

**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 7th DAY OF MAY, 2025**

The Board of Park Commissioners of the Decatur Park District, Macon County, Illinois, met in a regular session on Wednesday, the 7th of May, 2025 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:

Dr. Kristin White, President
Chris Harrison, Vice President
Stacey Young, Commissioner Via Zoom
Bob Brilley, Commissioner

Absent: Shelith Hansbro, Commissioner

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

The Oath of Office was administered by the board Secretary to Dr. Kristin White and Chris Harrison who were elected to the office of Park District Commissioners at the April 1, 2025 election.

NO. 16404 Commissioner Brilley moved that Dr. Kristin White be elected as President and Chris Harrison be elected as Vice-President, seconded by Commissioner Young. All voted aye upon call of the roll.

NO. 16405 A motion to approve items 1-9 on the Consent Agenda was made by Commissioner Young and seconded by Commissioner Harrison. Upon call of the roll, all voted aye.

1. Minutes of the Previous Meeting
2. Appoint Staff for 2025-2026 as follows:
 - Executive Director – Clay Gerhard
 - Treasurer – Laura Cooper
 - Secretary – Melanie Moore
 - Legal Counsel – Ross Munsterman
3. Resolution No. 2025-3 Setting Schedule of Dates, Times, and Place for Regular Park Board Meetings
4. Resolution No. 2025-4 Designating Depositories for Park District Funds
5. Resolution No. 2025-5 Providing Investment of Available Park District Funds

6. Resolution No. 2025-6 Authorizing Negotiations for Purchase of Airport Land
7. Resolution No. 2025-7 State of Illinois Federal Surplus Property Program
8. Ordinance No. 2025-8 Setting Wages, Salaries and Guidelines for Non-Union Employees and Salaried Officials of Decatur Park District
9. Bills for Approval

NO. 16406 Staff recommended tentative approval of the Annual Budget and Appropriation Ordinance No. 2025-9 for FY25-26. The tentatively approved budget will be on public display for at least 30 days as required. A public hearing and vote on final approval will take place June 18, 2025. A motion was made by Commissioner Harrison and seconded by Commissioner Brilley to tentatively approve the Annual Budget and Appropriation Ordinance 2025-9 for FY25-26. Upon the call of the roll, all voted aye.

NO. 16407 Staff recommended approval of MCK CPA's & Advisors engagement letter for Fiscal Year 2024-2025 audit. The proposed audit fees had a 3.7% decrease over the prior year and MCK has been a valuable resource for the Decatur Park District. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve the MCK CPA's Advisors engagement letter for FY 2024-2025 audit. Upon the call of the roll, all voted aye.

NO. 16408 Staff recommended approval of a bid for Garfield Park Phase 2 improvements from Christy-Foltz – Decatur, IL for \$490,517.00 for the Phase 2 improvements to Garfield Park. Three bids were received with Christy – Foltz being the lowest bid. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve a bid from Christy-Foltz – Decatur, IL for \$490,517.00 for the Phase 2 improvements to Garfield Park. Upon call of the roll, all voted aye.

NO. 16409 Staff recommended approval of a bid from Sullivan Contractors – Decatur, IL for \$146,588.00 to complete the interior renovations to the restrooms at Garfield Park Pavilion in order to bring the restrooms up to current building code and ADA code. Two bids were received with Sullivan Contractors – Decatur, IL the lowest bid. A motion was made by Commissioner Young and seconded by Commissioner Harrison to approve a bid from Sullivan Contractors – Decatur, IL for \$146,588.00 to complete the interior renovations to the restrooms at Garfield Park Pavilion. Upon call of the roll, all voted aye.

NO. 16410 Staff recommended approval of the Professional Services Agreement with Hanson Professional Services Inc., for the design only services to reconstruct Runway 6/24 Lighting & Airfield Guidance Signs, the amount not to exceed \$161,186.00. This is an FAA funded project. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve the Professional Services Agreement with Hanson Professional Services Inc., for the design only services to reconstruct Runway 6/24 Lighting project & Airfield Guidance Signs with the amount not to exceed \$161,186.00. Upon call of the roll, all voted aye.

NO. 16411 Staff recommended approval of concurrence with the State of Illinois award for Project DEC-4822 in the amount of \$385,492.00 for the rehabilitation portions of the terminal parking lot pavement. Kinney Contractors, Inc. was the lowest bidder. A motion was made by Commissioner Brilley and seconded by Commissioner Harrison to approve concurrence with

the State of Illinois award for Project DEC-4822 in the amount of \$385,492.00. Upon call of the roll, all voted aye.

AIRPORT Real ID is now in effect and there have been no issues with it other than a few extra security measures.

TSA has installed their new screening equipment and it is working very well.

April enplanements were 905 with zero cancelations and only 9 delays. Year to date 3,631.

DIRECTOR OF OPERATIONS Fairview Park playground equipment is installed and the football wall should be complete by tomorrow May 8th.

Garfield Park Revitalization Phase 1 is complete and Phase 2 can begin now that it has been approved.

Construction Crews continue to work on the Nelson cold storage building.

The Marina electrical upgrade is complete and the new light poles will be set in the next few weeks.

Crews have completed the Hickory Point golf course new garbage enclosure.

CFO Now that the tentative budget is complete finance staff are beginning to focus on year end.

Laura and Kristin continue working together preparing for Laura's transition to CFO. A new accounting manager has now been hired to take Laura's position.

Melanie is working to get the Summer Food Service Program up and going.

Zach has been to the Devon, Splash Cove and other Decatur Park District facilities getting systems prepared for the summer months.

Brei and Tara continue the onboarding process as new employees are hired for the summer season.

RECREATION Devon staff are preparing for the big opening weekend on May 22nd.

Thank you to Clay, Russ and all of the crews for getting the pool up and going for life guard training to begin.

The 2025 Dance Recital is this weekend May 9th and 10th. Fridays show is sold out!

Zippy Zoo Fun Run is Saturday, May 10th at 9:30 a.m.

Senior games have started and participation numbers are higher than last year. Pickleball doubles have 32 participants.

Special Olympics track practice competition is Saturday, May 10th at Warrensburg Latham High School.

MARKETING Staff have been working on graphics and materials for Splash Cove, Devon, Over the Top Ice Cream Shop and Scovill Zoo.

Playing 5-9 has over half tickets sold.

Katie has been working closely with Stacey preparing for the Juneteenth event.

FOUNDATION Aly had a zoom call with Ameren to discuss their new giving cycle.

Sponsorships are still available for Zoo Open. At this time 35 teams are signed up.

Aly met with Linda Arends to discuss the new Arends Zoo endowment. Linda was very moved by the endowment.

Partnership discussions continue with Primient, First Mid and DMH.

The Judy Locke Memorial field trip was a huge success. The field trips totaled over 740 participants. Staff are hopeful between this and community support the field trips can keep going beyond the 5 year commitment.

EXECUTIVE DIRECTOR Russ is doing a phenomenal job! Thank you to him and his team.

COMMISSIONER COMMENTS

Commissioner Brilley Thank you to staff.

Commissioner Young Kudos to Russ and the team! The PUMA exhibit is stellar. Thank you to Katie for all of her work with the Juneteenth preparation. It is very much appreciated.

Thank you to Aly for her sponsorship work. Good job to all of the team. All of your work is appreciated.

Commissioner Harrison Staff always does a great job!

President Dr. White Thank you to staff and Happy Mother's Day.

Commissioner Harrison made and Commissioner Young seconded a motion that the meeting adjourn. All voted aye and the meeting adjourned at approximately 12:42 p.m.

/s/ Melanie Moore
Secretary, Board of Park Commissioners

/s/ Dr. Kristin White
President, Board of Park Commissioners