

Quincy Park District

BOARD OF COMMISSIONERS MEETING



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

**Agenda
May 11, 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 – April 13, 2022

PUBLIC INPUT:

BOARD INFORMATION/EDUCATION:

- Presentation of the Bill Klingner Trail ACEC Illinois Engineering Excellence Award from Klingner & Associates

CORRESPONDENCE:

VOLUNTEERS:

- Baseball Coaches
- Soccer Coaches
- ADM
- Texas Roadhouse
- U of I Extension
- 4-H
- Quincy Notre Dame
- Quincy University
- Rotary Club of Quincy

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:

- Quincy Park District Board of Commissioners Annual Reorganization: Election of Board and Officers **(ROLL CALL VOTE)**
- Quincy Park District Board Attorney Appointment: Recommended Approval **(VOICE VOTE)**

UNFINISHED BUSINESS:

NEW BUSINESS:

- License Agreement Extension with the Quincy Art Center: Recommended Approval **(VOICE VOTE)**
- Allowing Lincoln Park to be Open to 3:00 A.M., August 4-6, 2022 – Variance to Section 12 of the Park Use Ordinance: Recommended Approval **(VOICE VOTE)**
- Quincy Park District Planning 2022 Planning Session Initiatives: Discussion Only

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

April 13, 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, Nathan Koettters, John Frankenhoff, Patty McGlothlin, David Gilbert and Jeff Steinkamp. No Park Commissioner was permitted to attend the meeting by video or audio conference.

Members Absent: None

Also in Attendance: Executive Director–Rome Frericks, Director of Parks–Matt Higley, Director of Business Services–Don Hilgenbrinck, Director of Golf–David Morgan, Director of Recreation–Mike Bruns, Marketing and Operations Director, Marcelo Beroiza, 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 March 9, 2022, Regular Board meeting minutes, Special meeting minutes from March 30th or 31st, or the check register. Upon hearing no objections, he announced they were approved by unanimous consent.

PUBLIC INPUT–None

BOARD INFORMATION/EDUCATION

Lynn Deer Park and Lock and Dam 21–Executive Director Frericks referenced the photos and information included in their board packet referencing what the Park District does at each of these locations.

CORRESPONDENCE–None

VOLUNTEERS–None

EXECUTIVE DIRECTOR’S REPORT

Executive Director Frericks stated no additions to his monthly report other than he and Director Morgan are meeting April 14 with a company concerning the Westview irrigation project.

DIRECTORS’ REPORTS

Director Higley -Higley stated the Madison Park Shelter reconstruction is to begin next week and the Bob Bangert shade structure work is in progress as well as the Lorenzo Bull House work has begun.

Director Hilgenbrinck–Hilgenbrinck commented on food vendor applications stating there has been one inquiry regarding popcorn but no applications at this point in time.

Mentioned still needing Statements of Economic Interest from some Commissioners. He will send out a reminder.

Director Bruns-Bruns stated the Youth Soccer program has begun along with some Youth Baseball. There were 1,025 registered for youth baseball and soccer programs last year. There are currently 1,089 registered so far this year with two weeks to go for T-Ball and softball registration. Still recruiting staff for certain areas. Commissioner Steinkamp inquired about parking with the increased soccer program registration.

Director Morgan-Morgan stated the course is busy as weather allows. The new outside patio concrete is complete.

Director Beroiza-Beroiza commented the Bill Klingner Trail traffic cam count is up over 91,000 with average monthly users over 12,000. Referenced the volunteer link on our website. Commissioner Frankenhoff inquired about play on the Berrian basketball courts. Director Higley and Executive Director Frericks commented on the progress. Frankenhoff inquired about a ribbon cutting there and for the Bob Bangert facility.

COMMISSIONER COMMITTEE REPORTS

President Leenerts stated he sent a request to Commissioners regarding the two-night Strategic Planning sessions. He is asking Commissioners to communicate with Staff on their thoughts and moving forward with the initiatives. Vice-President Holthaus commented on the process.

Finance Committee-Commissioner Frankenhoff stated they had extensive discussion on Westview irrigation replacement.

QBAREA-None

Quincy Park Foundation-None

Friends of the Lorenzo Bull House-Commissioner Frankenhoff commented on the upcoming May 5th Fundraiser.

Quincy Planning Commission-Commissioner Gilbert stated nothing on the agenda that applied to the Park District.

Quincy Riverfront Committee-Commissioner Steinkamp reported they had their final Riverfront Steering Committee meeting and the newly formed Committee will be creating their By-Laws moving forward.

Personnel Committee-Vice-President Holthaus-Nothing to report at this time.

UNFINISHED BUSINESS-None

NEW BUSINESS

Quincy Park District 2022-2023 Goals and Objectives First Quarter Status Update: Information Only

Executive Director Frericks explained the document.

Bid for Construction of Westview Restroom #22: Recommended Approval (VOICE VOTE)
Executive Director Frericks explained. VICE-PRESIDENT HOLTHAUS MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE BID AS PRESENTED. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

Quincy Riverfront Electrical Alignment from Kesler Park Through Clat Adams Park: Recommended Approval (VOICE VOTE)

Executive Director Frericks stated this was to comply with the Riverfront Masterplan. Staff recommends approval as presented. COMMISSIONER KOETTERS MADE A MOTION SECONDED BY COMMISSIONER GILBERT TO APPROVE as presented. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED.

PUBLIC INPUT-None

ADJOURNMENT:

With no other business to discuss, COMMISSIONER MCGLOTHLIN MADE A MOTION, SECONDED BY COMMISSIONER STEINKAMP TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT LEENERTS DECLARED THE MOTION CARRIED. The meeting was adjourned at 6:25 p.m.

Secretary

Chairman

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

CORRESPONDENCE

VOLUNTEERS

2022 Baseball Coaches

9-10-Year-Old Coaches

Robert Armitage

Brooks Bainter

Luke Bealor

Dustin Dickhut

Kurt Stewart

Todd Wiseman

11-12-Year-Old Coaches

Andrew Cashman

Ricci Dula

Matt Kasparie

Rich Lane

Joel Mixer

Eric Stotts

2022 SOCCER COACHES

Ben Adams
Chuy Alferez
Gerson Anaya
Liz Anderson
Jaclyn Arens
Matt Bailey
Katie Bailey
Troy Bakalyar
Jayson Bennett
Christian Bias
Kelsey Bockenfeld
Chris Bockius
Brody Bollman
Samantha Boyer
Austin Brown
Elizabeth Brown
Jason Carpenter
Greg Cassens
Bryden Cory
Lucas Cramsey
Joe Darnell
Brad Denton
Erik Dolieslager
Ben Dombroski
Chad Douglas
Kailee Flesch
Audra Fox

Caitlin Frese
Frankie Giesing
Zach Gilmore
Dan Golden
Meagan Goodwin
Adam Gundel
Jon Hanchett
Chuck Haskins
Holly & Mark Hibbs
Kory Hollensteiner
John Hoover
Amy Howell
Matt Jackson
Jessica Jones
Cody Kamm
Logan Kammerer
Riley Kane
Sarah Kramer
Ryan Leifheit
Zach Lish
Javier Lofton
Sara Markey
Jason McCoy
Sheri Neese
Nicole Osborne-McGough
Sam Parks
DJ Peters

Angie Peters
Tyler Phillips
Taylor Rakers
Mallory Ramey
Michael Schneider
Kraig Schuckman
Joe Sharrow
Jenny Sheely
Kristi Shepherd
Derek Smith
Erin Stegeman
Devon Stegeman
Kylee Straub
Ryan Struck
Alex Tappe
Luc Tchapnda
Melissa Thomas
Jason Traeder
Deanna Twaddle
Roni VanAusdal
Grant Vandenberg
Brian Walker
Lisa Warner
Melanie Weerts
Hope Williams
Nathan Williams
Kevin Wolf

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: April 29, 2022

Administrative Initiatives (4/01/22 – 4/30/22)

Attended:

- Friends of the Trails meeting
 - Directors' meeting
 - Board meeting
 - Safety meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - UMRR meeting
 - Tree Commission meeting
 - Rotary Board meeting
 - Terry Anastas Ultimate Ride Fundraising meeting
 - Planning Session meetings (2)
 - Glenn Sanders meeting
 - QBAREA meeting
-
- Attended the bid opening for the Westview restroom replacement.
 - Met with Attorney David Penn several times on current events concerning the Park District.
 - Held two operation meetings with the Directors.
 - Met with staff on three different occasions to finalize the design for the pergola for Westview patio.
 - Met with Board members on several dates to discuss Park District business.
 - Met with second irrigation consultant for the Westview irrigation possible replacement.
 - Staff met to gather information for the Finance meeting regarding Westview irrigation.

Administrative Initiatives (5/1/22 – 5/31/22)

- Continue to work with UMRR to develop the beginning scope of work and specifications.
- Continue working on the 2022 bond projects, goals and objectives.
- Update/gather additional pictures for the facilities audit report.
- Continue to monitor the large bond projects throughout the Park District.
- Hold ribbon cuttings for the Berrian basketball courts and Bob Bangert shade structure.
- Begin planning for the 2023 bond projects.

DIRECTORS'
REPORTS

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: April 30, 2022

Administrative Initiatives (4/1/22 – 4/30/22)

Attended:

- Directors' meeting
 - Kiwanis meetings
 - Friends of the Trail meeting
 - Terry Anastas Ultimate Ride meeting
 - Westview restroom bid opening
-
- Monitored progress on Lorenzo Bull House porch replacement.
 - Monitored progress on Madison Park Shelter.
 - Monitored progress on Berrian Park drinking fountain installation.
 - Monitored Westview porch shade structure installation.
 - Monitored progress on Bob Bangert shade structure installation.
 - Monitored progress on Indian Mounds Park Pool filter replacement.

Administrative Initiatives (5/1/22 – 5/31/22)

- Continue planning for 2022 projects, goals and objectives.
- Work on 2022 Capital Projects for Parks Department.
- Monitor work on Lorenzo Bull House porch replacement.
- Monitor Work on Madison Park Shelter.
- Monitor work on Riverview culvert replacement.
- Monitor work on Wavering Park T-Ball parking lot striping.
- Monitor curb repair at South Park.

- Monitor work on Berrian Basketball Court dirt work, striping, and drinking fountain installation.
- Monitor work on Lincoln Park front parking lot installation.

To: Board of Commissioners
From: Donald J. Hilgenbrinck
Subject: Monthly Report
Date: April 30, 2022

Administrative Initiatives (4/01/22 – 4/30/22)

- Attended Safety Committee meeting.
- Met with IPARKS representative.
- Attended Directors meetings discussing and developing a draft initiative from the 2022 SOARS.
- Filed "Statement of Economic Interest" for staff and commissioners with the County Clerk's office.

Administrative Initiatives (5/01/22 – 5/31/22)

- Attend "*Cryptocurrency: Evolving to a Digitized Payments Economy*" by Commerce Bank.
- Complete annual FOIA/OMA training.
- Apply to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.
- Complete worksheets, reports, and background statistics for the FY2021 Annual Comprehensive Financial Report (ACFR).
- Assist auditors with the field work portion of the FY2021 audit.

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

Administrative Initiatives (04/01/22 – 04/30/22)

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff worked on organizing the soccer and baseball programs.
- Staff worked on recruiting staff for 2022.
- Staff continued seasonal employee trainings.
- Batting Cage facility opened for the season.
- Youth soccer and baseball leagues started.
- Staff worked on the t-ball and girls softball programs.
- Staff started work on preparing Indian Mounds Pool to open in May.
- Outdoor fitness, youth golf lessons and nature programs started.
- Q Town baseball tournaments started on the weekends at the three turf fields.
- Met with staff about the strategic planning results.

Administrative Initiatives (05/01/22 – 05/31/22)

- Staff will conduct trainings for our seasonal staff.
- Staff will help with the tennis fest on May 1 at Reservoir Park.
- Work with the Director of Operations/Marketing on promoting our programs.

- Youth golf lesson session will start on May 3.
- Staff will work on recruiting staff for 2022.
- Kite flying event will be held on May 7 at Moorman Park.
- Staff will continue to organize the t-ball and girls softball programs.
- Q Town baseball tournaments will be held in May.
- Staff will organize the 3 on 3 basketball and sand volleyball leagues.
- Staff will work on organizing the summer adventures, special populations, fishing clinics, fishing rodeo, outdoor movie, family fun in the sun, tennis and lacrosse programs.
- Youth mountain bike riding skills clinic will be held on May 15.
- Family scavenger hunt will be held on May 21 at Moorman Park.
- Staff will prepare Indian Mounds Pool to open on May 28.

To: Board of Commissioners

From: David Morgan

Subject: Monthly Report

Date: May 1, 2022

Administrative Initiatives (4/01/22 – 4/30/22)

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Continue to receive merchandise for the 2022 season.
- Attended the Hunter Irrigation meeting with consultant Les Hill.
- Ladies league started on Tuesday, April 26th.
- Rough Riders league started on Wednesday, April 27th.
- Junior lessons started the on first Tuesday in April.
- Completed pre-emergent application on the course.
- Installed the new irrigation satellite on hole 1.
- Repaired sprinklers on holes 11, 13, 18, 19, 22, and 26.
- Stump removal around the putting green area backfilled and seeded.
- Applied preventive fungicide to control dollar spot on the greens, tees, and fairways.
- Annual servicing of the Westview golf cart fleet.

Administrative Initiatives (5/01/22 - 5/31/22)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview.
- Junior lessons will continue on Tuesdays through May.
- The Men's Club start date is Wednesday, May 4th.
- Titan League's start date is Thursday, May 5th.
- Host the Optimist Junior Tournament on Saturday May 7th.
- Host the Men's and Ladies City Tournament on Saturday, May 21st, and Sunday, May 22nd.
- Apply post-emergent herbicide to control broadleaf weeds on the course.
- Continue the search for seasonal employees by sending information to Quincy University and John Wood Community College.
- Work with maintenance 1 staff on the construction of the canopy over the new deck area.
- Remove the old restroom concrete pad on hole 23.
- Back-fill and seed along the south side of the new deck area.
- Apply fungicides on a preventive basis to control dollar spot fungus.
- Fertilize greens, tees, and fairways.

Westview Golf Course Rounds of Golf - 2022

		Apr-22	2022 YTD	Apr-21	2021 YTD
10000	18 Hole Weekday Green Fee	379	388	387	387
10002	9 Hole Weekday Green Fee	220	325	201	273
10004	Twilight Green Fee	22	25	42	54
10005	Fall/Spring/Winter Green Fee	0	242	0	525
10006	M-T-TH-Special	43	45	115	171
10007	Winter Special w/ Car	0	0	0	76
10008	Third Nine Green Fee	368	563	429	695
10009	Family Night Adult	2	6	0	9
10010	Family Night Child	2	4	0	5
10011	Jr. Green Fee	7	11	0	2
10012	Promotional Round	8	10	22	29
10013	Twilight Combo	381	543	410	557
10014	Early Bird 9	4	4	3	3
10015	Early Bird 18	25	25	30	30
11000	Adult Weekday Pass Visit	122	188	193	332
11001	Adult Weekend Pass Visit	134	179	110	251
11002	Senior Weekday Pass Visit	259	379	334	592
11003	Senior Weekend Pass Visit	162	222	149	346
11004	Senior Rest. Weekday Pass Visit	32	48	29	59
11005	Super Senior Weekday Pass Visit	136	192	263	428
11006	Employee Pass Visit	5	5	10	12
11007	Junior Weekday Pass Visit	45	64	84	170
11008	Junior Weekend Pass Visit	34	42	22	69
11010	Junior Summer Pass Visit	4	4	12	12
11011	College Pass Visit	0	0	0	0
11012	Young Adult Pass Visit	156	223	96	170
11013	School Team Pass Visit	0	0	0	0
12000	Green Fee Punch card Visit	39	66	54	147
13000	Tournament Round	0	36	0	0
13002	Outing Green Fee	0	0	0	0
10016	Tri-State Promotional Round	9	12	3	3
Total		2598	3851	2998	5407
Per Visit Fee		\$2,607	\$3,851	\$3,067	\$5,468
Days Closed		6	78	3	63

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

Administrative Initiatives (4/1/22 – 4/30/22)

- Attended the Rec. Department staff, Park District Board, and safety meetings
- Met with the Executive Dir. for the monthly meeting (Maintenance, Rec, Business office, Westview, and projects)
- Met with Directors for community impact document
- Attended IPRA webinar *“Innovative and Inclusive Community Engagement”*
- Marketing
 - Collaborate with SIU residency program
 - Community impact 2022 doc.
 - Rec. programs spring marketing status review
 - Quincy High Noon club presentation
- Projects
 - Lorenzo Bull House QR code for news historical signs
 - Earth & Arbor week initiative
 - Texas Roadhouse Nature Trails Fundraiser
 - Strategic framework
 - Testing new video software Jitter

Administrative Initiatives (5/1/22 – 5/31/22)

- 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

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 11, 2022

STAFF RECOMMENDATION

SUBJECT: QUINCY PARK DISTRICT BOARD OF COMMISSIONERS ANNUAL REORGANIZATION: ELECTION OF BOARD AND OFFICERS

BACKGROUND INFORMATION: The annual reorganization meeting of the Quincy Park District Board of Commissioners is held each May as defined by our policy. At this time, the Board selects the President, Vice-President, Secretary and Treasurer.

The following are currently serving as Board Officers:

President, Roger Leenerts
Vice-President, Barb Holthaus
Secretary, Executive Director
Treasurer, Director of Business Services

FISCAL IMPACT: None.

STAFF RECOMMENDATION: I recommend the Board follow the established policy by selecting the Board Officers for President, Vice-President, Secretary, and Treasurer. The current Secretary would accept nominations for President, close the nominations, and call for a roll call vote for the position. The newly elected President would then conduct the elections for the remaining officer positions and the various committee and foundation positions.

I recommend that the Secretary remain Executive Director and that Director of Business Services remain the Treasurer.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 11, 2022

STAFF RECOMMENDATION

SUBJECT: QUINCY PARK DISTRICT BOARD ATTORNEY APPOINTMENT

BACKGROUND INFORMATION: The Board traditionally appoints the Board Attorney at the annual reorganization meeting in May.

David Penn is the current Board Attorney.

Fees will increase to \$185 per hour or an increase of \$5 from last year.

FISCAL IMPACT: Funds for attorney fees are included in the annual operating budget. The 2022 budget for attorney's fees is \$18,000. The actual amount spent will depend on the number of legal matters the District has during the year.

STAFF RECOMMENDATION:

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

UNFINISHED BUSINESS

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 11, 2022

STAFF RECOMMENDATION

AGENDA ITEM: LICENSE AGREEMENT EXTENSION WITH THE QUINCY ART CENTER: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The affiliate agreement between the Quincy Park District and the Quincy Art Center is beneficial to both the Park District and the Art Center. The Art Center is a prime example of a group that has a great history of caring for a Quincy Park District while managing their finances well to keep the Art Center building in great condition.

The current license agreement had a right of first refusal for an additional term of ten years to be exercised by the Quincy Art Center on July 12, 2021, which made the expiration date 7/12/2031. The Quincy Art Center is requesting an additional extension of 20 years to the current agreement which would make the new license expire on 7/12/2051. They are making this request due to the number of grant requirements for the museum grants. Many of the museum grants require an agreement on the property to have no less than 25 years remaining on the agreement.

The Quincy Art Center is seeking grant opportunities to make needed updates to the studio level of the facility.

Attached behind this report is the extended license agreement between the Quincy Park District and Quincy Art Center.

FISCAL IMPACT: The Quincy Park District assists the Quincy Art Center by weekly mowing of the grounds, shrub maintenance, and snow removal which comes from the operating budget.

STAFF RECOMMENDATION: Staff recommends the Board approve the license agreement extension as presented.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

LICENSE AGREEMENT

THIS AGREEMENT made and entered into this 11th day of May, 2022 by and between the Quincy Park District, an Illinois municipal corporation, as Licensor, and the Quincy Art Center, an Illinois not-for-profit corporation, as Licensee.

WITNESSETH:

WHEREIN the Licensor does hereby license and allow to the Licensee use of the following premises:

That part of the West Twenty-seven (27) feet of Lot No. Forty-eight (48) and all of Lots Forty-nine (49) and Fifty (50) in Nevin's Addition to the City of Quincy, which is now occupied by that certain barn commonly known as and called the "Art Club Barn", and its 1989 addition; together with the right of egress thereto and egress therefrom and upon the driveways and sidewalks leading thereto from the public streets, all situated in the City of Quincy, in the County of Adams, and the State of Illinois; hereinafter referred to as "The Quincy Art Center".

TO HAVE AND TO HOLD the same unto the Licensee for a term to extend until July 12, 2051 upon and subject to the following conditions, covenants, stipulations and agreements, and with the understanding that some terms may require modification by the Quincy Park District.

1. Said premises shall be used by the Licensee for the purpose of operating and maintaining a cultural, recreational, educational and historical facility, and to carry on such other purposes as may be reasonably incidental thereto, all in accordance with and subject to rules, policies, and ordinances of the Quincy Park District as Licensor.

2. The Licensee shall pay to the Licenser as consideration for the premises, each year, the sum of One Dollar (\$1.00) and the other considerations to the general public contained herein.

3. The Licenser shall retain possession, control of, care for and keep in good condition the lawns, walks and driveways of said premises.

4. The Licensee shall have and is hereby given the easement, right and privilege to go upon the grounds of the Licenser immediately adjacent to The Quincy Art Center for the purpose of providing access to said Quincy Art Center for the members and guests and general public of the Licensee and also for the purpose of painting, decorating and repairing said Quincy Art Center; provided, that said painting, decorating and repairing shall be done at the Licensee's own expense.

5. The Licensee agrees that at the expiration of the term of this License Agreement it will yield up the premises to the Licenser without further demand or notice in as good condition as the same were in when they were entered upon by the Licensee, ordinary wear and tear is excepted, and with whatever improvements are located thereon.

6. The Licensee is liable for and hereby agrees to indemnify and hold harmless the Licenser, its elected officials, officers, agents and employees, with respect to any claims for personal injury, bodily injury or property damage which may arise, either directly or indirectly,

in connection with the use, care or custody of the licensed premises and adjacent areas by the Licensee or any of its officers, agents and employees, or anyone using the premises under the authority of the Licensee, or anyone participating in or observing the programs or activities of Licensee, or any persons accompanying any of the aforesaid persons, and, in addition, the Licensee agrees to obtain, at its sole expense, liability insurance coverage covering its obligation hereunder as listed below:

BODILY INJURY, PERSONAL INJURY, PROPERTY DAMAGE:

\$2,000,000.00 each occurrence

\$2,000,000.00 aggregate

LIQUOR LIABILITY COVERAGE

\$2,000,000.00 each occurrence

\$2,000,000.00 aggregate

Such insurance policies shall name the Licensor, Quincy Park District, as "additional insured", as well as those set forth hereinabove, or shall otherwise indemnify said party against the above described losses and shall contain a provision indicating that the insurance may not be cancelled or non-renewed unless the Licensor is given at least thirty (30) days prior written notice of cancellation or non-renewal. Prior to commencement, the Licensee shall deposit certificates of insurance with the Licensor evidencing said insurance for said purposes, and shall maintain current certificates of insurance on deposit with the Licensor throughout the term of this License Agreement; Licensee shall maintain fire and extended coverage insurance on a replacement cost basis in an amount to provide for the entire Quincy Art Center defined by this agreement. Licensee shall provide, annually, upon its renewal by the Quincy Art Center, proof of insurance

to the Quincy Park District's Director of Business Services. Licensee shall provide to the Quincy Park District, evidence to substantiate value insured for other amounts as are determined from time to time by Licensor.

7. The Licensee shall be responsible for acquisition of Workman's Compensation insurance and ensure that its contractor or contractors are so covered prior to the inception of any work on the improvement known as The Quincy Art Center, as contemplated by this agreement; further, Licensee and its contractor or contractors shall be insured with respect to any Structural Work Act of the State of Illinois, if applicable.

8. The Licensee shall be responsible for, at its own cost and expense, providing and furnishing all necessary redecoration, painting, papering, plumbing, utility costs and/or other repairs and maintenance of and to The Quincy Art Center, including major and minor structural repair or renovation. Any and all repairs/renovations or additions are subject to the regulations governing public contracts as described in the 70 Illinois Compiled Statutes, Section 1205, Park District Code, Article 8-1 (c). Furthermore, any and all contracts are subject to Prevailing Wage requirements as established by the State of Illinois. Any public contract work on The Quincy Art Center that exceeds that \$25,000 bid limit must be administered by the Licensor.

9. That Licensee shall not make any substantial changes or alterations to The Quincy Art Center, nor shall Licensor make any substantial changes to the grounds without the consent of the other party to this License Agreement, which consent shall not be unreasonably withheld.

10. That Licensee may sublicense, on a monthly basis, upon written consent of the Licensor, the premises to other community organizations with cultural, tourist, educational, recreational, and historical benefit to the community, subject to the restrictions of this License Agreement; said sublicense arrangements will in no way reduce or remove Licensee's liability and indemnification responsibilities under Section 6 of this license.

11. That Licensee may, on a day to day or hourly use basis, not to exceed two (2) days without the written consent of Licensor, sublicense the premises herein to community organizations such as commercial, social, cultural, historical, educational, recreational or tourist oriented groups subject to the restrictions of this License Agreement; said sublicense arrangements will in no way reduce or remove Licensee's liability and indemnification responsibilities under Section 6 of this License Agreement.

12. That paragraph 9 above shall not limit the Licensee in making changes or alterations to the main structure which would put the structure in conformity with the original architecture, and/or to meet local, State of Illinois, or Federal Codes, Standards, or Laws.

13. Licensee is required to provide proof of liquor liability insurance to the business office of Licensor, located at 1231 Bonansinga Drive, Quincy, Illinois, and a liquor license for any and all events of Licensee held on the premises when the Licensee is engaging in/contracting for the sale of alcoholic beverages. Licensee will not violate any state law or regulation or ordinance that governs the sale, gift, distribution, or use of alcoholic beverages.

Licensee agrees and hereby indemnifies Licensor, its officers, agents, and employees with respect to any costs, claims, damages, expenses, including attorney fees and costs of defense for personal injury, loss of support or property damage which may arise, either directly or indirectly, in connection with manufacture, distribution, selling, serving, or use of alcoholic beverages and/or any violation of the Liquor Control Act, or other state law regulation, ordinance, relating to alcoholic beverages.

14. Notwithstanding any of the provisions hereof, the parties hereinafter, by mutual consent, may agree to written modifications or additions hereto, with said modifications or additions to be made a part of and attached as an addendum of the original License Agreement.

15. This License Agreement shall be terminated at any time that said Licensee, its successors or assigns, shall cease for six (6) months to use the premises for the purposes for which said not-for-profit corporation of Licensee was established.

16. Other than exceptions mentioned in this document Licensee may not assign any right, privilege or license conferred by this License Agreement or encumber any portion of the premises without first obtaining the written consent of Licensor which consent shall not be unreasonably withheld.

17. The Licensee understands that it is responsible and accountable for meeting or exceeding all laws, codes, standards, or regulations enacted during the term of this License Agreement.

IN TESTIMONY WHEREOF, the Licensor has caused this License Agreement to be executed in its name and for and on its behalf by its President and attested by its Secretary and its corporate seal to be hereunto attached, all in pursuant of power and authority in that behalf duly granted by the Commissioners of Licensor, the Quincy Park District, and said Licensee has caused this License Agreement to be executed in its name and for and on behalf of its President and attested by its secretary and its corporate seal to be hereunto attached, all in pursuant of power and authority in that behalf duly granted by the Board of Directors of Licensee.

ADOPTED: _____, 20__

APPROVED: _____, 20__

QUINCY PARK DISTRICT

BY: _____

Its President

ATTEST:

By: _____

(SEAL)

Its Secretary

QUINCY ART CENTER

BY: _____

Its President

ATTEST:

By: _____

(SEAL)

Its Secretary

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 11, 2022

STAFF RECOMMENDATION

AGENDA ITEM: ALLOWING LINCOLN PARK TO BE OPEN TO 3:00 A.M., AUGUST 4-6, 2022 – VARIANCE TO SECTION 12 OF THE PARK USE ORDINANCE: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Quincy Park District received an application for a Special Park Use Permit (See Attached) from the organizers of RiverFest. The application requested use of Lincoln Park until 3:00 a.m. Further details of the event were emailed to the Commissioners on April 15, 2022 (See Attached). There have been no significant changes since then.

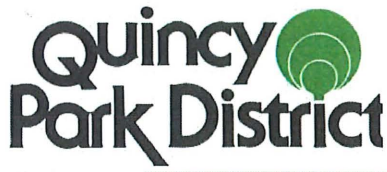
As per section 12 of the Park Use Ordinance, Lincoln Park must close at 11:00 p.m. The Board has the authority to change permits as it deems proper as, per Section 39 of the Park Use Ordinance.

FISCAL IMPACT: None

STAFF RECOMMENDATION: Staff recommends approval of variance to the Quincy Park District Park Use Ordinance, as presented.

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

BOARD ACTION:



1231 Bonansinga Dr. - Quincy, Illinois 62301-5213
Telephone 217-223-7703
Email info@quincyparkdistrict.com
www.quincyparkdistrict.com

Version Jan 2022

<input checked="" type="checkbox"/>	Dir. of Program Services
<input checked="" type="checkbox"/>	Dir. of Business Services
<input checked="" type="checkbox"/>	Dir. of Parks
<input checked="" type="checkbox"/>	Marketing Coordinator
<input checked="" type="checkbox"/>	Executive Director
<input checked="" type="checkbox"/>	Business Services Office

SPECIAL PARK USE PERMIT/ MAJOR EVENT ACTIVITY APPLICATION

Application **MUST** be submitted 30 days before your event.

Date of Event: 4-6 August, 2022	Park: Lincoln	Name of Event: RiverFest Quincy
------------------------------------	------------------	------------------------------------

SECTION 1- Application must be completed in its entirety and approved by the Park District before your event is confirmed. Do not publicize your event before receiving approval from the Park District. Return completed application to address listed above. This application must be completed and approved prior to application for City of Quincy permits.

Name, Sponsoring Group/Organization: RiverFest

Group/Organization Status (Check all that apply): ☐ Private ☐ Commercial
☐ Not-for-Profit (501c3) ☐ Not-for-Profit ☐ For-Profit Organization ☒ Incorporated

Group/Organization Address: 1731 39th St. City: Fort Madison State: IA Zip: 52627

Responsible Party/Contact Person: Charles Craft

Telephone Number(s): (H): _____ (W): _____ (Cell): (319) 669-0039

E-mail Address: charles@riverfestfm.com

Park/Area Requested: Lincoln Park, Shelter, Parking Lot

Kesler

Dates/Time Requested (Include set-up and take down): Week Prior for Set up, Week following for Tear down

Purpose/Description of Event/Activity: Music Festival

Projected Event/Activity Attendance: 12-15K

If over 250 must also complete City of Quincy event application.

Annual Event? ☒ Yes ☐ No If so, date of next year's event: 3-5 August, 2023 ✓

Event/Activity Fees and Charges? ☒ Yes ☐ No

If "Yes" mark appropriate fees:

☒ Admission Fee(s) \$ _____ ☒ Food/Beverage Concessions ☒ Sale of Alcoholic Beverages

Other Fee(s), explain: _____

Where will profits be distributed? Proceeds fund event costs

Required Additional Park District Services - \$20.00 Plus:

Picnic Tables 50+ (\$10/\$15 ea.) Trash Receptacles N/A (\$5 ea.)

Bleachers N/A (\$25 ea.)

Other _____

FEES WILL BE CHARGED FOR EXTRA SERVICES

--Office Use Only--

Deposit Amount	\$ _____
Billable Amount	\$ _____
Net Refund Amount	\$ _____

Authorization _____ Date _____

HOLD HARMLESS AGREEMENT

I, Charles Craft, shall implement appropriate safeguards to prevent
(Responsible Party)
accidents or injuries to persons or properties. To the fullest extent that is permitted by law,
RiverFest, agrees to indemnify, defend and hold harmless
(Group/Organization)
the Quincy Park District, its Board of Commissioners, officials, agents, employees and volunteers
and all others connected with the Quincy Park District, from any and all actions, claims, demands,
suits, liabilities (statutory and workmen's compensation law), losses, damages or expenses
including attorney's fees, as well as all costs from death of, injuries to, theft of or damage to
properties or persons, including third parties; growing out of, directly or indirectly caused by any
service, operation or associated incidents from the actions or omissions undertaken by
RiverFest or any of its agents, volunteers, employees or
(Group/Organization)
subcontractors.

Description of event:

Multi-Day Music Festival Featuring 8 National Acts, with 14 Bands Total

Charles Craft

Print name of authorized Group/Organization Representative

Charles Craft

Signature of authorized Group/Organization Representative

Date: April, 8th, 2022

WAIVER, RELEASE, ASSUMPTION OF RISK,
AND AGREEMENT FOR FACILITY USE BY OTHERS

I, Charles Craft, [individually or on behalf of
RiverFest group], am applying for use of Quincy
Park District property for the purpose of RiverFest [name of event,
activity]. If I have already entered into a facility use agreement and this waiver, release, and assumption of
risk is an agreed upon addendum to that agreement.

I certify that my use of the aforementioned area/property is permitted under the Illinois Governor's Executive Order at the time this document is signed and that I will comply with the Illinois Department of Commerce & Economic Opportunity published guidelines for conducting the specific event/activity.

I further agree to obtain signed Parental/Legal Guardian Consent, Waiver, Release and Assumption of Risk documents for all Minor's in attendance at the event/activity and signed Waiver, Release, and Assumption of Risk documents for all adults in attendance at the event/activity and provide these documents to the Quincy Park District prior to the start of the event/activity. These documents have been provided by the Quincy Park District for my use. I understand and agree that failure to provide these documents and/or noncompliance with the Illinois Department of Commerce & Economic Opportunity published guidelines for the activity/event and/or noncompliance with any Quincy Park District rules and regulations by myself, individuals acting on behalf of the organization/club and participants may result in cancellation of the activity/event and forfeiture of all rental fees paid.

I understand and acknowledge that the use of the area/property and those participating in the same is wholly voluntary and that there are physical risks and hazards connected with the event/activity and participation in the same, including, but not limited to the risk of communicable disease such as COVID-19. I understand, acknowledge, and agree that the Quincy Park District is not responsible for and does not assume the costs of any medical testing, care, or treatment associated with the event/activity or anyone's participation in the same, including, but not limited to, any medical testing, care, and treatment of anyone participating in the event/activity, or anyone with whom participants in the event/activity may have contact with during or after participation in the event/activity.

With regards to the risks posed by COVID-19 I acknowledge, understand, agree, and will communicate the following to all participants:

- a. That the novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization and, as a result, the activity/event is being conducted during a time of a national public health crisis;
- b. That COVID-19 is extremely contagious and there are risks, known and unknown, associated with participation in the activity/event;
- c. That other participants, volunteers, coaches, organizers, and group leaders may be infected before and/or during the activity/event and could transmit COVID-19 without displaying any symptoms;
- d. It is the responsibility of the participants in the activity/event to manage the risks to themselves and others they may come into contact with which are associated with COVID-19;
- e. That participants may pose a risk to those that are most impacted or at greatest risk of infection from COVID-19;
- f. That the Quincy Park District cannot guarantee that participants or others with whom they come into contact with during and after participation in the activity/event will not become infected with COVID-19;

I understand and agree that if any organizer, employee, volunteer, participant or anyone they have had direct recent contact with exhibits symptoms of COVID-19, as set out by the U.S. Centers for Disease Control on the day of or within 14 days prior to the activity/event, they will not be allowed to participate in the activity/event. I understand and agree that if any organizer, employee, volunteer, participant exhibits

symptoms of COVID-19, as set out by the U.S. Centers for Disease Control during the activity/event they will be required to leave the activity/event immediately and notification must be given to the Quincy Park District. If any organizer, employee, volunteer, participant or anyone they have had direct recent contact with exhibits symptoms of COVID-19, as set out by the U.S. Centers for Disease Control within 14 days after the activity/event, I will immediately provide notice of the same to the Quincy Park District.

The undersigned shall obtain and maintain liability insurance, including, but not limited to coverage for communicable diseases such as COVID-19, in the amount of \$1,000,000 per occurrence and \$2,000,000 annual aggregate (*\$1,000,000 per occurrence and \$2,000,000 annual aggregate if attendance is expected to exceed 1,000 or alcohol is going to be served*), and shall name the Quincy Park District as an additional insured on the policy at the above amounts prior to the date of the activity/event and written confirmation from the Insurance Broker, Insurance Agent, or Insurance Company stating that it provides coverage for communicable diseases such as COVID-19. The liability policy obtained by undersigned must indicate that that this coverage will be primary to cover any and all injuries, illness, or death to any person as a result of participation in the activity/event for which the Quincy Park District property is being used.

The undersigned, individually and/or on behalf of RiverFest [name of organization/club] hereby agrees to indemnify, hold harmless, and defend the Quincy Park District from and against any and all claims, suits, judgments, including reasonable attorney's fees and litigation expenses based upon or arising out of any personal injury, disability, death, illness, damages, loss, or damage to personal property occurring during or as a result of the activity/event. This provision applies to the actual or alleged actions or omissions of the undersigned, its employees, members, or volunteers, Quincy Park District employees, officers, Board members, officials, agents, volunteers, or staff, and any participant in the event/activity. The undersigned further agrees to pay the Quincy Park District all costs of suit and all attorney's fees should litigation be required to the Quincy Park District to enforce any provision of this agreement or recover any amounts owed by the undersigned pursuant to the terms of this agreement. I affirmatively state that I have been authorized to execute this document on behalf of RiverFest [name of organization, business, club] and bind them to the terms of this agreement. If such authority is found not to exist, I agree to be personally bound to the terms of this agreement.

I hereby acknowledge that I have read this Waiver, Release, and Assumption of the Risk and Agreement For Facility Use By Others, I understand the same, and I have voluntarily signed it below.

Signed this 8 day of April, 2021.

Charles Craft
Signature

Charles Craft
Printed Name

IDPH Guideline Compliant Site Plan

In the space below, complete a sketch of site. (Or attach a diagram)

Attached

- Record: Tents, toilets, vendors, bandstands, alcohol serving area, fencing, gates, rides and any other significant feature of the site.
- Indicate north and at least one bordering street for orientation.
- Use the back of the form for comments, if necessary.

Note: You must have 1 toilet for every 200 attendees, 10% must be handicap accessible (min. 1)

[illegible]

**QUINCY PARK DISTRICT
SPECIAL EVENT RECYCLING / COLLECTION PLAN**

Beverages must be offered in aluminum, reusable plastic or recyclable plastic containers only. Due to the danger of broken glass in the parks, no food or beverages will be sold or otherwise provided to the public in glass containers unless permitted by the Executive Director based on demonstrated need.

As an Event Organizer you must properly manage waste generated by your event. Setting an example by reducing, reusing, and recycling, can have a highly beneficial impact on your event and the community. All events with 100 or more projected attendees must complete this recycling/collection plan form. Events with less than 100 projected attendees are encouraged to recycle. **If your event attendance is under 100, or no recyclables will be generated, check the box below and initial. No further planning is required; however you may complete the plan if you will be recycling at your event.**

☐ Event size is under 100 or no recyclables will be generated. _____ Initial

Waste Stream Analysis/Collection Planning:

Event organizers should consider waste stream reduction methods and recycling when planning the event. Planning should consider eliminating waste, reducing waste and selecting the most recyclable items. Examples include using drinking fountains instead of bottled water or selecting aluminum containers instead of a non-recyclable container.

You should offer a clearly marked recycling container at each trash container location and designate staff to monitor recyclable waste. Recyclable containers contaminated with regular trash should be quickly removed and replaced. Mixing non-recyclables with recyclables may result in rejection of the recyclable load and your waste contractor may charge a fee to transport and dispose of the load in the landfill.

Acceptance standards for recyclables are set by the recycling center. Event organizers should coordinate with the recycling center to make certain recyclables are collected in an acceptable manner.

Recyclable Item: Clean paper, cardboard, plastic, aluminum, others	Container Location:	Number of Containers:
1.		
2.		
3.		
4.		
5.		

(Use a separate sheet if needed)

Recycling Plan: You should note recycling container locations on your special event site plan.

Disposal Plan (Select One):

- ☒ Recyclables will be collected and transported to the recycling center by event staff.
- ☐ Recyclables will be deposited in a designated dumpster/container and transported to the recycling center by a commercial hauler.
- ☐ Other – Explain: _____

By: Charles Craft Date: April 8th, 2022
(Signature)

Event Impact Assessment

Name of Event: RiverFest Date of Event: 4-6 August, 2022

The impact your event has on the residences and businesses in the area is an important consideration in planning your event and will be considered in the approval process.

The event organizer must consider the impact of the crowd, parking, and traffic on the area near the event when planning the event.

When appropriate, event organizers should inform and coordinate with local businesses that may be adversely impacted by the event. For very large events, bus transportation from an appropriate and approved parking facility may be appropriate.

Event organizers should take steps to prevent event attendees from utilizing private parking unless the use has been approved by the owners.

Steps include:

- Show the approved parking area in the event advertising.
- Using event staff to guide cars away from private parking that may be likely to be used by event attendees.
- Coordinating with the private lot owner's to utilize the private lot.

Impact Assessment:

Based on the expected event traffic we expect: (Check One Box)

1. ☐ Nearly all traffic will be accommodated by the parking available in the park.
2. ☐ A large number of event attendees will be parking on off park site, but sufficient public parking is available.
3. ☒ Traffic will far exceed the capacity of the park and nearby public parking. Additional planning is required.

List the steps your event will take to reduce the impact on nearby businesses and residences.

Developing Plan

Note: A significant adverse impact on park neighbors may result in disapproval of the event at that site in future years.

ENTERTAINMENT/VENDOR CONCESSIONAIRE LIST

Name of Event: _____ Date of Event: _____

List all entertainment that will be performing at your event:

Group Name	Type Entertainment	Address	Phone

List all vendors and concessionaires that will be attending your event:

Vendor Name	Type of Service	Electricity Yes/No	Address	Phone

Notes: A fee will be assessed based on vendors using electricity. The fee will be charged to the event organizer as part of the overall event fees. If there is a change in the number of vendors using electric, the event organizer must notify the Quincy Park District.

Electrical Service Changes: Any additions or changes to the District's electrical service must be approved by the District and will be at the event organizer's expense.

All vendors must provide a copy of proper City of Quincy permit(s) and Adams County Health Dept license.

Animal Vendors: No petting zoos or exotic animals allowed unless permitted by the City of Quincy and subject to District approval. No horses, ponies, or pony rides allowed on the grass without District approval. Proper shelter and water must be provided pursuant to IL Humane Care for Animals Act (510ILCS 70/3, Ch. 8, Par. 703, Sec. 3).

ATV/Golf Cart

Will you be using a golf cart or ATV at your event? ☒ YES ☐ NO.

If yes; please read all of the guidelines and sign below.

Guidelines for ATV/golf cart use within the Quincy Park District

- 1) Only licensed drivers 16 years of age and older and listed in the special events package will be permitted to operate/drive ATV's/golf carts during any event held within and/or co-sponsored by the Quincy Park District. The event organizer will be responsible for the use of the equipment.
- 2) The speed of the golf cart/ ATV is to be limited to no more than 8 miles per hour while on Park District Property. Speed must be appropriate for the amount of pedestrian traffic in the area.
- 3) RECKLESS DRIVING AND/OR EXCESSIVE SPEED WILL NOT BE TOLERATED.
- 4) Operation of vehicle while under the influence of alcohol will not be tolerated. No open containers of alcohol are allowed.
- 5) Parking plan for golf carts/ATV's needs to be noted on event diagram.
- 6) Golf carts/ATV's are to be turned off and the keys immediately removed from the golf cart/ATV once it is parked with the breaks engaged to help prevent unauthorized movement/use.
- 7) Park on flat level ground and in such a manner that if the brake does become disengaged the cart/ATV WILL NOT ROLL on its own.
- 8) Refueling, if needed, is to be done on pavement only. Fuel is not to be stored on Park District grounds.
- 9) Number of riders is not to exceed the design limits of the ATV/golf cart.
- 10) If the event organizer wishes to use a vehicle other than a golf cart the vehicle must be approved by the Director of Parks.
- 11) Spot checks by park rangers and/or other park district personnel may be conducted during the event.
- 12) Failure to comply with these guidelines will result in the loss of the privilege of using golf carts/ ATV's at the event and any other future events held by your organization.

Charles Craft

Responsible Party

8 April, 2022

Date

Driving on Grass Permit Request

If due to the nature of your event, you feel driving or parking on the grass is necessary for your event you must request a permit in writing below. This permit in no way limits the organizer's responsibility for damages of any kind, park terrain may be uneven with hazards.

ORDINANCE NO. 97-7

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.

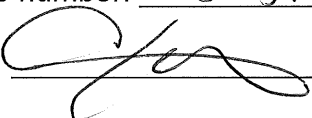
Date of approved event: 4-6 AUG

Location of event: LINCOLN PARK

Event organizer: Charles Croft

319-669-0039

Organizer address/telephone number: 1731 39th St - Fort Madison, IA 52627

Responsible party signature: 

Describe need/reason:

Riverfest - 3-day Concert

Questions or comments may be directed to Director of Parks.

Approved by:



Complete only if Alcohol will be sold at the event

Alcohol Sales Plan:

Dates and times alcohol will be sold:

Date:	<u>4 Aug</u>	From:	<u>5pm</u>	To:	<u>3am</u>
Date:	<u>5 Aug</u>	From:	<u>4pm</u>	To:	<u>3am</u>
Date:	<u>6 Aug</u>	From:	<u>4pm</u>	To:	<u>3am</u>

Number of alcohol sales outlets: 5

Describe the method to be used to determine the age of patrons and the method used to identify patrons of legal age to purchase alcohol (**some type of visible wristband, tag or stamp system is required**):

Id Checks and Wristbands

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

NOTE: Person consuming alcohol must be present when alcohol is purchased (i.e. Two drinks Sold = Two 21 year old patrons present).



Charles Craft
Executive Director

charles@riverfestfm.com
(319) 669-0039
www.riverfestfm.com

Security Plan

Developing the plan currently with QPD

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



RIVERFEST QUINCY

**THURSDAY
AUG. 4TH**
TOMMY VEXT
THROUGH FIRE
2022 BOTB WINNER
THE RED LIPS
riverfestfm.com

**FRIDAY
AUG. 5TH**
CHRIS CAGLE
CALLISTA CLARK
LILY ROSE
STARS IN TOLEDO
THE BOYS

**SATURDAY
AUG. 6TH**
BADFLOWER
10 YEARS
ANY GIVEN SIN
ETCHED IN EMBERS
GHOST OF JUDAS

AUG 4-6, 2022

RiverFest

HOME

GET TICKETS

ABOUT RIVERFEST

HEALTH AND SAFETY

STAYING IN QUINCY

SPONSORSHIP

ENTERTAINMENT

2022 FOOD VENDORS



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From: Don Hilgenbrinck
Sent: Friday, April 15, 2022 11:25 AM
To: 'Barb Holthaus (bholthaus@quincyparkdistrict.com)'; 'J. David Gilbert (dgilbert@quincyparkdistrict.com)'; 'Jeff Steinkamp (jeff.steinkamp@comcast.net)'; 'John Frankenhoff (frankenhoff@gmail.com)'; 'Nathan R. Koetters (NKoetters@quincyparkdistrict.com)'; 'Patty McGlothlin (smmnja@hotmail.com)'; 'Roger Leenerts (raleenerts@gmail.com)'
Cc: Rome Frericks; Paula Hinds
Subject: Riverfest 2022

We met with the organizer to get some further details of the event. The following is what we have learned.

1. The Lincoln Park playground will be available during the 3 days until 5:00 p.m.
2. The main stage will stop at 11:30 pm each night.
3. Approximately 10-20% of the attendees usually stay in the late night tent. This tent is planned to stay open until 3:00 am, at the latest (Probably Sat night being the longest). A board approved variance will be needed and will be presented at the May meeting.
4. They plan to use a non-profit group to ground litter. They will have 3 roll offs, 3 250 gal. recycle containers, and 50+ trash receptacles.
5. They will be using Midwest (Scotties) for port-a-potties.
6. They will have 4 generators for power.
7. They will keep the current concrete parking area for patrons of the playground, skate park, bike park, and administrative building. They will place a gate keeper at the entrance of Lincoln Park to allow and monitor the access.
8. The Quincy Park District will place a ranger at the entrance to Quinsippi Island Bridge to monitor access to the island.
9. They are working with the city for parking areas and the Quincy Public Schools for bussing.
10. They have reached out and are working with the Quincy Boat Club and The Dock.
11. They are working with the City of Quincy and the Adams County Health Department for the proper licenses and permits.
12. The final list of vendors will be secured to the Quincy Park District 30 days prior to the event.
13. They plan for this to be an annual event.

We will meet with city officials and the organizer next week for new developments.

To assist staff in preparation of the staff rec for May board meeting, please contact Rome with any concerns, questions, or comments by April 29th. Thank you.

Cordially,

Donald J. Hilgenbrinck

Director of Business Services



1231 Bonansinga Dr.

Quincy, IL 62301

217-919-0310

www.QuincyParkDistrict.com

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 11, 2022

STAFF RECOMMENDATION

AGENDA ITEM: QUINCY PARK DISTRICT 2022 PLANNING SESSION INITIATIVES: DISCUSSION ONLY

BACKGROUND INFORMATION: The Quincy Park District Board of Commissioners and staff met in late March with an outside consultant to develop a strategic plan for the next several years.

After receiving the planning session draft version from the consultant, staff met over several meetings to provide the attached draft version to initiate more discussion with the full Board and make additional modifications.

A draft version of the planning session results is included with this report.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: Discussion only.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:



The Quincy Park District will enhance the recreational, cultural, historical and environmental qualities of life for all its residents through the provision of a well-planned, developed, maintained and accessible system of public parks, facilities, and programs.

Our high-quality outdoor facilities are recreational destinations.

- 1) The Board of Commissioners and staff will finalize the location and path for the next section of the Bill Klinger Trail from Parker Heights Park to Lincoln Park by Spring 2023.
- 2) Westview Golf Course irrigation specifications and financial plan will be completed by Fall 2023.
- 3) The Quincy Park District will secure a parcel of land in the Southeast quadrant of Quincy by December 2022.

Area residents enjoy a more active lifestyle because of the green space and recreational activities provided by the Quincy Park District.

- 1) The Quincy Park District will target adults (18+) for program participation in our parks and facilities starting in Spring 2023.
- 2) A second all-inclusive playground will be constructed within a current park by Fall 2024.
- 3) Nature activities and future programming in Bob Bangert Park will continue to be a high priority as the Quincy Park District and MVHFA continue their partnership and develop a scholarship program.

The Quincy Park District is a sought-after collaborative partner that is responsive to the community.

- 1) The Quincy Park District will engage in additional collaborative partnerships with community organizations, including waterfront parks.
- 2) Staff will develop a guide to facilitate discussions with interested organizations in support of collaborative efforts to meet the Quincy Park District mission statement by Summer 2023.
- 3) Staff will develop and promote volunteer initiatives and partnerships through our marketing platforms.

PUBLIC INPUT