

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS OF DECATUR PARK
DISTRICT, MACON COUNTY, ILLINOIS, HELD AT
DECATUR PARK DISTRICT ADMINISTRATION OFFICE
620 E. RIVERSIDE AVENUE, DECATUR, ILLINOIS
AT 12:00 NOON ON THE 20TH DAY OF APRIL, 2022**

The Board of Park Commissioners of the Decatur Park District, Macon County, Illinois, met in a regular session on Wednesday, the 20th of April, 2022 at the hour of 12:00 Noon at the Decatur Park District Administration Office, 620 E. Riverside Avenue, Decatur, Illinois at which time and place there were present the following officers and members of said Board:

Stacey Young, President
Bob Brilley, II, Vice President
Dr. Kristin White, Commissioner
Chris Harrison, Commissioner entered at 12:06 p.m.
Matt Whitehead, Commissioner

A quorum of the members of the Board of Park Commissioners being present, President Young called the meeting to order and declared the Board to be in session for the transaction of business.

The Pledge of Allegiance to the Flag of the United States was recited.

PUBLIC COMMENTS Jeff Gibson attended the meeting to express concerns and questions regarding the cancellation of the Aaron Lewis & the Stateliners tour that was scheduled for August 5, 2022. After Mr. Gibson's comments and questions President Young stated as a general rule, the Board does not provide immediate responses during public comments. The Decatur Park District will contact Mr. Gibson to answer his questions and listen further to his concerns.

NO. 16157 A motion to approve items 1-2 on the Consent Agenda was made by Commissioner Brilley and seconded by Commissioner Dr. White, Commissioner Whitehead abstained. All else voted aye.

1. Minutes, and Executive Session Minutes of the Previous meeting
2. Bills for Approval

PRESENTATION FY22-23 BUDGET DISCUSSION & TENTATIVE APPROVAL The total operating revenues are budgeted at \$18,019,506 and total operating expenses are budgeted at \$16,208,952. The budgeted revenues include \$1,819,484 of CARES Act reimbursement funding for the Airport. Exclusive of the Airport grants/operations, FY22-23 net results are a surplus of \$600,311. Budget figures were built projecting the rebound in attendance/participation levels at most of the Decatur Park District facilities/programs that was experienced in FY21-22 would continue in FY22-23, meaning no new restrictions being placed on facilities or programs related to COVID. Other significant items impacting the budget are the minimum wage increase on January 1, 2023 from \$12/hour to \$13/hour,

increased replacement tax revenues, ability to fill all full-time and part-time/seasonal staffing positions, etc. Staff will seek tentative approval of the budget at this meeting. The tentatively approved budget will then be on public display for at least 30 days. On June 1st, a public hearing for community input will be held as required and after the public hearing the Board will vote on final approval of the Budget & Appropriation Ordinance.

NO. 16158 Staff recommended tentative approval of the FY22-23 Annual Budget. A motion was made by Commissioner Whitehead and seconded by Commissioner Harrison to tentatively approve the FY22-23 Annual Budget. Upon call of roll, all voted aye.

NO. 16159 Staff recommended approval MCK CPA's & Advisors engagement letter for Fiscal Year 2021-2022 audit. Proposed audit fees are \$48,800 which is an approximate 3% increase over prior year. MCK has been a valuable resource for the Decatur Park District. The last time bids were solicited for audit work was approximately 5 years ago and MCK continued to be the low bidder. A motion was made by Commissioner Harrison and seconded by Commissioner Dr. White to approve MCK CPA's & Advisors engagement letter for Fiscal Year 2021-2022 audit. Upon call of roll, all voted aye.

NO. 16160 Staff recommended approval of a bid for Engineering Services for the Steven's Creek Bike Trail Phase 2A portion of the bike trail from Route 121 to Mound Road with Fehr Graham. A Request for Qualifications was issued in the fall with three firms responding. Staff conducted interviews and determined that Fehr Graham was the most qualified firm to proceed with. Fehr Graham has completed numerous projects for other Park Districts in Central Illinois including an extensive trail project for the Urbana Park District. This agreement includes assistance with property acquisition, design services and construction observation services. Funding for these services will be split 80/20 between IDOT and the Decatur Park District as part of our ITEP grant agreement. A motion was made by Commissioner Whitehead and seconded by Commissioner Harrison to approve Engineering Services for the Steven's Creek Bike Trail Phase 2A portion of the bike trail from Route 121 to Mound Road with Fehr Graham. Upon call of roll, all voted aye.

NO. 16161 Staff recommended approval of a bid from Dunn Company of Decatur, IL to resurface two parking lots, one at Scovill Zoo and one at Fairview Park for \$268,062.00. An advertisement for bids was posted in late March and bids were received on April 7th with only Dunn responding. Funding for these projects was included in the Capital budget. Both of these projects came in under the estimated budget. A motion was made by Commissioner Harrison and seconded by Commissioner Whitehead to approve the bid from Dunn Company of Decatur, IL to resurface two parking lots, one at Scovill Zoo and one at Fairview Park. Upon call of roll, all voted aye.

NO. 16162 Staff recommended the approval of a bid from Top Quality Roofing of Mt. Zion, IL to replace the roof of the Poage Arts and Recreation Center in the amount of \$299,400. An advertisement for bids was posted in late March and bids were received on April 8th with three bidders responding. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve the bid from Top Quality Roofing of Mt. Zion, IL to replace the roof of the Poage Arts and Recreation Center. Upon call of roll, all voted aye.

NO. 16163 Staff recommended approval of the 2022 Master Plan. Edgewater Resources, Greg Weykamp and his staff joined via zoom and presented the Master Plan for approval. The Master Plan update evaluated the current state of parks, facilities and recreation programming for Decatur residents with the goal of facilitating the mission of the Decatur Park District. A community wide survey was distributed to gain feedback and measure future needs. Discussions were had with 20 neighborhood groups, public surveys were done, 3 public reviews/sessions and discussions with Decatur Park District staff throughout the entire district. The plan summarizes the internal structure of the district and provides an overview of community demographics. The Decatur Park District has an abundance amount of land providing double the standards for park acreage for the community of its size. Action items presented are prioritized based on the input received. Greg presented a power point with further material and data. President Young thanked Greg and his staff. A motion was made by Commissioner Dr. White and seconded by Commissioner Whitehead to approve the 2022 Master Plan. Upon call of roll, all voted aye.

NO. 16164 Staff recommended approval of the Hanson agreement for the design portion for the Rehabilitation of Runway 12-30 Pavement and Replacement of Airfield Lighting and Signage. Hanson's cost will be paid for through a grant issued by the FAA. Total cost of the design work for the project is not to exceed \$201,385.00. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve the Hanson agreement for the design portion for Rehabilitation of Runway 12-30 Pavement and Replacement of Airfield Lighting and Signage. Upon call of roll, all voted aye.

NO. 16165 Staff recommended approval of a 3-year fuel flowage fee agreement with Adams Aerial Solutions. Adams Aerial Solutions agrees to pay the Park District 1.75% of the cost for the aviation fuel used for their business on an annual basis. A motion was made by Commissioner Brilley and seconded by Commissioner Whitehead to approve a 3-year fuel flowage fee agreement with Adams Aerial Solutions. Upon call of roll, all voted aye.

AIRPORT Current weather conditions have slowed down the process with the SRE building at the airport. Christy-Foltz continues to work in between the rain days.

Airport Fun Day will be June 4, 2022 from 8-11 a.m. at the Airport Terminal Building. The Experimental Aircraft Association will be providing free young eagle flights for kids age 8-17. Kids will have an opportunity to climb aboard the Decatur Park District's Striker emergency vehicle, watch a K-9 demonstration and experience the Scovill Mobile Zoo.

The Department of Transportation extended the due date for air service proposals by one month. Airlines have until May 11, 2022 to submit proposal.

CFO IT Coordinator, Zach Bollhorst is currently getting Decatur Park District facilities up and running for the summer season.

HR Manager, Kristi Orrick continues to onboard new hires.

Brei Mercado, Human Resources Specialist has accepted a promotion to HR Manager. Brei is in the process of training with Kristi.

Thank you to staff for their great work on the budget. A huge thank you to Accounting Manager, Laura Cooper for all of her hard work and long hours on the budget. President Young agreed, thank you to Kristin and staff.

RECREATION Breakfast with the Easter Bunny at the Zoo was Saturday, April 16th. The Critter Egg Hunt was in the afternoon. It was a great turn out.

Overlook Adventure Park staff continue to come up with innovative ideas to bring more customers in. The recent weather has contributed to the decline in customers.

A press release went out April 19, 2022 for the announcement of the Rap Rewind Tour with Ying Yang Twins, Paul Wall and Young Joc live coming to the Devon Lakeshore Amphitheater on Friday, July 15th. Tickets will go on sale Friday, April 22nd at 10 a.m.

OPERATIONS Park staff have been power washing the pools in preparation for painting. Park Manager, Brett Stock has been working with Splash Cove Manager, Tracey Hewitt to prepare for opening day.

Mowing operations have begun within the parks and facilities as weather allows.

Construction on the Steven's Creek Bike Trail Phase 2B has resumed as weather has allowed. Crews have been working under the I-72 bridge to complete the retaining wall.

Golf staff continue to fight the rainy weather. There have finally been a few consecutive days open at both golf courses.

COMMISSIONER COMMENTS

Commissioner Whitehead Clay you are doing an excellent job reaching out to the community.

Commissioner Harrison Kudos to staff on all of your hard efficient work with the budget and great job on the Master Plan. The Master Plan has an abundant amount of information in it.

Commissioner Dr. White Agreed with Commissioner Harrison regarding all of the thankfulness to the staff.

Commissioner Brilley Agreed with Commissioner Harrison and Commissioner Dr. White and expressed how much he loved all. Thank you to President Young for doing a great job as president of the board, so proud of her and her accomplishments during these years.

President Young Last meeting as President of the board. Thank you to everyone it has been great. Clay, it has been a pleasure bringing you into your new role. Executive Director, Clay Gerhard added, thank you for being a mentor. There is a need for executive session.

At approximately 1:15p.m., Commissioner Whitehead made and Commissioner Dr. White seconded a motion to move into executive session. Upon call of roll, all voted aye.

A motion to adjourn executive session and return to open session was made Commissioner Harrison, seconded by Commissioner Whitehead and unanimously approved.

A motion to adjourn the open session was made by Commissioner Dr. White and seconded by Commissioner Whitehead and unanimously approved.

/s/ Bob Brilley II
President, Board of Park Commissioners

/s/ Melanie Moore
Secretary, Board of Park Commissioners