

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
MAY 16, 2022**

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; Superintendent of Parks, Matt Wright; and Recording Secretary, DeAnn Underwood. Absent was Commissioner Andy Marti.

PERFECTION OF AGENDA:

None.

APPROVAL OF MINUTES:

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting on April 18, 2022. Motion was made by Commissioner Nyman 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 \$14,632.48 and for the Princeton Park District in the amount of \$5,111.52 was presented for the time period of April 19, 2022 through May 16, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$14,762.79 and Princeton Park District in the amount of \$3,017.55 for the time period of April 16, 2022 through April 30, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$3,181.80 for the time period of May 1, 2022 through May 16, 2022, as well as Business Visa Card transactions for April 2022 in the amount of \$1,735.23. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$42,441.37. Motion was made by Commissioner Nyman and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2021/2022 Revenue/Expense Totals by Month Report was reviewed. The total amount for April 2022 was \$84,214.85.

The Board reviewed the April 2022 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 2021/2022 fiscal year. The Cash Total as of April 31, 2022 was \$1,860,500.35.

NEW BUSINESS:

Review 2022-2023 Budget Funds to include: Worker’s Compensation; Liability Insurance; Illinois Municipal Retirement Fund; Social Security; Unemployment Tax; Paving & Lighting; Audit; Working Cash – Tammy presented to the Board the 2022-2023 Worker’s Compensation Fund, Liability Insurance Fund, Illinois Municipal Retirement Fund, Social Security Fund, Unemployment Tax Fund, Paving & Lighting Fund, Audit Fund, and Working Cash Fund. It was noted the Working Cash Fund is a fund available to be establish every ten years, for a period of four years. Once the four-year period is over, the fund will be closed. The Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund will be reviewed at the June 20th Regular Meeting, with the full budget for Tentative Approval presented at the July 18th Regular Meeting.

Budget Timeline – The Posting/Approval of the 2022-2023 Budget – Tammy reviewed the Budget Timeline for the 2022-2023 fiscal year. A Public Hearing will be held at 4:45 p.m. on September 19, 2022, with final approval at the September 19th Regular Meeting.

Request for a Motion to Amend The Liability Insurance Fund – Tammy stated with the Board approving the one-time offer from the insurance company to increase the property coverage by 10%, the Commercial Liability Insurance Amount Appropriated needs to be increased from \$33,000 to \$33,303. Vice President Nink requested a motion to approve the increase in the Commercial Liability Insurance Amount Appropriated within the Liability Insurance Fund from \$33,000 to \$33,303. Motion was made by Commissioner Nyman and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried.

IMRF Preliminary Rate for 2023 - Tammy noted we have received the Preliminary Notice from IMRF stating our Employer Contribution Rate for Calendar Year 2023 will be 8.23%.

Alexander Pool Opening Date & Information – Tammy stated the new pool manager is being trained, with opening day set for May 30th. Pool hours will be Monday thru Friday, 12:00 p.m. to 6:00 p.m. and Saturday & Sunday, 12:00 p.m. to 4:00 p.m. There will be some special swim events throughout the summer. It was noted pool passes will be available for purchase, with prices as follows:

	<u>Member</u>	<u>Non-Member</u>
Family	\$100.00	\$130.00
Individual	\$ 70.00	\$ 90.00

A daily rate option will be available as well. Youth & Seniors - \$4.00 and Adults - \$5.00.

UNFINISHED BUSINESS:

Update for Parks – Matt noted there has been a large amount of rental activity at the park shelters. The installation of a Home Run fence has been completed at Zearing Park. The pier currently has a barricade around it as there are 12 – 15 boards needing to be replaced, which creates a safety hazard. A grant application has been submitted to the City of Princeton for assistance with the cost to replace 19 light fixtures at Zearing Park. These new fixtures will help create a clearer picture sent to the surveillance cameras. The opening of the lower level of City County Park, the Pickleball Court, as well as installation of memorial benches is on the list to be done.

Update of Metro Center Programs/Sunday Attendance – Tammy stated Nick has assigned the online training to new staff to complete. A security camera is scheduled to be installed in the After School/Day Camp Room. Currently the Metro Center membership is at 2,168, with the average attendance for Sundays in May being 37.

OTHER BUSINESS:

The Board reviewed the Executive Director’s Report.

ADJOURNMENT:

At 5:40 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.

Andrew D. Marti, President

Brandon Nyman, Secretary