

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
NOVEMBER 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 Dennis Nink, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; and Attorney Bob Russell. Commissioners Abbie Cochran and Andy Marti were absent.

PUBLIC HEARING ON BOND ISSUE:

Nothing was presented.

PERFECTION OF AGENDA:

Vice President Nink perfected the agenda by removing under *New Business: c. Present 2023-2024 General Liability Insurance & Worker's Compensation Insurance Package.*

APPROVAL OF MINUTES:

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on October 16, 2023. 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 \$17,496.75 and for the Princeton Park District in the amount of \$14,778.82 was presented for the time period of October 17, 2023 through November 20, 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$17,412.68 and Princeton Park District in the amount of \$63,920.17 for the time period of October 17, 2023 through October 31 2023, and handwritten checks for the Bureau County Metro Center in the amount of \$27,212.40 for the time period of November 1, 2023 through November 20, 2023, as well as Business Visa Card for October 2023 in the amount of \$3,887.31. Vice President Nink requested a motion for approval of all Bureau County Metro Center and Princeton Park District claims for a total amount of \$144,708.13. 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 2023/2024 Revenue/Expense Totals by Month Report was reviewed. The total amount for October 2023 was \$171,839.69.

The Board reviewed the October 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 2023/2024 fiscal year. The Cash Total as of October 31, 2023 was \$1,172,948.68. Tammy noted the transfers approved for the 2023-2024 Budget will be made to bring all funds to a positive balance.

NEW BUSINESS:

Review & Award the Bid for the 2023 General Obligation Bond - Attorney Bob Russell stated two bids were received for the \$900,000 in General Obligation Bonds, with Central Bank being the lowest bidder at 4.25%, with no fees. Heartland Bank and Trust submitted a bid of 5.50%, with a \$500 fee. Attorney Russell thanked the local banks for their bids and recommended the Board accept the lowest bid from Central Bank. Vice President Nink requested a motion to approve the sale of the \$900,000 in bonds, at a rate of 4.25%, as offered by Central Bank. Motion was made by Commissioner Nyman and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Adopt the 2023 Annual Tax Levy Ordinance for the Princeton Park District – Attorney Bob Russell discussed the 2023 Annual Tax Levy Ordinance, noting the increase will be approximately 4.9%. Vice President Nink requested a motion for the approval of the Princeton Park District Ordinance No. 23-11-20-01 which is the Ordinance Levying and Assessing the Taxes for the Princeton Park District, Bureau County, Illinois, for the Annual Tax Levy for 2023, Payable in 2024. Motion was made by Commissioner Nyman and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

2024 Princeton Park District Board Meeting Dates - Tammy reviewed with the Board the scheduled dates for the 2024 Board Meetings. Vice President Nink requested a motion to approve the 2024 Board Meeting Dates. Motion was made by Commissioner Youngren and seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried.

UNFINISHED BUSINESS:

PoolPak Replacement Update – Tammy stated Mike and Nathan have consulted with representatives from Trane who have been very knowledgeable in helping with the PoolPak replacement project. Different vendors have been on site measuring the area. It was noted Alpha will be involved once a vendor has been selected.

Reminder of Holiday Closings - Tammy reminded the Board the Metro Center will be closed on Thursday, November 23rd for Thanksgiving. The Met will also be closed on Sunday, December 24th and Monday, December 25th for Christmas Eve, and Christmas Day, as well as Sunday, December 31st and Monday, January 1, 2024 for New Year's Eve and New Year's Day.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following reports:

- Superintendent of Maintenance
- Assistant Director/Recreation
- Front Desk Supervisor/Rentals

OTHER BUSINESS:

The Board reviewed the Executive Director’s Report. Tammy stated the sod has been completed and the fence is being installed at the Dog Park, which will officially be open as Barkley Park in Spring 2024. Tammy also noted there was a medical incident with an individual on Friday, November 17th, which required use of the AED machine. The person is doing fine. It was noted several patrons commented how well the situation was handled by the Park District Staff.

ADJOURNMENT:

At 5:41 p.m. motion was made by Commissioner Nyman 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