

# Quincy Park District

## BOARD OF COMMISSIONERS MEETING



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

**Agenda  
July 13, 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 – June 8, 2022
3. Executive Session Minutes – June 8, 2022

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

**BOARD INFORMATION/EDUCATION:**

- Presentation Friends of the Lorenzo Bull House

**CORRESPONDENCE:**

**VOLUNTEERS:**

- Softball Coaches

**EXECUTIVE DIRECTOR'S REPORT:**

- Rome Frericks

**DIRECTORS' 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:**

- Villa Kathrine Walkway and Scenic Overlook Design and Engineering: Recommended Approval **(VOICE VOTE)**

### **NEW BUSINESS:**

- Independent Audit Report – FY2021 Comprehensive Annual Financial Report: Recommended Acceptance **(VOICE VOTE)**
- Quincy Park District 2022-2023 Goals & Objectives 2<sup>nd</sup> Quarter Status Update: Information Only
- Quincy Park District Board of Commissioners Executive Session Minutes Bi-Annual Review: Recommended Approval **(VOICE VOTE)**
- Quincy Park District Consent for Lorenzo Bull House Designation as a Quincy Local Landmark: Recommended Approval **(VOICE VOTE)**
- Quincy Park District 2023-2024 Goals and Objectives: Discussion Only
- Quincy Park District Legal Documents Review: Discussion Only

**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)**

3. The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

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

### **ACTIONS AFTER EXECUTIVE SESSION**

- Appointment of Vacant Commissioner Seat

**ADJOURN (VOICE VOTE)**

# ***CONSENT AGENDA***

## ***(Unanimous Consent)***

QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois

Regular Meeting

June 8, 2022 Board Room  
6:00 P.M.

**ROLL CALL**

President Frankenhoff called the meeting to order and upon the roll being called the following members were physically present at said location: President John Frankenhoff, Vice-President Barbara Holthaus, Commissioners Patty McGlothlin, Nathan Koetters, Roger Leenerts, 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 Program Services–Mike Bruns, Director of Golf–David Morgan, Director of Marketing/Operations–Marcelo Beroiza and Board Attorney–David Penn.

President Frankenhoff led the room in the Pledge of Allegiance.

**CONSENT AGENDA**

President Frankenhoff asked if there were any objections or changes to the May 11, 2022, Regular Board meeting minutes or the check register and upon hearing no objections, he announced they were approved by unanimous consent.

**PUBLIC INPUT**

Alan Hickman-Thanked the Park District for working with them on the Basketball event held in Berrian Park over Memorial Day weekend.

Mark Philpot-Introduced himself to the Board and expressed his interest in filling the upcoming vacancy on the Board by providing a brief history and description of his background and qualifications.

**BOARD INFORMATION/EDUCATION**-None

**CORRESPONDENCE**-None

**VOLUNTEERS**

Executive Director Frericks thanked the Master Gardeners, Baseball, T-Ball and Softball coaches, and Quincy Grand Prix of Karting volunteers for volunteering their time in our parks.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Frericks stated there were ribbon cuttings held for the General Clark Statue sword work and the Berrian Basketball courts last week.

**DIRECTORS' REPORTS**

Director Higley reported added the Lincoln Park Parking lot will be starting soon.

Director Hilgenbrinck stated the Business office has been busy working on the audit.

Director Bruns stated Indian Mounds Pool opened this past weekend with an average daily attendance of 205. Currently working on some pump issues at the pool. All activities running.

Director Morgan stated the golf course is busy and the patio upgrade is completed.

Director Beroiza continues to work on community collaborations and donations. The trail counter is averaging 15,000 people per month.

President Frankenhoff remarked on the number of special events taking place in our parks. Commended staff for their efforts. President Frankenhoff announced Committee appointments as follows:

Finance Committee

Chairperson Roger Leenerts; Committee Members: President Frankenhoff, Commissioner Koettters and Commissioner Steinkamp.

Quincy Park Foundation-Vice-President Holthaus and Commissioner McGlothlin

Quincy Plan Commission-Commissioner Koettters

Quincy Riverfront Development Corporation-Commissioner Steinkamp and appointee Mike Mahair

Friends of the Lorenzo Bull House-Vice-President Holthaus

QBAREA-Commissioner Steinkamp

**COMMITTEE REPORTS**

Friends of the Lorenzo Bull House-They will meet Monday June 13. She also mentioned herself and Commissioner Leenerts attended a Kiwanis meeting where they received a donation of \$2,000.00 for the Bike Park. Vice-President Holthaus also mentioned being at Westview and complimented the new patio and reported positive comments from the patrons at the golf outing she was attending.

Quincy Park Foundation-Vice-President Holthaus referred to Commissioner McGlothlin.

Commissioner McGlothlin stated the Terry Anastas Memorial Ride will take place July 9, 2022.

Quincy Riverfront Development Corporation-Commissioner Steinkamp stated the next meeting is June 29, 2022.

Quincy Plan Commission-Commissioner Koettters stated the next meeting is June 28, 2022.

Finance Committee-Commissioner Leenerts stated the Committee spent most of the time discussing the Westview Irrigation project. President Frankenhoff stated the audit report will be presented at next month's board meeting. An RFP for auditing services will be presented for approval at the August board meeting. He also stated the Board Planning Session is scheduled for August 1, 2022, beginning at 9:00 a.m. in the Board Room.

**UNFINISHED BUSINESS**-None

**NEW BUSINESS**

Quincy Park District 2022 Planning Session Initiatives: Recommended Approval  
**(VOICE VOTE)**

President Frankenhoff referred to the session held in March and the one-page document presented for approval. COMMISSIONER KOETTERS MADE A MOTION TO APPROVE SECONDED BY VICE-PRESIDENT HOLTHAUS. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. Executive Director Frericks explained how they will combine this document and the goals and objectives into one document for future reference. Commissioner Leenerts commented on changes to the current Mission Statement discussed at the March Planning Session. It was decided Mission Statement changes would be addressed annually in the spring as they have been in the past.

Villa Katherine Walkway and Scenic Overlook Design and Engineering: Recommended Approval **(VOICE VOTE)**

Executive Director Frericks referenced the document prepared in 2019. The fiscal impact would be \$11,950.00. Finance Committee discussed possible revisions to this project to reduce cost. Discussion followed. COMMISSIONER GILBERT MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO TABLE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION TO TABLE CARRIED.

Potential Sale of Park Property in Parker Heights Park: Discussion Only

Executive Director Frericks provided background. He indicated we have also received permission from the City to sell this parcel and we could prepare it for the November, 2023, General Election. President Frankenhoff referenced the concern of Indian Mounds on this property when it was considered four years ago. The studies were completed and confirmed there is no issue in that regard. The Board instructed Executive Director Frericks to contact the potential buyer to gather more information.

**PUBLIC INPUT:**

Louise Sievert inquired about a property and ownership. Confirmed Quincy Park District does not own property to which she is inquiring.

President Frankenhoff thanked Commissioner Gilbert for his thirteen months of service. He is moving out of Quincy to pursue another career opportunity. President Frankenhoff distributed a handout regarding the process for replacement of a vacant Commissioner seat.

**EXECUTIVE SESSION:** In accordance with 5 ILCS, Par. 120/2c, President Frankenhoff asked for a motion to move into Executive Session to discuss the selection process of filling a board position vacancy. COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER STEINKAMP TO MOVE INTO EXECUTIVE SESSION. THE FOLLOWING ROLL CALL VOTES WERE RECORDED.

**THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:**

<b>COMMISSIONER KOETTERS</b>	<b>YES</b>
<b>COMMISSIONER LEENERTS</b>	<b>YES</b>
<b>COMMISSIONER MCGLOTHLIN</b>	<b>YES</b>
<b>COMMISSIONER STEINKAMP</b>	<b>YES</b>
<b>COMMISSIONER GILBERT</b>	<b>YES</b>
<b>VICE-PRESIDENT HOLTHAUS</b>	<b>YES</b>
<b>PRESIDENT FRANKENHOFF</b>	<b>YES</b>

**ACTIONS AFTER EXECUTIVE SESSION**

With no other business to discuss at 7:46 p.m., COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. Meeting adjourned.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# ***PUBLIC INPUT***



***BOARD  
INFORMATION/  
EDUCATION***

# ***CORRESPONDENCE***

***VOLUNTEERS***

# 2022 Softball Coaches

## 7-8 Softball

April Allen  
Josh Rabe  
Matt Fantz  
Rob Gengenbacher  
Nicole Osborne-  
McGough  
Jay Zanger

## 9-10 Softball

Brittany Eckersley  
Tori Greving  
Chad Cramsey  
Olivia Powell  
Dana Stafford  
Jared Tipton

## 11-12 Softball

Sheri Neese  
Matt Jackson  
Chad Cramsey  
Lydia Miller

**To:** Board of Commissioners  
**From:** Rome Frericks  
**Subject:** Monthly Report  
**Date:** June 30, 2022

**Administrative Initiatives** (6/01/22 – 6/30/22)

Attended:

- Friends of the Trails meeting
  - Directors' meeting
  - Board meeting
  - Safety meeting
  - Rotary Board meeting
  - Quincy/Adams County Economic Development/Tourism meeting
  - UMRR meeting
  - Terry Anastas Ultimate Ride Fundraising meeting
  - General Clark ribbon cutting
  - Quincy Park Foundation meeting
  - Freedom Fest onsite
  - Q Fest onsite
- 
- Met with Attorney David Penn several times on current events concerning the Park District.
  - Filed QBAREA 990 and Quincy Grand Prix of Karting 990 for the 2021 season.
  - Held two operation meetings with the Directors.
  - Met with staff to develop the list for the legal documents review.
  - Met with QSL on the future of the parcel of land they hold in the SE part of Quincy.
  - Oversaw the road improvement projects within the district.
  - Met with Board members on several dates to discuss Park District business.

- Met with engineers on the Villa Kathrine overlook design.
- Met with Directors on several occasions for the upcoming planning session.
- Met with Quincy Tennis Association, Quincy Racquet Club and pickleball community to discuss the future of Pickleball in Quincy.
- Staff met to gather information for the Finance meeting regarding Westview irrigation.
- Oversaw the parking lot addition to Lincoln Park.

### **Administrative Initiatives** (7/1/22 – 7/31/22)

- Continue to work with UMRP to develop the beginning scope of work and specifications.
- Volunteer at the TAUR & FOT event.
- 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 cutting for Bob Bangert shade structure.
- Continue planning for the 2023 planning session.

***DIRECTORS'***  
***REPORTS***

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

**Administrative Initiatives** (6/1/22 – 6/30/22)

Attended:

- Directors' meeting
  - Safety meeting
  - Kiwanis meetings
  - Friends of the Trail meeting
  - Terry Anastas Ultimate Ride meeting
- 
- Monitored Riverview Park asphalt resurfacing.
  - Monitored Parker Heights Park asphalt resurfacing.
  - Monitored Lincoln Park front parking lot addition.
  - Monitored Bob Bangert Park asphalt resurfacing.
  - Monitored spoil site cleanup for dredge material.
  - Monitored East Gardner Park tar and chip resurfacing.

**Administrative Initiatives** (7/1/22 – 7/31/22)

- Continue planning for 2022 projects, goals and objectives.
- Work on 2022 Capital Projects for Parks Department.
- Monitor work on Lincoln Park front parking lot addition.
- Monitor dredging at both entrances of the marina.
- Monitor Clat Adams Park phase 1 sidewalk repair.
- Monitor Villa Kathrine sidewalk replacement.
- Monitor installation of memorial benches along the Bill Klingner Trail.



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

**Administrative Initiatives** (6/01/22 – 6/30/22)

- Attended Safety Committee meeting.
- Applied to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.
- Completed worksheets, reports, and background statistics for the FY2021 Annual Comprehensive Financial Report (ACFR).
- Assisted the auditors in finishing the field work portion with the of the FY2021 audit.
- Prepared the MD&A for the 2021 Comprehensive Annual Financial Report.

**Administrative Initiatives** (7/01/22 – 7/31/22)

- Prepare & submit Certificate of Achievement for Excellence in Financial Reporting program application to the GFOA review board for the District's FY2021 Comprehensive Annual Financial Report.
- Publish the Notice of Availability of Audit Report.
- File FY2021 Annual Comprehensive Financial Report with the Adams County Clerk.
- Prepare and file Annual Treasurer's Report with the Adams County Clerk.
- File the Annual Financial Report (AFR) with the Illinois Comptroller, as required by statute.
- Post the FY2021 Comprehensive Annual Financial Report on the District's website.
- Prepare and post the 2021 Annual Treasurer's Report on the District's website.
- Prepare documents for the Board's annual planning session.
- Conduct seasonal cash/POS payment processing audits.

**To:** Board of Commissioners  
**From:** Mike Bruns  
**Subject:** Monthly Report  
**Date:** June 28, 2022

**Administrative Initiatives** (06/01/22 – 06/30/22)

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff started the following programs: fishing clinics, swim lessons, water babies, 3 on 3 basketball, sand volleyball, summer adventures, special populations, t-ball, girls' softball, outdoor movie, fishing rodeo, family scavenger hunts, nature walk expeditions, summer nature programs and tennis.
- Staff worked on recruiting staff for 2022.
- Staff continued seasonal employee trainings.
- Indian Mounds Pool opened for the season.
- Outdoor fitness, archery, soccer and baseball continued for the month.
- Q Town baseball and softball tournaments were held on the weekends at the three turf fields.
- Staff worked on surveys for the programs and events.
- Staff worked on goals and objectives for 2023.
- Staff worked with the Crossing special needs program on an outing at Wavering Park.

**Administrative Initiatives** (07/01/22 – 07/31/22)

- Staff will work on plans for the fall programs.
- Staff will organize the fall youth soccer program to start in August.

- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will work on plans for the Fall Festival.
- Staff will work on season ending reports for programs and events.
- Q Town baseball tournament will be held on July 8-10 at the three turf fields.
- Outdoor movie will be held on July 15 at Moorman Park.
- Family fun in the sun event will be held on July 19 at Moorman Park.
- Cardinal baseball clinic will be held on July 21 at turf fields.
- Family scavenger hunt will be held on July 30 at Moorman Park.

**To:** Board of Commissioners

**From:** David Morgan

**Subject:** Monthly Report

**Date:** July 1, 2022

**Administrative Initiatives** (6/01/22 – 6/30/22)

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Hosted the Ladies Chamber Golf Outing, Friday, June 3<sup>rd</sup>.
- Hosted the McSchoch Golf Outing, Saturday, June 4<sup>th</sup>.
- Hosted the Quincy Cup, Sunday, June 5<sup>th</sup>.
- Hosted the YMCA Golf Outing, Friday, June 10<sup>th</sup>.
- Hosted the PGA Junior Golf League, Friday, June 10<sup>th</sup>.
- Hosted the Obert 27-hole extravaganza, Saturday, June 11<sup>th</sup>.
- Hosted the Little Peoples Golf Tournament, Sunday, June 19<sup>th</sup> through Wednesday, June 22<sup>nd</sup>.
- Hosted the PGA Junior Golf League, Friday, June 24<sup>th</sup>.
- Hosted the PGA Junior Golf League, Friday, June 16<sup>th</sup>.
- Prepared the course for the LPGC.
- Removed hazard trees on holes 12 and 13.
- Applied preventive fungicide applications on greens, tees, and fairways.
- Staff trimmed around the lakes and all trees on the course.
- Staff edged and redistributed the sand in the bunkers.

- Staff mowed the newly seeded area around the patio.
- Staff treated the lakes on holes 3-4 for aquatic weed invasion.

### **Administrative Initiatives** (7/01/22 - 7/31/22)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview.
- Host a Junior Event, Wednesday, July 6<sup>th</sup>.
- Host the Senior City Golf Tournament, Saturday, July 9<sup>th</sup> & Sunday, July 10<sup>th</sup>.
- Host the PGA Junior League All-Stars Golf Tournament, Saturday, July 16<sup>th</sup>.
- Host the PGA Junior Golf League, Sunday, July 17<sup>th</sup>.
- Host the Junior City Golf Tournament, Thursday, July 21<sup>st</sup>.
- Hosted the PGA Junior Golf League, Sunday, July 24<sup>th</sup>.
- Host the Greater Raider Golf Outing, Sunday, July 31<sup>st</sup>.
- Landmarx Match Play League starts Thursday, July 28<sup>th</sup>.
- Continue applying preventive fungicide applications to the greens, tees, and fairways.
- Prepare the course for the Senior City golf championship.
- Spot spray clover in the rough areas.
- Remove the suckers from under the Norway Spruce trees/left-side of the fairway on hole 13.
- Remove the old concrete pad on hole 23, weather permitting.
- Trim the low branches behind the green on hole 1.
- Staff continue daily monitoring of the irrigation system.

## Westview Golf Course Rounds of Golf - 2022

		<b>Jun-22</b>	<b>2022 YTD</b>	<b>Jun-21</b>	<b>2021 YTD</b>
10000	18 Hole Weekday Green Fee	545	1467	450	1322
10002	9 Hole Weekday Green Fee	341	995	228	751
10004	Twilight Green Fee	23	96	32	121
10005	Fall/Spring/Winter Green Fee	0	242	0	525
10006	M-T-TH-Special	87	171	113	356
10007	Winter Special w/ Car	0	0	0	76
10008	Third Nine Green Fee	685	1821	541	1831
10009	Family Night Adult	1	15	5	17
10010	Family Night Child	1	12	6	16
10011	Jr. Green Fee	17	50	8	21
10012	Promotional Round	14	38	2	43
10013	Twilight Combo	523	1558	494	1563
10014	Early Bird 9	29	98	18	29
10015	Early Bird 18	99	211	74	149
11000	Adult Weekday Pass Visit	184	614	169	681
11001	Adult Weekend Pass Visit	138	456	105	503
11002	Senior Weekday Pass Visit	370	1154	271	1159
11003	Senior Weekend Pass Visit	250	683	176	747
11004	Senior Rest. Weekday Pass Visit	54	155	35	137
11005	Super Senior Weekday Pass Visit	336	838	261	978
11006	Employee Pass Visit	3	14	9	32
11007	Junior Weekday Pass Visit	115	258	88	331
11008	Junior Weekend Pass Visit	27	101	25	128
11010	Junior Summer Pass Visit	86	140	95	149
11011	College Pass Visit	0	0	0	0
11012	Young Adult Pass Visit	161	566	80	357
11013	School Team Pass Visit	0	0	0	0
12000	Green Fee Punch card Visit	92	255	163	527
13000	Tournament Round	572	780	431	431
13002	Outing Green Fee	140	140	152	152
10016	Tri-State Promotional Round	0	20	8	16
<b>Total</b>		<b>4893</b>	<b>12948</b>	<b>4039</b>	<b>13148</b>
<b>Per Visit Fee</b>		<b>\$4,133</b>	<b>\$11,945</b>	<b>\$5,072</b>	<b>\$14,192</b>
<b>Days Closed</b>		<b>1</b>	<b>82</b>	<b>5</b>	<b>70</b>

**To:** Board of Commissioners

**From:** Marcelo Beroiza

**Subject:** Monthly Report

**Date:** July 1, 2022

**Administrative Initiatives** (6/1/22 – 6/30/22)

- Attended the Rec. Department staff and Park District Board meetings
- Attended IPRA webinar “*Micro-Aggressions and Unconscious Bias*”
- Met with Blessing Health Systems for the Cardinals Kids Clinic
- Met with volunteers for The Bee and Butterfly Habitat fund
- Met with fitness consultants for the Fitness Trails initiative
- Met with the Executive Dir. for the monthly meeting (Maintenance, Rec, Business office, Westview, and projects)
- Marketing
  - Friends of The Trails Terry Anastas Ultimate Ride
  - Westview patio naming rights
  - Ribbon cutting and network interviews. Berrian courts and Ben Bumbry Riverview statue
  - New Quincy Grand Prix video
- Projects
  - Fitness Trail program
  - Bee and Butterfly Habitat Fund
  - Knapheide engineer’s collaboration for the batting cage overhaul
  - Interns from QU & SIU misc. projects

**Administrative Initiatives** (7/1/22 – 7/31/22)

- 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***



# ***UNFINISHED BUSINESS***

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: July 13, 2022**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: VILLA KATHRINE WALKWAY AND SCENIC OVERLOOK DESIGN AND ENGINEERING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The city of Quincy received the necessary resolutions, from all seven taxing bodies, to extend the west TIF District. The extension is for an additional twelve years once the original term expired in December of 2021. The Quincy Park District has previously requested funding from the 2021 and 2022 TIF extension for improvements to Villa Kathrine which is located in the west TIF District.

Staff has been working with a local engineering firm to gather potential designs and cost estimates for the project and presented the initial concept to the Board at last month's meeting. At the meeting, staff was asked to work with the engineering firm to potentially phase the overlook seating area and try to reduce the overall cost of the project. Design and engineering costs for the redesign is \$6,900.

Behind this report is the new concept plan for the walkway and scenic overlook.

**FISCAL IMPACT:** The \$6,900 needed for the design and engineering would come from corporate reserves.

**STAFF RECOMMENDATION:** Staff recommends using \$6,900 from corporate reserves for the design and engineering for the Villa Kathrine walkway and scenic overlook.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



VIEW TO LOCK & DAM 21



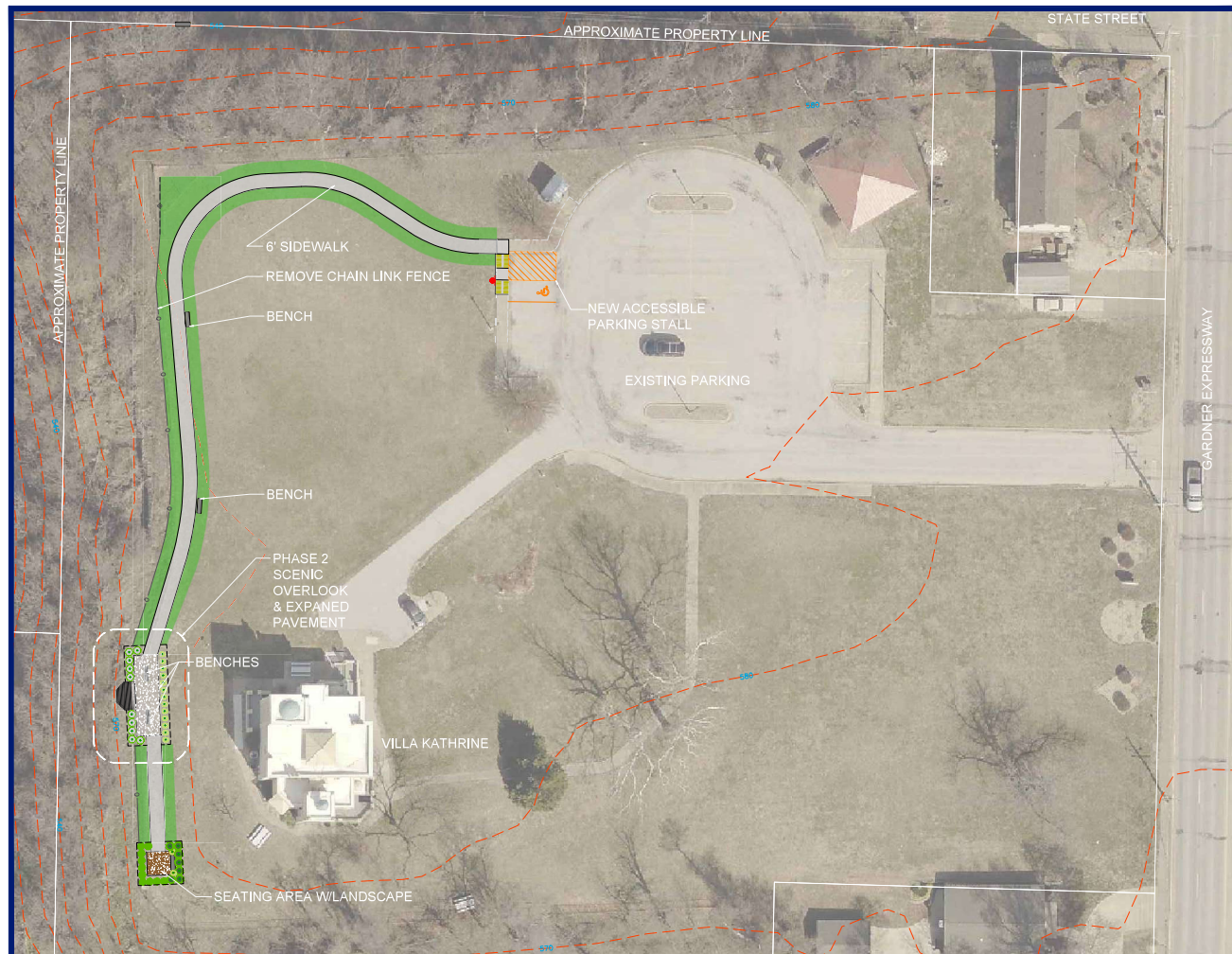
VIEW OF MISSISSIPPI RIVER



VIEW OF MEMORIAL & BAYVIEW BRIDGES

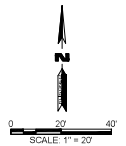


## VILLA KATHRINE SCENIC OVERLOOK



### CONCEPTS:

- SCENIC WALKWAY ALONG BLUFF
- ACCESSIBLE PARKING W/CURB RAMP AT ACCESS POINT
- FUTURE MIDDLE EASTERN THEME STENCILED PAVEMENT & LANDSCAPE AT SEATING AREAS
- INTERPRETIVE PANELS EXPLAINING VIEWS (I.E. LOCK & DAM 21, BAYVIEW BRIDGE, ETC.)



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***NEW BUSINESS***

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: July 13, 2022**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: INDEPENDENT AUDIT REPORT - FY2021 ANNUAL COMPREHENSIVE FINANCIAL REPORT: RECOMMENDED ACCEPTANCE**

**BACKGROUND INFORMATION:** The annual audit is a Board function. The auditor is hired by the Board. Each year, as required by state statute, the Quincy Park District is responsible to conduct an independent audit on the prior fiscal year. The District enhances what was previously known as the audit with additional narratives, reports, and statistics to assimilate a more detailed presentation of the District's finances called the Annual Comprehensive Financial Report (ACFR).

Upon acceptance of the ACFR by the Board:

- a. In accordance with the Public Funds Statement Publication Act, a Notice of Availability of Audit Report, as shown below, was published in the Quincy Herald-Whig. This requirement began with the passage of the Public Funds Statement Publication Act in 2011.

#### **NOTICE OF AVAILABILITY OF AUDIT REPORT OF QUINCY PARK DISTRICT**

Quincy Park District hereby provides public notice that an audit of its funds for the period January 1, 2021 through December 31, 2021 has been made by Danielle M. Fleece, CPA, P.C., and that a report of such audit dated June 20, 2022 has been filed with the County Clerk of Adams County, in accordance with 30 ILCS 15/0.01 *et seq.* The full report of the audit is available for public inspection at 1231 Bonansinga Dr., Quincy, IL during regular business hours 9:00 a.m. – 4:00 p.m. Monday through Friday except for holidays.

- b. The ACFR is submitted to Governmental Finance Officers Association (GOFA) Review Board for the Certificate of Achievement for Excellence in Financial Reporting program. This is our 12<sup>th</sup> ACFR submission.
- c. Information from the ACFR was used to complete the State of Illinois Comptroller's Annual Financial Report (AFR), as required by law.
- d. The ACFR is posted in the District's web site.

- e. The ACFR is filed with the Adams County Clerk.

I direct your attention to two sections of the report, the “Introductory” section, which includes a “Letter of Transmittal” and the “Management Discussion & Analysis” (MD&A), and the “Statistical” section.

The annual Treasurer’s Report is prepared, posted on the District’s web site and filed with the Adams County Clerk. Prior to the passage of the Public Funds Statement Publication Act in 2011, the full report was published in the paper.

Presented under separate files are the following:

- The ACFR file.
- The audit findings letter to the Board of Commissioners.
- The management letter from the auditor, addresses issues that are not significantly material to be included in the 2021 audit report. The letter is not considered to be a part of the audit but, it is intended to assist management as a guide to prevent significant material issues in future audit reports.

**FISCAL IMPACT:** None.

**STAFF RECOMMENDATION:** Staff recommends acceptance of the Comprehensive Annual Financial Report, as presented.

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

**BOARD ACTION:**

**Quincy Park District**  
**2021**  
**Comprehensive Annual**  
**Financial Report**

**Due to nature of this item, it is located on the  
DropBox.**

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 13, 2022

## **STAFF RECOMMENDATION**

**AGENDA ITEM: QUINCY PARK DISTRICT 2022-2023 GOALS AND OBJECTIVES SECOND QUARTER STATUS UPDATE: INFORMATION ONLY**

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

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

**FISCAL IMPACT:** None.

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

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



# Quincy Park District Goals 2022-2023

## Administration

1. Work with local pastors to develop additional strategies including opportunities for the underserved populations to participate in Park District programs or use of facilities.  
**Q1 Update:** Staff is partnering with No-Limits Special Needs Ministry for programming in the parks this spring and summer.
2. Work with Friends of the Trails and Mississippi Valley Hunters and Fishermen's Association on fundraising efforts for the continuation of the Bill Klingner Trail from Parker Heights to Bob Bangert Park.  
**Q2 Update:** Soil samples are not conducive for the fishing pond. Additional dirt will be needed for the installation of the sidewalk which is scheduled for the fall.
3. Continue discussions with the City of Quincy and the TIF Joint Review Board for partial funding of a new sidewalk and overlook on the Villa Kathrine grounds.  
**Q1 Update:** Staff has met with the City of Quincy. The city will give the Park District an answer once the bids are received for the Ameren burial of power lines along the riverfront. Klingner & Associates are working on the design and engineering.  
**Q2 Update:** Staff is working with Klingner & Associates on the design for the sidewalk/overlook.
4. Secure sponsorship/naming rights for an outdoor fitness station to be located in Moorman Park.  
**Q1 Update:** Staff has met with several businesses. Staff has applied for several grants for the outdoor fitness station and is waiting to hear back from the grants.
5. Work with the Parks Department and Westview on care and preservation of landscaping/hardscapes and parking areas as they are the first impression to many parks.  
**Q2 Update:** Staff is in the process of replacing overgrown shrubs in Madison Park, Villa Kathrine and Parker Heights.
6. Identify future opportunities for programming and services based on industry trends.  
**Q1 Update:** The recreation department has partnered with Quincy University for a Lacrosse clinic at Boots Bush Park.
7. Strive to connect with the community and build awareness of Park District offerings through partnerships with public/private schools and John Wood Community College.
8. Secure a parcel of land in the southeast part of Quincy for a future park location.  
**Q1 Update:** Staff has met with JWCC for a potential lease agreement and staff has plans to meet with QSL later this month about the property on State Street.  
**Q2 Update:** Staff has been in discussions with both JWCC and QSL about land in the southeast part of Quincy.

## Westview Golf Course

1. Oversee the installation of replacement doors in the Pro Shop/Concession area.  
**Q1 Update:** Staff has written a purchase order for the doors and is waiting for the contractor to install them.  
**Q2 Update:** Staff has ordered the doors and the contractor is waiting for them to arrive to be installed.
2. Meet with local contractors to design and replace the restroom on hole #22.  
**Q1 Update:** Staff developed the scope of work and advertised for the restroom replacement. Bids will be taken to the Board at the April meeting for approval.  
**Q2 Update:** The contractor has completed the new restroom on hole #22.

3. Develop scope of work, seek bids and oversee the construction of the new outdoor patio/deck area.  
Q1 Update: Staff developed the scope of work and advertised for the patio replacement. Bids were taken to the Board at the March meeting for approval. Work will begin once the weather is suitable. Staff will be installing the pergola once the concrete has cured.  
**Q2 Update: Completed.**
4. Work with the Recreation and Marketing Departments to increase golf lessons offered for junior golfers.  
Q1 Update: Staff worked with the Marketing and Recreation Departments for the junior golf lessons to be held in April and May 2022. April lessons have over 25 junior golfers scheduled.  
**Q2 Update: Lessons were held in April and May with 51 golfers attending both months.**
5. Remove the steep sloped bunker on the left-side of #12 green and install a small pot bunker on the right front of the green.
6. Remove/update the flooring in the concession/kitchen area.
7. Construct a new 300' long x 6' wide cart-path on hole #12 from the end of the fairway to the right-side of the green.
8. Interview irrigation consultant/designer to gather information on cost estimates and irrigation companies to complete the installation of a new system in the future.  
Q1 Update: Staff met with E.C. Design consultants, (Larry Collins), to gather information and costs for the installation of an irrigation system in the future. Staff is gathering financial information for the April Finance meeting.  
**Q2 Update: Staff continues to gather financial information for the irrigation system.**
9. Improve the customer experience at Westview by installing new software which allows for online tee time reservations and an improved point of sale system.  
**Q1 Update: Staff has been working hard on the new point of sale system to improve customer service as well as online tee times.**

### **Marketing/Operations**

1. Develop a multimedia campaign to promote new events and programs through all social media, website and e-mail marketing platforms.  
Q1 Update: The yearly event programs brochure was launched in January and all of the spring season digital campaigns are currently running.  
**Q2 Update: Summer season digital campaign is currently running. New videos for the spring/fall soccer programs and the Quincy Grand Prix of Karting were created.**
2. Create a volunteer page that includes active organizations throughout the district's parks/facilities.  
Q1 Update: The new volunteer website tab has been created in collaboration with our IT contractor in the background of the Quincy Park District website. We are currently working on the design and content of the page.  
**Q2 Update: Creating logo library for volunteer groups and affiliates.**
3. Partner with businesses and organizations to bring more activities and support to our Summer Adventure program.  
Q1 Update: After great success last year on our pilot run, staff has continued this year with our Lacrosse program in collaboration with Quincy University. We have scheduled two events for this year. The St. Louis Cardinals are having a day-long baseball clinic later this July.  
**Q2 Update: The Bee and Butterfly Habitat is a new partnership this year that will fund and provide nutrition and the most basic and fundamental requirements for healthy pollinator populations through our parks and trails.**

4. Work with volunteers to connect Bill Klingner Trail to Parker Heights Nature Trails on 4<sup>th</sup> Street.  
Q1 Update: All the Parker Heights Park signage has been completed. Waiting on the new small bridge to add trailhead signs.  
**Q2 Update:** Schedule built for the fall season.
5. Effectively communicate and be a liaison between inside and outside organizations to maintain our current affiliates and develop new partnerships.  
Q1 Update: Campaigns started in February: Friends of the Lorenzo Bull House dinner, Great River Ski Club, and Nature Trails & Parks.  
**Q2 Update:** Friends of The Trail's yearly Terry Anastas Ultimate Ride marketing campaign. Nature Trails volunteer group seminar with The Bee and Butterfly Habitat Fund. Quincy Grand Prix marketing campaign.
6. Lead discussions with both the Recreation Department and Westview Golf Course to continue to enhance Westview youth programs for the 2022 spring, summer and fall sessions.  
Q1 Update: Staff commenced the gender spectrum inclusion initiative and implementation through all departments. Westview youth golf customer encounters, experience, and expectations in year two.  
**Q2 Update:** Spring and summer sessions successfully completed. Next session in fall.
7. Create new sponsorship opportunities.  
Q1 Update: We have secured all baseball sponsors for the season.  
**Q2 Update:** Nature Trails sponsor banner campaign started.
8. Coordinate the Nature Trails East development from 30<sup>th</sup> Street- 36<sup>th</sup> St. Kochs Lane.  
Q1 Update: Park District staff started groundwork in January and will continue weather permitting.  
**Q2 Update:** All work on standby.
9. Analyze and improve the Park District organizational process and work to improve quality, productivity and efficiency in all departments.  
Q1 Update: Lead the panning of the Nature Trails East development, in collaboration with staff and volunteers. Park District wide gender spectrum inclusion initiative and implementation. Collaborate with the Rec. Department on weekly updates on programs, and events registration status to allocate advertising resources on real time.  
**Q2 Update:** Monthly operations meeting with Executive Director that outline current and future task/projects through all departments.
10. Attend monthly online educational programs related to IPRA and IAPD.  
Q1 Update: In February attended IPRA's webinar "*Going and Growing Beyond Our Comfort Zone.*" In March attended IPRA's "*What's New in Marketing? Technology & Applications.*"  
**Q2 Update:** In April attended IPRA's webinar "*Innovative and Inclusive Community Engagement.*" May, IPRA's "*Emerging Technologies for Integrating Health & Nature in Parks & Recreation*". June, IPRA's "*Micro-Aggressions and Unconscious Bias.*"

## **Recreation**

1. Develop and implement new programs in the following areas:

- Nature                2 new programs
- Athletics            1 new program
- Family                3 new programs
- Cycling               2 new events

**Q1 Update:** Staff has added more nature programs to the summer program lineup, along with a spring and fall program. A lacrosse program this summer led by volunteers from Quincy University is also being offered. The Park District will be having three family scavenger hunts, a disc golf day, and batting cage events for families. A mountain biking riding skills clinic is scheduled for May.

**Q2 Update:** Summer nature programs have started along with our many summer programs.

Mountain biking skills clinic was a success with 27 kids participating. Summer Adventures program has started and has an average of 60 kids per week. We have increased numbers in 3 on 3 basketball and youth sand volleyball leagues.

2. Create specifications and scope of work for replacement of hitting cages at the Batting Cage facility.

**Q1 Update:** Staff has replaced the netting and fixed the fence around the hitting cages. The current plan is to replace the machines and all the other parts for the hitting cages next year.

**Q2 Update:** Staff is putting together plans to get all new equipment in the hitting cages for 2023.

3. Improve Summer Adventures program by adding more organized activities weekly in South Park, Bob Mays Park and Moorman/Wavering Complex.

**Q1 Update:** Staff has increased the number of kids allowed in each session to a maximum of 50 participants. New activities have been added each week at each park.

**Q2 Update:** Summer Adventures program has started for the summer and we are averaging 60 kids per week.

4. Work with local baseball/softball coaches and Quincy Area Convention & Visitors Bureau to host and promote tournaments on weekends to maximize use of turf fields and increase Batting Cage facility revenue.

**Q1 Update:** Tournaments are scheduled from April 2 – July 17 on the three turf fields. Park District will have league games Monday – Friday starting April 11 – to the end of July.

**Q2 Update:** Tournaments have been going well with some weekends with up to 30 teams. The last weekend of Q Town tournaments will be July 8-10. Batting Cage concession revenue is up over last year.

5. Increase attendance at Indian Mounds Pool to 11,000 for the season.

**Q1 Update:** A promotional plan has been implemented to help increase attendance. Staff hopes for good weather, which plays a factor in attendance.

**Q2 Update:** Attendance has been good since we opened on June 4. The warm weather has also helped to increase attendance.

6. Improve youth golf lessons in partnership with Westview by increasing the number of sessions to allow for more participants.

**Q1 Update:** Registration is currently going on for the April, May, and October sessions. Westview will provide instruction.

**Q2 Update:** Lessons for April and May went well. We had 51 participants in the two sessions.

7. Provide surveys and collect data seasonally to identify strengths and weaknesses for all programming.

**Q1 Update:** Ongoing process. The Rec. Department will present reports on each program at the end of the season.

**Q2 Update:** Ongoing process. The Rec. Department will present reports on each program as that program ends.

## **Marina**

1. Communicate with Marina renters to listen to trends/concerns and to identify needs and potential improvements at the Art Keller Marina.

**Q1 Update:** Ongoing.

**Q2 Update:** Ongoing.

2. Remove F Dock and relocate H Dock.

## Parks

1. Work with the Corps of Engineers on a solution to stabilize bank erosion at Edgewater Park.
2. Renovate restrooms at the Villa Kathrine.
3. Work with the Quincy Park Band to develop and build a permanent stage in one of our parks.  
Q1 Update: Staff met with Quincy Park Band members this winter and talked about fundraising and the potential of a permanent stage in Madison Park.  
Q2 Update: The Quincy Park Band wants to revisit the permanent stage idea in the spring of 2023 with possible construction of the stage in 2024.
4. Improve and maintain a quality system of parks and facilities that excite the community.  
Objective A: Spend ample time touring parks with staff/maintenance to observe work habits and discuss alternate ways of making park improvements.  
Q1 Update: Ongoing.  
Q2 Update: Ongoing.
5. Repaint the Gazebo in Clat Adams Park.
6. Work with Mississippi Valley Hunters and Fishermen's Association and Friends of the Trails to complete/research grant opportunities for the installation of a fishing pond and walking trail from Parker Heights to Bob Bangert restroom.  
Q2 Update: The soil conditions at this site were found to be unsuitable for the construction of a pond.
7. Work with Mississippi Valley Hunters and Fishermen's Association on replacing concrete around the shelter and the installation of an ADA sidewalk from the parking stalls at Bob Bangert Park shelter.  
Q1 Update: Project is scheduled for summer 2022.
8. Work with staff to review the sidewalk audit and identify sidewalks to be replaced in 2022.  
Q1 Update: Clat Adams's south sidewalks and sidewalks around the Villa Kathrine bids have been accepted and will be replaced this summer.

## Business Office/Technology

1. Assist with implementation of Westview's new golf software.  
Objective A: Smooth transition and integration with the District's accounting system.  
Q1 Update: Ongoing. Business Office staff has spent countless hours on this project with two different vendors with no resolution of a system that the golf department has found to be workable.
2. If determined in 2021 a Human Resource eDoc application and on-boarding hosted system is feasible for the District;  
Objective A: Implement and train staff. February 1, 2022  
Q1 Update: Staff has not found a feasible solution. The costs do not justify the benefits. This objective is no longer valid. Staff will stay alert to any new developments in this area.  
Objective B: Implementation follow-up. April 1, 2022
3. If Art Keller Marina operations are privatized in 2022;  
Objective A: Assist the new company to establish operations and ensure a smooth transition.

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: July 13, 2022**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT BOARD OF COMMISSIONERS EXECUTIVE SESSION MINUTES BI-ANNUAL REVIEW: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Board is required to review Executive Session meeting minutes at least twice each year. The purpose of the review is to determine if a need for confidentiality continues to exist with respect to all or part of the meeting minutes. Minutes of “Closed Meetings” should only be released to the public after the Board has determined with certainty that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

The Executive Session minutes have been made available for review by board members. Please treat them as strictly confidential. Specific discussion of material contained in Executive Session minutes should only take place in Executive Session. Board action to release closed session minutes must be in open session.

**FISCAL IMPACT:** None.

**STAFF RECOMMENDATION:** I have reviewed the Executive Session minutes provided to you which cover the period from January 1995 to the present. In reading those minutes using the frame of reference outlined in the “Background Information” above, I recommend not to release any Executive Session minutes at this time.

Furthermore, I recommend that staff be authorized to dispose of all closed session audio recordings more than 18 months old.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: July 13, 2022**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT CONSENT FOR LORENZO BULL HOUSE DESIGNATION AS A QUINCY LOCAL LANDMARK: 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 16<sup>th</sup> 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. (See attachment behind)

Behind this staff recommendation is the consent form and significant features of the home.

**FISCAL IMPACT:** None.

**STAFF RECOMMENDATION:** Staff recommends the Board approve and sign the consent form for Lorenzo Bull House to become a local landmark by Friends of the Lorenzo Bull House.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

**ORDINANCE NO.\_\_\_\_\_.**

**AN ORDINANCE AMENDING SECTION 162.194 (DESIGNATION OF LANDMARKS) OF CHAPTER 162 (ZONING REGULATIONS) OF TITLE XV (LAND USAGE) OF THE MUNICIPAL CODE OF THE CITY OF QUINCY OF 2015**

**WHEREAS**, the City Council of the City of Quincy, a home rule unit, has determined that certain properties in the City have significant historical or architectural features to be designated Landmarks;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Quincy in Adams County, Illinois, as follows:

**SECTION 1.** That Section 162.194 (Designation of Landmarks) of Chapter 162 (Zoning Regulations) of Title XV (Land Usage) of the Municipal Code of the City of Quincy of 2015 is amended by adding thereto to Section 162.194(B) as follows:

**Section 162.194(B)(109). Designation of 1550 Maine Street**---That 1550 Maine Street, Quincy, Illinois is hereby designated a landmark.

That the legal description of 1550 Maine Street is as follows:

LOT 50 NEVINS ADD LOTS 49 & 50

That the historical name of the house is the Lorenzo Bull House.

That the style of the house is Italianate.

That the date of construction is 1852.

That the architect is unknown.

**That the architectural features which will be provided protection are as follows:**

- (1) The Six by Six double-hung Wood Windows
- (2) The Brackets under the Roof Overhang
- (3) The Widow's Walk on the Main Roof
- (4) The Vast Porch System running from the Northwest corner of the main house to the Southwest corner of the home.
- (5) The modest Portico covering the entryway
- (6) The covered Promenade feature double posts with brackets supporting the roof
- (7) The turned balusters and newel posts accented with rosettes
- (8) The bay windows
- (9) The front entry with the narrow sidelights and transom containing leaded glass
- (10) The Deep Eaves of the structure
- (11) The Brick Chimneys
- (12) The Window Lintel and Decorative Cap of Header
- (13) The Shutters

That 1550 Maine Street is historically significant for its architecture, for people associated with the property, and it being a prominent landmark in the city of Quincy.

Lorenzo Bull was one of the earliest settlers to Quincy, arriving from Hartford Connecticut in 1834. Bull attempted to work at the farm of Major Rose, who originally shared a log cabin with John Wood when they arrived in Quincy. Major Rose told Bull he should seek clerical type work given his lanky frame. Bull eventually began working for Judge Henry Snow for \$6/month, but was let go after two and a half years. The connections Bull made at the job



helped him become a prominent Quincy citizen later in his life.

Bull had his hand in many business ventures: Senior Member of the Waterworks, President of the Quincy Horse Railway Company, Director of Quincy Paper Company, and the Director of the Vandiver Corn Planter Company. He also served as Bank President of the State Savings, Loan and Trust Company, helped create the Northern Cross Railroad line, and helped form the first free Quincy Public Library.

Bull and his wife, Margaret Hunter Benedict, purchased the lot at 16<sup>th</sup> and Maine Streets in 1851. The wood frame home at 1550 Maine Street was constructed one year later. The couple lived in the home until their deaths just after the turn of the century.

The Lorenzo Bull House is located at one of the most architecturally significant corners in the United States, with its romantic park-like setting that was a sight common in mid-19<sup>th</sup> century American towns. The home is two-stories high with an additional attic story, masked by the bracketed roof cornice. The main block of the house is basically cubical and there are two, two-story additions flanking the southwest corner of the house. The foundation is coursed rubble stone for the main house and first southwest addition. The larger part of the same addition is newer with a foundation constructed of brick. One of the main attributes of the home is the vast porch system, running from the northwest corner of the main house all of the way around to the southwest corner of the home. Each part of the porch was built during a different era.

1550 Maine Street is located within the City of Quincy's East End Historic District, as included on the National Register of Historic Places. The property is identified as a contributing structure to the district for its architectural significance. What follows is the entry in the application for the East End Historic District to be added to the National Register of Historic Places.

"Circa 1851, this frame Italianate farm house was saved from demolition in the 1930's when the city of Quincy was planning to redevelop Maine Street from 14<sup>th</sup> to 16<sup>th</sup>. The residents within this area were very upset and due to the efforts of a small group of dedicated women, who above all wanted this lovely building preserved, the development did not come about because these women solicited pledges for \$10,000, which was the price the Bull heirs asked for the property. This enabled them to purchase the house and one block of land. The building became the Women's City Club and is still serving the same purpose today."

The application was submitted in the mid-1980's. The club still leases the home from the Quincy Park District.

ADOPTED:

CITY CLERK

APPROVED:

MAYOR

Officially published in pamphlet form this      day of      , 2022.

# CITY OF QUINCY

## *DEPARTMENT OF PLANNING & DEVELOPMENT*

706 Maine Street | Third Floor | Quincy, IL 62301

Office: 217-228-4515 | Fax: 217-221-2288



### OWNER CONSENT FORM

Do you consent to have this property designated as a Quincy Local Historic Landmark?

YES \_\_\_\_\_ NO \_\_\_\_\_

As outlined in the Quincy Municipal Code, the Quincy Preservation Commission shall make every effort to obtain owner consent for designation of proposed Historic Landmarks. Please complete this Consent Form and return it to the Quincy Preservation Commission no later than twenty (20) days following the public hearing.

Owner's Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Owner's Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

1550 Maine Street: Lorenzo Bull House  
Address and Historic Name of Proposed Local Landmark

#### Contact Information:

Owner: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: July 13, 2022**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY PARK DISTRICT 2023 - 2024 GOALS AND OBJECTIVES: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** The Board annually reviews and adopts the District Goals and Objectives.

The format of the Park Districts goals and objectives is being presented for the first-time tonight so further discussions can occur during the August planning session. Staff worked together to develop the current version. The final version of the Quincy Park District 2023-2024 goals and objectives will have final approval at the September 14, 2022 Board meeting.

**FISCAL IMPACT:** No direct fiscal impact. Capital Projects recommended in this document are submitted for budget approval separately.

**STAFF RECOMMENDATION:** None. Information only

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

# **Quincy Park District Goals 2023-2024**

## **Administration**

1. Secure sponsorship/naming rights for an outdoor fitness station to be located in Moorman Park.
2. Work with the Parks Department and Westview on care and preservation of landscaping/hardscapes and parking areas as they are the first impression to many parks.
3. Identify future opportunities for programming and services based on industry trends.
4. Staff will develop a guide to facilitate discussions with interested organizations in support of collaborative efforts to meet our current mission statement.
5. Work with the Board, Burlington North Santa Fe Railway, and Friends of the Trails to finalize the path for the Bill Klingner Trail from Parker Heights to Lincoln Park.
6. Secure a parcel of land in the southeast part of Quincy for a future park location.
7. Work with the Director of Parks for the smooth transition for the retirement of the Maintenance Supervisor in the Parks Department.

## **Westview Golf Course**

1. Continue to work with the Recreation and Marketing Departments to increase golf lessons for junior golfers.
2. Improve the customer experience at Westview by installing new software which allows for online tee time reservations and an improved point of sale system.
3. Remove/update the flooring in the concession/kitchen area.
4. Replace the spillway overflow and 36" drainage pipe in the irrigation lake over the cart path on hole #5.
5. Create/update an equipment replacement program for Westview maintenance.
6. Remove part of the shelter and renovate the remaining section on hole #12.
7. Hire an independent consultant to begin the design and engineering work for the proposed new irrigation system.

## **Marketing/Operations**

1. Develop a multimedia campaign to promote new events and programs through all social media, website, and e-mail marketing platforms.
2. Partner with new businesses and organizations to create new collaborations throughout the Park District.
3. Create new sponsorship opportunities.
4. Coordinate the Nature Trails East development from 30<sup>th</sup> Street- 36<sup>th</sup> St. Kochs Lane.
5. Lead discussions for continuous improvement efforts and new initiatives throughout the Park District organizational process and work to improve quality, productivity, and efficiency in all departments.
6. Create a volunteer/affiliates page that includes active organizations throughout the District's parks and facilities.
7. Attend monthly online educational programs related to IPRA and IAPD.

## **Recreation**

1. Install all new hitting cage equipment and machines at the Batting Cage.
2. Develop and implement new programs in the following areas:
  - Nature 2 new programs
  - Family 2 new programs
  - Mountain Biking 1 new program
  - 18+ Programs 2 new programs
3. Increase attendance at Indian Mounds Pool to 12,000 for the season.
4. Provide surveys and collect data seasonally to identify strengths and weaknesses for all programming.
5. Add new programming in the northwest community:
  - Berrian basketball leagues
  - Family community event
6. Redesign the summer tennis program to help increase participation.
7. Increase participation in 18+ programming and create new programs to make that happen.

## **Marina**

1. Communicate with Marina renters to listen to trends/concerns and to identify needs and potential improvements at the Art Keller Marina.
2. Remove F Dock and relocate H Dock.

## **Parks**

1. Work with the Quincy Park Band to develop and build a permanent stage in one of our parks.
2. Renovate the restrooms at Washington Park.
3. Improve and maintain a quality system of parks and facilities that excite the community.  
**Objective A:** Spend ample time touring parks with staff/maintenance to observe work habits and discuss alternate ways to improve the parks.
4. Work with Mississippi Valley Hunters and Fishermen's Association and Friends of the Trails to complete/research grant opportunities for the walking trail from Parker Heights to Bob Bangert restroom.
5. Create bidding documents for playground companies for a new all-inclusive playground that will be constructed by 2024.

## **Business Office/Technology**

1. Assist with implementation of Westview's new golf software.  
**Objective A:** Smooth transition and integration with the District's accounting system.
2. Analyze, prepare and present data, financial concepts, and objectives that assist commissioners on the future ability of the District to meet its financial obligations and goals and objectives.

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 13, 2022

## **STAFF RECOMMENDATION**

**AGENDA ITEM: QUINCY PARK DISTRICT LEGAL DOCUMENTS  
REVIEW: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** Quincy Park District staff, Board and the Board Attorney have worked together to create a list of possible legal documents to be discussed to see what level of review should occur on a yearly or multiyear basis. Once the list is finalized, it will guide staff for future operations for the Park District.

A list of possible legal documents review items is presented behind this report.

**FISCAL IMPACT:** None.

**STAFF RECOMMENDATION:** Discussion only.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**

This would be in Board Policy Manual, *Section VI Conducting Business of the District*, item 7.

Legal Document Review Items: Following are a list of items advising the Executive Director to know when to get legal advice from counsel.

1. \*Contracts that are unique, unusual, or where they were written for a special situation by the other party's legal counsel.
2. Unique/Special employment agreements, if any, that in writing that involves expenditure of money.
3. Agreements that expose Park District to legal risk/liability that are new and not entered previously. The parameter here is that if Park District has entered in the past, staff could compare and review to past agreements to see if any changes. If not, legal not need to review. If new contract, legal can review to make sure all good.
4. Real estate purchase or sale agreements.
5. Lease/License agreements, unless simply extensions on same/similar terms as existing leases.
6. On 3-year basis, review:
  - a. Job application sheet (not job descriptions)
  - b. Waiver form template for participation
  - c. Rental use agreements for facilities
7. Ordinances and Resolutions. Many of these forms, such as on the tax levy or other formal matters that regularly occur [such as on annual basis] these do not have to be reviewed, but can if the Board so chooses.
8. Litigation especially when a person is injured on Park District property.
9. Allegations of sexual harassment or discrimination based on race, gender, ethnicity, etc.
10. Termination form
11. Unique Requests for Proposals
12. Easements for Park District
13. Grievances from Union that proceed to arbitration

\* Dept. Natural Resources Dam Permit      Nextiva      Call One      Bank Agreements  
Alarm Systems      Investments      Nationwide      Employee Cafeteria Plans  
Comcast      All Naming Rights      Vendor Service Agreements      CDS  
Burlington Northern Railroad (Several)      Adams Fiber      Employee Benefits Insurances  
Intermedia      Property/Casualty Insurance Renewals      Tylex      Trash Removal Agreements  
Direct Energy      Ameren Energy      Workman Compensation Renewals  
Software License Agreements (BS&A, CivicRec, & Westview POS Software)  
Merchant Services Agreements

# ***PUBLIC INPUT***