

**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 3<sup>rd</sup> DAY OF MAY, 2023**

The Board of Park Commissioners of the Decatur Park District, Macon County, Illinois, met in a regular session on Wednesday, the 3<sup>rd</sup> of May, 2023 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:

Bob Brilley, II, President  
Dr. Kristin White, Vice President  
Chris Harrison, Commissioner

Absent: Shelith Hansbro, Commissioner  
Stacey Young, Commissioner

A quorum of the members of the Board of Park Commissioners being present, President Brilley 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.

**NO. 16241** Commissioner Harrison moved that Bob Brilley, II be elected President and Dr. Kristin White be elected as Vice-President, seconded by Commissioner Dr. White. All voted aye upon call of roll.

**NO. 16242** A motion to approve items 1-9 on the Consent Agenda was made by Commissioner Dr. White and seconded by Commissioner Harrison. Upon call of roll, all voted aye.

1. Minutes of the Previous Meeting
2. Appoint Staff for 2023-2024 as follows:
  - Executive Director – Clay Gerhard
  - Treasurer – Kristin Sowa
  - Secretary – Melanie Moore
  - Legal Counsel – Ed Flynn
3. Resolution No. 2023 – 2 Setting Schedule Dates, Times and Place for Regular Park Meetings
4. Resolution No. 2023 – 3 Designating Depositories for the Park District Funds
5. Resolution No. 2023 – 4 Providing Investment of Available Park District Funds
6. Resolution No. 2023 – 5 Authorizing Negotiations for Purchase of Airport Land
7. Resolution No. 2023 – 6 State of Illinois Federal Surplus Property Program
8. Approval of Ordinance No. 2023 – 7 Setting, Wages, Salaries and Guidelines for Non – Union Employees

## 9. Bills for Approval

### **PRESENTATION FY22-23 BUDGET DISCUSSION & TENTATIVE APPROVAL**

After many months of reviewing current performance and working directly with department/facility supervisors. Staff recommends tentative approval of the FY23-24 Budget and Budget & Appropriation Ordinance 2023-8. Total operating expenses being proposed are \$19,864,521. The Decatur Park District continues to take a conservative approach when preparing its fiscal budget. A surplus is reflected in the FY23-24 numbers which will be utilized to rebuild fund balances that were drawn down during COVID and/or to build reserve funding for new/previously deficient funds. The tentatively approved budget will be on public display for at least 30 days as required. On June 7<sup>th</sup> a public hearing for community input will be held and after the public hearing the Board will vote on final approval of the Budget & Appropriation Ordinance.

**NO.16243** Staff recommended tentative approval of the FY23-24 Annual Budget and tentative Budget & Appropriation Ordinance No. 2023-8. A motion was made by Commissioner Harrison and seconded by Commissioner Dr. White to tentatively approve the FY23-24 Annual Budget and tentatively approve Budget & Appropriation Ordinance No. 2023-8. Upon call of roll, all voted aye.

### **PRESENTATION BY ARCHITECTURAL EXPRESSIONS REGARDING THE CONDITION OF NELSON #1 PAVILION**

Larry Livergood from Architectural Expressions (AEX) attended the meeting to discuss and provide an overview on construction services and results to the Nelson #1 pavilion roof. In March of 2023 AEX conducted a survey on the Nelson #1 pavilion. This survey was to determine if additional deterioration could be observed from the completed survey in January 2021. Larry proceeded to present 4 major bullet points in the AEX draft. He discussed ongoing deterioration with the wood connecting the overhang attached within the concrete wall, water infiltration along the steel purlins and several other safety issues concerning the pavilion. The existing roof deck was built in the 1930's and is concrete with slate shingles. These shingles weigh approximately 20 to 30 pounds and have started to fall causing safety issues. The board members had several questions and proceeded to thoroughly discuss what Larry had presented regarding the condition of the roof and pavilion. President Brilley thanked Larry for the presentation of information.

**NO.16244** Staff recommended approval of a Professional Services Agreement with Architectural Expressions, LLP-Forsyth, IL for the development and design of the expanded Devon Amphitheater Services Building. A motion to approve the Professional Services Agreement with Architectural Expressions, LLP for the development and design of the expanded Devon Amphitheater Services Building was made by Commissioner Dr. White and seconded by Commissioner Harrison. Upon call of roll, all voted aye.

**NO.16245** Staff recommended approval of purchasing a new Toro 5900 Wide Area Mower from MTI Distributing-Berkely, MO in the amount of \$128,149.32 to replace one of the ageing units. A motion to approve the purchase of a new Toro 5900 Wide Area Mower was made by Commissioner Harrison and seconded by Commissioner Dr. White. Upon call of roll, all voted aye.

**NO.16246** Staff recommended approval of purchasing a used 2022 Chevrolet Silverado 1500 standard cab pick up truck from Miles Chevrolet for \$37,418.02. A motion to approve the purchase of a used 2022 Chevrolet Silverado 1500 standard cab pick up truck was made by Commissioner Harrison and seconded by Commissioner Dr. White. Upon call of roll, all voted aye.

**RECREATION** Soccer League Day was successful and had a great turn out.

Splash Cove lifeguard training has begun. Currently there are 60-65 guards hired for the Season. Staff are continuing to hire with the hopes to have 75-80 guards.

Devon Amphitheater on-site training and cleaning/set up day was held on April 30<sup>th</sup>. Staff are excited to have the venue ready to go for the first event of the season.

Cruisin'Down Memory Lane dance recital is this weekend May 5<sup>th</sup> and 6<sup>th</sup> at the Decatur Civic Center.

Rotary Baseball/Softball Opening Day Ceremony is this weekend and will be sponsored by ADM Cares. Tara Tolley will throw the first ceremonial pitch.

Sunday, May 7<sup>th</sup> the Scovill Banquet Facility will host a Spring Vendor Show. There will be approximately 16 vendors participating.

**CFO** Both golf rounds and pro shop sales are doing good. April golf rounds are up 82% and year to date rounds are up 6%. Pro shop sales have exceeded budget.

In person on-boarding sessions have been very productive. Staff have an additional on-boarding session scheduled for May 9<sup>th</sup>.

**AIRPORT** The new maintenance building/fire station should be substantially completed by the end of this month.

United will no longer operate out of Springfield as of June 1<sup>st</sup>. Katie Myers has done a great job marketing Fly Decatur.

**EXECUTIVE DIRECTOR** Staff is in full swing for summer.

The pools at Splash Cove are filled and park staff are now completing leak testing.

Park staff assisted with two volunteer days, one for ADM and the other for Ameren. Both went well and resulted in numerous tasks being completed in Fairview Park. There were over 120 trees planted between Fairview Park and the Scovill Activity Center.

May 19<sup>th</sup> will be the first show of the season at the Devon Amphitheater featuring Kansas.

**MARKETING DIRECTOR** Working on getting all materials sent and ready for the season. Katie and Chloe attended Capitol Day.

**FOUNDATION** Zoo Open registration is now full! The Board is welcome to join on May 19<sup>th</sup> at Hickory Point Golf Course. There are still plenty of sponsorship opportunities.

Commissioner Harrison made and Commissioner Dr. White seconded a motion that the meeting adjourn. All voted aye and the meeting adjourned at approximately 1:23 p.m.

/s/ Melanie Moore  
Secretary, Board of Park Commissioners

/s/ Bob Brilley  
President, Board of Park Commissioners