

**UNITED CITY OF YORKVILLE
PARK BOARD MEETING
Thursday, November 16, 2023 6:00pm
East Conference Room, #337
651 Prairie Pointe, Yorkville, IL**

Call to Order:

The meeting was called to order at 6:04pm by Board President Dan Lane. Roll call was taken and a quorum was established.

Roll Call:

Dan Lane-yes, Tiffany Forristall-yes, Gene Wilberg-yes, Jorge Ayala-yes, Kelly Diederich-yes, Sash Dumanovic-yes, Rusty Hyett-yes

Introduction of Guests, City Officials and Staff:

Mr. Lane recognized the following staff and guests: Director of Parks & Recreation Tim Evans, Superintendent of Parks Scott Sleezer, Superintendent of Recreation Shay Remus (arr. 6:33pm), City Council Liaison Ken Koch

Public Comment: None

Presentations: None

Approval of Minutes: September 21, 2023

Ms. Forristall moved and Mr. Ayala seconded to approve the minutes as presented. Roll call: Forristall-yes, Wilberg-yes, Ayala-yes, Diederich-yes, Dumanovic-abstain, Hyett-yes, Lane-yes. Carried: 6 yes, 1 abstain.

Bills Review:

Bill List – October and November 2023

Budget Report – September and October 2023

Mr. Evans said most of the bills are for athletics and payments for umps and refs. One bill was for the carnival and the carnival sold over \$90,000 in tickets with Parks & Rec receiving \$28,000 of that. Other bills included were \$45 staff reimbursements for having email on their phones for 24/7 availability, expenses related to the playground, background checks and pre-school activities. Other large purchases were the Countryside playground equipment and activities related to Hometown Days. A profit of \$20,000 was made on Hometown Days. He said the focus on Hometown Days has become more family activities, a change from many years ago when the Parks took over the event.

Director Evans also reviewed the revenues. He said athletics and concessions are greatly increased, rental income is up and is received from the cell tower and park rentals. Rental income from the 2 business tenants will be discussed later. There were also 2 extra craft fairs. Mr. Ayala inquired about weddings in the parks and Mr. Evans said no money is lost for weddings, but extra work is incurred. There was a dramatic jump in donations and sponsorships because the Marketing Coordinator has produced quality promotion pieces resulting in increased revenue. Last year, revenue of \$2,600 was brought in and this year the revenue was \$12,000.

Most of the expenses are for staff. He said as revenue increases, so do the expenses, but the past budgets have been showing a surplus. Mr. Ayala asked about “fines and forfeits” in the vehicle and equipment revenue. It was determined it applied to the Police Department. Mr. Evans said each year the city gives a certain amount of funding for equipment (trucks/mowers/playground equipment) and each year Parks & Rec submits a 5-year playground/equipment plan. Mr. Sleezer added that it now takes months instead of weeks to receive playground equipment. Mr. Evans said the Parks staff reviews the budget every couple weeks.

Old Business: None

New Business:

Sports Uniform Contract

When Parks & Rec took on the baseball program from YYBSA, Mr. Evans said they worked with BSN Sports for uniforms. The contract has now ended and he would like to renew it since they are easy to work with and have an office in town. The prices are also comparable and he recommends moving forward with this contract. The cost would be over \$25,000, so City Council approval is needed. A motion was made by Ms. Forristall and seconded by Mr. Dumanovic, to approve moving the BSN proposal forward to City Council. Roll call: Wilberg-yes, Ayala-yes, Diederich-yes, Dumanovic-yes, Hyett-yes, Lane-yes, Forristall-yes. Carried 7-0.

2024 Baseball/Softball Fields Update

Director Evans gave an overview of this program and said YYBSA used to be the only baseball organization in town. YYBSA, now considered as an official partner of Parks & Rec, asks to use certain baseball fields and other groups now also ask to use them. As the program grows, Parks & Rec finds they are running out of field space to accommodate all requests and have to deny space to other towns. He said they currently have agreements with some other groups, but he is asking for Board support to not make any further agreements even though the kids may be from Yorkville. Mr. Hyett added that some groups are for-profit while YYBSA is non-profit. Mr. Evans said this can be brought back for consideration year-to-year. He said travel teams are being formed now for next year. Ms. Forristall moved and Mr. Ayala seconded a motion to not accept any further travel team reservations for baseball fields for 2024. Roll call: Ayala-yes, Diederich-yes, Dumanovic-yes, Hyett-yes, Lane-yes, Forristall-yes, Wilberg-yes. Carried 7-0.

Riverfront Licenses Renewal

Mr. Evans researched rental costs in the downtown and based on this, he recommended a 5% increase as of January 1st and each year thereafter. The current tenants have been great, pay on time and have invested in the building. Mr. Wilberg asked if there was any other action the city would like to receive from them. Suggestions were made that it would be helpful to have the tenants assist with some garbage removal and wipe-down of tables. Mr. Sleezer said the Parks already have 150 garbage cans to empty in the all the parks, etc. each day. It was suggested to add this request in an addendum to their agreement. Mr. Evans said this could be done as a recommendation and it is an issue of enforcement. It was noted the garbage can in front of Foxy's is maintained and not all the trash generated in the area is necessarily from the ice cream shop. Raising the rent more was also suggested. Mr. Dumanovic suggested having the tenant add 1 or 2 more garbage cans as part of their renewal. Mr. Evans will have a conversation with them.

Mr. Dumanovic made a motion, seconded by Ms. Forristall, to approve the proposal for renewal of the 4-year license extension agreements with Foxy's and Ginger and Soul and recommend additional discussion regarding garbage concerns. Roll call: Dumanovic-yes, Hyett-yes, Lane-yes, Forristall-yes, Wilberg-yes, Ayala-yes, Diederich-yes. Carried 7-0.

In another matter, Mr. Wilberg asked about a previous bandshell proposal and the signage that is in Riverfront Park. Mr. Evans said the proposal is still active, but it is a matter of raising about \$500,000. He will bring up the matter of possible temporary removal of the sign.

Meeting Schedule for 2024

The Board members were OK with continuing these meetings on the third Thursday of every other month at 6pm. Ms. Diederich made a motion of approval of the 2024 meeting schedule with a second by Ms. Forristall. Roll call: Hyett-yes, Lane-yes, Forristall-yes, Wilberg-yes, Ayala-yes, Diederich-yes, Dumanovic-yes. Carried 7-0.

Board Officer Selections

This matter was tabled from the previous meeting since the current Board Secretary was unable to attend that meeting. The Board briefly discussed that there is no written policy on selection of Board officers, however, historically, officers were selected on seniority or simply by “moving up” in the order of Board officers or on tenure. It was also discussed that selection could be based on knowledge or interest in the office.

Ms. Diederich nominated Mr. Dumanovic for Board Secretary. (No second heard). Roll call: Lane-yes, Forristall-yes, Wilberg-yes, Ayala-yes, Diederich-yes, Dumanovic-yes, Hyett-yes. Carried 7-0.

For office of the Vice-President, many qualifications and levels of interest were presented for both Mr. Hyett and Mr. Wilberg. President Lane then nominated Mr. Wilberg for Vice-President and there was further discussion. Ms. Forristall then called for a vote on the matter and each Board member voted for their choice for Vice-President as follows: Ayala voted for Hyett, Diederich voted for Wilberg, Dumanovic voted for Wilberg, Hyett voted for Hyett, Lane voted for Wilberg, Forristall abstained, Wilberg voted for Wilberg. There were 2 votes for Hyett and 4 votes for Wilberg, therefore Gene Wilberg was voted in as Vice-President. Mr. Wilberg and Mr. Hyett said they would work together on Riverfront events and sports.

Parks and Recreation Monthly Report:

Director Evans congratulated Ms. Forristall on her new position in Plano. Plano has no Parks and Rec and they rely on Yorkville for programs.

The last big holiday activity of the year begins in a couple days and Mr. Evans listed the many events during the festivities. He also said fall sports are wrapping up, basketball is starting and the pre-school has been doing extremely well with high school students assisting. Mr. Sleezer and his crew have been finishing the Countryside playground and there is a proposed Eagle project at Town Square for which money will be raised.

Ms. Remus reported on the Recreation side and said YPAC is coming in for music study allowing for partnerships with the community. The high school collaboration with the pre-school had 50 high school students teaching/observing and she said those students have been amazing. The holiday program is coming soon, fall sports had 1,000+ kids, which resulted in 3,000-4,000 people actually present. She gave kudos to Parks employees Jake and Michael for coordinating the events and keeping everyone safe. She said Marketing Coordinator Katelyn Gregory has done an amazing job doubling sponsorships for holiday events and gave a huge nod to her as well. She has grown Facebook postings, interactions, etc. and has done behind the scenes work to make a huge difference.

The old Rec office has been decorated wonderfully by Sam who also had charge of the Scarecrow Walk. Halloween was a great success and there were 100 Flags of Valor with donations given to the Legion along with run money being donated to the Legion and Knights. The pre-school participated in the Homecoming Parade and it will be a yearly tradition. Activities for 2024 are now being planned.

The Parks report was given by Mr. Sleezer. He said the Countryside Park is 95% done, the shelter was done this week with a powder coating and the ground has been sodded. He said the church is appreciative of the playground. The wrong roof was sent and the right one will be here soon. Kiwanis Park in Country Hills subdivision was started and additional playground space will be added with new equipment. He said the residents there have expressed appreciation for the refurbished playground. Staff members have also been busy removing leaves from the parks. The athletics are mostly finished now so rehab is being done on the baseball fields. He said Parks staff recently put up the holiday decorations. Board member Ayala commented that it is very admirable what the staff does for the city and for what members of this Board do who are passionate about the Parks and Rec.

Executive Session : None

Additional Business: None

Adjournment:

The next meeting is January 18th. There was no further business and the meeting adjourned at 7:25pm on a motion by Ms. Forristall and second by Ms. Diederich. Roll call: Diederich-yes, Dumanovic-yes, Hyett-yes, Lane-yes, Forristall-yes, Wilberg-yes, Ayala-yes. Carried 7-0.

Minutes respectfully submitted by
Marlys Young, Minute Taker