

Quincy Park District

BOARD OF COMMISSIONERS MEETING



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

**Agenda
February 8, 2023**

Regular Meeting – Board Room

6:00 P.M

CALL TO ORDER (ROLL CALL)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: (UNANIMOUS CONSENT)

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
2. Regular Meeting Minutes – January 18, 2023

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

BOARD INFORMATION/EDUCATION:

- Force Account Work Schedule

CORRESPONDENCE:

VOLUNTEERS:

EXECUTIVE DIRECTOR'S REPORT:

- Rome Frericks

DIRECTOR'S REPORTS:

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

COMMITTEE REPORTS:

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Bid for Westview Golf Course and Grounds Maintenance Chemicals: Recommended Approval **(VOICE VOTE)**
- Bid for Villa Kathrine Scenic Overlook and Sidewalk: Recommended Approval **(VOICE VOTE)**
- Informational/Right-Of-Way-Donor Signs for Bill Klingner Trail to be Located at 4th Street, 1810 Quintron Way and 24th Street: Information Only
- Decennial Committees on Local Government Efficiency Act, SB3789 / Public Act 102-1088: 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)**

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

ACTIONS AFTER EXECUTIVE SESSION:

ADJOURN **(VOICE VOTE)**

CONSENT AGENDA

(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

January 18, 2023
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, 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–David Penn.

President Frankenhoff asked for a moment of silence to honor Commissioner Jeff Steinkamp who passed away December 17, 2022. President Frankenhoff commented on his contributions to the Park District and in the community.

QUINCY PARK DISTRICT BOARD OF COMMISSIONERS VACANCY, APPOINTMENT OF NEW COMMISSIONER, OATH OF OFFICE (ROLL CALL VOTE)

President Frankenhoff asked for a motion to approve the appointment of Alan Hickman as the new Commissioner. COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER VANCAMP TO APPOINT ALAN HICKMAN TO FILL THE VACANCY. President Frankenhoff stated there will be three names on the ballot in April for three four-year terms: Alan Hickman, Mark Philpot and Jarid Jones. All three will begin serving their terms in May.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER KOETTERS	YES
COMMISSIONER LEENERTS	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER VANCAMP	YES
VICE-PRESIDENT HOLTHAUS	YES
PRESIDENT FRANKENHOFF	YES

UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

President Frankenhoff administered the Oath of Office to newly appointed Commissioner Hickman.

President Frankenhoff led the room in the Pledge of Allegiance.

CONSENT AGENDA

President Frankenhoff asked if there were any objections or changes to the December 14, 2022, Regular Board meeting minutes or to the check register and upon hearing none, he announced they were approved by unanimous consent.

PUBLIC INPUT - None

BOARD INFORMATION/EDUCATION-FY2023 Executive Summary (under separate cover) Executive Director Frericks stated all Commissioners had a copy in their drop box and Commissioner Hickman had a hard copy. Anyone else who would like a hard copy should let

us know. This document will be available on our website tomorrow morning, January 19, 2023.

CORRESPONDENCE-None

VOLUNTEERS-None

EXECUTIVE DIRECTOR'S REPORT

Executive Director Frericks stated he and Director Higley are busy meeting with contractors on upcoming capital projects culminating in 14+ bid openings in March, the majority of which are being handled in-house.

DIRECTORS' REPORTS

Director Higley-Higley stated the Parks department is busy taking down trees and projects are moving as scheduled.

Director Hilgenbrinck-Reminded the Commissioners about filing their Statements of Economic Interest and he is willing to file those for Commissioners if they turn them in to him. Referenced IPARKS handouts on Park District Liability and an article in IPRA magazine regarding a new requirement in the state of Illinois for Park Districts to form a new Committee. This will be discussed at next month's Board meeting.

Director Bruns-Referenced a page in his report regarding supervisor and program responsibilities. Bruns mentioned the addition this year of Girl's Competitive Softball Leagues. The recreation department is also recruiting program staff for the upcoming year.

Director Morgan-Morgan stated the golf course opened Tuesday, January 3rd and has been open a few days this month. Referenced the new point of sale system and website updates. President Frankenhoff inquired about the year to date rounds report, rounds of golf versus dollar per visit fee with the per visit fee exceeding total rounds. Morgan will investigate.

Director Beroiza-Beroiza stated there were 124,000 people visit Bill Klingner trail in 2022. Beroiza said we created a website two years ago that report trail conditions: this was visited by 1,400 people in 2022 and 250 people reported on conditions of the trail. He stated the Marketing/Operations department attended 12 seminars in 2022. Beroiza also said about 33,000 transactions were handled for program registration, shelter reservations and other miscellaneous transactions.

COMMITTEE REPORTS

Finance Committee-Commissioner Leenerts stated nothing to report at this time.

Quincy Park Foundation-Commissioner McGlothlin stated they will meet in March.

Friends of the Lorenzo Bull House-Vice-President Holthaus stated they met last week and are working on fundraising activities for the upcoming year.

Quincy Riverfront Development Corporation-No report.

Quincy Planning Commission-Commissioner Koettters had no report.

President Frankenhoff stated the Marina group will be meeting February 1, 2023.

UNFINISHED BUSINESS

Quincy Riverfront Development Corporation Donation for Start Up Costs

Executive Director Frericks stated this was tabled last month for further investigation.

COMMISSIONER LEENERTS MADE A MOTION TO REJECT THE REQUEST FOR A DONATION TO THE QUINCY RIVERFRONT DEVELOPMENT CORPORATION AS STATED IN THE DECEMBER MEETING. COMMISSIONER VANCAMP MADE A SECOND TO THAT MOTION. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

NEW BUSINESS

Quincy Park District Board of Commissioners Executive Session Minutes Bi-Annual Review:
Recommended Approval (VOICE VOTE)

President Frankenhoff stated this is a Board requirement. Executive Director Frericks recommends releasing the following: March 11, 2020, June 6, 2020, June 8, 2022 and dispose all audio recordings 18 months and older. VICE-PRESIDENT HOLTHAUS MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. 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)**

Director Hilgenbrinck stated the Board has previously approved the projects and set the interest rate so now it is time to approve the ordinance and get it filed. COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE AS PRESENTED.

THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:

COMMISSIONER LEENERTS	YES
COMMISSIONER MCGLOTHLIN	YES
COMMISSIONER HICKMAN	YES
COMMISSIONER VANCAMP	YES
COMMISSIONER KOETTERS	YES
VICE-PRESIDENT HOLTHAUS	YES
PRESIDENT FRANKENHOFF	YES

UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Westview Semi-Annual Financial Data: Discussion Only

Director Hilgenbrinck stated this is done on a semi-annual basis and stated he feels 2022 was very positive for Westview financially.

Berrian Park Restroom Replacement and Design and Engineering: Recommended Approval (VOICE VOTE)

Director Higley stated this is for design and engineering of an ADA compliant restroom. COMMISSIONER KOETTERS MADE A MOTION SECONDED BY COMMISSIONER VANCAMP TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Moorman Parking Lot Addition Design and Engineering: Recommended Approval (VOICE VOTE)

Director Higley explained the project as presented: 50-55 parking stalls. COMMISSIONER LEENERTS MADE A MOTION SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE STAFF REC AS PRESENTED. PRESIDENT FRANKENHOFF DECLARED THE MOTION PASSED.

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

Director Morgan explained the staff rec and rotation and purchasing for the 60-car fleet. Staff recommends the low bid from TNT Golf Car & Equipment. COMMISSIONER MCGLOTHLIN MADE A MOTION SECONDED BY VICE-PRESIDENT HOLTHAUS TO APPROVE THE BID AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Westview Golf Course Irrigation Design Performed by Les Hill Irrigation Consultant: Recommended Approval (VOICE VOTE)

Executive Director Frericks stated they have met with three consultants on this project and are recommending Les Hill Irrigation Consultant. The consulting fees will be paid out of

Corporate Funds. This expenditure is already approved in the operating budget. The course will not be closed down at any time during the installation process. COMMISSIONER VANCAMP MADE A MOTION SECONDED BY COMMISSIONER KOETTERS TO APPROVE THE AGREEMENT AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

PUBLIC INPUT: None

With no other business to discuss, COMMISSIONER VANCAMP MADE A MOTION SECONDED BY COMMISSIONER LEENERTS TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. Meeting adjourned at 6:37 p.m.

Secretary

Chairman

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

Force Account Work Schedule

2023

2023

	March					April				May				June					July				August				September					October				November				
Force Account Projects	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	5	1	2	3	4	5	1	2	3	4	1	2	3	4
Tree Removal																																								
Landscape Bed Renovation																																								
Kayak Launch Station																																								
Memorial Bench Instalation																																								
Plant Trees																																								
Pool Prep																																								
Clat Adams Dirtwork																																								
Washington Park Dirtwork																																								
Wavering Shelter Dirtwork																																								
Villa Kathrine Dirtwork																																								
Villa Kathrine Bench Instalation																																								
Wavering Sidewalk Dirtwork																																								
Q Island Playground Replacement																																								
Moorman Parking Lot Dirtwork																																								
Berrian Restroom Dirtwork																																								
Berrian Restroom Demo																																								

	March					April				May				June					July				August				September					October				November				
Contract Projects	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	5	1	2	3	4	5	1	2	3	4	1	2	3	4
Wavering Shelter Replacement																																								
Washington Park Sidewalk																																								
Clat Adams Sidewalk Repair																																								
Villa Kathrine Overlook																																								
Wavering Sidewalk Replacement																																								
South Park Shelter Tuckpointing																																								
South Park Shelter Ceiling Repair																																								
Lorenzo Bull Porch Railing Repair																																								
Berrian Park Pickleball Resurfacing																																								
South Park Tennis Resurfacing																																								
Westview Parking Lot Sealing																																								
Moorman Parking Lot Addition																																								
Berrian Park Restroom																																								

CORRESPONDENCE

VOLUNTEERS

***EXECUTIVE
DIRECTOR'S
REPORTS***

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: January 31, 2023

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

Attended:

- Friends of the Trails meeting
 - Directors' meeting
 - Board meeting
 - Safety meeting
 - Rotary Board meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - Tree Commission meeting
 - UMRR meeting
 - Golf Cart bid opening
 - Lorenzo Bull House scope of work meeting
 - Recreation meeting to discuss programming
 - Villa Kathrine overlook and sidewalk pre-bid meeting
-
- Met with Attorney David Penn several times on current events concerning the Park District.
 - Met with engineers to continue the design process for both Berrian Park restroom replacement.
 - Held two operation meetings with the Directors.
 - Met with Board members on several dates to discuss Park District business.
 - Met with Directors to finalize yearly brochure.

Administrative Initiatives (2/1/23 – 2/28/23)

- 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.
- Attend marina renter meeting.
- Work with Friends of the Castle and See Quincy for their annual sublease.
- Work with Festival of Lights on a three-year agreement for the use of Moorman/Wavering Park.
- Attend Public Hearing for the sale of Parker Heights Park.
- Work with Director of Golf and Les Hill Irrigation Consultant to begin the Westview Golf Course irrigation design and engineering.
- Attend the pre-bid/bid opening meetings for:
 - Moorman Park Parking Lot Addition
 - Berrian Restroom Replacement
 - Lorenzo Bull House Porch Repairs
 - South Park Shelter House Tuckpointing
 - South Park Large Shelter House Ceiling Repair & Painting
 - Clat Adams Sidewalk Replacement Phase 2
 - Washington Park Sidewalk Replacement
 - South Park Tennis Courts Color Finishing
 - Berrian Park Pickle Ball Court Repairs & Color Finishing
 - Westview Parking Lot Sealing and Striping
- 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: January 31, 2023

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

- Attended the following:
 - Directors' meeting
 - Safety meeting
 - Kiwanis meetings
 - Friends of the Trail meeting
 - Villa Kathrine Overlook Onsite
- Monitored work on winter tree list.
- Conducted a Security Assessment at First Entry.
- Monitored yearly brush removal from the edge of timber areas.
- Worked on equipment purchase for Parks Department.
- Worked on 2023 dredging bid.
- Worked on 2023 Fuel Bid.
- Worked on bid documents for upcoming projects.

Administrative Initiatives (2/1/23 – 2/28/23)

- Monitor work on winter tree list.
- Continue planning for 2023 projects, goals and objectives.
- Work on 2023 Capital Projects for Parks Department.
- Work on equipment purchases for Parks Department.
- Monitor yearly brush removal from the edge of timber areas.
- Hold on-site meetings for upcoming projects.
- Monitor progress on the winter tree list.

To: Board of Commissioners
From: Donald J. Hilgenbrinck
Subject: Monthly Report
Date: January 31, 2023

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

- Attended Safety Committee meeting.
- Closed out FY2022, pending auditor adjusting entries.
- Closed out 2022 payroll, prepared tax reports, and issued W-2s.
- Filed "Statement of Economic Interest" for staff and commissioners with the County Clerk's office.
- Filed annual 2023 G.O. Bond Ordinance.
- Finalized the 2023 Executive Summary and posted on District's website.
- Prepared the registration and POS CivicRec systems for the 2023 season for enhanced operations.
- Coordinated efforts with Chapman & Cutler, LLP to finalize the annual 2023 G.O. Bond Ordinance.

Administrative Initiatives (2/01/23 – 2/28/23)

- 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.
- Assist with IPRF Workmen's Compensation Audit.
- Complete annual FOIA/OMA training.
- Apply to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.

To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: January 27, 2023

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

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff worked on ordering supplies for 2023.
- Staff worked on updating the 2023 Indian Mounds Pool and Batting Cage manuals.
- Staff met with office staff on the 2023 program and event schedules.
- Staff worked on updating the training program for our seasonal employees.
- Staff worked on setting up the athletic field schedules for 2023.
- Staff worked on plans for the Mommy and Daddy date nights in March.
- Conducted staff evaluations.
- Staff worked on recruiting seasonal staff for 2023.
- Staff attended the IAPD/IPRA state conference.

Administrative Initiatives (02/01/23 – 02/28/23)

- Staff will work on ordering supplies needed for 2023.
- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will work on the concession menu and prices for the Batting Cage and Indian Mounds Pool.
- Staff will prepare for the job fair the week of March 6.

- Staff will work on plans for the Mommy and Daddy date nights in March.
- Staff will work on plans for the youth soccer, baseball and softball programs.
- Staff will work on recruiting supervisory and staff positions for 2023.
- Staff will prepare for a nature walk expedition on February 25.

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

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

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Continue to meet with merchandise reps for the 2023 season.
- Updated the Westview website and calendar of events for the 2023 season.
- Attended Club Caddie zoom meetings for the new point-of-sale system.
- Continue to implement the new Point of sale system.
- Staff will continue training for seasonal staff on how to use the new point of sale system.
- Staff will attend the chemical bid opening.
- Prepared 2023 Chemical Bid Packet.
- 2023 Chemical Bid Packet Summary for Board approval in February.
- Staff continued felling and hazardous trees on the property.
- Annual maintenance of the equipment at Westview Golf Course.
- Supt. recertified his spray license thru the Illinois Dept of Ag.
- Staff checked course on a daily basis for playability.

Administrative Initiatives (2/01/23 - 2/28/23)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview.
- Staff will continue training seasonal staff for the point of sale system.
- Continue to meet with merchandise reps for the 2023 season.
- Board approval of the 2023 Chemical Bid Packet and notify bidders on results.
- Inventory of stumps for removal on the course.
- Hire contractor for stump removals.
- Staff to clean-up stump grindings and backfill.
- Staff will continue to maintain and service the equipment.
- Felling of dead and hazardous trees continues.
- Staff will check course on a daily basis for playability.

Westview Golf Course Rounds of Golf - 2023

	Jan-23	2023 YTD	Jan-22	2022-YTD
18 Hole Weekday Green Fee	0	0	0	0
9 Hole Weekday Green Fee	0	0	0	0
Twilight Green Fee	1	1	0	0
Winter Walking Green Fee	18	18	0	0
M-T-TH-Special	0	0	0	0
Winter Special w/ Car	11	11	0	0
Third Nine Green Fee	1	1	0	0
Family Night Adult	0	0	0	0
Family Night Child	0	0	0	0
Jr. Green Fee	0	0	0	0
Promotional Round	0	0	0	0
Twilight Combo	0	0	0	0
Early Bird 9	0	0	0	0
Early Bird 18	0	0	0	0
Adult Weekday Pass Visit	12	12	0	0
Adult Weekend Pass Visit	0	0	0	0
Senior Weekday Pass Visit	26	26	0	0
Senior Weekend Pass Visit	0	0	0	0
Senior Rest. Weekday Pass Visit	1	1	0	0
Super Senior Weekday Pass Visit	3	3	0	0
Employee Pass Visit	2	2	0	0
Junior Weekday Pass Visit	8	8	0	0
Junior Weekend Pass Visit	0	0	0	0
Junior Summer Pass Visit	0	0	0	0
College Pass Visit	0	0	0	0
Young Adult Pass Visit	6	6	0	0
School Team Pass Visit	0	0	0	0
Green Fee Punch card Visit	0	0	0	0
Tournament Round	0	0	0	0
Outing Green Fee	0	0	0	0
Tri-State Promotional Round	0	0	0	0
Total	89	89	0	0
Per Visit Fee	\$81	\$81	\$0	\$0
Days Closed	27	27	31	31

To: Board of Commissioners

From: Marcelo Beroiza

Subject: Monthly Report

Date: February 1, 2023

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

- Attended the Rec. Department staff, Park District Board and safety meeting
- Met with video contractor for 2023 projects
- Met with Quincy Mountain Bike group. Welcome new members event
- Met with the Executive Dir. Of Operations for the monthly meeting (Maintenance, Rec, Business office, Westview, and projects)
- Marketing
 - Art Keller Marina campaign
 - 2023 Yearly Brochure Launch
 - Launch social media program registration campaign
 - Launch email marketing programs registration campaign
 - Youth baseball sponsorship
- Projects
 - University of Illinois Extension. Master Naturalist Program
 - SimpleText Marketing
 - Nature Trails East trail signs
 - BNSF Preliminary Bill extension project to Lincoln park
- IPRA Skills Development Program Series. This is a continuous education program for 2023. This has helped us stay on top of the standard practices, new practices, technologies, marketing, operations and new trends. We started this initiative in 2020
 - Moving from Best Practice to Next Practice 2/16/2023
 - Leader as Coach - Getting Great Results When Not Around 3/16/2023
 - Social Media Trends for '23 4/20/2023
 - Proactive vs Reactive Problem Solving - Dealing with Change 5/18/2023
 - Intersectionality - Overlapping Identities & Experiences 6/15/2023
 - Recruitment & Retention - Today & Tomorrow's Challenge 7/20/2023

- Professionalism and Why It Matters 8/17/2023
- Creating a Customer Care Plan 9/21/2023
- Generational Strengths & New Kind of Diversity 10/19/2023
- Researching What Matters 11/16/2023
- The Stewardship Approach 12/21/2023

Administrative Initiatives (2/1/23 – 2/28/23)

- 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

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 8, 2023

STAFF RECOMMENDATION

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

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

Proposals were due on January 26, 2023.

Six proposals were received.

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

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

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

PREPARED BY: David Morgan, Director of Golf

BOARD ACTION:

Westview Golf 2023 Chemical Bid Summary

Product Bid							
*Approved equal/generic							
Yellow indicates agency pricing							
Red indicates low bid							
Distributors Bids							
	unit size	Helena	Site One	D&K	Van Diest	Advance	Gateway Turf
FUNGICIDES							
*Chlorothalonil DF	lb.	\$7.27	\$7.80	\$6.80	\$5.70	NB	NB
*Armortech DF	lb.	NB	NB	NB	NB	\$9.25	NB
Daconil Action	gal	\$96.00	\$96.00	\$96.00	\$96.00	NB	NB
Headway	gal	\$506.00	\$506.00	\$506.00	\$506.00	NB	NB
*Strobe Pro	gal	NB	NB	NB	NB	NB	NB
*AZ Prop	gal	NB	NB	NB	NB	\$399.50	\$282.00
*Artaravia25c	gal	\$147.73	NB	NB	NB	NB	NB
Briskway	gal	\$1,388.00	\$1,388.00	\$1,338.00	\$1,388.00	NB	NB
*Azoxyl D select	gal	NB	NB	NB	NB	NB	\$920.00
Tartan	gal	\$374.80	\$374.80	\$374.80	\$374.80	\$374.80	NB
26GT	gal	\$169.50	NB	\$169.40	\$161.95	NB	NB
*Iprodione	gal	NB	NB	NB	\$62.05	NB	NB
Armortech 238	gal	NB	NB	NB	NB	\$84.92	NB
*18 Plus	gal	NB	\$58.00	NB	NB	NB	NB
*26019	gal	\$62.60	NB	\$59.60	NB	NB	NB
Secure Action	gal	\$683.00	NB	\$683.00	\$697.00	\$683.00	NB
*Flexgaud	gal	NB	NB	\$293.75	\$274.85	NB	NB
Secure	gal	\$648.00	\$696.80	\$661.00	NB	NB	NB
*Detour	gal	\$267.05	NB	NB	NB	NB	NB
*Rotator	gal	NB	NB	NB	NB	\$361.14	NB
*Fluazinan 40Sc	gal	NB	NB	\$262.00	NB	NB	\$355.00
3336 plus	gal	NB	NB	NB	\$105.80	NB	NB
*Armor Tech 462	gal	NB	NB	NB	NB	\$93.30	NB
Pro-star	lb.	\$59.50	NB	NB	NB	NB	NB
Banol	gal	\$445.75	\$445.75	\$425.00	\$445.75	\$445.75	NB
Chipco 2636	gal	NB	NB	\$132.60	\$132.60	\$127.70	NB
*Armor Tech2020	gal	NB	NB	NB	NB	\$106.29	NB
Subdue max	gal	\$582.00	\$582.00	\$582.00	\$582.00	NB	NB
*Mefanoxam	gal	NB	\$420.00	\$329.00	\$305.55	\$431.91	NB
Signature Extra	lb.	\$34.59	\$34.59	\$34.59	\$34.59	\$34.59	NB
*Prodigy	lb.	NB	NB	NB	NB	NB	NB
Banner maxII	gal	\$243.00	\$243.00	\$243.00	\$243.00	NB	NB
*Propiconazole	gal	\$62.77	\$132.00	\$66.50	\$57.75	\$86.01	NB
Torque	gal	NB	NB	\$74.40	NB	\$189.00	NB
*Armor Tech 360	gal	NB	NB	NB	NB	\$105.00	NB
Bayleton Flo	gal	\$610.50	NB	\$610.50	NB	\$610.50	NB
Emerald	.49lb.	\$118.74	\$118.74	\$118.74	\$118.74	\$118.74	NB
Insignia	gal	\$1,389.44	\$1,389.44	\$1,389.44	\$1,389.44	\$1,389.44	NB
Tourney	lb.	\$147.00	\$147.00	\$147.00	\$147.00	\$147.00	NB
Honor Intrinsic	lb.	\$183.53	NB	\$174.72	\$130.00	\$174.72	NB
Instrata	gal	\$179.00	\$179.00	\$179.00	\$179.00	NB	NB
Interface	gal	\$189.00	\$203.50	\$203.50	\$203.50	\$203.50	NB
Stellar	oz.	NB	NB	NB	NB	\$4.90	NB

Mirage	gal	\$177.90	\$177.90	\$177.90	\$177.90	\$177.90	NB
Lexicon	oz.	\$28.79	\$27.42	\$27.42	\$27.42	\$27.42	NB
Velista	oz.	\$12.00	\$12.00	\$12.00	\$12.00	NB	NB
Heritage action	lb.	\$360.00	\$360.00	\$360.00	\$360.00	NB	NB
*Armor tech 2F	gal					\$358.75	NB
Exmpler	oz.	\$15.14	\$14.56	\$16.76	\$16.76	\$16.76	NB
Appear 11	gal	\$180.00	\$180.00	\$180.00	\$180.00	NB	NB
Fiata	gal	\$66.90	\$66.90	\$66.90	\$66.90	\$66.90	NB
Posterity	105oz.	\$1,623.00	\$1,623.00	\$1,623.00	\$1,623.00	NB	NB
Tekken	gal	\$165.00	\$165.00	\$165.00	\$165.00	NB	NB
Heritage TL	gal	\$573.00	NB	\$573.00	\$573.00	NB	NB
*Azoxy2SC/Strobe2L	gal	NB	NB	NB	NB	NB	\$241.00
Navicon Intrinsic	gal	\$1,399.60	\$1,789.32	\$1,345.76	\$1,345.76	\$1,345.76	NB
Densicor	51oz.	\$673.20	\$673.20	\$673.20	\$673.20	\$673.20	NB
Kabuto SC	gal	\$634.10	\$634.10	\$634.10	\$634.10	NB	NB
Kalida	gal	\$1,500.00	\$1,500.00	\$1,650.00	\$1,650.00	\$1,650.00	
Herbicides							
Bensumec	gal	\$165.20	\$198.00	\$147.20	\$153.75	\$184.63	NB
DimensionWSP	lb.	\$50.70	\$63.37	\$45.00	\$50.70	\$50.70	NB
*QP Dithiopyr	lb.	NB	NB	NB	NB	NB	NB
Barricade	gal	\$157.00	\$150.00	\$157.00	\$157.00	NB	NB
*Resolute	gal	\$90.91	\$96.00	\$68.45	\$74.10	NB	NB
*Armor Tech 4I Kade	gal	NB	NB	NB	NB	\$115.54	NB
Speed Zone EW	gal	\$101.20	\$101.20	\$101.20	\$101.20	\$103.55	NB
Pylex	oz.	\$86.00	\$78.00	\$78.00	\$78.00	\$78.00	NB
Reward	2.5 gal	\$96.00	\$96.00	\$96.00	\$96.00	NB	NB
*Diquat	2.5gal	NB	NB	NB	NB	\$87.80	NB
Dismiss	oz.	\$9.90	\$9.83	\$13.32	\$11.10	\$14.19	NB
Dismiss NXT	10oz.	\$99.00	\$95.83	NB	\$104.00	\$104.00	NB
*Antares	oz.	NB	NB	NB	NB	NB	NB
*Sulfuetrazone4Sc	oz.	NB	NB	NB	NB	NB	NB
Round-up Pro	gal	\$42.11	NB	\$37.84	NB	\$60.91	NB
*Ranger Pro	gal	NB	NB	NB	\$31.75	NB	NB
*Prosecutor	gal	NB	\$46.00	NB	NB	NB	NB
Banvel	gal	NB	NB	NB	\$41.65	NB	NB
*DMA Dicamba	2.5 gal	NB	NB	\$131.63	NB	98.76	NB
Tordon RTU	qt	\$15.95	\$20.00	\$16.50	\$15.90	NB	NB
Garlon	gal	\$94.73	NB	\$75.40	\$74.55	NB	NB
*Triclopyr 3A	gal	NB	NB	\$56.25	NB	\$70.64	NB
Acclaim Extra	gal	\$595.60	\$785.00	\$492.40	\$556.40	\$694	NB
Insecticides							
Acelepryn	gal	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00	NB	NB
Provaunt	oz.	\$5.80	\$5.80	\$5.80	\$5.80	NB	NB
Merit 2F	gal	\$91.07	NB	\$69.44	\$55.50	NB	NB
*Imidacloprid 2F	gal	NB	NB	NB	\$53.35	\$85.00	NB
*Bandit	gal	NB	\$70.00	NB	NB	NB	NB
Talstar	gal	NB	NB	\$52.52	NB	\$77.89	NB
*Bifenthrin	gal	NB	\$48.00	NB	NB	NB	NB
Scimitar	qt	\$178.41	\$225.00	\$149.00	\$153.50	NB	NB
Triple Crown	gal	\$307.00	\$292.25	\$328.00	\$338.00	\$338.00	NB
Sevin	gal	\$49.81	\$58.00	\$67.31	\$46.55	\$53.71	NB
Growth Regulators							

[illegible]

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR VILLA KATHRINE SCENIC OVERLOOK AND WALKWAY: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Villa Kathrine scenic overlook and walkway was identified as non-bond project for 2023. In 2022, the Villa had over 1,000 patrons attend events located on the grounds. Over 3,000 patrons attended events located in the Villa coming from Iowa, Missouri, Illinois, 37 other states and 9 foreign countries.

Staff worked with a local engineering firm and advertised for bids in the local paper with a bid opening held on February 2, 2023 in the Board Room.

Staff received six proposals. The low bid was from Million Construction for \$75,145 for the Villa Kathrine scenic overlook and sidewalk.

Behind this report is the bid tabulation and concept plan for a walkway and scenic overlook.

FISCAL IMPACT: \$100,000 has been budgeted from the Museum Fund to complete the project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from Million Construction for \$75,145 for the Villa Kathrine scenic overlook and sidewalk.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

KLINGNER

& ASSOCIATES, P. C.

Engineers • Architects • Surveyors

QUINCY • CARBONDALE • GALESBURG • BURLINGTON • PELLA • HANNIBAL • COLUMBIA

OWNER NAME: Quincy Park District

Bid Date: Thursday, February 02, 2023

Bid Location: Quincy Park District Board Office

Bid Time: 10:00 AM

PROJECT NAME: Villa Kathrine Scenic Overlook

Project No.: 19-0288

Architect/Engineer's Estimate: \$77,000.00

BID TABULATION

Contractor	Million Construction	Derhake Bros	Bockenfeld Construction Inc	D & L Excavating	Hood Construction	Laverdiere Construction
Bid Bond or Certified Check	Y	Y	Y	Y	Y	Y
Addenda Acknowledged						
Addendum 1	Y	Y	Y	Y	Y	Y
Addendum 2	Y	Y	Y	Y	Y	Y
Base Bid	\$75,145.00	\$77,490.00	\$84,084.65	\$89,857.00	\$104,361.00	\$108,850.00

Respectfully Submitted By:



David C. Duke

Klingner & Associates, PC

02/02/2023

Date

Quincy, IL – Phone (217) 223-3670
Carbondale, IL – Phone (618) 331-4050
Galesburg, IL – Phone (309) 343-1268
Burlington, IA – Phone (319) 752-3603
Davenport, IA – Phone (563) 359-1348
Pella, IA – Phone (515) 612-7402
Columbia, MO – Phone (573) 355-5988
Hannibal, MO – Phone (573) 221-0020

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: INFORMATIONAL/RIGHT-OF-WAY-DONOR SIGNS FOR BILL KLINGNER TRAIL TO BE LOCATED AT 4TH STREET, 1810 QUINTRON WAY AND 24TH STREET: INFORMATION ONLY

BACKGROUND INFORMATION: The Friends of the Trails and Right-of-Way donors have requested both informational signage as well as recognition for land donation towards the Bill Klingner Trail for the 12th Street to 36th Street section portions of the trail. Staff has worked with Friends of the Trails for the potential locations of the signage for Parker Heights Park, the parking lot at 1820 Quintron Way and the turnaround at 24th Street.

The Friends of the Trails will pay for all three signs and installation. The Quincy Park District will incur no cost for the sign or the installation.

District policy requires a 50-day public comment period. Final approval will be considered at the April 12, 2023 regular board meeting.

The sign dimensions and picture are included behind the staff recommendation.

FISCAL IMPACT: No fiscal impact.

STAFF RECOMMENDATION: None at this time, this will begin the 50-day public comment period.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

EXPERIENCE

Parker Heights Park and Bill Klingner Trail



Parker Heights Park is located on 23 acres on the North Bottom Road. With the original roads now closed to vehicular traffic, you can walk the winding paths for one of the most scenic views in Quincy Parks. These paths are now part of the Bill Klingner Trail.

In 1888, a group of private citizens, led by Edward J. Parker, incorporated as the Quincy Boulevard and Park Association. In the ensuing years this association of private citizens and its successor, the Quincy Park District, would develop a system of river bluff parks and recreational facilities that would stand as a monument to the ideals of the naturalistic Middle Western park movement, as envisioned by the association and its supervising landscape architects, O. C. Simonds and H.W.S. Cleveland of Chicago.

Parker and others lobbied to preserve the magnificent bluff-top river overlooks and Native American burial mounds in areas that had long been neglected and was about to be sold by lot for development. After much controversy, and over 125 years of design and development, the Quincy Park System consists of nearly 1,000 acres of natural and recreational facilities. The enduring value of this system of parks to the lives of all Quincyans is attributable in large part to the dedication and persistence of E. J. Parker.





Map Title



Legend

- Quincy City Limits
- Adams County Boundary
- Townships
- Village Limits
- TriStateBoundaries
- REGIONAL_COUNTIES



1: 1,530



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Notes

Enter Map Description

EXPERIENCE

Edward Schneidman Industrial Park and Bill Klingner Trail

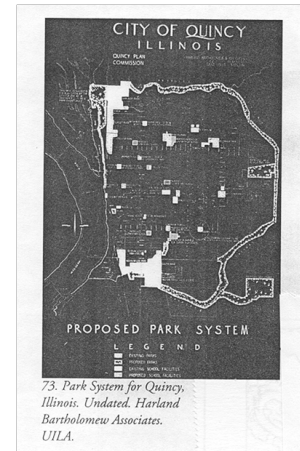


Edward Schneidman (Quincy Mayor 1940-1946) was one of five community leaders who perished in the Chicago LaSalle Hotel fire on June 5, 1946. Alderman Martin Heinen; City Engineer, James Potter; and Director of Quincy Housing Authority, and Emery Sallston were also killed in the fire. These City leaders were in Chicago to attend a Federal Public Housing Authority Conference, discussing emergency housing for veterans.

Schneidman established a reputation as an aggressive and constructive mayor. Working with Mayor Schneidman toward a Master Plan and proposed park system was Bill Klingner, engineer for the Quincy Boulevard and Park Association and the newly formed Quincy Park District. The proposed park plan included a trail system surrounding the City and connecting many of its established parks and proposed future parks, including a proposed golf course (Westview) and an east side park (eventually Moorman and Wavering Parks).



Bill Klingner (Boulevard & Parks Association, 1936 – 1945; Quincy Park District, 1946 – 1998) designed this Schneidman Industrial Park in 1978, preserving the greenspace along Cedar Creek with the hope that at least the north part of the proposed Quincy loop would eventually be constructed. Finally in 1994, Mayor Chuck Scholz recognized the vision of this north trail section. The City joined with Jim Mentesti (GREDF president 1985-2013) and the Quincy Park District to obtain the Right-of-Way along Cedar Creek from the Mississippi River to 36th Street. On July 27, 2013, the Quincy Park District dedicated the Cedar Creek Corridor as the Bill Klingner Trail.





Map Title



1810 Quintron Way location

1: 765

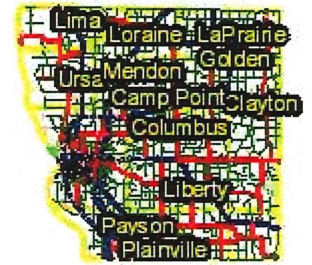


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Legend

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Notes

Enter Map Description

BILL KLINGNER TRAIL

RECREATIONAL BIKING / WALKING

18th Street to 24th Street Segment
2020

QUINCY PARK DISTRICT BOARD MEMBERS

John Frankenhoff, President
Barb Holthaus, Vice President /
Commissioner
Roger Leenerts, Commissioner
Nathan Koettters, Commissioner
Bob Gough, Commissioner
Jeff Steinkamp, Commissioner
Vicki Dempsey, Commissioner
Terry Anastas, Board Attorney

RIGHT-OF-WAY DONORS Parker Heights to 36th Street

Illinois Veterans Home
City of Quincy
Lewistown Heetgas Co.
Great River Economic Development
Foundation
George VonderHaar
Koontz Construction - 3rd Addition
Jim Stupavsky - Drakewood Land Trust
Mississippi Belle Inc.
Wis-Pak of Quincy
Quincy Compressor Div. of Coltec
Industries

CONTRACTOR: LAVERDIERE CONSTRUCTION, INC.
ENGINEER: KLINGNER & ASSOCIATES, P.C.



Map Title



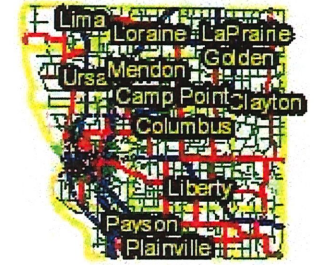
1: 765



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Legend

- Quincy City Limits
- Adams County Boundary
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- REGIONAL_COUNTIES

Notes

Enter Map Description

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: February 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT, SB3789 / PUBLIC ACT 102-1088: DISCUSSION ONLY

BACKGROUND INFORMATION: Originally proposed in 2021 as the Decennial Committees on Local Government Consolidation Act, HB 162 (Keicher, J. / Morrison, J.) was primarily focused on local government consolidation as its original title suggests. The bill is now more appropriately focuses on local government efficiency rather than consolidation. The law gives the Quincy Park District the ability to appoint a committee and provide an opportunity to demonstrate ways in which we efficiently and effectively deliver park and recreational programs, facilities, and services to residents.

The District must form a committee by June 10, 2023. The committee is to include at least the following: (1) elected members of the governing board of the District, (2) at least two residents of the District, appointed by the board president and approved by the board, and (3) Rome Frericks, Executive Director. The President of the governing board of the District shall chair the committee.

The committee is required to meet at least three times and is subject to the Open Meetings Act (OMA) and the Freedom of Information Act (FOIA).

See attached documents for more details.

FISCAL IMPACT: Minimal

STAFF RECOMMENDATION: For discussion only!

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

BOARD ACTION:



Jason Anselment
General Counsel

Upcoming Efficiency Report Presents a Unique Opportunity

During the past decade, IAPD has spent countless hours on the issue of local government consolidation. In addition to serving on the 2012-13 Local Government Consolidation Commission, attending every meeting of the 2015 Task Force on Local Government Consolidation and Unfunded Mandates, and closely monitoring and attending hearings on local government consolidation that were a focus of the General Assembly's 2019 Property Tax Task Force, we have also been actively engaged in a variety of legislative proposals on this important issue.

In recent years, a primary legislative threat has been the continued reintroduction of the so-called Citizens' Empowerment Act, which would allow just 5% of voters to initiate a referendum to dissolve any unit of local government and transfer all its property and other assets to another unit of government. IAPD was one of the only organizations to consistently oppose these bills and to testify against them on multiple occasions in committee hearings because we recognize the dangerous, long-term implications they could have for Illinois communities. Contrary to the title, the legislation provides no protections for citizens when it comes to their long-term investments in facilities, programs, and services and would instead place public assets and services at risk without providing citizens with any safeguards to protect those assets. Moreover, the claimed savings are purely hypothetical, as nothing in the legislation requires or guarantees savings to taxpayers; in fact, such initiatives could end up costing taxpayers more in the long run.

During the current 102nd General Assembly, we worked behind the scenes on another legislative proposal that was initially introduced as a local government consolidation bill. Originally proposed in 2021 as the Decennial Committees on Local Government Consolidation Act, HB 162 (Keicher, J. / Morrison, J.) was primarily focused on local government consolidation as its original title suggests. The bill required local governments to create committees to make recommendations on consolidation, allowed counties to appoint committee members, and imposed many burdens and other costs on local governments, including a mandatory public survey of at least 10% of residents to inquire about consolidation. Last year, IAPD worked with state legislators and another stakeholder organization to make several important changes to alleviate the most concerning portions

of the bill, shift the focus from consolidation to efficiency, and eliminate costly provisions such as the mandatory community survey. That bill passed the House but not the Senate in 2021, but it was then refiled this year by the Senate sponsor with our negotiated language.

Now known as the Decennial Committees on Local Government Efficiency Act, SB 3789 / Public Act 102-1088 (Morrison, J. / Carroll, J.) was passed by both chambers during the Spring Session with near unanimous approval and was signed into law this past June. As its new name suggests, the bill is now more appropriately focused on local government efficiency rather than consolidation. Although still an unfunded mandate, this law gives park districts, forest preserve districts, and conservation districts the ability to appoint the committee membership and provides an opportunity for these agencies to demonstrate the countless ways in which they efficiently and effectively deliver park, recreation, and conservation programs, facilities, and services to their residents.

To assist member agencies, IAPD has been working with members of the Joint Legislative Committee during the past several months to develop resources that member park districts, forest preserve districts, and conservation districts can use to formulate their reports.

The first of those resources is a list of frequently asked questions and answers about the new law.

Q: Who must form an Efficiency Committee?

A: Public Act 102-1088, also known as the Decennial Committees on Local Government Efficiency Act, requires units of local government that levy any tax, including park districts, forest preserve districts, and conservation districts, to form a committee to study local efficiencies. Municipalities and counties are exempt from the Act.

Q: When do we have to form a committee?

A: Units of local government must form a committee within one year after the Act's effective date. Because the Act took effect on June 10, 2022, each governmental unit must form its committee no later than June 10, 2023, and at least once every ten years thereafter.

Q: Who serves on the committee?

A: Each committee must include: (1) the elected or appointed members of the governing board of the governmental unit, (2) at least two residents of the governmental unit appointed by the board president and approved by the board, and (3) the chief executive officer or other officer of the governmental unit. The chairperson may also appoint additional members to the committee as he or she believes appropriate.

Committee members serve without compensation but may be reimbursed for incurred expenses with the approval of the governmental unit.

Q: Who chairs the committee?

A: The committee will be chaired by the board president or their designee.

Q: What are the duties of the committee?

A: Each committee must: (1) study the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the county board in which the governmental unit is located.

Q: What is the deadline for completing the report?

A: Each committee must provide a report to the county board in which the governmental unit is located no later than eighteen months after the formation of the committee. If a committee is formed on the last possible date (June 10, 2023), then the report would need to be provided to the county board no later than December 10, 2024.

Q: What other State laws apply to the committee?

A: Each committee is considered a public body to which provisions of the Freedom of Information Act and the Open Meetings Act (OMA) apply.

Q: How often must the committee meet?

A: The committee is required to meet at least three times. The committee may, but is not required to, meet during the regularly scheduled meeting of the governmental unit if the following conditions are met: (1) separate notice is given in conformance with the OMA, (2) the committee meeting is listed as part of the board of the governmental unit's regular meeting agenda, and (3) at least a majority of the members of the committee are present at the committee's meeting. However, because the committee's membership is not identical to the park board membership, the park board would want to adjourn or recess its regular meeting before convening a meeting of the committee.

Q: What are the requirements for each meeting of the committee?

A: Each meeting of the committee must be public and held in accordance with the OMA. The committee must provide an opportunity for any person to be heard at each meeting

for at least three minutes. At the conclusion of each meeting, the committee must conduct a survey of residents who attended the meeting and ask for input on matters discussed at the meeting. Pursuant to the OMA, all public bodies must keep written minutes of the meeting.

Q: What resources will IAPD provide to assist with the Act?

A: In addition to these FAQs and a corresponding fact sheet, IAPD is also preparing tools such a model resolution to form the committee and a comprehensive template that agencies may use as they prepare their report.

Although each agency will need to adapt the IAPD template to incorporate its own specific details, we will provide model language to complete some sections such as a General Overview of Governing Statutes, Ordinances, Rules, Procedures, Powers, and Jurisdiction. Even where specific examples may vary depending on a district, the template will provide lists of examples an agency may wish to include.

For example, to demonstrate its best practices we will provide a list of examples of policies, manuals, plans, and reports that an agency may want to cite. To demonstrate efficiency of operations, the template will offer descriptive language and also identify items such as intergovernmental agreements and other partnerships that illustrate how your agency avoids duplication of services and saves taxpayer dollars. A separate section on transparency will provide similar examples. The template even offers recommendations for increased accountability and efficiency that you may consider as your agency prepares its report.

As always, IAPD will also be available to answer questions from the membership.

Finally, the new law permits, but does not require, a committee to employ or use the services of specialists in public administration and governmental management and any other trained consultants, analysts, investigators, and assistants it considers appropriate.

Q: What happens once the report is provided to the county?

A: After the report is provided, the committee is dissolved until it is reestablished with newly appointed members in 10 years.

This new requirement offers park districts, forest preserve districts, and conservation districts a unique opportunity to demonstrate that their agency operates more efficiently and effectively than any other unit of government within the community. IAPD will provide resources that will not only help your agency satisfy its statutory obligations, but also help document the numerous reasons why your agency is the absolute best form of local government to deliver your services to the community. Ultimately, your report may provide a solid response to any future shortsighted proposal that suggests another form of local government could provide the same services at a lower cost.

AN ACT concerning local government.

**Be it enacted by the People of the State of Illinois,
represented in the General Assembly:**

Section 1. Short title. This Act may be cited as the
Decennial Committees on Local Government Efficiency Act.

Section 5. Definition. As used in this Act, "governmental
unit" includes all units of local government that may levy any
tax, except municipalities and counties.

Section 10. Formation of committee; members; vacancy;
administrative support.

(a) Within one year after the effective date of this Act
and at least once every 10 years thereafter, each governmental
unit must form a committee to study local efficiencies and
report recommendations regarding efficiencies and increased
accountability to the county board in which the governmental
unit is located.

(b) Each committee's membership shall include the elected
or appointed members of the governing board of the
governmental unit; at least 2 residents of the governmental
unit, who are appointed by the chair of the board of the
governmental unit, with the advice and consent of the board;
and any chief executive officer or other officer of the
governmental unit. The committee shall be chaired by the
president or chief elected or appointed official of the
governing board of the governmental unit, or his or her
designee. The chairperson may appoint additional members to
the committee as he or she deems appropriate.

Committee members shall serve without compensation but may
be reimbursed by the governmental unit for their expenses
incurred in performing their duties.

(c) A committee may employ or use the services of
specialists in public administration and governmental
management and any other trained consultants, analysts,
investigators, and assistants it considers appropriate, and it
may seek assistance from community colleges and universities
as necessary to prepare the report required under Section 25.

(d) If a vacancy occurs in the committee membership, the
vacancy shall be filled in the same manner as the appointments
under subsection (b).

(e) Each governmental unit shall provide administrative
and other support to its committee.

Section 15. Duties of a committee. The duties of a
committee include, but are not limited to, the study of the
governmental unit's governing statutes, ordinances, rules,
procedures, powers, jurisdiction, shared services,
intergovernmental agreements, and interrelationships with
other governmental units and the State. The committee shall
also collect data, research, and analysis as necessary to
prepare the report described in Section 25.

Section 20. Meetings. Each committee shall meet at least 3
times. The committee may meet during a regularly scheduled
meeting of the governmental unit as long as: (1) separate
notice is given in conformance with the Open Meetings Act; (2)
the committee meeting is listed as part of the board of the
governmental unit's agenda; and (3) at least a majority of the
members of the committee are present at the committee's
meeting. Each meeting of the committee shall be public, and
the committee shall provide an opportunity for any person to
be heard at the public hearings for at least 3 minutes. The
committee may require speakers to register. The committee
shall meet in accordance with the Open Meetings Act, and the
committee shall be a public body to which the Freedom of
Information Act applies.

At the conclusion of each meeting, the committee shall
conduct a survey of residents who attended asking for input on
the matters discussed at the meeting.

Section 25. Report. Each committee shall summarize its
work and findings within a written report, which shall include
recommendations in respect to increased accountability and
efficiency, and shall provide the report to the county board
in which the governmental unit is located no later than 18
months after the formation of the committee. The report shall
be made available to the public.

Section 30. Dissolution of the committee. After a
committee has made the report required under Section 25
available to the public, the committee is dissolved until it
is reestablished with newly appointed members under Section
10.

Section 85. The School Code is amended by changing Section
17-1.1 as follows:

Sec. 17-1.1. Shared service reporting and fiscal efficiency.

(a) Annually, each school district shall complete a report developed by the State Board of Education, to accompany the annual financial report and to be published on the State Board of Education's Internet website, that summarizes district attempts to improve fiscal efficiency through shared services or outsourcing in the prior fiscal year. The report must be primarily in checklist form and approximately one page in length. It shall include, but shall not be limited to, the incidence of the following shared service options: insurance; employee benefits; transportation; personnel recruitment; shared personnel; technology services; energy purchasing; supply and equipment purchasing; food services; legal services; investment pools; special education cooperatives, vocational cooperatives, and other shared educational programs; curriculum planning; professional development; custodial services; maintenance services; grounds maintenance services; food services; grant writing; and science, technology, engineering, and mathematics (STEM) program offerings. The report shall also include a list of potential shared services or outsourcing the district may consider or investigate for the next fiscal year and any anticipated barriers to implementation. This report must be approved by the school board at an open meeting that allows for public comment, and it shall be published on the Internet website of the school district, if any.

(b) Based on data supplied by school districts through the annual financial report, regional superintendents of schools shall publish annually a regional report summarizing district attempts to improve fiscal efficiency through shared services or outsourcing within the educational service region. This report shall include a list of all joint purchasing initiatives, joint agreements between districts, attempts to reduce or eliminate duplication of services and duplicative expenditures, and identification of any overlapping regional service delivery systems.

(c) For school districts required to develop and submit to the State Board of Education a deficit reduction plan under Section 17-1 of this Code, the regional superintendent of schools and the school district shall jointly prepare a shared services and outsourcing plan that considers actions that may improve the district's fiscal efficiency and how future savings associated with shared services or outsourcing are to be utilized.

(Source: P.A. 97-357, eff. 1-1-12.)

Section 90. The State Mandates Act is amended by adding Section 8.46 as follows:

(30 ILCS 805/8.46 new)

Sec. 8.46. Exempt mandate. Notwithstanding Sections 6 and 8 of this Act, no reimbursement by the State is required for the implementation of any mandate created by the Decennial Committees on Local Government Efficiency Act.

Section 99. Effective date. This Act takes effect upon becoming law.

PUBLIC INPUT