

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
FEBRUARY 20, 2023**

CALL TO ORDER:

The meeting was called to order by Vice President Dennis Nink at 5:00 p.m. at the Bureau County Metro Center, Princeton, Illinois.

ROLL CALL:

Present were Commissioners Abbie Cochran, Dennis Nink, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Attorney Bob Russell; and Recording Secretary, DeAnn Underwood. Absent were Commissioners Andy Marti and Brandon Nyman.

PERFECTION OF AGENDA:

None.

APPROVAL OF MINUTES:

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on January 16, 2023 and the Special Meeting held on January 23, 2023. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all, nays – none. The motion carried.

OPEN DISCUSSION:

Nothing was presented.

APPROVAL OF CLAIMS:

A list of bills due and payable for the Bureau County Metro Center in the amount of \$13,615.51 and for the Princeton Park District in the amount of \$9,729.49 was presented for the time period of January 17, 2023 through February 20, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$18,086.42 and Princeton Park District in the amount of \$4,230.71 for the time period of January 17, 2023 through January 31, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$7,802.76 and the Princeton Park District in the amount of \$1,923.57 for the time period of February 1, 2023 through February 15, 2023, as well as the Business Visa Card in the amount of \$1,446.57 for January 2023. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$56,835.03. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2022/2023 Revenue/Expense Totals by Month Report was reviewed. The total amount for January 2023 was \$92,322.70, with the monthly average this fiscal year at \$123,299.44. Tammy reviewed a comparison graph showing January revenue versus expenses for the years 2019, 2020, 2021, 2022 & 2023.

The Board reviewed the January 2023 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund.

The Board reviewed the spreadsheet of Cash Fund Balance Reconciliation for the 2022/2023 fiscal year. The Cash Total as of January 31, 2023 was \$2,034,635.35.

NEW BUSINESS:

Update from 2023 Soaring to New Heights Conference – Commissioner Nyman, Nick Davis & Tammy Lange – Nick commented he felt the session content at conference this year was better than in the past. He attended sessions on managing employees, Illinois Law, social media, sponsorships, park finance, as well as a session titled Successful Intergovernmental Cooperation Revisited. Tammy noted some of the sessions she attended were: Positioning Your Park Project for Grants and Funding; Not in My Park: Regulating Controversial Park Activities; and a session on finding and retaining good employees. She felt the session were good and enjoyed the networking opportunity that attending the conference provides.

Joint Legislative Committee Meeting Update – Efficiency Report Committee – Tammy stated President Marti would like each board member to have a name(s) of an individual to submit at the March 20th Meeting for consideration to serve on the Efficiency Report Committee. Once a list is compiled, people will be contacted to see if they would like to serve on this committee. The committee members can then be announced at the May 15th Meeting in order to meet the June 10, 2023 deadline for the committee to be in place per the Decennial Committees on Local Government Efficiency Act.

ARPA (American Recovery Plan Act) Grant Application Update – Tammy gave an update regarding the announcement of Bureau County ARPA Fund determinations. There has been no communication from the County regarding the grant application request which was submitted last summer to help the Princeton Park District pay for a new parking lot. North Central Illinois Council of Governments (NCICG) has indicated the request applications were accepted thru June 30, 2022 for the initial funding. Any applications received after this date may be considered if another round of funding becomes available in the future. All funds from ARPR must be spent/obligated by December 2024.

Discussion of a possible future Dog Park at Zearing Park – Tammy reviewed with the Board information regarding a possible Dog Park being located at Zearing Park. A family, who wish to remain anonymous at this time, have offered to fund the dog park, as well as set up a trust for perpetual care. The family has met several times with staff at the Princeton Park District. The area being considered is the 1-acre space at the south end of the prairie grass. There are several issues needing to be addressed if this were to be the site for the dog park.

After some discussion, it was the consensus of the Board for the park district management staff to proceed with the possibility of developing a dog park at Zearing Park, noting this project would be funded 100% by a donation and includes money for the perpetual care. The Board appreciates the monetary donation from the donor for this future project of the Princeton Park District, which will benefit the community.

UNFINISHED BUSINESS:

Nothing was presented.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

- Superintendent of Parks
- Maintenance Director – Tammy noted Matt, our representative at Pipco, stated he will contact the supplier to see if there is any update on a receive by date for the boiler.
- Assistant Director/Superintendent of Recreation – Nick stated Steve Renner will be the new Recreation Supervisor. Jay Kepner will transition to Aquatics Supervisor and Hope Crouch will be assisting with Summer Day Camp.
- Front Desk Supervisor/Rentals

OTHER BUSINESS:

The Board reviewed the Executive Director’s Report.

ADJOURNMENT:

At 6:11 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Youngren to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

Andrew D. Marti, President

Brandon Nyman, Secretary