

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
APRIL 17, 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, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Superintendent of Parks, Matt Wright; Attorney Bob Russell; and Recording Secretary, DeAnn Underwood. Absent was Commissioner Andy Marti.

Also present were Janice Wamhoff, Tom Kammerer, and Don Schiff.

**PERFECTION OF AGENDA:**

None.

**APPROVAL OF MINUTES:**

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on March 20, 2023. Motion was made by Commissioner Cochran and seconded by Commissioner Nyman. A voice vote was taken: ayes – all, nays – none. The motion carried.

**OPEN DISCUSSION:**

A presentation was made by Second Story Teen Center Board Members, Janice Wamhoff and Don Schiff, as well as Police Chief, Tom Kammerer. Information about how Second Story functions, as well as the services it provides to youth in the community, was shared with the Board.

**APPROVAL OF CLAIMS:**

A list of bills due and payable for the Bureau County Metro Center in the amount of \$13,175.18 and for the Princeton Park District in the amount of \$25,565.52 was presented for the time period of March 21, 2023 through April 17, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$14,857.54 and Princeton Park District in the amount of \$4,573.85 for the time period of March 16, 2023 through March 31, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$3,214.63 and Princeton Park District in the amount of \$114.31 for the time period of April 1, 2023 through April 17, 2023, as well as Business Visa Card for March 2023 in the amount of \$5,065.59. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$66,566.62. Motion was made by Commissioner Nyman and seconded by Commissioner Cochran. 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 March 2023 was \$134,778.57, with the monthly average this fiscal year at \$121,444.27.

The Board reviewed the March 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 March 31, 2023 was \$1,929,327.43.

**NEW BUSINESS:**

**Membership Rate Increase for Fiscal Year 2023-2024** – Nick reviewed the proposed increase for the membership rates for the 2023-2024 fiscal year. There will be a \$1.00 per month increase for family and \$.50 per month for a single. Currently we have 2,178 memberships. It was noted, when comparing rates with neighboring park districts and other recreational facilities, the Metro Center Membership Rates continue to be much lower. Commissioner Nink made a motion to accept the proposed Annual Membership Rate increases, effective July 1, 2023. The motion was seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried.

**Discussion regarding the Proposed New City Ordinance allowing UTV/Golf Cart Ordinance and the Park District Properties** – Tammy stated she, Nick and Commissioner Marti attended a meeting at City Hall to discuss a proposed new city ordinance to allow UTV/Golf Carts and how it would relate to park district properties. Included in the ordinance is the statement noting these types of vehicles would be prohibited on any park district property where posted. The City has indicated they will assist the park district in obtaining the necessary signage. After some discussion, the Board felt if this ordinance does pass, it could cause issues for the park district.

**Financial Statement Review Hoover Trust Farm 1<sup>st</sup> Quarter 2023** – Tammy reviewed with the Board the 1<sup>st</sup> Quarter Farm Financial Statement from First Illinois Ag Group for the F. Ivan Hoover Trust Farm.

**UNFINISHED BUSINESS:**

**Metro Center Boiler Replacement Delayed** – Tammy stated Nathan has been notified the delivery date for the boiler is now either August or September. It was noted the funds budgeted for the boiler replacement in the current fiscal year will likely be used for other projects needing to be completed.

**Status Report on Efficiency Committee** – Tammy noted President Marti has reached out to three individuals to serve on the Efficiency Report Committee, with two confirmed to fill the public citizens seats on the committee. We are still seeking one additional person. If you have any other names of people to ask to serve on the committee, please let President Marti know. A resolution will be approved at the May 15<sup>th</sup> Regular Meeting. This will meet the June 10, 2023 deadline for the committee to be in place per the Decennial Committees on Local Government Efficiency Act.

**Dog Park Project Update** – Tammy stated she has reach out to Tim from Team REIL, the representative who came to Princeton to discuss with our staff the preliminary concept for what the park district is looking to do for a dog park. Tim is going to provide a draft drawing, which we have not received yet. The staff is also checking with local fencing companies to inquire about fence options. Tammy noted she is in contact with Jan English to keep the family updated on the progress moving towards the construction of the dog park.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following reports:

- Superintendent of Parks – Matt noted both ponds have been stocked with fish. He also stated 55 trees, purchased thru the Bureau County Soil & Water Conservation District, have been planted in the nursery.
- Maintenance Director
- Assistant Director/Superintendent of Recreation
- Front Desk Supervisor/Rentals

**OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report.

**ADJOURNMENT:**

At 6:12 p.m. motion was made by Commissioner Nyman and seconded by Commissioner Cochran to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

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Andrew D. Marti, President

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Brandon Nyman, Secretary