

Quincy Park District

BOARD OF COMMISSIONERS MEETING



QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois
Agenda
April 9, 2025

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 - March 12, 2025

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

BOARD INFORMATION/EDUCATION:

CORRESPONDENCE:

VOLUNTEERS/DONATIONS:

- John Wood Community College – Nature Trails East
- Quincy High School – Nature Trails East
- Mississippi Valley Council Scouting America – Nature Trails East
- Golden K Kiwanis Club
- Titan International

EXECUTIVE DIRECTOR'S REPORT

- Rome Frericks

DIRECTOR'S REPORTS

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

COMMITTEE REPORTS:

- Finance – Barb
- Park Foundation – Barb/Patty

- Planning – Jarid
- Lorenzo Bull House – David Grimm
- Personnel – Barb/Mark
- Riverfront – Jarid

UNFINISHED BUSINESS:

NEW BUSINESS:

- Quincy Park District 2025-2026 Goals and Objectives First Quarter Status Update: Information Only by Executive Director
- ORDINANCE NO. 25-02: Authorization to Conduct a Public Sale of Surplus Property: Recommended Approval by Executive Director **(ROLL CALL VOTE)**
- Bid for Quincy Park District Lighting Assessment: Recommended Approval by Director of Parks & Director of Program Services Mike Bruns **(VOICE VOTE)**
- RESOLUTION NO. 25-02: Resolution for the Adoption of Illinois Association of Park Districts (IAPD) Code of Conduct for Quincy Park District Board of Commissioners: Recommended Approval **(ROLL CALL VOTE)**
- RESOLUTION NO. 25-03: Resolution Stating Art Keller Marina Will Continue to Operate by the Quincy Park District: Recommended Approval **(ROLL CALL VOTE)**

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

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

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

ACTIONS AFTER EXECUTIVE SESSION

ADJOURN (VOICE VOTE)

CONSENT AGENDA
(Unanimous Consent)

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

March 12, 2025
6:00 P.M.

ROLL CALL

President Philpot called the meeting to order and upon the roll being called the following members were physically present at said location: President Mark Philpot, Vice-President Barbara Holthaus, Commissioner Alan Hickman, Commissioner Patty McGlothlin, Commissioner David Grimm, Commissioner Dave Hogge and Commissioner Jarid Jones.

No Park Commissioner was permitted to attend the meeting by video or audio conference.

Also in Attendance: Executive Director–Rome Frericks, Director of Parks–Matt Higley, Director of Business Services–Brian Earnest, Director of Marketing/Operations–Marcelo Beroiza and Director of Golf–David Morgan and Board Attorney–David Penn.

Members Absent: Director of Program Services–Mike Bruns.

President Philpot led the room in the Pledge of Allegiance.

CONSENT AGENDA -President Philpot asked if there were any objections or changes to the February 12, 2025 Regular Board meeting minutes, Executive Session meeting minutes, or to the check register. President Philpot announced they were approved by unanimous consent.

PUBLIC INPUT –

Paul Mast - Donating \$45,000 for 12 flags at Villa Katherine.

Kathy Walters - Quincy Rotary Club wants to place a Peace Pole at Villa Katherine.

BOARD INFORMATION/EDUCATION – None.

CORRESPONDENCE – None.

VOLUNTEERS –

Executive Director Frericks thanked the Nature Trail Group and Trail Blazers and Mountain Bike Group for all their hard work this year.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Frericks reported that the group dredging the bay informed him they will be starting the first week of May.

DIRECTORS' REPORTS

Director Higley reported due to good weather several parks have been opened early. Marina renters will be informed that the Quinsippi Island bridge will be closed for concrete decking repairs next week. Marina renewals were mailed March 1st. As of today nine have renewed and two are not renewing. April 1st is the due date for renewals.

Director Earnest reported that WiFi has been added to the marina.

Executive Director Frericks filling in for Director Bruns reported that soccer deadline was Monday night. Last year we had 835 participants and this year we have 916. Staffing levels are good for all programs.

Director Morgan added that the greens were mowed yesterday for the first time this year. The good weather has brought out the golfers. Irrigation pumps were installed.

Director Beroiza the yearly brochures were launched last week and promotions have started.

COMMISSIONER COMMITTEE REPORTS

Finance Committee- Vice-President Holthaus stated she is submitting the finance minutes as her report.

Quincy Park Foundation- Commissioner McGlothlin reported a discussion about the need to raise about \$3,000 for expenses. They are looking into different fundraising events.

Quincy City Planning- Commissioner Jones reported he did not have anything to report.

Lorenzo Bull House- Vice President Holthaus reported March 27th at 6 p.m. is the annual membership meeting. Upcoming fundraisers include the Dogwood Parade and a fundraising dinner in June.

Quincy Riverfront Development- Commissioner Jones stated the City has submitted a request to extend the \$350,000 Riverfront grant. They are waiting for the scope of work to be approved by the State. The City is still waiting to hear from the IRS regarding their submission for a 501(C)(3) designation.

Personnel – President Philpot reported that a Commissioner Code of Conduct will be set in place soon.

UNFINISHED BUSINESS- None.

NEW BUSINESS

Review/Revision of the Quincy Park District Mission Statement by Executive Director-

Executive Director Frericks stated each year the mission statement needs to be reviewed.

Discussion was held about the possibility of having the statement placed in some of our parks.

Bid for Maintenance Dredging: Recommended for Approval by Director of Parks –

Director Higley advised that bids were sent out for dredging. One bid was received from Canton Marine and Towing. Their rate is \$525 an hour. COMMISSIONER JONES MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY VICE PRESIDENT HOLTHAUS.

UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Villa Katherine Sublease by Friends of The Castle: Recommended Approval by Executive Director.

Executive Director Frericks reported the Friends of the Castle sublease some rooms in the upper area of the Villa Katherine to the Quincy Area Conventioneer's Bureau. Rent has not changed and remains at \$500 a month. COMMISSIONER HOGGE MADE A MOTION TO APPROVE AS RECOMMENDED,

WHICH WAS SECONDED BY COMMISSIONER MCGLOTHLIN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Paul Dennis Complex Playground: Recommended Approval by Executive Director –

Executive Director Frericks stated staff wrote specs not to exceed \$65,000. Recommend approval for Play Power LT, Inc. bid for \$64,998. COMMISSIONER MCGLOTHLIN MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER HICKMAN. UNANIMOUS.

PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Moorman Park Road to T Ball Fields Resurfacing: Recommended Approval by Director of Parks

Director Higley stated that one bid was received from Diamond Construction for \$215,000.

COMMISSIONER HICKMAN MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER JONES. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Lincoln Park Playground Resurfacing: Recommended Approval by Executive Director –

Executive Director Frericks reported this surface is 10 years old. Staff worked with the company that is installing the surfacing at Wavering Complex and there will be no mobilization fees so we went through the National Purchasing Cooperative BuyBoard Contract. Staff recommends approval to All Inclusive Rec for \$105,856 for installation of the surfacing. COMMISSIONER JONES MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER HICKMAN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Moorman Park Multi Courts Resurfacing: Recommended Approval by Director of Parks –

Director Higley reported resurfacing includes 6 pickleball, foosball and basketball courts. Six bids were received. Staff recommends approval of the bid by All Weather Courts for \$59,874. COMMISSIONER MCGLOTHLIN MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER JONES. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Madison Park Tennis Courts Resurfacing: Recommended Approval by Director of Parks –

Director Higley reported six proposals were submitted. Staff recommends approval of the bid from All Weather Courts for \$26,428. COMMISSIONER JONES MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER MCGLOTHLIN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Lorenzo Bull House Roofing: Recommended Approval by Executive Director -

Executive Director Frericks stated new shingles will be installed on the roof and on the flat surface the seamless cellophane membrane that expands and contracts similar to what was done on the east porch last year. Staff recommends approving bid by Full Service Roofing for \$40,468. COMMISSIONER HOGGE MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER GRIMM. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Paul Dennis Complex Restroom Tuckpointing: Recommended Approval by Director of Parks –

Director Higley reported that 3 bids were submitted. Staff recommends approval of Huber Masonry and Construction for \$3,230. VICE PRESIDENT HOLTHAUS MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER HICKMAN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Paul Dennis Complex Restroom Painting: Recommended Approval by Director of Parks –

Director Higley reported two bids were received. Staff recommends approving low bid from Johnson Painting for \$2,901. COMMISSIONER JONES MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER MCGLOTHLIN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Bid for Paul Dennis Complex Shelter Renovations: Recommended Approval by Executive Director –

Executive Director Frericks stated the building will be wrapped with metal and a metal roof. Park District will be donating \$12,000 in materials for Derhake Const. to install these materials. Titan Wheel has donated \$5,000. Staff recommends accepting low bid of \$14,000 by Derhake Const. COMMISSIONER JONES MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER MCGLOTHLIN. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED

Adams County Bicentennial Mormon Migration Interpretive Sign to be Located in Clat Adams Park:

Recommended Approval by Executive Director – Executive Director Frericks reported the 50-day public comment period has passed and no public comments were made. Staff recommends approval of the sign at Clat Adams. COMMISSIONER JONES MADE A MOTION TO APPROVE AS

RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER HOGGE. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED

Adams County Bicentennial Thompson, Work and Burr Interpretive Sign to be Located in Madison Park: Recommended Approval by Executive Director – Executive Director Frericks stated the 50-day public comment time period has passed with no comments. VICE-PRESIDENT HOLTHAUS MADE A MOTION TO APPROVE AS RECOMMENDED, WHICH WAS SECONDED BY COMMISSIONER JONES. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED

Rotary Club of Quincy Peace Pole Project to be Located at the Villa Kathrine: Information Only by Executive Director – Executive Director stated the 50-day public comment time period is initiated. Adams County Bicentennial Presidential Interpretive Sign to be Located in Washington Park: Information Only by Executive Director – Executive Director Frericks reported they are asking for a presidential sign. This starts the 50-public comment time period.

COMMISSIONER JONES MADE A MOTION TO SUSPEND THE RULES, WHICH WAS SECONDED BY COMMISSIONER HICKMAN . UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED. Discussion was held on the reasoning for the sign and the 50-day time period.

COMMISSIONER JONES MADE A MOTION TO RETURN TO REGULAR SESSION, WHICH WAS SECONDED BY COMMISSIONER HOGGE. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED.

Adams County Bicentennial Time Capsule and Plaque to be Located in Washington Park: Information Only by Executive Director – Executive Director Frericks reported this starts the 50-day public comment time period.

PUBLIC INPUT- None.

ADJOURNMENT

With no other business to discuss at 6:57 P.M., COMMISSIONER JONES MADE A MOTION, SECONDED BY VICE-PRESIDENT HOLTHAUS TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT PHILPOT DECLARED THE MOTION CARRIED. Meeting adjourned.

Secretary

Chairman

Date

Date

PUBLIC INPUT

***BOARD
INFORMATION/
EDUCATION***

CORRESPONDENCE

***VOLUNTEERS/
DONATIONS***

***EXECUTIVE
DIRECTOR'S
REPORTS***

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: March 31, 2025

Administrative Initiatives (3/01/25 – 3/31/25)

Attended:

- Friends of the Trails meeting
 - Directors' meeting
 - Board meeting
 - Safety meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - UMRR meeting
 - Rotary Board meeting
 - Small Boat Harbor meeting (3)
 - Small Boat Harbor Walkthrough meeting
 - Public Art Committee meeting
 - All Staff meeting
 - Park Foundation Meeting
 - Tree Commission meeting
 - Mary Griffith Show
 - Moorman Park Road Bid Opening
-
- Met with Board members several times on current events concerning the Park District.
 - Met with contractors for the dredging project for the Small Boat Harbor Grant.
 - Met with attorneys several times on current events concerning the Park District.
 - Met with BNSF, Park District Attorney and Friends of the Trails for the missing easement along Bonansinga Drive.
 - Met with Friends of the Trails and Wis Pak on a potential donation of land near 35th and Koch's Lane.

- Spoke to the Kiwanis Golden K group.
- Staff continues to meet with Klingner & Associates for preparation of bandstand to be located in Madison Park.
- Met with staff and contractors on several occasions for current Park District improvements and 2025 Bond Projects.
- Met with Dr. Daniels, University of Illinois Extension, Health Department and volunteers on expansion of Nature Trails.

Administrative Initiatives (4/1/25 – 4/30/25)

- Continue to work with UMRP to develop the beginning scope of work and specifications.
- Work with BNSF on the lone piece of right-of-way for the next section of the Bill Klingner Trail.
- Meet with contractors for the ongoing capital projects.

DIRECTORS'
REPORTS

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: March 31, 2025

Administrative Initiatives (3/1/25 – 3/31/25)

Attended:

- Directors' meetings
 - Safety meeting
 - Kiwanis meetings
 - Bid openings
 - Park Foundation board meeting
-
- Monitored work on Wavering turf field fencing.
 - Monitored work on Wavering Park shelter house and all-inclusive playground.
 - Monitored tree planting.
 - Monitored Park road preparation for opening.
 - Monitored restroom preparation for opening throughout the District.
 - Monitored Marina preparation for opening.

Administrative Initiatives (4/1/25 – 4/30/25)

- Continue planning for 2025 projects, goals and objectives.
- Work on 2025 Capital Projects for Parks Department.
- Monitor work on Wavering Park shelter and all-inclusive playground.
- Monitor work on Quinsippi Island shelter replacement.
- Monitor work on Johnson Park playground installation.
- Monitor repairs to Paul Dennis shelter and restrooms.

To: Board of Commissioners
From: Brian Earnest
Subject: Monthly Report
Date: March 31, 2025

Administrative Initiatives (3/01/25 – 3/31/25)

- Attended Safety Committee meeting.
- Remotely attended Sikich webinar.
- Renewed the District's property & casualty insurance with IPARKS.
- Renewed Art Keller Marina's property & casualty insurance.
- Began processing Art Keller Marina lease renewals.
- Began secure login rollout.
- Installed new hard/software on POS terminals in conjunction with new credit card gateway.

Administrative Initiatives (4/01/25 – 4/30/25)

- Prepare files and documents for the FY2024 audit and assist auditors with the field work portion.
- Complete secure login rollout.
- Continue to process Art Keller Marina lease renewals.



Office of the Attorney General State of Illinois

Certificate of Completion

David N Grimm
Commissioner

Has successfully completed the
Open Meetings Act training.

Version: 2025 - OMA Training

Completed: Monday, March 31, 2025



Office of the Attorney General State of Illinois

Certificate of Completion

David N Grimm
Commissioner

Has successfully completed the
Freedom of Information Act training.

Version: 2025 - FOIA Training

Completed: Tuesday, March 18, 2025

To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: March 27, 2025

Administrative Initiatives (03/01/25 – 03/31/25)

- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Attended the monthly safety committee meeting.
- Staff held seasonal employee trainings.
- Staff worked on updating the 2025 Indian Mounds Pool and Batting Cage manuals.
- Staff worked on organizing the soccer and baseball programs.
- Staff worked on updating the training program for our seasonal employees.
- Staff worked on recruiting coaches for the soccer and baseball programs.
- Staff worked on recruiting seasonal staff for 2025.
- Staff worked on preparing the Batting Cage facility to open and the Wavering turf fields concession.
- Staff worked on preparing the athletic fields for the season.
- QHS softball held some games at Avenue of Lights field.
- Staff checked all the scoreboards and lights at the ballfields.

Administrative Initiatives (04/01/25 – 04/30/25)

- Work with the Director of Operations/Marketing on promoting our programs.
- Youth golf and pickleball lessons will start on April 1.
- Staff will work on hiring seasonal staff for 2025.

- Youth baseball leagues will start the week of April 7.
- Youth soccer leagues will start the week of April 14.
- Nature program will be held on April 21.
- Qtown tournaments will continue on weekends during April.
- Staff will conduct trainings for our seasonal staff.
- Staff will organize the t-ball and softball programs.
- Staff will work on plans with Paddle Up for pickleball events during the season.
- Staff will continue to work on plans for the summer programs.
- Archery lessons will continue for the month.
- QHS baseball will play JV games at Boots Bush in April.

To: Board of Commissioners
From: David Morgan
Subject: Monthly Report
Date: April 1, 2025

Administrative Initiatives (3/01/25 – 3/31/25)

- Staff continue to disinfect and clean Westview.
- Continue to update the website and calendar of events for the 2025 season.
- Staff continue to update the email list.
- Cleaned the shop ready for the golfing season.
- Attend safety meetings and board meetings.
- Staff worked with Precision Pumps on new pumps install at the pump-station.
- Staff monitored course for playability.
- Received two new fairway mowers.
- Staff tested the new irrigation system, pressured up and holding to specs.
- Staff ground 25 stumps on the course.
- Staff finished annual equipment repairs and servicing of golf cart fleet.
- Re-hired returning seasonal staff on 3/24/25.
- Re-furbished the Scotty Glasgow living memorial behind 17 green.
- Planted 10 new arborvitae bushes along the new cart-path on hole 18.

- Prepared and poured a new 130' foot concrete cart-path along 18 tee.

Administrative Initiatives (4/01/25 - 4/30/25)

- Staff continue to disinfect and clean Westview.
- Attend safety meetings and board meetings.
- Staff will continue to monitor the course on a daily basis for playability.
- Staff will continue to update the website for the 2025 calendar of events.
- Staff continue to update the email list.
- Tee times start on Friday April 4th for the season.
- Junior classes start on Tuesday April 1st.
- Rough Riders League Start date, Wednesday April 16th.
- Titan League start date, Thursday April 17th.
- Ladies League start date, Tuesday April 22nd.
- Open restrooms and city water supply lines.
- Aerify and top-dress and seed all 28 greens.
- Start the pre-emergent application on the course.
- Re-seed all the main-lines on the new irrigation system.
- Clean up stump grindings, back-fill and seed.
- Staff will apply post and pre-emergent herbicides to the sport fields at Boots Bush, Wavering and the Paul Dennis complex.
- Fertilize all greens and tee complexes.

- Advertise for additional seasonal staff employees.
- Install a new entrance door at the restroom on hole 16.

To: Board of Commissioners

From: Marcelo Beroiza

Subject: Monthly Report

Date: April 1, 2025

Administrative Initiatives (3/1/25 – 3/31/25)

- Attended the Rec. Department staff, Park District Board, Safety and Friends, of The Trails meeting.
- IPRA Skills development monthly webinar: How Climate Change and Weather Extremes are Impacting Parks and Reaction.
- Met with the Executive Director. Monthly operations overview and task meetings. (Projects, Recreational Dept., Business office, Facilities, Maintenance and Westview)
- Operations/Marketing:
 - Moorman Park windscreen project
 - Rec. Outdoor programs and events
 - Events and programs content
 - Email marketing customer updates
 - Continuous improvement projects updates
 - Forest Therapy project
 - Spring jobs campaign
 - Sponsorship events & facilities
 - Westview brochure and marketing. Monthly updates
 - Volunteer events
 - Networks support

Administrative Initiatives (4/1/25 – 4/31/25)

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

COMMISSIONER
COMMITTEE
REPORTS

***UNFINISHED
BUSINESS***

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 9, 2025

STAFF RECOMMENDATION

AGENDA ITEM: QUINCY PARK DISTRICT 2025-2026 GOALS AND OBJECTIVES FIRST QUARTER STATUS UPDATE: INFORMATION ONLY

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

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

FISCAL IMPACT: None.

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

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Quincy Park District Goals 2025-2026

Administration

1. Work with the Parks Department and Westview on care and preservation of landscaping/hardscapes and parking areas as they are the first impression to many parks.
Q1 Update: Staff continues to landscape the entrances and signs leading into the various parks and has additional locations scheduled throughout the year.
2. Identify future opportunities for programming and services based on industry trends.
3. Work with staff and Nature Trail volunteers to create a new nature trail from Southbrook subdivision to Drakewood subdivision.
Q1 Update: Nature Trail volunteers have completed 75% of the clearing. Continued work is expected once weather conditions improve.
4. Work with staff, Board members and stakeholders for future improvements to the Paul Dennis Soccer Complex.
Q1 Update: Staff held an informational meeting with QND, QHS, JWCC, Quincy Rush, Monarchy and soccer enthusiasts on 2025 projects and future partnering opportunities. Another meeting will be held after spring soccer season.
5. Work with Burlington North Santa Fe Railway, Friends of the Trails and Park District attorneys to obtain the remaining missing easement in order to finalize the path for the Bill Klingner Trail from Parker Heights to Lincoln Park so we can begin the design and engineering in the Spring of 2025.
Q1 Update: Staff, members of Friends of the Trails and Jeffrey Terry continue to work with BNSF attorneys on obtaining the missing easement. We have provided additional information to obtain a reasonable lease or to begin the abandonment process for the easement.
6. Executive Director and Operations/Marketing Director will attempt to obtain sponsorship/naming rights for the expiring Refreshment Services Pepsi Turf Field 10-year naming rights.
Q1 Update: Staff has created the request for proposal for the naming rights for the turf field that expires later this year and reached out to Refreshment Services Pepsi.
7. Develop a multi-year license agreement with Friends of the Lorenzo Bull House to preserve the Lorenzo Bull House.

Westview Golf Course

1. Replace the gutters and down spouts on the cart barn.
Q1 Update: The gutters and down spouts have been replaced.
2. Replace 20 golf carts, this will start the three-year replacement process of 60 golf carts.
Q1 Update: The 20 carts will be arriving in April.
3. Replace the block around the retaining wall south of the pro shop doors.
4. Remove all sprinkler heads, satellites and related accessories of the old irrigation system. Backfill voids and seed.
Q1 Update: The satellite boxes have been removed and back filled.
5. Renovate the fairway bunkers on holes #6 and #8. Improve the drainage, remove the old contaminated sand and replace with new sand.
6. Repair or replace the storm sewer culvert going across hole #1. Assess the needed repairs and take appropriate action.
7. Public sale for all of the old irrigation parts and accessories. This includes sprinklers, satellites, pumps, computer, radios and other related items.

8. Replace the entrance door at the restroom on hole #16, new trim work around the walls and paint the floor on the interior of the restroom.

Marketing/Operations

1. Develop a multimedia campaign to promote new Park District events, programs and facilities through all social media, website, digital pieces/newsletters and e-mail marketing platforms.
Q1 Update: Park District yearly event programs brochure was launched in January and all of the spring and summer season digital campaigns are currently running.
2. Lead discussions for continuous improvement efforts and new initiatives throughout the Park District organizational process. Work to improve quality, productivity, and efficiency in all departments.
Q1 Update: We conducted a discovery session with the Adams County Health Department, the University of Illinois extension and Friends of the Trails to talk about community programing, resources, the future of Nature Trails, Bill Klingner trail and benefits to our community for future collaborations.
3. Lead discussions for continuous improvement efforts and new initiatives throughout the Park District organizational process. Work to improve quality, productivity, and efficiency in all departments.
Q1 Update: IPRA's Webinar. Mastering the Art of Influence and How Climate Change and Weather Extremes are Impacting Parks and Recreation.
4. Nature and forest therapy project on the Nature Trails.
Q1 Update: Open house is scheduled for April 26.
5. Lead Park District existing and new affiliate initiatives, events and programming.
Q1 Update: We have added new volunteer groups organizations this year from QHS, JWCC and Midwest Human Rights commission.
6. Research potential Quincy Park District apps.
Q1 Update: Because the new CivicRec registration app made it easier to register for this technology project, we chose to create a new website that works on all platforms rather than spending money on a separate app. We have elevated our customer service process after we implemented this technology. The CivicRec app is working on phone notifications in the near future.

Recreation

1. Develop and implement new programs in the following areas:
 - Family 2 new programs
 - Nature 1 new program
 - Trail 1 new program**Q1 Update:** Staff has added more Family Day activities. Staff is working on Senior Olympic games and a disc golf fun day for kids.
2. Research and create new programs for Seniors and possible Senior Olympics. Contact Senior Center, nursing homes and Veterans Home to see what their interest is.
Q1 Update: Staff is working on a Senior Olympic Day and other senior programs are in progress.
3. Create new programs and events for the special needs' population.
Q1 Update: In progress.
4. Evaluate the rules for all our sports leagues and update them.

Q1 Update: Staff has completed reviewing all the rules and updating them for the upcoming seasons.

5. Research and develop programs for the Paul Dennis Soccer Complex. Evaluate our current youth soccer program and update field sizes and age groups.

Q1 Update: Staff has looked at field sizes and made adjustments where needed for the fields. We are moving outdoor movies to the complex. We are in the process at looking at other programming for the complex.

6. Provide surveys and collect data seasonally to identify strengths and weaknesses for all programs and events.

Q1 Update: Staff will complete at the end of each season.

7. Evaluate and change our birthday parties for Indian Mounds Pool and Batting Cage facility.

Q1 Update: Staff has reviewed the birthday parties and made changes for the upcoming season.

8. Evaluate tennis program and look at changing some classes and times.

Q1 Update: Staff has reviewed the tennis program and made some changes for the upcoming season. We will be having evening classes at South Park.

Marina

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

Q1 Update: Ongoing.

2. Work with staff to maintain a good level of housekeeping throughout the docks and restrooms.

Q1 Update: Ongoing.

Parks

1. Work with the Quincy Park Band to develop bidding documents to build a permanent stage in Madison Park.

Q1 Update: Engineers are working on design and engineering and will have bidding documents available by late summer.

2. Renovate the Archery range safety/shade structure.

3. Improve and maintain a quality system of parks and facilities that excite the community.

Objective A: Spend ample time touring parks with staff/maintenance to observe work habits and discuss alternate ways to improve the parks.

Q1 Update: Ongoing.

4. Work with Mississippi Valley Hunters and Fishermen's Association and Friends of the Trails to complete/research grant opportunities for the walking trail from Parker Heights to Bob Bangert restroom.

Q1 Update: Staff, Mississippi Valley Hunters and Fishermen's Association and Friends of the Trails are gathering local contractors to get this scheduled and completed before summer.

5. Work with the Paul Dennis steering committee to make plans for future projects at Paul Dennis complex.

Q1 Update: Staff had their first meeting with the Paul Dennis steering committee on February 27th.

6. Update the park roads conditions and playground inventory documents for next year's planning session.

Q1 Update: Completed and will be presented during the Planning Session.

Business Office/Technology

1. Implement a new credit card processor gateway for CivicRec, the District's recreation management software.

Objective A: Choose a new gateway provider that properly integrates with the online software.
January 2025

Q1 Update: Completed

Objective B: Procure new point of sale terminals compatible with the gateway. January 2025

Q1 Update: Completed

Objective C: Implement the new gateway and test the terminals to ensure smooth operation prior to opening the parks in Spring. January/February 2025

Q1 Update: Completed

2. Explore the feasibility of adding a projector system to the Board Room. This includes the ability to broadcast to two or more screens.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 9, 2025

STAFF RECOMMENDATION

AGENDA ITEM: ORDINANCE NO. 25-02 AN ORDINANCE FOR AUTHORIZATION TO CONDUCT A PUBLIC SALE OF SURPLUS PROPERTY: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Occasionally, the District accumulates surplus equipment and material. Normally this is a result of the planned replacement of equipment where trade-in is not practical. The Board must authorize the public sale of this surplus equipment. The following is a list of equipment/property that has been identified as surplus inventory and is no longer needed for the District's operations.

1. 2007 Dodge 2500 4x4 3D7KS26027G828362.
2. 2010 Ford F-150 extended cab 4x4 1FTEX1EW5AKE77937.
3. 1997 Ford F-150 1FTDF17W9YKD51484.
4. Playground located at Johnson Park.

The item will be advertised for sale to the public and sold by using one of the methods listed in one or two below. Item 4 can be inspected at Johnson Park located at 18th Harrison. Items 1-3 can be inspected at the District's maintenance building located in All America Park at 1419 Bonansinga Drive.

The District will reserve the right to set a reserve price for any items that have a higher salvage value than the bid price, or to sell by establishing a set price for an item, whichever is most advantageous to the District. Items not sold will be disposed of by recycling or they will be junked. The sales will be administratively finalized as soon as practicable.

1. Advertise and sell the items listed in this ordinance by sealed bid and recycle or junk, whichever is most advantageous to the District, any items not sold.
2. Advertise and sell the items at a specified price and recycle or junk, whichever is most advantageous to the District, any items not sold.

FISCAL IMPACT: The proceeds of the sale of the items #1-#3 will go to the Heritage Tree Fund and item #4 will go to Corporate Fund for additional playground supplies.

STAFF RECOMMENDATION: Staff recommends the Board approve Ordinance No. 25-02 and authorize the staff to proceed with the sale of surplus equipment identified in this report.

PREPARED BY: Rome Frericks, Executive

**QUINCY PARK DISTRICT
ORDINANCE NO. 25-02
AN ORDINANCE FOR PUBLIC SALE OF
SURPLUS PROPERTY**

WHEREAS, the Quincy Park District is the owner of the following list of personal property, which is no longer needed or required by the Quincy Park District and which, in the opinion of at least three-fifths (3/5ths) of the members of the Quincy Park Board of Commissioners presently holding office, is no longer necessary, useful, or in the best interest of the Park District.

WHEREAS, NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Quincy Park District in Adams County, Illinois, that staff is authorized to use one or more of the marked alternatives below to dispose of the items listed hereforth:

1. 2007 Dodge 2500 4x4 3D7KS26027G828362.
2. 2010 Ford F-150 extended cab 4x4 1FTEX1EW5AKE77937.
3. 1997 Ford F-150 1FTDF17W9YKD51484.
4. Playground located at Johnson Park.

X Advertise and sell the items listed in this ordinance by sealed bid and recycle or junk, whichever is most advantageous to the District, any items not sold.

_____ Arrange for the items listed in this ordinance to be sold on consignment by an auctioneer and sell by direct sale, recycle or junk, whichever is most advantageous to the District, any items not sold.

 Advertise and sell the items at a specified price and recycle or junk, whichever is most advantageous to the District, any items not sold.

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

This Ordinance shall be in force and effect from and after its passage, approval by the vote of at least three-fifths of the Commissioners of the Quincy Park District.

PASSED AND APPROVED THIS 9th DAY OF APRIL, 2025

AYES: _____

NAYS: _____

ABSENT: _____

QUINCY PARK DISTRICT, an Illinois
Municipal Corporation

By: _____

It's President

ATTEST:

_____ Secretary

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 9, 2025

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR QUINCY PARK DISTRICT LIGHTING ASSESSMENT: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Quincy Park District has 66 light poles at our sports facilities with 56 of them being wooden and 10 being metal. The light poles will be inspected to give the Park District the current condition and insight to the life expectancy.

One quote was received from DW Inspections LLC for \$12,540.

FISCAL IMPACT: The \$12,540 needed for the project will come from the Recreation Fund for the Quincy Park District Lighting Assessment.

STAFF RECOMMENDATION: Staff recommends accepting the bid from DW Inspections, LLC for \$12,540 for the Quincy Park District Lighting Assessment.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

QUINCY PARK DISTRICT

Board of Commissioners

Date of Meeting: April 9, 2025

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION NO. 25-02, A RESOLUTION FOR THE ADOPTION OF ILLINOIS ASSOCIATION OF PARK DISTRICTS (IAPD) CODE OF CONDUCT FOR QUINCY PARK DISTRICT BOARD OF COMMISSIONERS

BACKGROUND INFORMATION: Resolution No. 25-02 follows this document.

FISCAL IMPACT: None.

STAFF RECOMMENDATION:

PREPARED BY: Mark Philpot, President Quincy Park District/Rome Frericks, Executive Director

BOARD ACTION:

**QUINCY PARK DISTRICT
RESOLUTION NO. 25-02
RESOLUTION FOR THE ADOPTION OF ILLINOIS
ASSOCIATION OF PARK DISTRICTS CODE OF
CONDUCT FOR QUINCY PARK DISTRICT BOARD OF
COMMISSIONERS**

WHEREAS, the Quincy Park District has committed to protecting and improving the quality of life of its residents.

WHEREAS, in furtherance of this mission, the Quincy Park District employs numerous individuals to operate, maintain facilities, develop programs, and implement the mission and objectives of the Park District.

WHEREAS, the Board of Commissioners are elected officials charged with certain power and authority under the Illinois Park District Code. Each Commissioner is required to take an oath to well and faithfully discharge his/her duties.

WHEREAS, the Board of Commissioners has the authority to pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the board and district. See 70 ILCS 1205/8.1(d).

WHEREAS, the Board Policy Manual provides that “[a]s an individual, a Board member has no legal authority to determine policy, give directions to district personnel, or to act or speak for the Board unless specifically authorized to do so by official Board action.” See Board Policy Manual, Section I(8)(A).

WHEREAS, the Board Member Code of Conduct, To serve the board as a voting member; to develop governance policies, long-range plans, procedures and regulations for the operation of the agency; to monitor finances of the agency, its programs and performance; to protect the assets of the agency; to insure the effective stewardship and management of the agency’s human, physical and financial resources.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED:

PASSED AND APPROVED THIS 9th DAY OF APRIL, 2025

AYES: _____

NAYS: _____

ABSENT: _____

QUINCY PARK DISTRICT, an Illinois
Municipal Corporation

By: _____

It's President

ATTEST:

_____ Secretary



BOARD MEMBER CODE OF CONDUCT

TITLE: Board member of Quincy Park District

REPORTS TO: Fellow board members and constituents

PURPOSE: To serve the board as a voting member; to develop governance policies, long-range plans, procedures and regulations for the operation of the agency; to monitor finances of the agency, its programs and performance; to protect the assets of the agency; to insure the effective stewardship and management of the agency's human, physical and financial resources.

TERM: 4 year

EXPECTED MEETING ATTENDANCE:

- Regularly attend scheduled board meetings
- Share the responsibility for effective board leadership (which means participating in meetings and sharing opinions)
- Attend committee meetings which you serve as a member
- Attend board retreats, in-service workshops and other board development activities
- Attend and participate in special events and agency functions
- Attend training and educational programs offered by the Illinois Association of Park Districts

BOARD OBLIGATIONS:

- Establish policy based on sound research and consideration of pros and cons of the issue
- Adopt policies so that the organization can run efficiently, effectively, legally and ethically
- Hire, fire, supervise, evaluate and support the executive director
- Interpret the agency's mission, values and vision to the public
- Set strategic direction that adopts goals relating to the mission of the organization
- Secure adequate funds
- Monitor operational and capital finances
- Act as a resource, as a sounding board and as the eyes and ears for the citizens of the community, making sure that the agency is meeting their needs.
- Develop, maintain and update long-range plans
- Adopt a Code of Ethics

SPECIFIC DUTIES:

- Respect various points of view and participate in decision-making
- Be well-informed about issues and agenda items in advance of meetings
- Participate in organizational decision-making
- Represent the organization to the public and to private industry
- Educate yourself about the needs of constituents

RIGHTS OF BOARD MEMBERS:

- To be kept well informed about the strategic plan and agency operations
- To be given well written and useful background information to make decisions on the issues pertaining to the agenda
- To be part of a highly respected organization and to enjoy one another's company and the satisfaction of meeting the park, recreation and conservation needs of all citizens

Board Member's Signature _____ Date _____

Executive Director's Signature _____ Date _____

Note: This information is for a board manual and can also be used as information to give to potential board member candidate

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: April 9, 2025

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION NO. 25-03, A RESOLUTION STATING ART KELLER MARINA WILL CONTINUE TO OPERATE BY THE QUINCY PARK DISTRICT

BACKGROUND INFORMATION: Quincy Park District began operations of Art Keller Marina in 1967 located on the Quinsippi Island. Over the last ten years, slip rental revenue has declined and the cost of maintaining operations has increased to the point where costs outweigh the revenues.

At the September 2022 Board meeting, there was consensus from the Board to extend marina operations through the 2025 boating season. The Park District Board and staff have met with local boat clubs, yacht club members and marina renters over the past eighteen months to look at ways to increase slip rentals and revenue for the marina.

Due to the success of the \$3.5 million Small Boat Harbor Grant that will begin dredging the lower part of the Quincy Bay on June 1, 2025 as well as the \$42 million QBAREA (Quincy Bay Area Restoration & Enhancement Association) Grant that will begin dredging both the lower and upper bay, the Quincy Park District is committed to continuing operations at Art Keller Marina. Both staff and the Board believe the boating community will support operations at Art Keller Marina due to the recreational and ecological impact of the current and future dredging.

Behind this staff recommendation is Resolution 25-03.

FISCAL IMPACT: The District's marina operational costs exceeded revenue without any allocation for depreciation (cost of depleting assets) or insurance expense. The District's budget for 2025 projects a \$30,842 deficit, which would result in a transfer from corporate of \$31,000 to keep the marina cash account positive.

STAFF RECOMMENDATION: Staff recommends approval of the Resolution 25-03 as presented.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

QUINCY PARK DISTRICT

RESOLUTION NO. 25-03

RESOLUTION STATING THE QUINCY PARK DISTRICT WILL CONTINUE TO OPERATE ART KELLER MARINA

WHEREAS, the Quincy Park District, Quincy, Illinois (hereinafter “District”) has committed to protecting and improving the quality of life of its residents and members of the public; and,

WHEREAS, during the year 1967, the District began operations of a small boat harbor now known as the Art Keller Marina, located on Quinsippi Island; and,

WHEREAS, the rental of slips has declined and the cost of operations has increased to the extent that expenses exceed revenue; and,

WHEREAS, the District is committed to providing the same level of maintenance and service as it does for other facilities and parks; and,

WHEREAS, a group of renters representing several clubs has stepped forward to assist the District and to promote the marina to attract more renters.

NOW THEREFORE BE IT RESOLVED, that the District hereby commits to continue the operation of the Art Keller Marina and,

BE IT FURTHER RESOLVED this resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 9th day of April, 2025.

APPROVED:

President

ATTEST:

Secretary

STATE OF ILLINOIS)
) SS.

COUNTY OF ADAMS)

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

" Resolution 25-03, a resolution stating Art Keller Marina will continue to operate by the Quincy Park District"

That the said Resolution was passed and adopted at the duly called meeting of said Board of Commissioners of said Quincy Park District on April 9, 2025, and that the original Resolution of the foregoing is a true copy, now remains on file in the Secretary's Office.

WITNESS MY HAND AND SEAL of said Quincy Park District this 9th day of April, 2025.

Rome Frericks, Secretary of
Quincy Park District

(Corporate Seal)

PUBLIC INPUT