

# Quincy Park District

## BOARD OF COMMISSIONERS MEETING



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

**Agenda  
January 18, 2023**

**Regular Meeting – Board Room**

**6:00 P.M**

**CALL TO ORDER (ROLL CALL)**

Quincy Park District Board of Commissioners Vacancy, Appointment of a New Commissioner, Oath of Office **(ROLL CALL)**

**PLEDGE OF ALLEGIANCE**

**CONSENT AGENDA: (UNANIMOUS CONSENT)**

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
2. Regular Meeting Minutes – December 14, 2022
3. Executive Session Minutes – December 14, 2022

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

**BOARD INFORMATION/EDUCATION:**

- FY2023 Executive Summary (under separate cover)

**CORRESPONDENCE:**

**VOLUNTEERS:**

**EXECUTIVE DIRECTOR'S REPORT:**

- Rome Frericks

**DIRECTOR'S REPORTS:**

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

## **COMMITTEE REPORTS:**

### **UNFINISHED BUSINESS:**

- Quincy Riverfront Development Corporation Donation for Start Up Costs

### **NEW BUSINESS:**

- Quincy Park District Board of Commissioners Executive Session Minutes Bi-Annual Review: Recommended Approval **(VOICE VOTE)**
- ORDINANCE NO. 23-01: An Ordinance providing for the issue of \$1,000,000 Taxable General Obligation Park Bonds, Series 2023, for park improvements and for the payment of expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the District's Corporate Fund: Recommended Approval **(ROLL CALL VOTE)**
- Westview Semi-Annual Financial Data: Discussion Only
- Berrian Park Restroom Replacement Design and Engineering: Recommended Approval **(VOICE VOTE)**
- Moorman Park Parking Lot Addition Design and Engineering: Recommended Approval **(VOICE VOTE)**
- Bid for Golf Cars at Westview Golf Course: Recommended Approval **(VOICE VOTE)**
- Westview Golf Course Irrigation Design Performed by Les Hill Irrigation Consultant: Recommended Approval **(VOICE VOTE)**

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

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

**CALL TO ORDER ( OPEN SESSION)**

**ACTIONS AFTER EXECUTIVE SESSION:**

**ADJOURN **(ROLL CALL VOTE)****

# ***CONSENT AGENDA***

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

QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois

Regular Meeting  
Board Room

December 14, 2022  
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 Nathan Koettters, Patty McGlothlin, Roger Leenerts, Jeff Steinkamp, and Jeff VanCamp. 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–Jonathan Hoover.

President Frankenhoff led the room in the Pledge of Allegiance.

**PUBLIC HEARING: FY 2023 BUDGET & APPROPRIATION, ORDINANCE NO. 22-08**  
**(MOTION TO ADJOURN-ROLL CALL VOTE)**

President Frankenhoff read Ordinance 22-08. Director Hilgenbrinck reported that there has been no written or oral public comments during the required time of the publication. VICE-PRESIDENT HOLTHAUS MADE A MOTION SECONDED BY COMMISSIONER LEENERTS TO ADJOURN THE PUBLIC HEARING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**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 VANCAMP</b>	<b>YES</b>
<b>VICE-PRESIDENT HOLTHAUS</b>	<b>YES</b>
<b>PRESIDENT FRANKENHOFF</b>	<b>YES</b>

**CONSENT AGENDA**

President Frankenhoff asked if there were any objections or changes to the November 9, 2022, Regular Board meeting minutes or to the check register and the Executive Session minutes and upon hearing none, he announced they were approved by unanimous consent.

**PUBLIC INPUT** – John Gebhardt, Friends of Log Cabins

**BOARD INFORMATION/EDUCATION**

Friends of the Log Cabin President Gebhardt presented the Annual Report of Activities for 2022 for the Lincoln-Era Log Cabin Village which included a yearly visitor count of 1,500, school tours during the year and repairs and refurbishments to the site.

**CORRESPONDENCE**–None

**VOLUNTEERS**– None.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Frericks had nothing to add to his written monthly report.

**DIRECTORS' REPORTS**



Director Higley added to his report that the second repairs to the Quinsippi Island Bridge were completed today and the bridge will be reopened tomorrow morning December 15, 2022.

Director Hilgenbrinck reported that filing for open commissioner seats began Monday and three candidates filed for the four year position and no one has filed for the two year position as of today. He also introduced the new Administrative Assistant Juanita Kohn to the Board.

Director Bruns stated that the Special Population Christmas Dinner Dance was held at the Holiday Inn with 150 attending. Dinner with Santa was held on at the Town Center and had approximately 100 participants.

Director Morgan reported removal of trees that were down off the golf course was completed. And repairs and maintenance to machinery are being completed at this time.

Director Beroiza mentioned that the Open House for the Friends of the Nature trails was held in November of this year with 120 in attendance.

### **COMMITTEE REPORTS**

Quincy Park Foundation-Vice-President Holthaus reported a meeting was held today and reported two open board seats. She added that the Foundation's investments had been changed resulting in good returns and that will maximize the impact of how the Foundation will be able to help in the future. Commissioner McGlothlin reported they discussed the possibility of another fundraiser and setting an appropriate date for that.

Friends of the Lorenzo Bull House-Vice-President Holthaus reported that she and Commissioner VanCamp attended a December 12, 2022 meeting. A new keyless door lock has been added to the house. She reported on events held in 2022 and doing a fall fundraiser. Commissioner VanCamp mentioned they have established a website that has a centralized scheduling module to take reservations.

Quincy Riverfront Development Corporation-Commissioner Steinkamp reported that the next meeting will be on January 26, 2023 at the Boat Club. He will send out the agenda if anyone would like to attend.

Quincy Planning Commission-Commissioner Koettters advised the planning commission met November 22<sup>nd</sup> and will meet again on December 28<sup>th</sup>.

**UNFINISHED BUSINESS**-None

### **NEW BUSINESS**

Quincy Riverfront Development Corporation Donation for Startup Costs: **(ROLL CALL VOTE)**

Executive Director Frericks stated that a donation of \$25,000 for start up costs has been requested from the Quincy Park District. The \$25,000 would come from corporate reserves. President Frankenhoff asked for a clarification between the Foundation and the Corporation. Commissioner Steinkamp explained the Corporation is a separate entity from the foundation and the Corporation has been meeting for approximately a year. They have not raised any seed money to date. These funds would not be used for specific projects it is strictly for operational expenses of the Corporation. President Frankenhoff raised the following concerns: legality of a donation from the Quincy Park District of tax dollars and the precedent that would be established if this donation is made. He suggested that voting on this issue be continued for a month until the Board Attorney can research these concerns and report back to the Board.

COMMISSIONER KOETTERS MADE A MOTION SECONDED BY PRESIDENT FRANKENHOFF TO POSTPONE DISCUSSION FOR ONE MONTH AND ALLOW LEGAL REVIEW.

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

**COMMISSIONER MCGLOTHLIN**  
**COMMISSIONER STEINKAMP**

**YES**  
**YES**

<b>COMMISSIONER VANCAMP</b>	<b>YES</b>
<b>COMMISSIONER KOETTERS</b>	<b>YES</b>
<b>COMMISSIONER LEENERTS</b>	<b>YES</b>
<b>VICE-PRESIDENT HOLTHAUS</b>	<b>YES</b>
<b>PRESIDENT FRANKENHOFF</b>	<b>YES</b>

IMRF Voluntary Contribution: Recommended Approval **(VOICE VOTE)**

Director Hilgenbrinck advised this was discussed at the September finance committee. The Board approved the amendment to the Fiscal year 2022 budget and appropriation ordinance to allow this action to take place. Staff is recommending to make a voluntarily additional contribution to IMRF of \$400,000.

COMMISSIONER VANCAMP MADE A MOTION SECONDED BY COMMISSIONER LEENERTS TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Fiscal Year 2023 Operating Budget: Recommended Approval **(VOICE VOTE)**

Director Hilgenbrinck reported this was presented last month for review. The only change since then is the addition of the \$25,000 donation to the Riverfront Development Corporation. Staff recommends approval of the fiscal year 2023 operating budget as presented.

COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

ORDINANCE NO. 22-08: Combined FY2023 Budget & Appropriation: Recommended Approval **(ROLL CALL VOTE)**

Director Hilgenbrinck advised this is a legal document to allow the Park District to receive and expend funds. Staff recommends approval of the budget and appropriation ordinance as presented.

COMMISSIONER VANCAMP MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN APPROVE AS PRESENTED.

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

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

Quincy Park District 2022-2023 Goals and Objectives 4<sup>th</sup> Quarter Status Update: Information Only

Executive Director Frericks reported this is provided quarterly to the Board attached is the fourth quarter update.

Transfer and Close Inactive Bond Debt Retirement Funds: Recommended Approval **(VOICE VOTE)**

Director Hilgenbrinck reported the 2022 general obligation bond has been retired and paid in full after local tax levy distributions. Staff recommends that those funds be transferred to the current 2022 general obligation fund as additional contingency funds.

COMMISSIONER KOETTERS MADE A MOTION SECONDED BY VICE-PRESIDENT HOLTHAUS TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Accounting Procedure – Assigned Component of Corporate Fund Balance: Recommended Approval **(VOICE VOTE)**

Director Hilgenbrinck advised that staff recommends the assignment of general corporate fund balance in accordance with GASB statement 54, set aside funds as recommended for OSLAD, Wavering Park restroom and playground, for the Westview irrigation and for the Bill Klingner Trail from Parker Heights to Lincoln Park. COMMISSIONER LENEERTS MADE A MOTION SECONDED BY COMMISSIONER STEINKAMP TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION PASSED.

Bid for Moorman Park Batting Cage Improvements: Recommended Approval **(VOICE VOTE)**

Director Bruns advised this is a bid to replace the hitting machines at the batting cage at Moorman Park. This bid includes removing all the old equipment, installing all new equipment plus training for staff. The bid was advertised and one bid was received from J & J Amusements for \$92,662. It should be completed by April 1<sup>st</sup>. Staff recommends approval of the bid from J & J Amusements. COMMISSIONER MCGLOTHLIN MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE BID AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Public Sale of Surplus Equipment: Recommended Approval **(VOICE VOTE)**

Director Higley reported this is for the boathouse in the public area of the Marina. An auction was held with one bidder with a bid of \$250. Staff recommends the Board approve the sale of the surplus equipment for \$250.

COMMISSIONER STEINKAMP MADE A MOTION SECONDED BY COMMISSIONER VANCAMP TO APPROVE THE AGREEMENT AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

**PUBLIC INPUT:** None

**EXECUTIVE SESSION:** In accordance with 5 ILCS, Par. 120/2c, President Frankenhoff asked for a motion to move into Executive Session to discuss:

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

COMMISSIONER STEINKAMP MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO MOVE INTO EXECUTIVE SESSION.

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

<b>COMMISSIONER VANCAMP</b>	<b>YES</b>
<b>COMMISSIONER KOETTERS</b>	<b>YES</b>
<b>COMMISSIONER LENEERTS</b>	<b>YES</b>
<b>COMMISSIONER MCGLOTHLIN</b>	<b>YES</b>
<b>COMMISSIONER STEINKAMP</b>	<b>YES</b>
<b>VICE-PRESIDENT HOLTHAUS</b>	<b>YES</b>
<b>PRESIDENT FRANKENHOFF</b>	<b>YES</b>

This portion of the Regular meeting adjourned to Executive Session at 6:58 p.m.

**ACTIONS AFTER EXECUTIVE SESSION**

Executive Director – Salary Increase:



VICE-PRESIDENT HOLTHAUS MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO INCREASE THE EXECUTIVE DIRECTOR'S SALARY TO \$95,000. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

With no other business to discuss, COMMISSIONER KOETERS MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. Meeting adjourned at 7:47 p.m.

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Secretary

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Chairman

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Date

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Date

# ***PUBLIC INPUT***

***BOARD  
INFORMATION/  
EDUCATION***

# ***CORRESPONDENCE***

***VOLUNTEERS***



***EXECUTIVE  
DIRECTOR'S  
REPORTS***

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

**Administrative Initiatives** (12/01/22 – 12/31/22)

Attended:

- Friends of the Trails meeting
  - Directors' meeting
  - Board meeting
  - Safety meeting
  - Rotary Board meeting
  - Quincy/Adams County Economic Development/Tourism meeting
  - Park Foundation meeting
  - UMRR meeting
  - Arbor Day tree planting at Lincoln Jackson Pool
  - Diversity and Inclusion webinar
- 
- Met with Attorney David Penn several times on current events concerning the Park District.
  - Met with engineers to begin the design process for both Berrian Park restroom replacement and Moorman Park parking lot addition.
  - Held two operation meetings with the Directors.
  - Met with Board members on several dates to discuss Park District business.
  - Met with Directors for guidance on the 2022 Executive Summary.

**Administrative Initiatives** (1/1/23 – 1/31/23)

- Continue to work with UMRR to develop the beginning scope of work and specifications.
- Work with the Director of Parks on the design, engineering and scope of work on various Park District 2023 capital projects.

- Complete annual staff evaluations.
- Work with Director of Golf and Les Hill Irrigation Consultant to begin the Westview Golf Course irrigation design and engineering.
- Attend the pre-bid meeting for the Villa Kathrine overlook and sidewalk project.
- Attend the bid opening for golf carts for Westview Golf Course.
- Assist the Director of Business Services with seeking a candidate for his replacement.

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

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

**Administrative Initiatives** (12/1/22 – 12/31/22)

Attended:

- Directors' meeting
  - Safety meeting
  - Kiwanis meetings
  - Park Foundation meeting
- 
- Monitored leaf mulching throughout the District
  - Monitored work on the winter tree list
  - Monitored District wide tree planting
  - Monitored work on Villa Kathrine restroom renovation
  - Monitored progress on various landscape bed renovation

**Administrative Initiatives** (1/1/23 – 1/31/23)

- Continue planning for 2023 projects, goals and objectives
- Work on 2023 projects for Parks Department
- Work on 2023 fuel bid
- Work on equipment purchases
- Work on bids for upcoming projects
- Monitor work on winter tree list



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

**Administrative Initiatives** (12/01/22 – 12/31/22)

- Attended Safety Committee meeting.
- Met with Friends of the Lorenzo Bull House to sign the new license agreement and discuss operations moving forward.
- Coordinated efforts with Chapman & Cutler, LLP for the development of the annual 2023 G.O. Bond Ordinance.
- Filed FY2023 Budget & Appropriations Ordinance.
- Prepared financial reports for the 2023 Executive Summary.

**Administrative Initiatives** (1/01/23 – 1/31/23)

- Assist the Executive Director with seeking a candidate for the Director of Business Services.
- Assist the Director of Golf with implementing the new golf/POS software system.
- Close out FY2022, pending auditor adjusting entries.
- Close out 2022 payroll, prepare tax reports, and issue W-2s.
- File "Statement of Economic Interest" for staff and commissioners with the County Clerk's office.
- Finalize the 2023 Executive Summary and post on District's website.
- Complete annual FOIA/OMA training.
- Prepare the registration and POS CivicRec systems for the 2023 season for enhanced operations.
- Coordinate efforts with Chapman & Cutler, LLP to finalize the annual 2023 G.O. Bond Ordinance.

**To:** Board of Commissioners  
**From:** Mike Bruns  
**Subject:** Monthly Report  
**Date:** January 4, 2023

**Administrative Initiatives** (12/01/22 – 12/31/22)

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff finished information for the 2023 executive summary.
- Staff finished updating the website and civic rec for programs and events for 2023.
- Staff finished updating the information for the 2023 brochure.
- Staff held the Special Pops Holiday Dinner and Dance and Breakfast with Santa programs.
- Staff finished the 2023 program and event schedule.
- Staff conducted the bid opening for the Moorman Park Batting Cage Improvements.
- Staff finished the 2023 Indian Mounds Pool schedule.
- Staff worked on recruiting seasonal staff for 2023.

**Administrative Initiatives** (01/01/23 – 01/31/23)

- Staff will work on ordering supplies needed for 2023.
- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will work on athletic field schedules for 2023.
- Staff will update our training program for seasonal staff.

- Staff will work on plans for the Mommy and Daddy date nights in March.
- Staff will on plans for the youth soccer, baseball and softball programs.
- Staff will work on recruiting supervisory and staff positions for 2023.
- Staff will update the 2023 Batting Cage and Indian Mounds Pool manuals.
- Meet with office staff to go over the 2023 Recreation Calendar.

**PROGRAM SERVICES DEPARTMENT**

**(Program Manager Responsibility List)**

**11/30/2022**

**KYLE**

- Archery
- Batting Cage
- Birthday Splashes
- Concession Operations
- Disc Golf
- Easter Event
- Fall Festival
- Family Day Entertainment
- Family Scavenger Hunt
- Fishing Clinics
- Fishing Rodeo
- IMP
- Indoor Playground
- Low Impact Fitness Exercise (LIFE)
- Mommy/Daddy Date Nights
- Mountain Biking
- Nature Programs/Walks/Trails
- Outdoor Fitness
- Outdoor Movies (Moorman)
- Private Pool Parties
- Special Populations
- Spooky Campfire
- Star Party
- Summer Adventures
- Swim Lessons
- Water Babies

**BEN**

- 3 on 3 Basketball Leagues
- Breakfast Santa at Town Center
- Competitive Baseball Leagues
- Competitive Softball Leagues
- Golf Youth Lessons
- Lacrosse
- Northwest Picnic Lincoln Park
- Northwest Baseball/Soccer Teams
- Northwest 3 on 3 Basketball
- Park District Baseball
- Pickleball
- Sand Volleyball
- Scheduling of Tournaments, etc.
- Soccer Youth Fall & Spring
- Softball Adult/Co-ed
- Softball Girls
- Sponsorships
- T-Ball
- Tennis Youth/Adult
- Tennisfest
- Volunteers

**To:** Board of Commissioners  
**From:** David Morgan  
**Subject:** Monthly Report  
**Date:** January 1, 2023

**Administrative Initiatives** (12/01/22 – 12/31/22)

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Continue to meet with merchandise reps. for the 2023 season.
- Update the website and calendar of events for the 2023 season.
- Attend Club Caddie zoom meetings for the new point-of-sale system.
- Implement the new Point of sale system
- Staff advertised for cart bids.
- Staff is 95% completed with the blowing and mulching of leaves on the course.
- Staff shut down and winterized the water line over the breeze-way in the clubhouse.
- Staff continued felling of dead trees on the course.
- Staff continued trimming of low branches on the course.



### **Administrative Initiatives** (1/01/23 - 1/31/23)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview.
- Staff will begin training for seasonal staff on how to use the new point of sale system.
- Staff will attend the cart bid opening.
- Staff will continue with the annual equipment maintenance program.
- Staff will monitor the course on a daily basis for playability.
- Felling of dead trees and trimming of low branches continues.
- Prepare the 2023 Chemical Bid for the Park District.
- Rick will re-certify his spray license for 2023.

## Westview Golf Course Rounds of Golf - 2022

		Dec-22	2022 YTD	Dec-21	2021 YTD
10000	18 Hole Weekday Green Fee	48	3505	0	3018
10002	9 Hole Weekday Green Fee	8	2389	28	1715
10004	Twilight Green Fee	2	239	0	238
10005	Fall/Spring/Winter Green Fee	6	671	46	1078
10006	M-T-TH-Special	0	516	0	801
10007	Winter Special w/ Car	14	376	360	848
10008	Third Nine Green Fee	15	4642	134	4365
10009	Family Night Adult	0	28	0	45
10010	Family Night Child	0	31	0	57
10011	Jr. Green Fee	0	173	0	118
10012	Promotional Round	0	92	5	86
10013	Twilight Combo	7	3379	20	3381
10014	Early Bird 9	0	216	2	85
10015	Early Bird 18	0	590	0	630
11000	Adult Weekday Pass Visit	16	1593	97	1705
11001	Adult Weekend Pass Visit	5	1003	22	1024
11002	Senior Weekday Pass Visit	66	3013	210	3066
11003	Senior Weekend Pass Visit	1	1594	24	1586
11004	Senior Rest. Weekday Pass Visit	2	392	14	307
11005	Super Senior Weekday Pass Visit	10	2443	82	2534
11006	Employee Pass Visit	0	79	0	58
11007	Junior Weekday Pass Visit	6	751	26	879
11008	Junior Weekend Pass Visit	0	233	11	269
11010	Junior Summer Pass Visit	0	559	0	552
11011	College Pass Visit	0	0	0	0
11012	Young Adult Pass Visit	15	1261	61	990
11013	School Team Pass Visit	4	308	5	259
12000	Green Fee Punch card Visit	0	435	18	1220
13000	Tournament Round	0	1288	0	1027
13002	Outing Green Fee	0	1044	0	929
10016	Tri-State Promotional Round	0	41	0	50
<b>Total</b>		<b>225</b>	<b>32884</b>	<b>1165</b>	<b>32920</b>
<b>Per Visit Fee</b>		<b>\$222</b>	<b>\$33,279</b>	<b>\$1,190</b>	<b>\$32,649</b>
<b>Days Closed</b>		<b>24</b>	<b>125</b>	<b>9</b>	<b>96</b>

**To:** Board of Commissioners

**From:** Marcelo Beroiza

**Subject:** Monthly Report

**Date:** January 1, 2022

**Administrative Initiatives** (12/1/22 – 12/31/22)

- Attended the Rec. Department staff, Park District Board and safety meeting
- Met with Lorenzo Bull House group to review 2023 events
- Met with Rec. Department Staff 2023 Yearly events/programs brochure
- Met with the Executive Dir. Of Operations for the monthly meeting (Maintenance, Rec, Business office, Westview, and projects)
- Marketing
  - 2023 Yearly Brochure
  - 2023 Westview brochure updates
  - 2023 New Westview Disk Golf marketing launch of the new facility
  - Lorenzo Bull House 2023 events
  - Programs/Events Registration opens in January 2023 campaign
  - Winter trails campaign
  - Art Keller Marina campaign
  - Trail signs
  - Bill Klingner Trail. Eco Counter January – December 7 122,000 users
  - Reported trail conditions app:
    - 1,400 Users check trail conditions
    - 250 Users reported current trail conditions (Hikers and Cycles)
  - Updated new shelter pictures
- Projects
  - Nature Trails East trail signs
  - BNSF Preliminary Bill extension project to Lincoln park
- 2022 Activity on a glance
  - In a continuous effort to stay up today with today's trends, technologies, and best business practices through Park Districts in the country. Marketing/Operations staff attended 12 IPRA Webinars, MCT 2022 Trail Summit, The Bee and Butterfly Habitat Foundation, and The Fitness Trails consultant this year

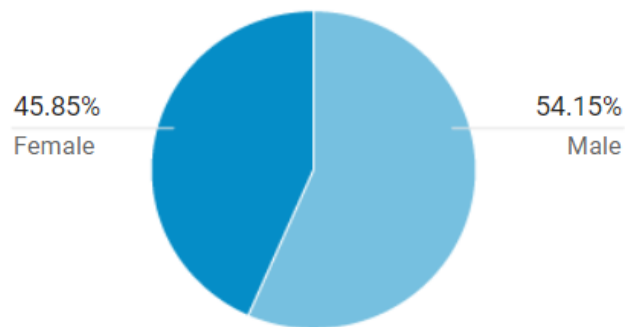
- More than in previous years we have experienced significant growth in programs, events, and services registration, but also more affiliates, community, and corporate volunteer groups collaborations taking advantage of our resources and platforms to kick start and scale their initiatives in our community. [Learn more on this link](#)

### 2022 Activity on a glance

	Quincy Park District Website Users Devices	QTY	%
1	Mobile	64,465	71.34%
2	Desktop	25,038	27.71%
3	Tablet	866	0.96%
	<b>Total yearly users</b>	89,776	100%
	<b>2022 Customers Transactions (CivicRec)</b>		
	Open to ages 3 and up:		
	Programs	33,800	100%
	Events		
	Business Office		

### Gender

100% of total sessions



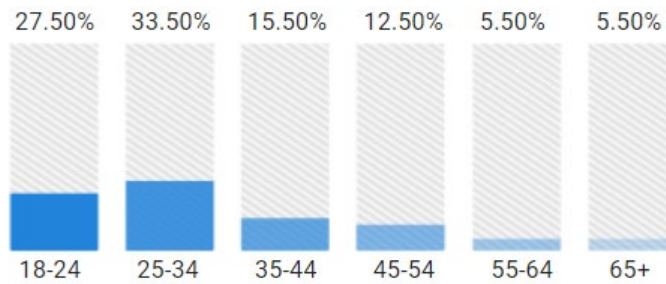
### Interest Category

100% of total sessions

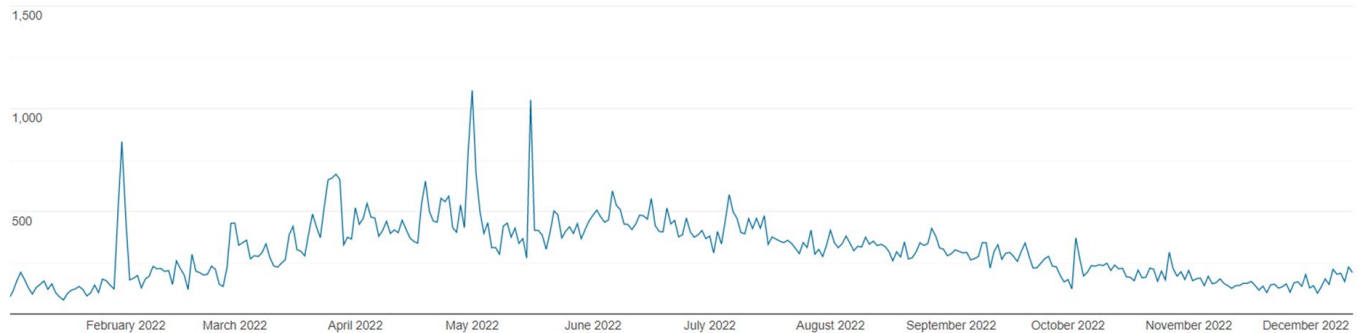


### Age

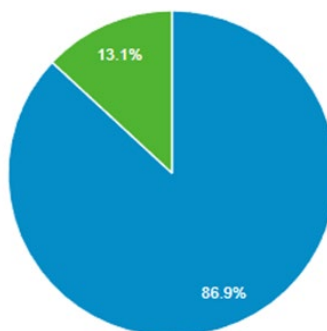
100% of total sessions



### Yearly Website Activity. Peak Months



■ New Visitor ■ Returning Visitor



### **Administrative Initiatives** (1/1/23 – 1/31/23)

- 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: January 18, 2023

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: QUINCY RIVERFRONT DEVELOPMENT CORPORATION DONATION FOR STARTUP COSTS**

**BACKGROUND INFORMATION:** During the November Finance Committee meeting, Commissioner Steinkamp discussed a possible donation of \$25,000 from the Quincy Park District to the Quincy Riverfront Development Corporation (QRDC) to help with the startup costs for the newly formed group.

At the December Board meeting, Commissioners discussed the donation to the Quincy Riverfront Corporation and directed the Quincy Park District Attorney to look into the legality of the donation. Since then, the attorney has stated that there is “not yet sufficient information to assess from a legal standpoint whether can recommend legal authority” for the Quincy Park District to donate to the Quincy Riverfront Development Corporation based on the following two bullet points:

- “Legal cannot find any proper, safe basis to make charitable donations to third-parties.”
- “An investment or payment of \$25,000 without any other information about the nature of the request, need, or use of the money is premature. There is not enough information to access the legality and propriety of such a payment/investment. Issues include: documentation supporting the payment/investment, description of the need and use of the money, as well as some documentation regarding the basis and request itself.”

**FISCAL IMPACT:** The \$25,000 would come from corporate reserves.

**STAFF RECOMMENDATION:** Staff is presenting this information for further discussion since this was tabled at the December 2022 Board meeting.

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

**BOARD ACTION:**

***NEW BUSINESS***

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: January 18, 2023**

## **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 releasing the following Executive Session minutes-

March 11, 2020

June 10, 2020

June 8, 2022

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: January 18, 2023**

## **STAFF RECOMMENDATION**

**SUBJECT: ORDINANCE NO. 23-01, AN ORDINANCE PROVIDING FOR THE ISSUE OF \$1,000,000 TAXABLE GENERAL OBLIGATION PARK BONDS, SERIES 2023, OF THE QUINCY PARK DISTRICT, ADAMS COUNTY, ILLINOIS, AND FOR THE LEVY OF A DIRECT ANNUAL TAX SUFFICIENT TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS AND AUTHORIZING THE SALE OF THE SAID BONDS TO THE DISTRICT'S CORPORATE FUND: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Quincy Park District Board of Commissioners demonstrated their intent to issue \$1,000,000 in Non-Referendum General Obligation Bonds for the purpose of funding certain park improvements. The required Public Notice has been published in the local newspaper per the schedule of activity. The required Public Hearing was conducted November 9, 2022, with no public objection to the proposed bond issue.

The Board, at its regular meeting on November 9, 2022, approved a recommendation for the District to purchase this taxable bond as an investment, as per the District's investment policy, and to set the rate at 5.50%.

The purpose of Ordinance No. 23-01 is to authorize the issuance of General Obligation Park Bonds to fund park improvement projects and equipment purchases and to levy a direct annual tax to retire said bond principal and interest which is scheduled to be paid in full on October 25, 2023. Funds for this payment will come through the 2022 property tax levy, collected in 2023. The bond closing is scheduled for February 1, 2023. Ordinance No. 23-01 was developed by bond council Chapman and Cutler, LLP.

**FISCAL IMPACT:** The 2023 GO Bond interest rate of 5.50% is up from last year's bond rate of 1.65%. Based on the estimated 2022 EAV of \$771,807,000, the 2023 Bond issue and the payment on the 2019A Bonds will result in an estimated 2022 property tax rate of .1987, as compared to .21861 for 2021.

**STAFF RECOMMENDATION:** Staff recommends approval of Ordinance No. 23-01, as presented.

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

**BOARD ACTION:**

**ORDINANCE NO. 23-01**

AN ORDINANCE providing for the issue of \$1,000,000 Taxable General Obligation Park Bonds, Series 2023, of the Quincy Park District, Adams County, Illinois, for the purpose of providing for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the Corporate Fund of the District.

\* \* \*

WHEREAS, the Quincy Park District, Adams County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois (the “*Act*”), and all laws amendatory thereof and supplementary thereto; and

WHEREAS, the needs of the District require the expenditure of not less than the sum of \$1,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the “*Project*”), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board of Park Commissioners of the District (the “*Board*”) and now on file in the office of the Secretary of the Board; and

WHEREAS, the Board finds that it does not have sufficient funds on hand for the purpose aforesaid, and that the cost thereof will be not less than \$1,000,000, and that it is necessary and for the best interests of the District that it borrow the sum of \$1,000,000 and issue bonds of the District to evidence the borrowing; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board, on the 12th day

of October, 2022, executed an Order calling a public hearing (the “*Hearing*”) for the 9th day of November, 2022, concerning the intent of the Board to sell bonds in the amount of \$1,000,000 for the Project; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Quincy Herald-Whig*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice was continuously available for public review during the entire 48-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 9th day of November, 2022, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 9th day of November, 2022; and

WHEREAS, the Board does hereby find and determine that it is authorized at this time to issue bonds in the amount of \$1,000,000 for the Project; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that \$1,000,000 of the bonds so authorized be issued at this time; and

WHEREAS, the Board does hereby find and determine that upon the issuance of the \$1,000,000 Taxable General Obligation Park Bonds, Series 2023, now proposed to be issued, the aggregate outstanding unpaid bonded indebtedness of the District, including said bonds, will not exceed .575% of the total assessed valuation of all taxable property in the District as last equalized and determined, and pursuant to the provisions of Section 6-4 of the Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval:

NOW, THEREFORE, Be It Ordained by the Board of Park Commissioners of the Quincy Park District, Adams County, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by law to borrow the sum of \$1,000,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District to said amount, the proceeds of said bonds to be used for the purpose of paying the cost of the Project, and it is necessary and for the best interests of the District that there be issued at this time \$1,000,000 of the bonds so authorized.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District the sum of \$1,000,000 for the purpose aforesaid; and that bonds of the District (the “Bonds”) shall be issued in said amount and shall be designated “Taxable General Obligation Park Bonds, Series 2023.” The Bonds shall be dated February 1, 2023, and shall also bear the date of authentication, shall be in fully registered form, shall be in minimum denominations of \$100,000 and integral multiples of \$1,000 in excess thereof, shall be numbered 1 and upward, and the Bonds shall become due and payable on October 25, 2023, and bear interest at the rate of 5.50% per annum.

The Bonds shall bear interest from their date until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on October 25, 2023. Interest on each Bond shall be paid by check or draft of the Treasurer of the Board (the “Bond Registrar”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of

business on October 10, 2023. The principal of the Bonds shall be payable in lawful money of the United States of America at the office of the Bond Registrar.

The Bonds shall be signed by the President and Secretary of the Board, and shall be countersigned by the Treasurer of the Board, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. If the Secretary or the Treasurer of the Board is unable to perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance.

*Section 4. Registration of Bonds; Persons Treated as Owners.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District for the Bonds. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form



satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at the office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on October 10, 2023, and ending at the opening of business on October 25, 2023.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds.

*Section 5. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED  
NO. 1

REGISTERED  
\$1,000,000

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTY OF ADAMS

QUINCY PARK DISTRICT

**TAXABLE GENERAL OBLIGATION PARK BOND, SERIES 2023**

See Reverse Side for Additional Provisions
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Interest  
Rate: 5.50%

Maturity  
Date: October 25, 2023

Dated  
Date: February 1, 2023

Registered Owner: CORPORATE FUND, QUINCY PARK DISTRICT, ADAMS COUNTY, ILLINOIS

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Quincy Park District, Adams County, Illinois (the “*District*”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond at the Interest Rate per annum set forth above on October 25, 2023. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the office of the Treasurer of the Board of Park Commissioners of the District, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of the interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on October 10, 2023, and shall be paid by check or draft of the Bond Registrar, payable upon

presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax sufficient to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Quincy Park District, Adams County, Illinois, by its Board of Park Commissioners, has caused this Bond to be signed by the President and Secretary of said Board of Park Commissioners, and to be countersigned by the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

(SEAL)

Countersigned:

SPECIMEN  
Treasurer, Board of Park Commissioners

Date of Authentication: February 1, 2023

CERTIFICATE  
OF  
AUTHENTICATION

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the Taxable General Obligation Park Bonds, Series 2023, of the Quincy Park District, Adams County, Illinois.

SPECIMEN  
Treasurer, Board of Park Commissioners,  
as Bond Registrar

SPECIMEN  
President, Board of Park Commissioners

SPECIMEN  
Secretary, Board of Park Commissioners

Bond Registrar and Paying Agent:  
Treasurer, Board of Park Commissioners,  
Quincy Park District,  
Adams County, Illinois

[Form of Bond - Reverse Side]

**QUINCY PARK DISTRICT**

**ADAMS COUNTY, ILLINOIS**

**TAXABLE GENERAL OBLIGATION PARK BOND, SERIES 2023**

[6] This Bond is one of a series of bonds issued by the District for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, pursuant to and in all respects in full compliance with the provisions of the Park District Code of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by the Board of Park Commissioners of the District by an ordinance duly and properly adopted for that purpose, in all respects as provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the office of the Bond Registrar in Quincy, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in minimum denominations of \$100,000 and integral multiples of \$1,000 in excess thereof. This Bond may be exchanged at the office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period

beginning at the close of business on October 10, 2023, and ending at the opening of business on October 25, 2023.

[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_  
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 6. Sale of Bonds.* Pursuant to the Investment of Municipal Funds Act, the District is authorized to use the money in its funds to purchase bonds issued by the District. In view of the balance in the District's Corporate Fund, there is no need for current funds in said Fund in the aggregate amount of the purchase price of the Bonds, the same being equal to the par amount of the Bonds. The Corporate Fund may be prudently invested for the term of the Bonds, and, as such, the Corporate Fund is the Purchaser of the Bonds.

*Section 7. Tax Levy.* In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:
2022	\$1,040,333.33 for interest and principal up to and including October 25, 2023

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

*Section 8. Filing of Ordinance.* Forthwith upon the passage of this Ordinance, the Secretary of the Board is hereby directed to file a certified copy of this Ordinance with the County Clerk of the County of Adams, Illinois (the "*County Clerk*"), and it shall be the duty of the County Clerk in and for the year 2022, to ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable



property within the District in connection with other taxes levied in said year for general park purposes, in order to raise the amount aforesaid and in said year such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general park purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated "Park Bond and Interest Fund of 2023" (the "*Bond Fund*"), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

*Section 9. Use of Bond Proceeds.* The principal proceeds of the Bonds are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District (the "*Project Fund*").

*Section 10. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 11. Duties of Bond Registrar.* The obligations and duties of the Bond Registrar may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and

(e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 12. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 13. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted January 18, 2023.

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President, Board of Park Commissioners

Attest:

---

Secretary, Board of Park Commissioners

# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: January 18, 2023**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: WESTVIEW SEMI-ANNUAL FINANCIAL DATA: DISCUSSION ONLY**

**BACKGROUND INFORMATION:** Attached is a review of Westview's fiscal year-end financial data. The 10 years of data includes per round data and charts. One thing that will stand out is the number of rounds of golf played, supporting the increase of rounds last year.

COVID-19 pandemic may have spurred people to get out and play in 2021, resulting in Westview experiencing the first significant increase in rounds since 2012. That support continues.

Average cost per round, at \$25.41 per round, resulted in a breakeven cost per round of \$21.45, which is slightly up from \$20.32 in 2021.

There is a lot of information in this analysis. To arrive at conclusions from this data, one must have or seek a thorough knowledge of operations. This analysis is being provided for discussion only.

**FISCAL IMPACT:** No impact due to no proposed changes.

**STAFF RECOMMENDATION:** Discussion only.

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

**BOARD ACTION:**

**Westview**  
**Historical Financial Data Per Round**  
(Prior to Yearend Adjustments)

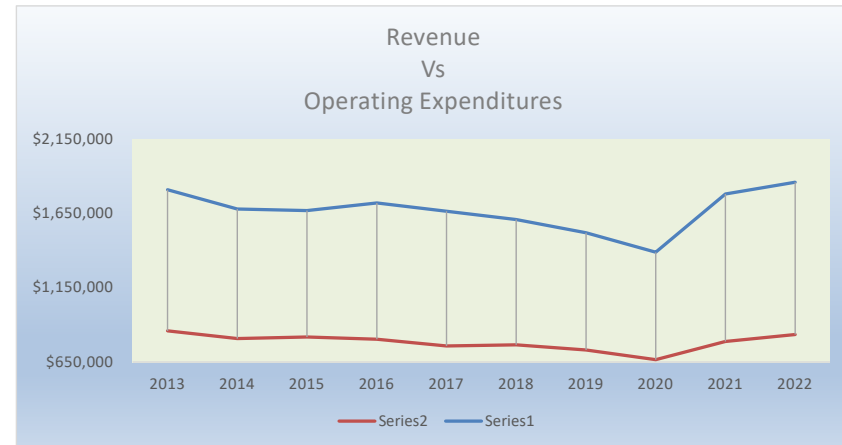
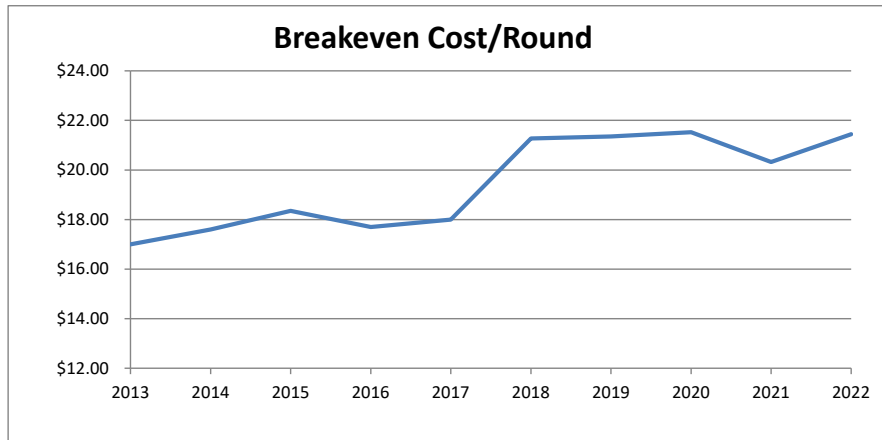
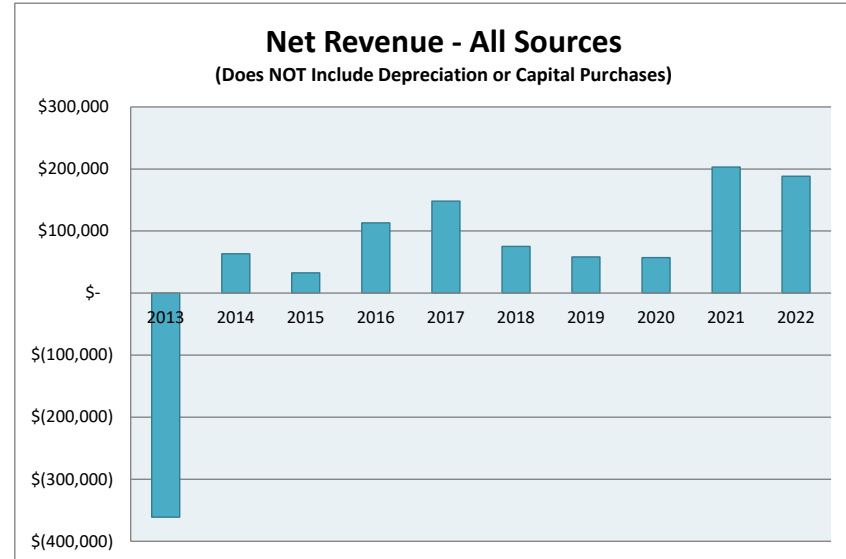
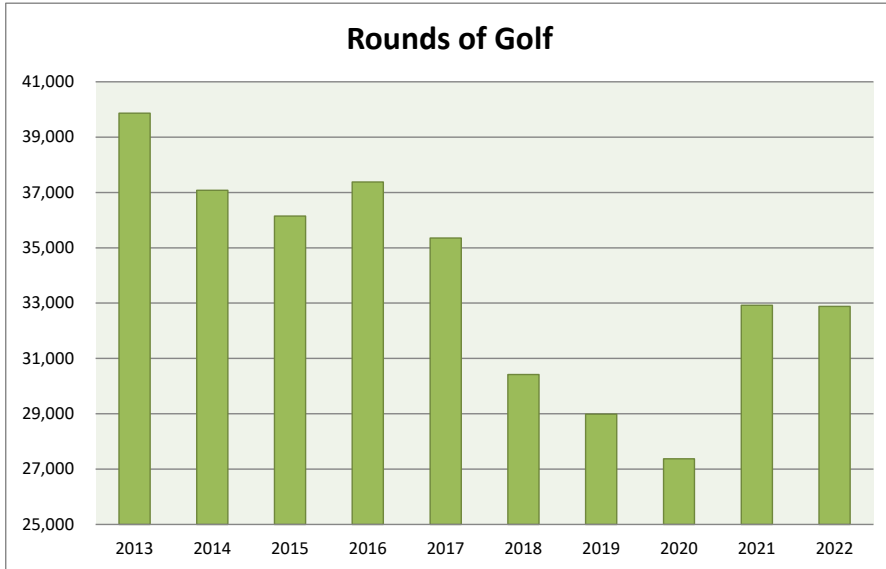
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Rounds of Golf:</b>	39,868	37,081	36,150	37,375	35,350	30,418	28,982	27,369	32,920	32,884
# of Days Course Closed			118	80	46	113	126	136	96	125
Avg Rounds /day Open			146.4	131.1	110.8	120.7	121.3	119.5	122.4	137.0
<b>Net Revenue:</b>										
WV General	\$ 288,098	\$ 234,499	\$ 208,631	\$ 259,679	\$ 307,238	\$ 256,650	\$ 214,065	\$ 208,895	\$ 307,581	\$ 283,331
The Scotty	\$ 9,923	\$ 9,388	\$ 6,494	\$ 12,642						
Pro Shop	\$ 14,286	\$ 16,274	\$ 12,112	\$ 20,428	\$ 10,854	\$ 10,280	\$ 9,446	\$ 338	\$ 9,028	\$ 11,003
Maintenance	\$ (455,805)	\$ (417,314)	\$ (431,955)	\$ (438,101)	\$ (422,851)	\$ (426,631)	\$ (400,576)	\$ (376,791)	\$ (421,169)	\$ (446,112)
Carts	\$ 193,015	\$ 187,888	\$ 201,642	\$ 222,163	\$ 215,218	\$ 199,782	\$ 197,777	\$ 194,033	\$ 265,759	\$ 296,104
Concessions	\$ 40,345	\$ 32,436	\$ 35,815	\$ 36,285	\$ 37,785	\$ 35,125	\$ 37,608	\$ 30,605	\$ 41,938	\$ 44,054
Cap. Imp.	\$ (126,356)	\$ (228,911)	\$ (41,280)	\$ (56,975)	\$ (4,725)	\$ (3,966)	\$ (86,258)	\$ (11,960)	\$ (44,704)	\$ (60,613)
Total Net Rev/Loss: (Does NOT include Deprec.)	\$ (36,495)	\$ (165,740)	\$ (8,541)	\$ 56,120	\$ 143,519	\$ 71,240	\$ (27,938)	\$ 45,121	\$ 158,433	\$ 127,767
Total Net Rev/Loss: (Does NOT include Cap. or Deprec.)	\$ (361,087)	\$ 63,171	\$ 32,739	\$ 113,095	\$ 148,244	\$ 75,206	\$ 58,320	\$ 57,081	\$ 203,137	\$ 188,380
		10 Yr. Avg.->	\$ 55,855	\$ 55,674	\$ 60,978	\$ 53,571	\$ 44,894	\$ 38,507	\$ 51,730	
<b>Net Revenue/Round:</b>								17 Yr. Avg. -->	\$ 74,973	
WV General (Includes Maint)	\$ (1.04)	\$ 1.24	\$ (5.04)	\$ (3.25)	\$ (3.14)	\$ (5.46)	\$ (3.46)	\$ (5.70)	\$ (2.09)	\$ (3.11)
Pro Shop	\$ 0.36	\$ 0.44	\$ 0.34	\$ 0.55	\$ 0.31	\$ 0.34	\$ 0.33	\$ 0.01	\$ 0.27	\$ 0.33
Carts	\$ 4.84	\$ 5.07	\$ 5.58	\$ 5.94	\$ 6.09	\$ 6.57	\$ 6.82	\$ 7.09	\$ 8.07	\$ 9.00
Concessions	\$ 1.01	\$ 0.87	\$ 0.99	\$ 0.97	\$ 1.07	\$ 1.15	\$ 1.30	\$ 1.12	\$ 1.27	\$ 1.34
Total Net Rev/Round:	\$ 5.17	\$ 7.62	\$ 1.87	\$ 4.21	\$ 4.33	\$ 2.60	\$ 4.99	\$ 2.52	\$ 7.53	\$ 7.57
		10 Yr. Avg.->	\$ 4.17	\$ 4.34	\$ 4.52	\$ 4.34	\$ 4.42	\$ 4.26	\$ 4.58	\$ 4.84
<b>Gross Revenue:</b>										
WV General	\$ 509,998	\$ 469,691	\$ 439,933	\$ 482,904	\$ 520,526	\$ 477,153	\$ 432,203	\$ 421,191	\$ 555,255	\$ 542,444
The Scotty	\$ 23,688	\$ 20,340	\$ 20,868	\$ 21,482						
Pro Shop	\$ 66,955	\$ 57,495	\$ 63,604	\$ 55,188	\$ 41,727	\$ 41,808	\$ 40,989	\$ 23,880	\$ 46,111	\$ 44,935
Carts	\$ 207,117	\$ 200,807	\$ 209,275	\$ 227,691	\$ 221,098	\$ 208,269	\$ 206,335	\$ 197,866	\$ 274,399	\$ 307,673
Concessions	\$ 141,754	\$ 122,842	\$ 117,269	\$ 129,551	\$ 123,022	\$ 114,292	\$ 109,045	\$ 79,992	\$ 115,883	\$ 128,817
Total Gross Revenue:	\$ 949,511	\$ 871,175	\$ 850,949	\$ 916,815	\$ 906,373	\$ 841,522	\$ 788,572	\$ 722,929	\$ 991,647	\$ 1,023,869
Budgeted Gross Revenue	\$ 1,009,650	\$ 1,076,290	\$ 1,045,675	\$ 1,052,038	\$ 935,675	\$ 918,730	\$ 929,930	\$ 876,430	\$ 811,390	\$ 911,458
<b>Gross Revenue/Round:</b>										
WV General	\$ 12.79	\$ 12.67	\$ 12.17	\$ 12.92	\$ 14.72	\$ 15.69	\$ 14.91	\$ 15.39	\$ 16.87	\$ 16.50
Pro Shop	\$ 1.68	\$ 1.55	\$ 1.76	\$ 1.48	\$ 1.18	\$ 1.37	\$ 1.41	\$ 0.87	\$ 1.40	\$ 1.37
Carts	\$ 5.20	\$ 5.42	\$ 5.79	\$ 6.09	\$ 6.25	\$ 6.85	\$ 7.12	\$ 7.23	\$ 8.34	\$ 9.36
Concessions	\$ 3.56	\$ 3.31	\$ 3.24	\$ 3.47	\$ 3.48	\$ 3.76	\$ 3.76	\$ 2.92	\$ 3.52	\$ 3.92
Total Gross Revenue/Round:	\$ 23.22	\$ 22.95	\$ 22.96	\$ 23.96	\$ 25.64	\$ 27.67	\$ 27.21	\$ 26.41	\$ 30.12	\$ 31.14

**Westview**  
**Historical Financial Data Per Round**  
(Prior to Yearend Adjustments)

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Gross Expenses:</b>										
WV General	\$ 221,900	\$ 235,192	\$ 231,302	\$ 223,225	\$ 213,288	\$ 220,503	\$ 218,138	\$ 212,296	\$ 247,674	\$ 259,112
<i>Labor (Includes Carts)</i>	\$ 143,216	\$ 146,700	\$ 144,393	\$ 145,581	\$ 136,251	\$ 133,927	\$ 132,489	\$ 142,241	\$ 159,569	\$ 165,628
The Scotty	\$ 13,765	\$ 10,952	\$ 14,374	\$ 8,840						
Pro Shop	\$ 52,668	\$ 41,221	\$ 51,492	\$ 34,760	\$ 30,873	\$ 31,528	\$ 31,543	\$ 23,542	\$ 37,083	\$ 33,932
Maintenance	\$ 455,805	\$ 417,314	\$ 431,955	\$ 438,101	\$ 422,851	\$ 426,631	\$ 400,576	\$ 376,791	\$ 421,169	\$ 446,112
<i>Labor</i>	\$ 223,807	\$ 220,929	\$ 230,649	\$ 224,704	\$ 209,737	\$ 207,790	\$ 205,405	\$ 194,683	\$ 219,805	\$ 213,172
Carts	\$ 14,102	\$ 12,919	\$ 7,633	\$ 5,528	\$ 5,880	\$ 8,487	\$ 8,558	\$ 3,833	\$ 8,639	\$ 11,569
Concessions	\$ 101,409	\$ 90,406	\$ 81,454	\$ 93,266	\$ 85,237	\$ 79,167	\$ 71,437	\$ 49,387	\$ 73,945	\$ 84,763
<i>Labor</i>	\$ 26,142	\$ 28,593	\$ 22,119	\$ 24,062	\$ 20,847	\$ 18,963	\$ 16,335	\$ 7,585	\$ 15,092	\$ 16,753
Capital Exp from Ops	\$ 126,356	\$ 228,911	\$ 41,280	\$ 56,975	\$ 4,725	\$ 3,966	\$ 86,258	\$ 11,960	\$ 44,704	\$ 60,613
Total Expense:	\$ 986,006	\$ 1,036,915	\$ 859,490	\$ 860,695	\$ 762,854	\$ 770,282	\$ 816,510	\$ 677,808	\$ 833,214	\$ 896,101
Total Expense (NOT Including Capital)	\$ 859,650	\$ 808,004	\$ 818,210	\$ 803,720	\$ 758,129	\$ 766,316	\$ 730,252	\$ 665,848	\$ 788,510	\$ 835,488
Bugeted Expenses:	\$ 1,094,286	\$ 1,193,230	\$ 987,823	\$ 933,681	\$ 871,463	\$ 866,788	\$ 917,874	\$ 932,354	\$ 915,910	\$ 895,084
<b>Gross Expenses/Round:</b>										
WV General	\$ 5.57	\$ 6.34	\$ 6.40	\$ 5.97	\$ 6.03	\$ 7.25	\$ 7.53	\$ 7.76	\$ 7.52	\$ 7.88
Pro Shop	\$ 1.32	\$ 1.11	\$ 1.42	\$ 0.93	\$ 0.87	\$ 1.04	\$ 1.09	\$ 0.86	\$ 1.13	\$ 1.03
Maintenance	\$ 11.43	\$ 11.25	\$ 11.95	\$ 11.72	\$ 11.96	\$ 14.03	\$ 13.82	\$ 13.77	\$ 12.79	\$ 13.57
Carts	\$ 0.35	\$ 0.35	\$ 0.21	\$ 0.15	\$ 0.17	\$ 0.28	\$ 0.30	\$ 0.14	\$ 0.26	\$ 0.35
Concessions	\$ 2.54	\$ 2.44	\$ 2.25	\$ 2.50	\$ 2.41	\$ 2.60	\$ 2.46	\$ 1.80	\$ 2.25	\$ 2.58
Total Expenses/Round: (Not including Capital)	\$ 21.22	\$ 21.49	\$ 22.24	\$ 21.27	\$ 21.45	\$ 25.19	\$ 25.20	\$ 24.33	\$ 23.95	\$ 25.41
Breakeven Cost/Round:	\$ 17.00	\$ 17.60	\$ 18.35	\$ 17.69	\$ 18.00	\$ 21.27	\$ 21.35	\$ 21.52	\$ 20.32	\$ 21.45

Note: Expenses do NOT include cost of payroll taxes, pension costs, or property insurance. Except for 2010 & 2011, WV paid property insurance in the approximate amount of \$16,500/yr. Beginning with 2014, figures are adjusted for accrual method of accounting for pass and purch-card liability. 2022 Figures are un-audited.

**Westview**  
**Historical Financial Data Per Round**  
(Prior to Yearend Adjustments)



# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 18, 2023

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BERRIAN PARK RESTROOM REPLACEMENT DESIGN AND ENGINEERING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Berrian Park restroom replacement was identified as a project on the 2023 bond list. Due to the proximity of the new basketball courts, shelter and playground, a new ADA compliant restroom is needed for the park so park patrons will not have to cross the road. The previous restroom was built back in the 1970's.

**FISCAL IMPACT:** The \$14,200 needed would come from the 2023 G.O. Bond Funds. An additional \$160,800 for the project is included on the 2023 Bond.

**STAFF RECOMMENDATION:** Staff recommends using \$14,200 from the 2023 G.O. Bond Fund for the design and engineering work for the Berrian Park restroom replacement.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**







# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 18, 2023

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: MOORMAN PARK PARKING LOT ADDITION DESIGN AND ENGINEERING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Moorman Park parking lot addition was identified as a project on the 2023 bond list. Due to the popularity of the multi-purpose courts, batting cages and baseball tournaments, additional parking is needed to help with the congested traffic within the park. The new parking lot addition will allow an additional 50-55 parking stalls for park users.

**FISCAL IMPACT:** The \$22,700 needed would come from the 2023 G.O. Bond Funds. An additional \$377,300 for the project is included on the 2023 Bond.

**STAFF RECOMMENDATION:** Staff recommends using \$22,700 from the 2023 G.O. Bond Fund for the design and engineering work for the Moorman Park parking lot addition.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**

# Moorman Park Parking Lot Addition \$400,000



# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 18, 2023

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR GOLF CARS AT WESTVIEW GOLF COURSE: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Westview Golf Course advertised for bids for the purchase of twenty (20) new gasoline powered golf cars. Westview purchased the first twenty golf cars in 2021 and the second set of twenty golf cars in 2022. The bids were to include a cost and a trade in allowance per golf car.

One bid was received from a local golf car company.

TNT Golf Car & Equipment Co.:	Cost per car	$\$6,100 \times 20 = \$122,000$
Yamaha	Trade in per car	$\$2,550 \times 20 = \underline{\$51,000}$
Quincy, IL	Total Bid	$\$71,000$

**FISCAL IMPACT:** Westview has \$60,000 budgeted for the twenty (20) new cars. The additional funds will come from Westview reserves. Also, the new warranty has more coverage compared to recent golf car bids and will hopefully create additional savings over previous years.

**STAFF RECOMMENDATION:** Staff recommends the low bid from TNT Golf Car & Equipment Company for \$71,000 for the purchase of twenty (20) new golf cars to be delivered in 2023.

**PREPARED BY:** David Morgan, Director of Golf

**BOARD ACTION:**

# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: January 18, 2023

## **STAFF RECOMMENDATION**

**AGENDA ITEM:** WESTVIEW GOLF COURSE IRRIGATION DESIGN  
**PERFORMED BY LES HILL IRRIGATION CONSULTANT:**  
**RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** In March 2022, Quincy Park District staff met with several irrigation consultants from across the country to look at the current irrigation system at Westview Golf Course. In the end, staff is recommending utilizing the services from Les Hill Irrigation Consultant. Having the design in hand will allow the Board and staff to have this project shovel ready in the future when the time comes to replace the near 30-year-old irrigation system. This design will be done over several parts, over the next four months, and includes:

- Design of the irrigation system for the entire 27-hole course
- Create specifications for the irrigation system replacement
- Bid assistance
- On site staking of all irrigation components
- Approval of all pay requests
- As built plans based on GPS data provided by contractor
- Travel

Behind this report is the proposal from Les Hill Irrigation Consultant for the Westview Golf Course irrigation system replacement.

**FISCAL IMPACT:** The total cost will be \$55,000 and be paid from the 2023 operating budget.

**STAFF RECOMMENDATION:** Staff recommends hiring Les Hill Irrigation Consultant to perform the Westview Golf Course irrigation design.

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

**BOARD ACTION:**

# ***PUBLIC INPUT***