

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
AUGUST 15, 2022**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present were Commissioners Abbie Cochran, Andy Marti, Dennis Nink, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange and Attorney Bob Russell.

**PERFECTION OF AGENDA:**

President Marti perfected the agenda by adding under **New Business** *f. Local Government Efficiency Report*.

**APPROVAL OF MINUTES:**

President Marti requested a motion for approval of the minutes of the Regular Meeting on July 18, 2022. Motion was made by Commissioner Nink and seconded by Commissioner Nyman. 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 \$14,842.48 and for the Princeton Park District in the amount of \$20,749.27 was presented for the time period of July 19, 2022 through August 15, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$22,116.88 and Princeton Park District in the amount of \$6,387.82 for the time period of July 19, 2022 through July 31, 2022, and handwritten checks for the Bureau County Metro Center in the amount of \$902.50 and Princeton Park District in the amount of \$366.58 for the time period of August 1, 2022 through August 15, 2022, as well as Business Visa Card transactions for July 2022 in the amount of \$2,110.99. President Marti requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$67,476.52. 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 July 2022 was \$147,930.42.

The Board reviewed the July 2022 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund. Tammy noted CliftonLarsonAllen has not updated the financials with the new budget numbers.

The Board reviewed the spreadsheet of Cash Fund Balance Reconciliation for the 2022/2023 fiscal year. The Cash Total as of July 31, 2022 was \$1,657,451.41.

### **NEW BUSINESS:**

**Boiler Bids Review/Accept Bid if Applicable** – Tammy stated one bid was received for the Boiler Replacement Project. The Pipco Companies, LTD in Peoria, IL submitted a bid of \$87,300, with the notation the lead time to receive the specified boiler could be 30+ weeks. Jerry Purdy, from the Farnsworth Group, attended the bid opening via phone, and a representative from The Pipco Companies, LTD was in attendance. After some discussion, President Marti made a motion to accept the bid of \$87,300 from The Pipco Companies, LTD for the Boiler Replacement Project. The motion was seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried. Tammy noted the Amount Budgeted for the Preventative Maintenance line item in the new fiscal year’s budget is \$82,500. With the bid being \$87,300, this can be adjusted prior to final approval of the 2022-2023 Budget.

**Alexander Pool Financials for 2021-2022 Fiscal** – Tammy reviewed with the Board the Alexander Pool Financial Report for the 2021-2022 Fiscal Year, as well as for the 2022 season. It was noted the Full-Time Salary Expenditures is no longer included in this report as it was determined these staff salaries would be paid whether the pool was in operation or not.

**2023 Illinois Association of Park Districts Annual Conference January 26-28, 2023** – Tammy noted the IAPD Annual Conference will be held January 26<sup>th</sup> – 28<sup>th</sup> in Chicago. Please check schedules to see if you will be able to attend. The process of reserving hotel rooms and/or train tickets will begin after the September 19<sup>th</sup> Regular Meeting.

**New Signature Cards for Park District Accounts** – Tammy reminded the Board to sign the new signature cards for Heartland Bank and Trust, Midland States Bank, and Central Bank. The new cards were required to remove Chris Blanford and add Les Youngren to the checking accounts.

**Vandalism/Electric Bikes/Golf Carts** – Tammy updated the Board on the recent vandalism at both Zearing Park and Alexander Park. There has also been issues with Electric Bikes, Scooters and Golf Carts. Preparing a Press Release to remind the community these types of vehicles are not allowed in our parks may need to be done. The possibility of posting signs at each entrance to the parks stating No Motorized Vehicles Allowed was discussed. This would be a big expense for the park district. It was noted a Kiosk is going to be installed next to the Austin Hellman Memorial Bench which will include a map of the park, as well as a list of park rules.

**Local Government Efficiency Report** – President Marti presented information he received from the IAPD’s Joint Legislative Committee he serves on regarding the need to form a committee for the purpose of filing a Local Government Efficiency Report. The committee would consist of all Princeton Park District Board Members, as well as two citizens at large. It would need to be in place by August 10, 2023, with the filing of the report by December 2024. Board Members should be thinking about possible individuals to be a part of this committee.

**UNFINISHED BUSINESS:**

**Reminder the Metro Center will be closed on Labor Day & will close at 12:00 p.m. on Saturday, September 10, 2022** - Tammy reminded the Board the Metro Center will be closed on Monday, September 5<sup>th</sup> in observance of Labor Day and will close at 12:00 p.m. on Saturday, September 10<sup>th</sup> for everyone to enjoy Homestead Festival.

**Hoover Trust Land Division Update** – Attorney Bob Russell gave an update on the Hoover Trust Land Division. He stated a copy of the unsigned deed has been received. Within the next week or two, he should have the deed to the park district’s parcel of property.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following reports:

- Superintendent of Parks
- Maintenance Director
- Assistant Director/Superintendent of Recreation – Tammy stated total membership is at 2,116. The attendance on Sunday, August 7<sup>th</sup> was 61 and on August 14<sup>th</sup> was 48.
- Front Desk Supervisor/Rentals

**OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report. Tammy noted the park district received \$1,925 from an IMEA grant. With the assistance of North Central Illinois Council of Governments, the park district has applied for a \$350,000 American Recovery Plan Act Grant to help cover part of the cost of repaving the parking lot at the Metro Center and Alexander Park. Tammy also stated the natural gas pricing for this coming winter will likely be doubled.

**ADJOURNMENT:**

At 6:01 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Nink 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