

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
JUNE 19, 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; and Recording Secretary, DeAnn Underwood. Commissioner Andy Marti was absent.

Present in the audience were Kyle Anderson, Rob Grygiel and Kent Parrish.

**PERFECTION OF AGENDA:**

None.

**APPROVAL OF MINUTES:**

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on May 15, 2023. Motion was made by Commissioner Nyman and seconded by Commissioner Cochran. A voice vote was taken: ayes – all, nays – none. The motion carried.

**OPEN DISCUSSION:**

Rob Grygiel from Princeton Youth Baseball and Softball addressed the Board regarding the issue of the lights going off while games are being played on the north and south baseball fields at Zearing Park. The Board assured Rob the park district staff is aware of this, and it is being addressed. A meeting with an electrician is scheduled on Thursday to assess the situation of the lights becoming too hot and shutting off. The Board thanked Rob for attending the meeting.

Kent Parrish addressed the Board and asked what discussion took place at the May 15, 2023 Board Meeting regarding the May 9, 2023 Meeting held at the Princeton Public Library concerning the rate fee structure, in which he was in attendance. Kent stated he has concerns about the Princeton Park District's inequitable Resident Annual Membership Fees and Non-Resident Annual Membership Fees they are currently charging. Vice President Nink read from the May 15<sup>th</sup> minutes the motion which was approved to maintain the current Resident & Non-Resident Membership & Admission Fees for Fiscal Year 2023-2024 which was approved at the April 17, 2023 Regular Board Meeting. Kent also requested Executive Director, Tammy Lange, provide all the information distributed at the May 9<sup>th</sup> Meeting to those Board Members who were not in attendance. Tammy stated she would provide the information to Commissioners Abbie Cochran, Dennis Nink and Les Youngren. The Board thanked Kent for attending the meeting.

## **APPROVAL OF CLAIMS:**

A list of bills due and payable for the Bureau County Metro Center in the amount of \$21,917.63 and for the Princeton Park District in the amount of \$23,757.76 was presented for the time period of May 16, 2023 through June 19, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$22,331.97 and Princeton Park District in the amount of \$3,640.34 for the time period of May 16, 2023 through May 31, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$75.35 and Princeton Park District in the amount of \$314.31 for the time period of June 1, 2023 through June 15, 2023, as well as Business Visa Card for May 2023 in the amount of \$2,670.10. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$74,707.10. Motion was made by Commissioner Cochran and seconded by Commissioner Nyman. 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 May 2023 was \$131,506.60, with the monthly average this fiscal year at \$123,182.55.

The Board reviewed the May 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 May 31, 2023 was \$1,779,017.54.

## **NEW BUSINESS:**

**Review of the 2023-2024 Budget Funds – Corporate, Recreation, Enterprise -** Tammy presented to the Board the 2023-2024 Corporate Fund, Recreation Program Fund and Metro Enterprise Fund. Review of the full budget, with the adoption of the Tentative Budget for 2023-2024 will be done at the July 17<sup>th</sup> Regular Meeting.

**July 4<sup>th</sup> Celebration at Zearing Park Event/Partnering with Princeton Area Chamber of Commerce** – Tammy stated the park district is working with the Princeton Area Chamber of Commerce, as well as the City of Princeton for the July 4<sup>th</sup> Celebration to be held at Zearing Park. The park district will be serving the beverages. If any Board Members would like to help during the celebration you can let Tammy know of your availability that day.

**The 2023 Homestead Festival Events/Zearing Park** – Tammy noted the Friday evening events for Homestead Festival will be held at Zearing Park this year. Midwest Balloons Company will be bringing eight hot air balloons for the Balloon Glow. The Homestead Festival Committee will be serving the beverages, and the food trucks serving at the park will be paying a fee to the park district.

**Discussion of Closing at 12:00 p.m. on Saturday, September 9, 2023** – Tammy noted attendance at the Metro Center on Saturday afternoon during Homestead Festival weekend has always been extremely low. With the cost of keeping the building open, as well as finding staff available to work due to participation in other activities, Tammy proposed closing at 12:00 p.m. on Saturday, September 9<sup>th</sup>. Commissioner Cochran made a motion to approve closing the Metro Center on Saturday, September 9, 2023 at 12:00 p.m. Commissioner Nyman seconded the motion. A voice vote was taken: ayes – all; nays – none. The motion carried.

**UNFINISHED BUSINESS:**

**Dog Park Update**– Tammy stated she and Matt have met with Josh Schneider of Prairie Nursery and Landscaping who is interested in working with the park district on the dog park project. The timeframe to complete the project will work with his schedule. Once the 4<sup>th</sup> of July festivities are done, the park district will be meeting with the donor family to continue discussions for and the progress towards completion of the dog park area.

**Information Update Regarding the UTV Ordinance for the City of Princeton** – The UTV Ordinance passed on June 5, 2023, with the ordinance going into effect August 1, 2023. As it states in the ordinance, the qualified nonhighway vehicles will be allowed in the park district parking lots only. They will not be allowed on the walking path or on any green spaces. Signs stating this have been posted at Zearing Park and will be posted at the other parks as well. The park district will be issued Exempt Status Plates by the city for the gators and equipment we use in the parks for maintenance.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following reports:

- Superintendent of Parks
- Maintenance Director
- Assistant Director/Superintendent of Recreation – Nick noted the software provider we use for memberships, RecPro, has sold out to Day Smart Recreation. A decision to stay with the new company or look at other options will need to be discussed.
- Front Desk Supervisor/Rentals

**OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report.

**EXECUTIVE SESSION:**

Motion was made by Commissioner Nyman, seconded by Commissioner Youngren, and unanimously carried to meet in executive session to discuss Personnel pursuant to Section 2 (c) 1 of the Illinois Open Meetings Act at 6:05 p.m. A roll call was taken: ayes – all, nays – none. The motion carried.

The Board returned to regular session at 6:20 p.m.

**BOARD ACTION FOLLOWING EXECUTIVE SESSION:**

No action was taken.

**ADJOURNMENT:**

At 6:21 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.

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Andrew D. Marti, President

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Brandon Nyman, Secretary