 YTD
10000	18 Hole Weekday Green Fee	0	0	0	0
10002	9 Hole Weekday Green Fee	0	0	3	3
10004	Twilight Green Fee	0	0	0	0
10005	Fall/Spring/Winter Green Fee	0	0	0	0
10006	M-T-TH-Special	0	0	0	0
10007	Winter Special w/ Car	0	0	8	8
10008	Third Nine Green Fee	0	0	4	4
10009	Family Night Adult	0	0	0	0
10010	Family Night Child	0	0	0	0
10011	Jr. Green Fee	0	0	0	0
10012	Promotional Round	0	0	0	0
10013	Twilight Combo	0	0	0	0
10014	Early Bird 9	0	0	0	0
10015	Early Bird 18	0	0	0	0
11000	Adult Weekday Pass Visit	0	0	6	6
11001	Adult Weekend Pass Visit	0	0	0	0
11002	Senior Weekday Pass Visit	0	0	19	19
11003	Senior Weekend Pass Visit	0	0	0	0
11004	Senior Rest. Weekday Pass Visit	0	0	0	0
11005	Super Senior Weekday Pass Visit	0	0	2	2
11006	Employee Pass Visit	0	0	0	0
11007	Junior Weekday Pass Visit	0	0	0	0
11008	Junior Weekend Pass Visit	0	0	0	0
11010	Junior Summer Pass Visit	0	0	0	0
11011	College Pass Visit	0	0	0	0
11012	Young Adult Pass Visit	0	0	0	0
11013	School Team Pass Visit	0	0	0	0
12000	Green Fee Punch card Visit	0	0	1	1
13000	Tournament Round	0	0	0	0
13002	Outing Green Fee	0	0	0	0
10016	Tri-State Promotional Round	0	0	0	0
Total		0	0	43	43
Per Visit Fee		\$0	\$0	\$41	\$41
Days Closed		31	31	30	30

To: Board of Commissioners
From: Marcelo Beroiza
Subject: Monthly Report
Date: February 1, 2022

Administrative Initiatives (1/1/22 – 1/31/22)

- Attended the Rec. Department staff, Park District Board, Friends of The Trails meeting
- Met with the Executive Director for the monthly meeting (Maintenance, Rec., Business office, Westview, and projects)
- Met with Dir. of Programs for weekly operations update
- Attended Digital Summit webinar “*Social Media Marketing 2022*”
- Collaborations in progress
 - Westview website update
 - Lorenzo Bull House
 - Met with the core group of corporate benefactors
 - Met with Nature Trails volunteers for their yearly calendar
- Marketing
 - Developed digital media for the 2022 season
 - Workamper informational flyer and ads
 - Lorenzo Bull House fundraiser
 - Updated Bill Klingner Trail map connected to all the current Nature Trails
 - Sports and Nature Trails 2022 sponsor letters

Administrative Initiatives (2/1/22 – 2/28/22)

- Operations and Project list, follow-ups, and collaborations through the Park District facilities and parks
- Coordinate media network communications and community PR
- Marketing
- Community collaborations
- Projects started list

COMMITTEE
REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 9, 2022

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR WESTVIEW GOLF COURSE AND GROUNDS MAINTENANCE CHEMICALS: RECOMMENED APPROVAL

BACKGROUND INFORMATION: Annually, the District purchases pesticides for Westview grounds maintenance. A bid packet for the delivered unit price of listed chemicals or approved equals was provided to pesticide distributors. The District has made no guarantee of product purchase amounts, but will purchase from the vendor who can deliver the product needed for the lowest as applied price.

Proposals were due on January 26, 2022.

Six proposals were received.

A bid summary is included with this report. Purchase of identical “AGENCY” priced low bid product will be rotated through the qualified bidders.

FISCAL IMPACT: Chemical purchases are included in the Westview maintenance budget based on estimated need. The actual amount purchased will depend on weather conditions.

STAFF RECOMMENDATION: Staff recommends approval of the low bids as indicated on the bid summary form.

PREPARED BY: David Morgan, Director of Golf

BOARD ACTION:

Westview Golf 2022 Chemical Bid Summary

Product Bid							
*Approved equal/generic							
Yellow indicates agency pricing							
Red indicates low bid							
Distributors Bids							
	unit size	Helena	Site One	Van Diest	D K Products	GreensPro	Gateway Turf
FUNGICIDES							
*Chlorothalonil DF	lb.	NB	\$7.60	\$5.70	\$6.90	\$9.50	NB
Daconil Action	gal	\$92.00	\$92.00	\$92.00	\$92.00	\$92.00	NB
Headway	gal	\$451.15	\$496.00	\$496.00	\$496.00	\$496.00	NB
*Strobe Pro	gal	NB	NB	NB	\$264.00	NB	NB
*AZ Prop	gal	NB	NB	NB	NB	NB	\$275.00
Briskway	gal	\$1,335.00	\$1,335.00	\$1,335.00	\$1,335.00	\$1,335.00	NB
*Azoxyl D select	gal	NB	NB	NB	NB	NB	\$929.00
Tartan	gal	\$341.60	\$340.00	\$341.60	\$340.00	\$341.60	NB
26GT	gal	\$156.00	\$199.20	\$148.85	\$149.60	\$194.00	NB
*Iprodione	gal	NB	NB	\$56.50	NB	NB	\$77.00
*18 Plus	gal	NB	\$63.20	NB	NB	NB	NB
*26019	gal	NB	NB	\$52.20	\$51.30	\$71.50	NB
Secure Action	gal	\$683.00	\$683.00	\$683.00	\$683.00	\$683.00	NB
*Flexgaud	gal	NB	NB	\$293.75	NB	NB	NB
Secure	gal	\$648.00	NB	NB	\$648.00	NB	NB
*Detour	gal	NB	NB	NB	NB	NB	NB
*Rotator	gal	NB	NB	NB	NB	NB	NB
*Fluazinan 40Sc	gal	NB	NB	NB	NB	NB	\$356.00
3336 plus	gal	NB	NB	\$90.45	NB	NB	NB
Pro-star	lb.	\$59.50	NB	NB	NB	NB	NB
Banol	gal	\$408.00	\$399.68	\$408.00	\$399.00	\$408.00	NB
Chipco 2636	gal	NB	\$127.70	\$127.70	\$127.70	\$127.70	NB
Subdue max	gal	\$571.00	\$571.00	\$571.00	\$571.00	\$571.00	NB
*Mefanoxam	gal	NB	\$430.00	\$319.60	\$319.00	\$515.00	\$315.00
Signature Extra	lb.	\$31.82	\$31.82	\$31.82	\$29.09	\$31.82	NB
*Prodigy	lb.	NB	NB	NB	NB	NB	NB
Banner maxII	gal	\$236.00	\$236.00	\$236.00	\$236.00	\$236.00	NB
*Propiconazole	gal	NB	\$72.46	\$43.85	\$68.60	\$130.00	NB
Torque	gal	\$147.22	NB	\$141.00	\$135.50	\$189.00	NB
Bayleton Flo	gal	\$554.00	\$554.00	NB	\$554.00	\$554.00	NB
Emerald	.49lb.	\$114.17	\$106.33	\$114.17	\$106.33	\$114.17	NB
Insignia	gal	\$1,244.00	\$1,244.00	\$1,336.00	\$1,244.00	\$1,336.00	NB
Tourney	lb.	\$147.00	\$147.00	\$147.00	\$147.00	\$147.00	NB
Honor Intrinsic	lb.	\$125.00	\$116.00	\$125.00	\$156.00	\$125.00	NB
Instrata	gal	\$166.90	\$175.00	\$175.00	\$175.00	\$175.00	NB
Interface	gal	\$189.00	\$189.00	\$189.00	\$166.00	\$189.00	NB
Stellar	oz.	NB	NB	NB	NB	NB	NB

Yellow indicates agency pricing							
Red indicates low bid							
Distributors Bids							
	unit size	Helena	Site One	Van Diest	D K Products	GreensPro	Gateway Turf
Mirage	gal	\$190.18	\$166.80	\$190.18	\$166.80	\$190.18	NB
Lexicon	oz.	\$25.00	\$25.00	\$26.88	\$25.00	\$26.88	NB
Velista	oz.	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	NB
Heritage action	lb.	\$353.00	\$353.00	\$353.00	\$353.00	\$353.00	NB
Exmpler	oz.	\$14.00	\$13.06	\$14.00	\$13.06	\$14.00	NB
Appear 11	gal	\$163.00	\$163.00	\$163.00	\$163.00	\$163.00	NB
Fiata	gal	\$60.00	\$56.95	\$60.00	\$56.95	NB	NB
Posterity	105oz.	\$1,591.00	\$1,591.00	\$1,591.00	\$1,591.00	\$1,591.00	NB
Tekken	gal	\$150.00	\$150.00	\$150.00	\$150.00	NB	NB
Heritage TL	gal	\$562.00	\$562.00	\$562.00	\$562.00	\$562.00	NB
*Azoxy2SC/Strobe2L	gal	NB	NB	NB	\$274.00	NB	\$225.00
Navicon Intinsic	gal	\$1,204.00	\$1,204.00	\$1,294.00	\$1,204.00	\$1,294.00	\$1,204.00
Densicor	51oz.	\$600.00	\$600.00	\$600.00	\$600.00	\$612.00	NB
Kabuto SC	gal	\$576.45	\$576.45	\$576.45	\$576.45	NB	NB
Herbicides							
Bensumec	gal	\$124.96	\$144.00	\$121.65	\$117.35	\$153.00	NB
DimensionWSP	lb.	DMB	DMB	\$46.80	\$46.80	NB	NB
*QP Dithiopyr	lb.	NB	NB	NB	NB	\$58.30	NB
Barricade	gal	\$152.00	\$146.00	\$152.00	NB	\$152.00	NB
*Resolute	gal	NB	\$87.20	NB	\$70.40	NB	NB
*prodiamine 4l qp	gal	NB	NB	\$68.10	NB	NB	NB
Speed Zone EW	gal	\$87.90	\$86.95	\$86.95	\$86.95	\$86.95	NB
Pylex	oz.	\$68.00	\$68.00	\$75.00	\$68.00	\$75.00	NB
Reward	gal	\$91.00	\$91.00	\$91.00	\$79.00	\$91.00	NB
Dismiss	oz.	NB	NB	\$11.16	\$8.04	NB	NB
Dismiss NXT	10oz.	\$99.00	\$95.83	NB	NB	NB	NB
*Antares	oz.	NB	NB	NB	NB	NB	NB
*Sulfuetrazone4Sc	oz.	NB	NB	NB	NB	NB	NB
Round-up Pro	gal	\$46.10	NB	NB	\$48.60	NB	NB
*Ranger Pro	gal	NB	NB	NB	NB	NB	NB
*Prosecutor	gal	NB	\$47.20	NB	NB	NB	NB
Banvel	gal	NB	\$100.00	NB	NB	NB	NB
*Drexel Dicamba	gal	NB	NB	NB	NB	NB	NB
Tordon RTU	qt	\$13.85	\$18.00	\$15.75	\$15.50	NB	NB
Garlon	gal	\$56.25	NB	\$64.35	\$71.40	NB	NB
*Triclopyr		NB	\$74.00	NB	NB	NB	NB
Acclaim Extra	gal	\$549.00	\$640.00	\$491.95	\$519.00	\$675	NB
Insecticides							
Acelepryn	gal	\$2,230.00	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	NB
Provaunt	oz.	\$5.60	\$5.60	\$5.60	\$5.60	\$5.60	NB
Merit 2F	gal	\$59.99	NB	NB	\$58.20	\$74.00	NB
*Imidacloprid 2F	gal	NB	NB	\$44.00	NB	NB	NB

Yellow indicates agency pricing							
Red indicates low bid							
Distributors Bids							
	unit size	Helena	Site One	Van Diest	D K Products	GreensPro	Gateway Turf
*Bandit	gal	NB	\$70.00	NB	NB	NB	NB
Talstar	gal	\$54.25	NB	\$51.85	\$52.20	\$70.00	NB
*Bifenthrin	gal	NB	\$48.00	NB	NB	NB	\$45.56
Scimitar	qt	\$162.37	\$195.00	\$151.55	\$146.00	\$216.00	NB
Triple Crown	gal	\$278.25	\$292.25	\$292.25	\$278.25	\$278.25	NB
Sevin	gal	\$47.60	\$50.00	\$50.40	\$45.30	\$134.00	NB
Growth Regulators							
Primo Max	gal	\$314.00	\$314.00	\$314.00	\$314.00	\$314.00	NB
*T-Nex 1AQ	gal	NB	\$139.70	\$99.15	\$109.00	\$168.50	NB
*Trin pac select	gal	NB	NB	NB	NB	NB	\$136.00
Proxy	gal	\$34.99	\$39.20	\$28.10	\$28.60	\$42.00	NB
*Ethephon		NB	NB	\$25.55	NB	NB	NB
Turf Enhancers							
Eli-Max 0-0-30	gal	\$59.30	NB	NB	NB	NB	NB
*Stressmaster 0-0-31	gal	NB	NB	\$36.75	NB	NB	NB
Power Phyte	gal	NB	\$39.20	NB	\$38.24	NB	NB
Min Minor	gal	NB	NB	NB	NB	\$25.00	NB
Gary's Green Ultra	gal	NB	\$46.40	NB	\$46.40	\$46.75	NB
*Floratine Largo	gal	NB	NB	NB	NB	NB	\$40.00
Wetting Agents							
Aristocracy	gal	\$78.00	NB	NB	NB	NB	NB
*Tricure/Vivax	gal	NB	NB	NB	\$69.00	NB	NB
Propel	gal	NB	NB	NB	NB	NB	\$26.00
Dispatch	gal	NB	\$99.25	\$109.00	\$99.25	NB	NB
*Firm Up	gal	NB	NB	NB	NB	NB	NB
*Pervade	gal	NB	NB	NB	NB	NB	\$40.00
*Hydra titan	gal	NB	NB	NB	NB	\$90.00	NB
Aquaduct	lb.	NB	\$3.75	\$3.95	\$3.75	NB	NB
*Duplex	gal	NB	NB	NB	NB	NB	NB
END OF CHEMICAL BID SUMMARY							

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 9, 2022

STAFF RECOMMENDATION

**SUBJECT: ORDINANCE NO. 22-03, AN ORDINANCE AMENDING THE QUINCY PARK DISTRICT PUBLIC PARK USE ORDINANCE:
RECOMMENDED APPROVAL**

BACKGROUND INFORMATION: As directed by the Board of Commissioners, staff has met with and visited with local food truck vendors. From those discussions, staff has developed changes to the Public Park Use Ordinance with respect to mobile food vendors in the parks.

The following Park Use Ordinance is a redlined version of the proposed changes as seen on pages 8 and 9. Throughout the ordinance are other miscellaneous changes of park names, etc.

FISCAL IMPACT: Annual permit fee \$300.00, One-Time permit fee \$75.00.

STAFF RECOMMENDATION: Staff recommends approval of Ordinance No. 22-03, revising Ordinance No. 95-17, as presented.

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

BOARD ACTION:

QUINCY PARK DISTRICT

ORDINANCE NO. 22-03

WHEREAS, Ordinance 95-17, the Public Park Use Ordinance of the Quincy Park District, was previously approved on November 8, 1995, and subsequently amended on several occasions, the most recent amendment being Ordinance No. 14-04 on October 8, 2014; and,

WHEREAS, after study by the Board of Commissioners and the Executive Director of the Quincy Park District, changes to “PUBLIC PARK USE ORDINANCE, SECTION 8, VENDING AND PEDDLING” requires revision as attached in its entirety and referred to as Exhibit A.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Quincy Park District of Adams County, Illinois, that Ordinance No. 95-17, dated November 8, 1995, commonly known as the Public Park Use Ordinance of the Quincy Park District, as subsequently amended most recently by Ordinance No. 14-04, is hereby amended by amending Section 8 as follows:

SECTION 8: Vending and Peddling

No person shall expose or offer for sale any article or thing, nor shall he/she station or place any stand, cart, or vehicle for the transportation, sale or display of any such article or thing within the park system. Exception is hereby made as to any regularly licensed concessionaire or others, acquiring the proper licenses and permits from the City of Quincy, Adams County Health Department and receiving a Mobile Food Vendor permit from the Director Quincy Park District.

Single Mobile Food Vendor permit may be issued from April 1st to October 31st, by the District for South Park, Berrian Park, Lincoln Park, All-America Park, Clat Adams Park, Madison Park, Boots Bush Park, North Kesler Park, Johnson Park, and Klingner Trail Parking Lot on Quintron Way. Special Event Application shall be used for applying for a permit and must be submitted 30 days in advance of an event. Permits shall not be issued that would interfere

Approved 2/9/22

Page #8

with already established events or shelter reservation permits. Permit fees shall be established by the Business Office and approved by the Board annually.

Multiple Mobile Food Vendor permits may be issued for Clat Adams Park, North Kesler Park, Lincoln Park, All-America Park, Berrian Park, Johnson Park, South Park, and Klingner Trail Parking Lot on Quintron Way.

That all ordinances and resolution and parts thereof in conflict herewith are to the extent of such conflict, hereby repealed.

This ordinance shall be in full force and effect from and after its passage, approval and publication.

ADOPTED: February 9, 2022

APPROVED: February 9, 2022

QUINCY PARK DISTRICT, an
Illinois Municipal Corporation

By: _____
President

ATTEST:

Secretary

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

I, ROME FRERICKS, Secretary of the Quincy Park District, do hereby certify that the copy of said 22-03 Ordinance attached hereto, is a true, full and complete copy thereof, as the same appears on the records of the Quincy Park District.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Quincy Park District this 9th day of February, A.D., 2022.

Rome Frericks

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

ROME FRERICKS, BEING FIRST DULY SWORN ON HIS OATH, deposes and says that he, as Secretary of the Quincy Park District, signed and sealed the above and foregoing 22-03 Ordinance, and that the contents thereof are true and correct in substance and in fact.

Rome Frericks

Subscribed and sworn to before me this 9th day of February, 2022.

Notary Public



**QUINCY PARK DISTRICT
PUBLIC PARK USE ORDINANCE**

QUINCY PARK DISTRICT PUBLIC PARK USE ORDINANCE

Public Use and Purpose of the District: Parks are intended for the use and enjoyment of the general public. Functions of the District are to acquire, protect, restore, develop and interpret a well-balanced and meaningful park system consisting of scenic, environmental, recreational, historic and preservation value for existing and future generations. This Ordinance is intended to help consistently adhere to and compliment this vision.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, NOVEMBER 8, 1995:

ORDINANCE NO.95-17: AN ORDINANCE AMENDING ORDINANCES NO.248, 263, 265, 266, 281, 91-3, 92-1 AND 94-12, PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, MAY 8, 1996:

ORDINANCE NO.96-5: AN ORDINANCE AMENDING ORDINANCE NO. 95-17 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, JUNE 11, 1997:

ORDINANCE NO.97-7: AN ORDINANCE AMENDING ORDINANCE No. 95-17 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, March 8, 2000:

ORDINANCE NO.00-2: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY 96-5 AND 97-7 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, March 10, 2004:

ORDINANCE NO.04-4: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY 96-5 AND 97-7 AND 00-2 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, February 14, 2007:

ORDINANCE NO.07-02: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY 96-5 AND 97-7 AND 00-2 AND 04-4 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, February 11, 2009:

ORDINANCE NO.09-02: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY 96-5 AND 97-7 AND 00-2 AND 04-4 AND 07-02 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT EMERSON COMMUNITY CENTER ON WEDNESDAY, OCTOBER 8, 2014:

ORDINANCE NO.14-04: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY 96-5 AND 97-7 AND 00-2 AND 04-4 AND 07-02 AND 09-02 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE QUINCY PARK DISTRICT, QUINCY, ILLINOIS, HELD AT THE ADMINISTRATIVE BUILDING ON WEDNESDAY, FEBRUARY 9, 2022:

ORDINANCE NO.22-03: AN ORDINANCE AMENDING ORDINANCE 95-17 AS AMENDED BY ORDINANCES 96-05, 97-07, 00-02, 04-04, 07-02, 09-02, AND 14-04 PROVIDING FOR THE REGULATION OF PUBLIC PARK USE IN THE QUINCY PARK DISTRICT.

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Be it ordained by the Board of Park Commissioners of the Quincy Park District as follows:

SECTION 1: Definitions

For the purposes of this ordinance, the words set forth in this section have the meanings designated in this section except when a particular context clearly requires a different meaning:

(a) **"Board"** shall mean the Board of Commissioners of the Quincy Park District, a Municipal Corporation, Quincy, Adams County, Illinois.

(b) **"District"** shall mean the Quincy Park District, a Municipal Corporation, Quincy, Adams County, Illinois.

(c) **"Director"** shall mean the Executive Director of the Quincy Park District, and includes any person whom the Director designates to act for the Director hereunder, who shall act for the Board, enforce the laws, maintain law enforcement and maintain good order within the District.

(d) **"Park"** shall mean all developments, improvements, facilities and any and all land, minerals, waters, overhead air rights, easements and other reservations owned, leased, controlled or used by the District.

(e) **"Permit"** and **"Reservation"** shall mean and include any authorization issued by the Director pursuant to the authority of the Board for a specified park privilege, activity or event or permitting the performance of a specified act or acts in any park.

(f) **"Rules and Regulations"** shall mean and include any regulation adopted by the Board and shall be construed as Board Policy.

(g) **"Person"** shall mean individual, company, partnership, corporation, incorporation or association, or any combination of individuals, or employee, agent, or officers thereof.

(h) **"Group"** shall mean an assemblage of two or more persons.

(i) **"Police"** shall mean person, persons, or agents, employees, patrolmen, police officers, park rangers and other law enforcement officers appointed or designated by the Board enforce this ordinance and the rules and regulations adopted the Board.

(j) **"Parking,"** means the standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose and while actually engaged in loading or unloading.

(k) Terms other than those set out above and currently defined in the Illinois Revised Statutes shall be so defined for the purpose of this ordinance.

SECTION 2: Confines of the Quincy Park District

The premises heretofore laid out as All America Park, Berrian Park, "Clat Adams" Bicentennial Park, Bob Bangert Park, "Boots" Bush Park, Villa Kathrine Castle, Edgewater Park, Emerson Park, Boehl Park, Gardner Park, Indian Mounds Park, Johnson Park, Kesler Park, ~~Lenane Park,~~ Leon Bailey Memorial Park, Lincoln Park, Lock & Dam 21, Madison Park, Moorman Park, Bob Mays Park,

Parker Heights, Bill Klingner Trail, Quinsippi Island, Reservoir Park, Ben Bumbry Riverview Park, South Park, Sunset Park, Washington Park, Wavering Park, Westview Park, Westview Golf Course, Lorenzo Bull Park, the Quincy Art Center and parkways located at Lawndale, Park Place, Payson Avenue, Country Club, 22nd and York, Aldo Boulevard, and such other areas, playgrounds, playfields, buildings and other public areas and facilities now owned or which may hereafter be acquired, leased, laid out, or appropriated by the appropriate corporation action of the District, are hereby declared to be in the possession and control of the Quincy Park District for park purposes. Whenever, in this ordinance, places of the District are referred to, such words shall refer to and include all such areas, including buildings and other structures in the possession and under the jurisdiction of the Quincy Park District, including premises and schools which may be used or rented by the District.

Additionally, if park area names are changed or added they become part of this ordinance without further ordinance changes.

SECTION 3: Statutory Control (Savings Clause)

This ordinance shall be subject to and controlled by "The Park District Code" of the State of Illinois, as set forth in Chapter 70, Illinois Compiled Statutes (ILCS) Sec. 1205/102, and all other laws affecting the District. Additionally, if any section or subsection of this code shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remaining provisions of this code, which shall continue in full force and effect.

Be it further ordained by the Board of Park Commissioners of the Quincy Park District as follows:

SECTION 4: Games, Sports and Playgrounds

No person shall walk, remain, or conduct himself upon such portion of the park system designated by the Director for any particular game, sport, or amusement in such a way to interfere with the use of such portion by persons who are using the same for the particular sport, game or amusement for which it has been designated. No person shall engage in any activity in a reckless manner so as to endanger, injure, or damage persons or property.

No person shall ride a skateboard, roller blades, or roller skates or similar equipment (collectively "Devices") at or in any Park Facility where the use of such Devices is posted as prohibited. No person shall use any such Device in any manner that interferes with or threatens any other Park District patron. Each person who uses such a Device shall yield the right of way to pedestrians at all times.

No person shall make any ascent or descent from a balloon, parachute or aircraft in the park system or operate any powered model aircraft of any type, or have an exhibition for commercial purposes without obtaining a permit to do so from the Director.

No person or persons may bring in, set up, construct, manage, or operate any amusement or entertainment contraption or device without a permit from the Director.

No person or persons shall sled, toboggan, ski or slide on any area posted by the Director, as being "unsafe" or "hazardous" or as being "Closed" due to inadequate snow cover or other environmental conditions. The fact that an area is not posted as being "unsafe", "hazardous", or "closed" is no indication that the area is "safe" or "non-hazardous".

No person will disobey any posted notice or official signage in a Park placed at the direction of the Board or Director.

No person or persons shall smoke on or within ten (10) feet of any playground safety surface area.

No person or persons shall play or operate any sound amplification devices in a manner, which may reasonably be expected to annoy other persons in the parks.

SECTION 5: Firearms, Bows and Arrows

No person shall have in their possession or on or about their person, concealed or otherwise, any firearm, pistol, revolver, rifle, shotgun, or bow and arrow in any park, playground or building of the Quincy Park District, unless a permit has been issued by the Director. An exception is granted under the following circumstances:

- a) An unloaded, cased firearm may be transported from the parking lots adjacent to boat launches and Art Keller Marina to a boat.
- b) Bows and arrows may be transported from the parking lot next to a designed archery range and used at the range according to posted safety rules.

Nothing contained herein shall be construed to prevent any duly sworn Peace Officer from carrying such weapons as may be authorized and necessary in the discharge of their duties nor shall it apply to any person summoned by any such officer to assist in making arrests or preserving the peace while such person is engaged in assisting.

SECTION 6: Fireworks, Weapons and Harmful Substances

No person shall carry or discharge any rocket, firecracker, torpedo, or other fireworks or objects containing any substance of an explosive nature on District premises without first obtaining a permit from the Director.

No person any carry or discharge any slingshot, blackjack, Billy club, or device capable of discharging a projectile by air, gas or explosive, any explosive substance or harmful solid, liquid or gaseous substance or any other dangerous weapon; nor throw or cast any stones or other missiles.

SECTION 7: Policing of Parks (Cooperation with Authorities)

No person shall resist any Commissioner, Director or Ranger of the Quincy Park District or duly appointed law enforcement officer of the City of Quincy in the discharge of his duty, or fail or refuse to obey any lawful command of any such Commissioner, Director, Ranger or law enforcement officer or in any way interfere with or hinder or prevent above said persons from discharging his/her duty, or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or rescue or attempt to rescue any person when in such custody.

It shall be unlawful for any person to represent, impersonate, or pretend to be a police officer or official of the Park District.

The Quincy Park District authorizes those law enforcement agencies within the District's limits to enter all parks and enforce all sections of this ordinance. The District's Park Patrol and authorized officers shall also possess the authority to enforce all sections of this Ordinance.

SECTION 8: Vending and Peddling

No person shall expose or offer for sale any article or thing, nor shall he/she station or place any stand, cart, or vehicle for the transportation, sale or display of any such article or thing within the park system. Exception is hereby made as to any regularly licensed concessionaire or others, acquiring the proper licenses and permits from the City of Quincy, Adams County Health Department and receiving a Mobile Food Vendor permit from the ~~Director~~Quincy Park District.

Single Mobile Food Vendor permit may be issued from April 1st to October 31st, by the District for South Park, Berrian Park, Lincoln Park, All-America Park, Clat Adams Park, Madison Park, Boots Bush Park, North Kesler Park, Johnson Park, and Klingner Trail Parking Lot on Quintron Way. Special Event Application shall be used for applying for a permit and must be submitted 30 days in advance of an event. Permits shall not be issued that would interfere

with already established events or shelter reservation permits. Permit fees shall be established by the Business Office and approved by the Board annually.

Multiple Mobile Food Vendor permits may be issued for Clat Adams Park, North Kesler Park, Lincoln Park, All-America Park, Berrian Park, Johnson Park, South Park, and Klingner Trail Parking Lot on Quintron Way.

SECTION 9: Advertising

No person shall announce, advertise, or call the attention of the public in any way to any article, or service for sale or hire. No person shall display, post or distribute any placard, hand-bill, pamphlet, circular, book or other writing containing commercial advertising matter within the park system without permission from the Director.

SECTION 10: Signs

Persons wishing to paste, glue, tack or otherwise post any sign, placard or advertisement must first receive permission from the Director for posting of less than two (2) weeks but must receive Board approval for posting of more than two (2) weeks in any park within the District.

SECTION 11: Protection of Property

No person shall:

(a) willfully destroy, deface, paint, alter, change or remove any building, bridge, table, bench, fireplace, monument, stone marker, paving or paving materials, or any property of the District or others in the park system.

(b) encroach upon District property by constructing fences, play apparatus, or any structure, or planting gardens or shrubs, or by using district property for personal use.

(c) build a fire anywhere, for any purpose, except (1) the fireplaces in Reservoir Park Shelter and the Moorman Park Large Shelter with permission from Director of Parks, (2) fires for cooking purposes made in portable metal containers or grills if the base of the fire in such container or grill is six or more inches above the ground, (3) fires for cooking in the grills at the shelter houses, or (4) fires may be permitted by the Director of Parks. Every fire shall be continuously under the care and direction of a competent person from the time it is kindled until it is completely extinguished.

(d) throw, carry, cast, drag, push or deposit any refuse container, picnic table, barricade or any other movable or non- movable property into lakes or ponds or upon the frozen waters thereof, or to otherwise move, stack, or hide such property in such a way as to render it unavailable to

the general public for its intended use, to cause a hazard to public safety or to damage or destroy such property.

(e) throw, discharge, or otherwise place or cause to be placed in the waters of any fountain, pool, lake, stream, bay, or other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such waters, any substance, matter of thing, liquid or solid, which will or may result in pollution or littering of said waters.

(f) tamper with, weaken, destroy, damage, or remove anything from any park vehicle, machine, implement or playground apparatus.

(g) bring any plant or portion of a plant within the confines of the park system. Groups or individuals wishing to donate plants to the Park District shall work directly through and receive permission from the Director of Parks.

(h) bring in or shall dump, lay, cast, drop, discharge, deposit or leave any bottles, broken glass, cinders, paper, boxes, cans, dirt, rubbish, waste, garbage or refuse, or any other trash. No such refuse or trash shall be placed in any water in or contiguous to any park, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where provided. If receptacles are not so provided, all such rubbish or waste shall be carried away from the park by the responsible party.

(i) enter, without invitation or having paid appropriate admission fee, any area, building or place which has been rented or otherwise reserved for any purpose; nor shall any persons loiter as to impede free access of the public to such building or place.

SECTION 12: Closing Hours and Closing of Parks

Sunset, Parker Heights, Bill Klingner Trail, Westview, ~~Lenane~~, Boehl and Leon Bailey parks and the portion of Gardner Park outside the road circling the picnic shelter and restroom area shall be closed from thirty (30) minutes after sunset until thirty (30) minutes before sunrise the following morning. All America, Berrian, Clat Adams, Bob Bangert, Bob Mays, Lincoln Park, Boots Bush, Villa Kathrine, Edgewater, Emerson, Indian Mounds, Johnson, Kesler, Madison, Moorman, Quinsippi Island, Reservoir, Ben Brumby Riverview, South, Washington, Wavering, Westview, Lorenzo Bull parks and the picnic shelter area of Gardner Park, inside the road circling the shelter including the parking lot and access road from the highway shall be closed from 11:00 P.M. prevailing time in the evening until thirty (30) minutes before sunrise the following morning. Without a written agreement, or written permission of the Director, no person shall enter or remain, nor shall any person allow his or her property to remain within any parks of the District when except for unforeseen emergencies.

Parks shall be open to the public every day of the year from thirty (30) minutes before sunrise until their designated closing time in the evening, except any section or part of any park may be declared closed to the public by the Director at any time and for any interval of time or for

certain uses as the Director shall find reasonably necessary.

No person in a park shall enter an area "Closed to the Public" nor shall any person use any area in violation of posted notices.

SECTION 13: Restrooms and Washrooms

No person over the age of five (5) years shall use the restrooms and washrooms designated for the opposite sex unless required to accommodate a disability

SECTION 14: Removal and Injury of Natural Resources

No person shall remove any soil, rock, stones, trees, shrubs, plants, down timber, or make any excavation by tool, equipment, blasting or other means. Exception is hereby made as to any person acting with permission from the Director or his designee.

No person shall damage, cut, carve, transplant or remove any tree or plant or injure the park, or pick the flowers of any tree or plant without the permission of the Director.

No person shall take, appropriate, excavate, injure, destroy, or remove any historical or pre-historical ruin or parts thereof, or any object of antiquity, without written permission of the Director.

SECTION 15: Erection of Structures

No person shall construct or erect any building, tent or structure of whatever kind, whether permanent or temporary in character, or run or string any public utility into, upon or across such lands, except with written permission from the Director.

SECTION 16: Animals and Birds

No person shall trap, catch, wound or kill, or treat cruelly, or attempt to trap, catch, wound, or kill any bird or animal, or molest or rob any nest of any bird or animal within the park system without permission of the Director.

SECTION 17: Improper or Indecent Behavior

No person in a park shall commit an indecent, lewd or lascivious act, threaten or abuse another person, nor utter any lewd or offensive words within the hearing of another person.

SECTION 18: Sale of Alcoholic Liquors

No person shall sell any alcoholic liquor in the park system unless a special permit has been applied for and granted by the Director and that necessary licenses and insurance certificates received by the Business Office prior to the event.

For definition purposes, the term "alcoholic liquors" includes alcohol, spirits, wine and beer and every liquid or solid, patented or not, consumed as a beverage by a human being; the provisions of this Ordinance shall not apply to alcohol used in the manufacture of denatured alcohol produced in accordance with Acts of Congress and regulations promulgated hereunder, and

not to any liquid or solid containing one-half of one percent or less of alcohol by volume.

SECTION 19: Leon Bailey Memorial Park, Washington Park, Ben Bumbry Riverview Park, - Alcoholic Liquors

No person shall transport, carry, possess or consume alcoholic liquor (as defined in Section 18) except in the original package and with the seal unbroken within the confines of Leon Bailey Memorial Park, Washington Park, and Ben Bumbry Riverview Park. The Director, in his discretion, may approve alcohol to be sold/consumed at special events by permit only.

SECTION 20: Alms, Fees, and Sales

No person in a park shall solicit alms, charge fees or collect contributions for any purpose whether public or private without written permission of the Director.

SECTION 21: Games of Chance

No person in a park shall gamble, or participate in, or abet any game of chance. Exception is hereby made as to Bingo games conducted or operated by non-profit organizations licensed by the State of Illinois, provided all provisions of State law, to include the Bingo and License Tax Act of the State of Illinois, are complied with, and provided that the above is approved by the Director.

SECTION 22: Domestic Animals

Any dog or other domestic animal may be brought into the parks provided it is restrained at all times on an adequate leash and its waste substance is removed before leaving the park.

No person shall allow dogs or other domestic animals to be on the playground equipment or the playground safety surface.

SECTION 23: Camping

No person in a park shall place, erect or use any hammock, swing, tent, trailer, shelter or camp in the park system except in area from time to time designated by the Director to do so. All campers or visitors shall abide by the rules and regulations set forth in the permit issued by the District.

SECTION 24: Public Meetings

No person or organization of any kind shall call or hold any public meeting, exhibition, or entertainment of any kind within the park system unless permission is granted by the Director. A permit may be required.

SECTION 25: Disorderly Conduct

No person shall make, aid, countenance or assist in making any raucous noise, riot, or disturbance tending to alarm or disturb another or to occasion a breach of the peace in any park, or collect with other persons in bodies or crowds for unlawful purposes, (i.e. prize fight, dog fight, cock fight, or any public or private fighting), or for any purpose to the annoyance or disturbance of other persons.

SECTION 26: Snowmobiles

No person shall drive, propel, employ or use a snowmobile within the confines of the Quincy Park District without the permission of the Director. "Snowmobile" as used in this ordinance means a self-propelled device designed for travel on snow or ice or natural terrain steered by skis or runners, and supported in part by skis, belts, or cleats.

SECTION 27: Traffic Signs and Signals

No person shall drive or operate any vehicle, as defined by the Illinois Motor Vehicle Code, so as to disobey the instructions of any traffic sign or signal placed in view by the authority of the Board or in accordance with the laws of the State of Illinois, excepting on direction of an officer or employee of said Quincy Park District or excepting on direction of a duly qualified law enforcement officer.

SECTION 28: Stop Signs and One-Way Streets

No person, operating a vehicle, shall not stop before entering or fail to yield the right-of-way to vehicles on Park District drives specified in Quincy Park District Ordinances No.92-1 and 94-12.

SECTION 29: Parking Lots and Roadways

No person shall drive any automobile, truck, motorcycle or motorized vehicle within any of the parks of the District except upon the parking lots and roadways without permission of the Director.

SECTION 30: Speed

No person shall drive any vehicle within the park system at a speed greater than is reasonable and proper with regard to traffic conditions and the use of the roadway, or at a speed that endangers the safety of any person or property, but in no event may said vehicle be driven in excess of 15 miles per hour or the posted speed limit in designated vehicular access/egress areas.

SECTION 31: Improper Driving

No person shall operate any vehicle in the Park District in an improper manner so as to endanger life or property.

It shall be unlawful for any person to drive upon any designated and posted freshly oiled road surface or over or across any freshly painted traffic lines.

SECTION 32: Traffic Control

No person driving any vehicle in a park shall disobey or violate any ordinance, rule or traffic control sign or device of the District governing vehicular traffic or parking within the park system.

No person shall willfully fail or refuse to comply with any lawful order or direction of any police officer, Park Ranger other District employee within the park system.

SECTION 33: Parking

No person shall park or place any vehicle or other property of any kind within a park so to obstruct or interfere with traffic or travel, or endanger the public safety.

No person shall park any vehicle in any area designated as a "NO PARKING" area.

No person shall park upon any grass-covered area of the park system unless said area is designated as a parking area and posted with appropriate signs.

No unauthorized vehicles may be parked upon District property, including parking lots, except by persons visiting park premise during open hours, except boat access areas in Kesler Park, Bob Bangert Park, Lock & Dam 21 PUA, All America Park, and Quinsippi Island for boat access purposes only.

No vehicle or equipment may be parked upon District property while posted "For Sale" without permission of the Director of Parks.

It shall be unlawful for any person or operator, except disabled persons or those transporting disabled persons, to park a vehicle any time in spaces designated for disabled persons.

No person shall park any vehicle in any position to block another car legally parked or in front of public or private driveways.

SECTION 34: Equestrians and Mounts

No person shall ride or permit a horse or horses, under their control on any grass areas of any park without permission from the Director.

No person shall ride a horse or other animal on any District property without the permission of the Director of Parks and only in designated areas and shall not endanger the life, limb, or property of any person in such designated park or area. Riders shall yield the right-of-way to vehicles and/or pedestrians.

SECTION 35: Swimming Areas

No person shall swim, bathe, or wade at any time in any of the ponds, lake, pools, marina, fountains, except for the Washington Park fountain, or watercourses except at such place or places as may be designated by the Director and then only in accordance with the rules, regulations, and restrictions promulgated and posted at those facilities.

If any person shall refuse to obey any orders of lifeguards, attendants, managers, or any agent of the District, such person or persons may be required to leave the area and their future access may be restricted.

SECTION 36: Golf

No person shall swing or make use any golf club nor play golf, nor hit, nor putt golf balls within or into a park except on or within appropriate areas at Westview Golf Course or the Batting Cage Miniature Golf Course.

No person shall be allowed to play golf at Westview Golf Course without first paying posted fees unless otherwise designated by the Director or his designee, and all golfers shall abide by the rules and regulations posted at the clubhouse.

The Director of Golf shall designate when the golf course is playable and open to the public.

SECTION 37: Boating

All persons operating or launching a motorboat shall abide by rules as set forth by the Board, the State of Illinois, and the Federal Government.

All boats must be operated only under closed throttle in Quincy Bay and Art Keller Marina as designated by floating sign buoys.

The District reserves the right to take charge of, control, and police the area between the shoreline and the harbor line and the land contiguous to any park boundary.

Art Keller Marina renters and their guests will only be permitted to fish from their slip or the dock where their slip is located.

Only Art Keller Marina authorized tenants and their guests are permitted upon the docks and walkways therein.

SECTION 38: Weight and Load Limits on Park Roads

It shall be unlawful to operate any truck or other commercial vehicle on any road, highway or parking area within the confines of the District with a gross weight of such truck or commercial vehicle in excess of eight (8) tons, provided that a necessary pre-requisite for the enforcement by the District of the Ordinance shall be the erection and maintenance of signs designating the limitation set out in/on the particular park, road, highway or parking area in question.

Exceptions:

(a) provided that a truck or commercial vehicle may provide truck services to and from a park and/or deliveries and pickups within the parks;

(b) provided further that the operation and use of trailered boats, motor homes, and travel trailers are exempt from the weight limitations of this Ordinance;

(c) provided further that the Director of the District or his designee may grant a special permit from the weight limitations of this Ordinance upon advance written applications, provided adequate protection for roads, highways, and parking areas are made or, in the alternative, for good cause and on an occasional basis.

For the purposes of this Section, vehicle definitions are as set forth in Chapter 95-1/2 of the Illinois Revised Statutes.

SECTION 39: Permits and Designated Areas -Authority

The Director has the authority to designate areas, facilities, or waters, suitable for various activities or use, to close parks, or parts thereof, in

the interest of public health. Permits issued are not transferable to other agencies and fees paid are not refundable without the permission of the Director or in adherence to District refund policies approved by the Board. Any agency, group, or organization wishing to use a park facility for their event shall first petition the Director and fill out a "Special Use Park Permit" explaining and detailing their event. The Executive Director and/or Board may impose reasonable restriction on the granting of a permit including, but not limited to, any of the following:

- (a) requiring proof of and establishing the amount of liability insurance required and a Certificate of Insurance naming the District as an additional insured.

- (b) requiring that the event organizers furnish additional security forces at their expense if necessary.

- (c) requiring that the proper licenses and permits be obtained if the event is selling food concession items and/or alcohol.

- (d) requiring assurance that building and grounds be returned to their original condition, a cash deposit may be required.

The Board reserves the right to change permit or registration fees, as it deems proper.

The Board reserves the right to change permit or registration fees as it deems proper. The granting of a special permit may be refused or revoked if, in the reasonable judgment of the Director, a substantial question exists as to the applicant's willingness or ability to fully comply with the foregoing provisions.

SECTION 40: User Fees Established

The Board may fix and collect reasonable fees for the use of park facilities. Such fees may be fixed at a uniform rate to all users of such facility or facilities, or the Board may in its discretion; fix such fees at a lower rate for resident users. A "resident user" is hereby defined as a user of park facilities who either resides in, or owns real estate within the District city limits.

Section 41: Temporary Dismissal from Park Facilities

- a. Definition of Temporary Dismissal. "Temporary Dismissal" under this Section means removal and exclusion from all Park Facilities for an hour time period as provided in this Section.

- b. Persons Subject to Temporary Dismissal. Any person who violates

- (i) any provision of this Code,

- (ii) any other existing Park District rule, regulation, code, ordinance, or policy, or

(iii) any State of Illinois or City of Quincy, code, or ordinance while in any Park Facility is subject to Temporary Dismissal.

c. Persons Authorized to Effect a Temporary Dismissal. The following persons may effect a Temporary Dismissal: City of Quincy police officers and Park District Directors and Supervisor and all other Park District representatives authorized by the Executive Director of the Park District.

A person authorized under this Subsection c is referred to as a "Dismissal Officer."

d. Basis for Determination of Temporary Dismissal. The determination whether to temporarily dismiss a person rests in the sound exercise of discretion by the Dismissal Officer and may be based either on observations by the Dismissal Officer, or on any report that would ordinarily be relied upon by a law enforcement officer to determine probable cause, or both.

e. Time Period of Dismissal. Each Temporary Dismissal is for a period of 24 hours after service of the Dismissal Notice under Subsection f of this Section.

f. Dismissal Notice. A person who is temporarily dismissed under this Section will receive a written Dismissal Notice from the Dismissal Officer that states (1) the date and time of issuance, (2) the general location at which the notice was issued, (3) a statement that the individual may not enter any Park Facility for 24 hours after receipt of the notice, and (4) a statement that violation of the terms of the notice may lead to arrest and prosecution for criminal trespass.

g. Violation of Dismissal Notice. The violation of any Dismissal Notice is a violation of this Code. A person who violates a Dismissal Notice is subject to being excluded from Park Facilities under Section 42 of this Code and to arrest and prosecution for criminal trespass.

Section 42: Exclusion from Park Facilities

a. Definition of Exclusion. "Exclusion" under this Section means removal and exclusion from all Park Facilities for a period of days as provided in this Section.

b. Persons Subject to Exclusion. A person is subject to Exclusion if he or she has received three or more citations during any 60-day period for violation of (i) any provision of this code, (ii) any other existing Park District rule, regulation, code, ordinance, or policy, or (iii) any State of Illinois or City of Quincy statute, code, or ordinance while in any Park Facility.

A citation that has been dismissed is not counted when determining whether a person is subject to Exclusion.

c. Persons Authorized to Effect Exclusion. The following persons may effect an Exclusion: City of Quincy police officers and any Park District Director

and all other Park District representatives authorized by the Executive Director of the Park District. A person authorized under this Subsection c is referred to as an "Exclusion Officer."

d. Basis for Determination to Exclude. The determination whether to exclude a person is based on previously issued citations as provided in Subsection b of this Section, without regard to the pendency or disposition of any of those citations, and any current citation for violation of this Code or any other Park District code, ordinance, or regulation.

e. Time Period of Exclusion. The time period of Exclusion is based on the sound exercise of discretion by the Exclusion Officer and must fall within the following parameters:

(1) A person who has accumulated three citations or has been the subject of one Temporary Dismissal during the 60-day period preceding the issuance of the current citation, or who has accumulated four citations in the 12-month period prior to issuance of the current citation, may be excluded for any period of days up to 60 days after receipt of the Exclusion Notice.

(2) A person who has accumulated four citations or has been the subject of two or more Temporary Dismissals during the 60-day period preceding the issuance of the current citation, or who has accumulated five citations in the 12-month period prior to issuance of the current citation, may be excluded for any period of days up to 180 days after receipt of the Exclusion Notice.

(3) A person who has accumulated five or more citations or has been the subject of three or more Temporary Dismissals during the 60-day period preceding the issuance of the current citation, or who has accumulated six citations in the 12-month period prior to issuance of the current citation, may be excluded for any period of days up to 365 days after receipt of the Exclusion Notice. The determination of the Exclusion Officer not to exclude a person eligible for Exclusion under this Subsection e at one time does not preclude that Exclusion Officer or any other Exclusion Officer from excluding that person at any time that person remains, or again becomes, eligible for Exclusion.

f. Exclusion Notice. A person who is excluded under this Section will receive a written Exclusion Notice from the Exclusion Officer that states (1) the date of issuance, (2) the general location at which the notice was issued, (3) the time period of Exclusion, (4) a statement that the individual may not enter any Park Facility during the period of Exclusion, (5) a statement that violation of the terms of the notice may lead to arrest and prosecution for criminal trespass, and (6) a statement that the Exclusion Notice may be appealed under this Section. Exclusion commences immediately after receipt of the Exclusion Notice.

g. Appeal of Length of Exclusion. Any person who receives an Exclusion Notice for a time period longer than seven days may appeal the length of

the Exclusion to the Director of the Park District. A written request for appeal, signed by the appellant, must be received at the Park District's headquarters within five days after issuance of the Exclusion Notice. The request for appeal must state an address and one or more telephone numbers at which the appellant can be reached readily during a regular business day.

The filing of an appeal does not postpone the immediate commencement of the Exclusion.

If a request for an appeal is received, then the Executive Director or his or her designee must conduct a hearing on the appeal as follows:

(1) The Park District, within three working days after receipt of the request for appeal, must notify the appellant with the date, time, and place of the hearing, which hearing date may not be less than five business days after notice is given. The notice may be sent by U.S. Mail or provided by telephone.

(2) If the appellant is unable to attend the hearing as scheduled, then the appellant must contact the Director's office at least three business days before the hearing date and request that the hearing be rescheduled. The failure to contact the Director is grounds for dismissal of the appeal.

(3) The hearing will be conducted at the Park District's headquarters and does not need to be a public hearing. At the hearing, the appellant may give testimony in support of his or her appeal and present facts, circumstances, evidence, and witnesses to rebut the basis for the length of the Exclusion. The appellant also may ask questions of any witnesses who testify in support of the length of the Exclusion. Rules of evidence and procedure need not be strictly applied. The Director or designee may examine witnesses, including the Exclusion Officer and may set the date of the hearing and continue the hearing to a future date if necessary to accommodate the scheduling of witnesses including the Exclusion Officer.

(4) If on the date set for hearing, the appellant fails to appear and is not represented at the hearing by her or his attorney, then the Director or designee nevertheless may proceed with the hearing, consider the facts, circumstances, and evidence relevant to the length of the Exclusion, and make her or his determination in the absence of the appellant and her or his attorney.

(5) Within five business days after the conclusion of the hearing, the Executive Director or designee must issue a written determination on the appeal. The Director or designee may reduce the time period of the Exclusion to any number of days not less than the number of days the appellant has been Excluded, or the Director or designee may sustain the length of the Exclusion, or based on aggravating evidence presented at the hearing the Director or designee may increase the length of the Exclusion. The determination of the Director or designee is final.

h. Violation of Exclusion Notice. The violation of any Exclusion Notice is a violation of this Code. A person who violates an Exclusion Notice is subject to further exclusion from Park Facilities under this Section and to arrest and prosecution for criminal trespass

SECTION 43: Citation or Notice of Violation

In addition to the discretion of a duly authorized law enforcement official or officer to lodge a charge, complaint or information for an alleged violation of Quincy City Ordinance or State law, any such law enforcement official or officer may use the following:

Such Notice of Violation shall be in a form prescribed by the Chief of Police of the City of Quincy, Illinois, in consultation with the corporation counsel and the city attorney consistent with law and applicable court rules.

Notice of Violation shall set forth the violation alleged and the penalty, which may be paid to the City Treasurer. Such penalty shall be twenty dollars (\$20.00) for each offense. The person shall be provided fourteen (14) days from the date of such Notice of Violation to pay the prescribed penalty. If not paid within such fourteen (14) day period, such person shall have additional days to pay but with additional court costs added to the original violation.

If after twenty-eight (28) days such violation has not been paid the penalty upon conviction shall be not less than twenty-five dollars (\$25.00) and not more than two hundred dollars (\$200.00).

The Chief of Police, or persons designated by him, or the Director of the Quincy Park District, or the Quincy Park District Rangers are hereby empowered and authorized to sign and/or issue a Citation or Notice of Violation on the form designated by the Chief of Police and currently used by the City of Quincy Police Department for violation of the ordinance.

A duly sworn Police Officer, at his/her discretion, may impose an appropriate state charge for alleged violation of a provision of this penal ordinance of the Quincy Park District.

SECTION 44: Repeal of Prior Ordinances

Effective date of this Ordinance, all Ordinances and parts of Ordinances in conflict or inconsistent with any of the provisions of is ordinance shall be hereby repealed, and this ordinance shall be in force from and after its passage and approval by the Board of Commissioners.

ADOPTED: February 9, 2022
APPROVED: February 9, 2022

Officially published in pamphlet form this 9th day of February 2022.

QUINCY PARK DISTRICT, an Illinois Municipal
Corporation

BY:

President

CORPORATE SEAL

ATTEST:

Secretary

That all Ordinances and Resolutions and parts thereof in conflict herewith or to the extent of such conflict are hereby repealed.

This ordinance shall be in force and effect from and after its passage approved and publication as provided by law.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 9, 2022

STAFF RECOMMENDATION

SUBJECT: ORDINANCE NO. 22-04, AN ORDINANCE AMENDING THE QUINCY PARK DISTRICT BOARD POLICY MANUAL: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: At the January board meeting, the Board approved Resolution 22-01, regarding the Quincy Riverfront Development Corporation. The current Board Policy Manual does not clarify how a non-commissioner is selected to be on a group or organization such as this.

Every year when the board is reorganized, the president (with consent) can extend this non-commissioner's role if they choose to do so.

A redlined version of the policy is attached for your review of the changes.

FISCAL IMPACT: None

STAFF RECOMMENDATION: Staff recommends approval of Ordinance No. 22-04, The addition of Section III/3/E, as presented.

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

BOARD ACTION:

QUINCY PARK DISTRICT

ORDINANCE NO. 22-04

AN ORDINANCE amending the Quincy Park District's
Board Policy Manual.

WHEREAS, The Quincy Park District presently and for some time has had a Board Policy Manual in full force and effect; and,

WHEREAS, The Quincy Park District Ordinance No. 19-02, replaced the Board Policy Manual of the Quincy Park District in its entirety; and,

WHEREAS, after study by the Board of Commissioners and the Executive Director of the Quincy Park District, it is in the best interest of the Quincy Park District, the Board of Commissioners, and the general public that a revision of the same be accomplished, and

WHEREAS, such a revision has in fact been completed.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Quincy Park District of Adams County, Illinois, that Ordinance No. 19-02, dated July 10, 2019, commonly known as the Board Policy Manual of the Quincy Park District, is hereby amended and the attached Board Policy Manual, is hereby declared to be the Board Policy Manual of the Quincy Park District.

That all ordinances and resolution and parts thereof in conflict herewith are to the extent of such conflict hereby repealed.

This ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED: February 9, 2022

APPROVED: February 9, 2022

QUINCY PARK DISTRICT, an Illinois Municipal
Corporation

By: _____

President

Attest:

Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF ADAMS)

I, Rome Frericks, do hereby certify that I am the Secretary of said Quincy Park District, of Adams County, Illinois, and that the foregoing is a full, true and correct copy of Ordinance 22-04 of the Quincy Park District, entitled:

" AN ORDINANCE revising the Quincy Park District's Board Policy Manual."

That the said Ordinance was duly passed and adopted at the duly called meeting of said Board of Commissioners of said Quincy Park District on February 9, 2022, and that the original Ordinance, of which the foregoing is a true copy, now remains on file in the Secretary's Office.

WITNESS MY HAND AND SEAL of said Quincy Park District this 9th day of February, 2022.

Secretary

(Corporate Seal)



BOARD POLICY MANUAL

Approved: June 14, 1995
Amended: August 8, 2001
Amended: September 14, 2005
Amended: March 11, 2009 (effective 4/1/09)
Amended: June 8, 2011
Amended: February 8, 2012
Amended: July 11, 2012
Amended: January 15, 2014
Amended: April 9, 2014
Amended: June 11, 2014
Amended: October 14, 2015
Amended & made an Ordinance (#17-01): January 18, 2017
Amended (Ordinance 18-04): June 13, 2018
Approved (Ordinance 19-02): July 10, 2019
Amended (Ordinance 20-01): January 15, 2020

QUINCY PARK DISTRICT
- BOARD OF COMMISSIONERS -

BOARD POLICY MANUAL
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Freedom of Information Act – 5 ILCS 140
Open Meetings Act – 5 ILCS 120
Local Government Travel Expense Control Act – 50 ILCS 150

SECTION I. THE BOARD OF COMMISSIONERS

1. **NUMBER OF COMMISSIONERS AND TERMS:** The government of the District is vested in the Board of Commissioners who collectively constitute the corporate authority. The Board shall be comprised of seven (7) Commissioners, each serving a four (4) year term of office. Terms are designated to expire on a staggered system.
2. **INAUGURATION:** Newly elected or re-elected Commissioners shall be inaugurated at the first regularly scheduled monthly meeting following the canvassing of the election results.
3. **OATH OF OFFICE:** All elected and appointed Board members, before entering upon the duties of his/her office, shall take and subscribe to the Oath of Office.
4. **VACANCIES IN OFFICE:** Whenever any member of the Board dies, resigns, changes residency outside the District or otherwise ceases to be a legal voter in the District, be convicted of an infamous crime, refuses or neglects to take the Oath of Office after becoming elected to the Board, has his/her election to the Board declared void by a court of competent jurisdiction where such election has been contested, or for any other reason now or hereafter specified by law, said office may be declared vacant by the Board and duly filled in accordance with applicable State statutes.
5. **COMPENSATION AND EXPENSES:** In accordance with State statute, Board members serve without compensation

Authorized travel or other expenses, incurred by the Board, which are directly related to the business of the District shall be reimbursed upon documentation of such expenses in accordance with the following policy:

- A. In conjunction with the preparation of the budget and appropriation ordinance of the Park District for each fiscal year, the District Board will determine the aggregate amount of funds to be made available for Commissioner attendance at meetings, conferences, and other authorized expenses.
- B. Prior to registering for a meeting and/or conference outside of Illinois, Board members shall request and receive authorization from the Board. Such authorization shall be included on the agenda of a regular meeting. Commissioners who attend the IPRA/IAPD conference may be authorized representatives of the District at the annual meeting, with prior approval of the District's Board.
- C. The Board shall designate approved meetings and/or conferences that may include but are not limited to the following:
 1. Sponsored by the National Recreation and Park Association which include educational sessions for commissioners.

2. Sponsored by the Illinois Association of Park Districts which include educational sessions for commissioners.
 3. Sponsored by the Illinois Park and Recreation Association which include educational sessions for commissioners.
 4. Meetings and/or conferences wherein the district has been selected to officially receive an award or other recognition.
- D. Payment of directly related district business expenses for approved conference and travel shall be made in accordance with the Local Government Travel Expense Control Act (50 ILCS 150) and the Quincy Park District Personnel Code Manual.
 - E. Use of personal vehicles for district business occurring outside of the District, shall be reimbursed at the rate consistent with employee reimbursement as outlined in the Quincy Park District Personnel Code Manual.
6. ANNUAL REORGANIZATION MEETING: The regular Board meeting of the second Wednesday in May of each year shall be designated as the Annual Reorganization Meeting. The first order of business shall be the Board election of officers to serve until his/her death, or until he/she shall resign as such officer (or in case of the President and-Vice President, as a member of the Board), or until he/she has been removed in the manner provided in the "Park District Code." Vacancies created in any office by the removal of an officer or for any other reason, may be filled by the Board at any of its meetings. In case of temporary absence or the temporary inability of an officer to act as such, the Board may fill his/her office temporarily.
 7. FACILITY USE PRIVILEGES: Board Members have the duty to inspect and/or utilize specified district facilities during the conduct of their duties as Commissioners at their own expense. Use of facilities fosters an understanding of District operations, facility conditions and quality of public services.
 8. PRIMARY POWERS/FUNCTIONS OF THE BOARD:
 - A. Legal Authority: The Board, as a whole, is the legal corporate authority of the District. As an individual, a Board member has no legal authority to determine policy, give directions to district personnel, or to act or speak for the Board unless specifically authorized to do so by official Board action.
 - B. Representation: Board members represent all of the residents of the District and should avoid representing special interest groups.
 - C. Board Decisions: Board members should make non-partisan decisions regarding district policies and operations based upon reports, facts and study.
 - D. Establishment of Policy: Board members establish organizational, executive and administrative policy to be carried out by the Executive Director.

Operational policy and the day-to-day affairs of District management authority are vested with the Executive Director.

- E. Salary Administration: Board members establish and may amend the District Salary Administration Program, as organizational policy, and shall establish salary budget appropriation limits. With the exception of Board appointed employees and Special Consultants, annual employee salary increases, within pre-authorized Board appropriation limitations, are construed as operational policy.
- F. Park/Major Facility Master Site Planning: Prior to Executive submittal of a formal Master Site Development Plan for Board consideration and approval, appropriate impacted community meeting (s) shall be conducted by district administration to determine affected public needs, attitudes and interests.
- G. Naming of Parks/Facilities: It is the responsibility of the Board to select names for new parks, buildings or facilities, or when appropriate, to change the name (s) of park property of the District. Refer to Policy and Procedure Manual Chapter 4 Sections 4.1-4.3.
- I. Donations/Grants/Gifts to District: Monetary and non-monetary donations, grants and gifts, to the district, representing a value of \$25,001 or more, must receive Board approval prior to acceptance. Donations, grants, and gifts from the Quincy Park Foundation do not require Board approval. Other affiliates, civic organizations, and not-for-profits may not require Board approval if the donation is used for existing projects or repairs of current facilities.
- J. Establishment of District Facility Use/Recreation Program Fees: All District facility use fees are subject to the prior approval of the Board. Recreation program and public service fees are not subject to Board approval if said fees are sufficient to meet all anticipated program/activity direct implementation costs.
- K. Specific Functions of the Board:
 - 1. Tax Levy: Provides for the levy of taxes pursuant to the authority granted by State statute. Such levies shall provide for the generation of sufficient revenue to pay the cost of the district's operation, as required.
 - 2. Budget and Appropriation Ordinance: In accordance with State statute, annually adopts a District budget and appropriation ordinance which establishes various fund expenditure and revenue limitations for the fiscal year.
 - 3. District General Operations Budget: Annually reviews and adopts a District fiscal year, modified program budget, delineating fund and account authorized expenditures and revenues.
 - 4. Collective Bargaining Working Agreement (s): stipulated by the Illinois Labor Relations Board officially recognizes certified Union collective

bargaining units and considers approval of negotiated collective bargaining agreement(s).

5. Appointment of Executive Director and Special Consultants: Appoints Executive Director, District Attorney, and other special consultants, as authorized by the Board.
6. Acceptance of District Annual Audit: Hires an independent Certified Public Accountant to conduct a full audit of District finances and prepares a Comprehensive Annual Financial Report (CAFR) on an annual basis. The CAFR shall be presented to the Board for acceptance.

L. Development of Operating Procedures: It is the policy of the Quincy Park District to authorize the Executive Director to establish and enact operating procedures to assure successful implementation and compliance with Board policies.

1. The Board may direct the Executive Director to include specific operating procedures as developed in the policy review process. The Board shall not otherwise develop operating procedures for the District operations.
2. The Executive Director shall approve all operating procedures developed for the District.
3. The Executive Director or assigned delegate shall maintain all operating procedures in an organized and accessible format for employees, Board or public review.
4. The Executive Director or assigned delegate shall train employees and hold them responsible for implementation of all approved operating procedures.

9. **BOARD CONDUCT:** It is the policy of the Board to operate and conduct meetings in a professional manner, in accordance with this manual.

A. Sexual Harassment: Alleged harassment by a commissioner against another elected official can be reported to the Board President. If the Board President is the reporting person or is implicated by the allegation, the report can be made to any other commissioner. Any report under this section must be referred to the district's legal counsel, who then must appoint a qualified independent attorney or consultant to review and investigate the allegations.

SECTION II: BOARD OFFICERS

Officers of the Board shall be President, Vice President, Secretary, and Treasurer and such assistant secretaries, assistant treasurers and other officers as may be chosen by the Board.

1. PRESIDENT: The President shall preside at all meetings of the Board, and shall call special meetings thereof on his own motion or on the request of two or more of the members, and in the case of a special meeting shall cause notice to be given to all members as provided. He/she shall have the right to vote upon all questions coming

before the Board and shall be a member thereof. The President shall be the executive officer of the Board. He/she shall sign all documents authorized by the Board in its name and on its behalf and shall see that all ordinances of the Board are enforced. He/she shall also perform such other duties of the office according to State statutes and the direction and approval of the Board.

2. VICE PRESIDENT: The Vice President, in the absence of the President, or in the event of his/her refusal or inability to act, shall be vested with the powers to perform the duties of the President.
3. SECRETARY: The Secretary shall be appointed by the Board and have the custody of the Corporate Seal and all books and records pertaining to the Secretary's office; shall attest and affix the Corporate Seal to all instruments requiring such action when authorized by ordinance or vote of the Board; and shall cause all ordinances, resolutions and other actions of the Board requiring filing and/or publication, to be duly filed and/or published. The Secretary shall give notice of and attend all meetings of the Board and keep full and true records of proceedings. The Secretary shall have the power to administer oaths and affirmations. The Secretary shall perform all duties pursuant to the State Statute and accept all duties prescribed by the Board. The Secretary need not be a member of the Board, may be a paid employee, and shall act under the general supervision of the President and Board.
4. TREASURER: The Treasurer shall be appointed by the Board and shall be the chief financial officer. The Treasurer shall report to the Board all receipts and disbursements and submit such financial statements and detailed information as may be required by the Board. The Treasurer shall advise the Board on financial policies, practices and investments. The Board may require such bonds as it deems necessary in connection with the office of the Treasurer. The Treasurer need not be a member of the Board, may be a paid employee, and shall act under the general supervision of the President and the Board.

SECTION III: BOARD COMMITTEES

1. ESTABLISHMENT OF COMMITTEES: The overall objective of the Board committee structure is to provide appropriate, in-depth policy review and recommendations as they relate to specific and significant functions of the Park District. Committee assignments are made by the President of the Board. Every attempt is made to assign committee chair people who have demonstrated a knowledgeable interest in a specific committee. With the exception of the Finance Committee and Park Foundation committee the Board President may activate or de-activate the noted standing committees as needed. All recommended committee activation or de-activation shall be submitted to the Board President.
2. APPOINTMENT OF COMMITTEE CHAIRPERSON/MEMBERS:
 1. The President of the Board designates what committees shall be formed.
 2. The President of the Board makes all committee appointments.
 3. The number of Board members appointed to the committees is set by the Board.
 4. All terms will be for one year.
 5. The President of the Board shall designate the chairperson of all committees.

3. FUNCTIONS OF AUTHORIZED COMMITTEES:

A. Finance Committee:

Reviews the financial stability of Park District operating, capital and debt service funds;
Reviews proposed annual Park District budget and submits recommended action(s);
Recommends ways and means to enhance District revenue capabilities without increasing taxes;
Recommends effective cost-cutting strategies;
Reviews and recommends to the Board approval of monthly expenditures;
Reviews the monthly cash balance and investment reports;
As appropriate, reviews and recommends updates to the Investment and/or the Fund Balance Policy.
Salary Administration Program revisions, requests for establishment of new regular full-time position classifications and authorization to hire additional regular full-time District personnel.

B. Personnel:

Reviews and recommends the tools and process for the annual evaluation of Board appointed personnel;
Reviews and recommends the goals & objectives for Board appointed personnel;
Monitors the Personnel Code and recommends revisions, as needed;
Reviews and recommends improved employee benefit programs;

Reviews and recommends Board action regarding District personnel reorganization proposals.

C. Foundation:

Represents the Board of Commissioners at all Quincy Park Foundation meetings;

Reports Quincy Park Foundation findings and recommendations to the Board of Commissioners;

Advise the Quincy Park Foundation Board members on Park District philosophy, direction and priorities.

The Executive Director is an ex-officio member of the Quincy Park Foundation.

The Board President shall appoint two Commissioners to the Quincy Park Foundation.

D. The Board President also selects commissioners to represent the District at City Plan Commission, and others as needed.

D.E. The Board President also proposes non-commissioners to represent the District at Quincy Riverfront Development Corporation (QRDC), and others as needed. This shall be done with approval of the Board and included in the consent agenda at the regular monthly meeting.

SECTION IV. OPEN MEETINGS ACT

1. THE POLICY:

The Quincy Park District Board of Commissioners shall act in accordance with the Illinois Open Meetings Act (5 ILCS 120).

2. OPEN MEETINGS:

All meetings of public bodies shall be open to the public unless covered under one of the following exceptions.

Remote Attendance:

Section 1. Policy Statement: It is the policy of the Quincy Park District that any member of the Board of Commissioners may attend and participate in any open or closed meeting of the Board of Commissioners from a remote location via telephone, provided that such attendance and participation is in compliance with this policy and any other applicable laws.

Section 2. Prerequisites: A member of the Board of Commissioners may attend a meeting from a remote location if the member meets the following conditions, a quorum is physically present throughout the meeting, and a majority of a quorum of the Board of Commissioners votes to approve the remote attendance:

- (a) The member should notify the Board President or Secretary at least 24 hours before the meeting so that necessary communications equipment can be arranged.
- (b) The member must assert one of the following three reasons why he or she is unable to physically attend the meeting.
 - (1) The member cannot attend because of personal illness or disability; or
 - (2) The member cannot attend because of employment purposes or the business of the Quincy Park District; or
 - (3) The member cannot attend because of family or other emergency.

Section 3. Voting Procedures: After a roll call establishing that a quorum is physically present, any member present may move that a member be permitted to participate remotely, specifying the reason entitling the absent member to participate remotely. All of the members physically present are permitted to

vote on whether remote participation will be allowed. The motion must be approved by a majority of the quorum.

Section 4. Adequate Equipment Required: The member participating remotely and other members of the Board of Commissioners must be able to communicate effectively, and members of the audience must be able to hear all communications. Before approving remote attendance at any meeting, the Board of Commissioners shall provide equipment adequate to accomplish this objective.

Section 5. Minutes: Any member participating remotely shall be considered an off-site participant and counted as present by means of video or audio conference, for that meeting if member is allowed to participate. The meeting minutes shall also reflect and state specifically whether each member is physically present, present by video, or present by audio means.

Section 6. Rights of Remote Member: A member permitted to participate remotely will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken, and his or her vote counted and recorded by the Secretary and placed in the minutes for the corresponding meeting. A member participating remotely may leave a meeting and return as in the case of any member.

Section 8. Closed Meetings: A quorum of the Board of Commissioners must be physically present at any closed meeting. Members participating remotely shall otherwise be entitled to participate in closed meetings by audio conference, in the same manner as at an open meeting.

Section 9. Committees, Boards and Commissions: This policy shall apply to all committees, boards and commissions established by authority of the Board of Commissioners.

3. FINAL ACTION:

No final action may be taken at a closed meeting. All actions and discussions thereof shall be preceded by a public recital of the nature of the matter being considered, including other information that will inform the public of the business being conducted, and a motion and a second for approval of the action.

4. AGENDA PROCEDURE:

The Executive Director, in concert with the Board President, shall develop the regular meeting agenda, as well as, provide any relative information. Special or Emergency Meeting agendas will be prepared by the Executive Director unless said meeting is called by the President at the request of two or more members of the Board, in which case these Board members will be responsible for agenda content.

The agenda must be posted at the meeting site 48 hours in advance for regular, special, or reconvened meetings.

An example of agenda format is below. The agenda format is established by the Executive Director, subject to approval by the President of the Board.

(EXAMPLE ONLY)
QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Agenda

Finance Meeting - District Conference Room **5:15 P.M.**

- Approval of Minutes
- Review of Monthly Financial Reports

Regular Meeting - Board Room **6:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: **(UNANIMOUS CONSENT)**

1. Monthly financial report
2. Accounts payable
3. Regular Meeting Minutes
4. Executive Session Minutes (Remain confidential, subject to bi-annual review)

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

BOARD INFORMATION/EDUCATION:

CORRESPONDENCE:

VOLUNTEERS:

EXECUTIVE DIRECTOR'S REPORT

- Executive Director

DIRECTOR'S REPORTS

- Director of Parks
- Director of Business Services
- Director of Program Services
- Director of Golf
- Marketing/Operations Director

COMMITTEE REPORTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

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 convene into Executive Session to discuss: (read item(s) from List) **(ROLL CALL VOTE)**

CALL TO ORDER (OPEN SESSION)

ACTIONS AFTER EXECUTIVE SESSION:

ADJOURN (VOICE VOTE)

SECTION V. EMPLOYMENT

1. HIRING EMPLOYEES/SPECIAL CONSULTANTS:

- A. Hiring an Executive Director: The Executive Director is appointed by the Board. The Board sets the conditions of his/her work and, if necessary, replaces him/her. However, as head of the District, the Executive Director should always have complete authority regarding Park District operations. The Board is corporate and acts only on the basis of group discussion and decision. In its dealings with the Executive Director, as in matters dealing with employees, the Board must act as a unit. No individual Board member has any legal authority to deal with the Executive Director on an individual basis, and each Board member is obligated to uphold all adopted Board policies, whether or not he/she voted for them.
- B. Hiring Employees: The Board does not play a role in the hiring, firing or day-to-day management of District employees. Those responsibilities are vested with the Executive Director. The Board's relationship with Park District employees should be very limited. Socializing at Board/employees functions is permissible, but when board members interfere with employee matters, or listen to employee's complaints about their jobs, the Executive Director, or the Park District, then the Board members have gone beyond policy authority.
- C. Hiring Special Consultants: The Board appoints an Attorney and Special Consultants to serve the Park District. When the need for a new Attorney or Special Consultant arises, the Executive Director shall interview possible candidates and submit his/her finalists for Board approval.
- D. Nepotism: Unless otherwise noted, no immediate family member of any elected official, the Executive Director or any Director may be employed in any paid position within the District. Affected individuals (i.e. relatives) employed since 1994, or presently employed, shall be exempt from this policy. In addition, newly elected official's immediate family members shall be exempt if said employee(s) has been a paid employee of the Park District within the preceding twelve months prior to the official's date of taking office. An immediate family member shall include: parents, spouse, parents-in-law, sisters, brothers, children, grandchildren, grandparents, brothers-in-law, sisters-in-law, step-children, stepmother, stepfather, aunt, uncle or legal guardian.
- E. Board Member Application for Park District Employment: A Board member who submits an application for a job with the Park District must resign from the Board before the application will be considered for employment.

2. ESTABLISHING EMPLOYEE POLICIES/BENEFITS:

- A. Employee Policies: The Board adopts and periodically reviews a set of rules and regulations for employees. The document containing these rules and regulations is called the Personnel Code. The Executive Director provides input and drafts the language for employee policies that are then considered for Board adoption. Official communications between the Board and employees shall only be through the Executive Director.
- B. Employee Benefits: The Board adopts and periodically reviews all employee benefits. Employee benefits are included in the Personnel Code and/or the Salary

Administration Schedule. The Board also must approve any Union Working Agreement. The Executive Director provides input and drafts the language for employee benefits, including any Union Working Agreements.

SECTION VI. CONDUCTING BUSINESS OF THE DISTRICT

2. **PETITIONS SUBMITTED BY RESIDENTS**: All petitions which are directed toward the District's areas of responsibilities shall be brought to the attention of the Board at the earliest opportunity. The petition shall be placed on the Agenda of a regular meeting and be discussed by the Board. The individual (s) responsible for the petition shall be notified at the earliest possible date that the Board has received the petition, as well as of any associated Board action.
3. **VOTING**: A roll call vote shall be taken for the passage of all ordinances and resolutions and for all propositions to create any liability or for the expenditure or appropriation of money, and in all cases at the request of any Commissioner, and shall be entered upon the minutes of the proceedings. The act of a majority of Commissioners present at a meeting at which a quorum is present shall be the act of the Board, except as otherwise required by the ordinances of the District, by State statute, or unless the act of a greater number of Commissioners is required by any section of the Policy.
4. **CONSENT AGENDA/UNANIMOUS CONSENT**: Noncontroversial, routine items may be grouped into a consent agenda and approved by unanimous consent. The president of the board will state words to the effect, "If there is no objection, the consent agenda will be adopted. [Pause] Since there is no objection, the motion is adopted" If there is an objections the items objected to will be removed from the consent agenda and a motion made to approve the items remaining on the consent agenda. The items removed from the consent agenda will be discussed and voted on as separate agenda items. Normally, approval of minutes and routine financial reports will be included in a consent agenda.
5. **PUBLIC INPUT**: Allowing the public to address the Board of Commissions with their comments and concerns is an important function of an elected body. However, it is recognized that some management of the public input process is essential to decorum and to the effective conduct of the business. Therefore, in conducting business of the Quincy Park District:
 - a. All Regular Board Meetings of the Quincy Park District will include an allowance for Public Input on the meeting agenda.
 - b. Special Board Meetings may include an allowance for Public Input if it is included on the agenda developed for the Special Board Meeting, but Public Input is not required.
 - c. Speakers must limit their comments to three minutes. This time limit is cumulative; if a speaker chooses to speak at more than one Public Input session during the same meeting the total time allowed is three minutes unless additional time is granted by the Board President or that individual acting on behalf of the President of the Board.
 - d. Speakers must limit their comments to three minutes, unless additional time is granted by the Board President or that individual acting on behalf of the President of the Board.
 - e. Statements that are irrelevant, repetitious or disruptive to the conduct of the business of the District may be disallowed at the sole discretion of the President of the Board, or that individual acting on behalf of the President of the Board.
6. **SUSPENSION OF RULES**: The Board President shall have the authority to suspend the rules to allow for pertinent information from the public, professionals and others knowledgeable with

regard to the matter at hand, in order to facilitate the meeting. Board members can also suspend the rules by making a motion and a second.

APPENDIX

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 9, 2022

STAFF RECOMMENDATION

AGENDA ITEM: APPLICATION FOR LOCAL LANDMARK DESIGNATION OF THE LORENZO BULL HOUSE BY FRIENDS OF THE LORENZO BULL HOUSE: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Staff has been approached by Friends of the Lorenzo Bull House to ask for permission to apply for local landmark status for the Lorenzo Bull House. Local landmark status creates a unique specialness to the building, allows volunteers to market the building for future fundraising efforts, and gives volunteers the ability to add future programming. This would be very similar to the Villa Kathrine.

The Lorenzo Bull House is located on 16th and Maine Street, one of the most architecturally significant corners in the United States. Built in 1852, the Lorenzo Bull House was saved by a group of concerned men and women for a purchase price of \$10,000. The Quincy Boulevard and Park Association agreed to purchase the building and lease it to the newly created Women's City Club.

Any future improvements to the Lorenzo Bull House do not need approval by the Quincy Preservation Commission as long as the Park District maintains the current architectural look of the building's past. The Park District would need approval from the group if demolition of the building would occur in the future or any significant modifications are made to the existing building.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: Staff recommends the Board approve the application for the Lorenzo Bull House to become a local landmark by Friends of the Lorenzo Bull House.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

LANDMARKS DESIGNATION

[Click here for a brochure on the Local Landmarks and Historic Districts in Quincy, IL.](#)

Quincy Local Landmark and District Designation

Local Landmark and Historic District designation is Quincy's official list of places recognized for historical, architectural, or archaeological significance and considered worthy of preservation.

Why is designation important?

Historically and architecturally significant properties throughout the community are tangible links with the nation's past, helping to provide a sense of identity and stability often missing in this era of constant change. By highlighting Quincy's roots and distinct character, historic preservation reinforces the traditional American values of a neighborhood and family. Preservation is an anchor that keeps communities together by reestablishing pride and economic vitality.

What is a Local Landmark?

A local landmark is a single property, structure, site or object worthy of recognition by the City for its architectural significance, its historical significance, or both.

What is a Historic District?

A historic district is an area of contiguous properties defined by geographic boundaries. It is tied together by a sense of neighborhood, and contains one or more properties that may qualify as a landmark. Not all the properties need to be significant, but the district must contribute to the distinctive historical or architectural character of the area.

Is my property eligible for listing?

Properties eligible for local designation may include buildings, districts, sites, structures, and objects of significant value as part of the historical, cultural, artistic, social, economic, or other heritage of the community. Buildings may vary from simple cottages to elaborate homes, commercial buildings, churches, or other structures. They could also:

- represent the distinguishing characteristics of an architectural style, period, or method of construction, or embody fine craftsmanship in construction
- be identifiable in the community as a familiar visual feature owing to their unique location or physical characteristics
- be associated with an important person or event in national, state, or local history
- be a notable or influential work of a master builder, designer, architect, or artist

What are the benefits of listing?

Local designation makes a property eligible for certain financial benefits and increases Quincy's awareness of its architectural, historical, and cultural resources by:

- promoting a sense of pride in past achievements

- promoting pride in one's own property and education the community through plaquing by the Quincy Preservation Commission
- providing the opportunity for a property tax assessment freeze for rehabilitating single-family, owner-occupied residences
- providing the opportunity for federal income tax credits for rehabilitating income-producing properties located in a historic district
- providing review of alterations of significant architectural or historical features, and a review of substantial alterations to the exterior portion of the property
- qualifying projects for grants-in-aid, when available
- providing a review and six month delay of demolition of a property

What does designation mean I have to do?

Local designation DOES NOT require review of:

- normal or routine owner maintenance, including painting, staining or cleaning of exterior surfaces (except for sandblasting), installation of storm windows, or repair or replacement of damaged or unserviceable items if the repair or replacement is consistent with the original item
- any construction, alteration, or removal on the INTERIOR of the structure
- landscaping, groundskeeping, or similar exterior activities

Local designation requires obtaining a Certificate of Appropriateness for:

- alterations to significant architectural or historical features, as listed on the nomination form
- substantial alterations to the exterior portion of the property, including additions, removal of features, or any partial demolition

What is the process for designation?

A nomination form can be completed by anyone, though usually by the Quincy Preservation Commission, and filed at the Preservation Commission office. The owner is notified and the Quincy Preservation Commission reviews the nomination. If the nomination is approved for further consideration, an owner consent form is mailed to the owner(s) of the property(ies) for a signature indicating approval or disapproval and a public hearing is scheduled. Through these mediums, comments are received on the proposed designation. Though owner consent is not required for Local Landmark designation, for a Historic District designation two-thirds of all the property owners who respond must approve of the designation. If the Quincy Preservation Commission decides to continue with the proposed designation, they nominate the property to the City Council for designation. The City Council has the final approval of the designation of Local Landmarks and Historic Districts.

PUBLIC INPUT