

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
MAY 20, 2024**

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.

PERFECTION OF AGENDA:

None.

APPROVAL OF MINUTES:

Vice President Nink requested a motion for approval of the minutes of the Regular Meeting held on April 15, 2024. Motion was made by Commissioner Youngren and seconded by Commissioner Cochran. 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 \$20,003.54 and for the Princeton Park District in the amount of \$4,460.80 was presented for the time period of April 16, 2024 through May 20, 2024, and handwritten checks for the Bureau County Metro Center in the amount of \$2,910.00 and Princeton Park District in the amount of \$26,412.77 for the time period of April 19, 2024 through April 30, 2024, and handwritten checks for the Bureau County Metro Center in the amount of \$397.04 and Princeton Park District in the amount of \$4,641.30 for the time period of May 1, 2024 through May 20, 2024, as well as Business Visa Card for April 2024 in the amount of \$6,280.70. Vice President Nink requested a motion to approve all the Bureau County Metro Center and Princeton Park District claims for a total amount of \$65,106.15. Motion was made by Commissioner Cochran 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 April 2024 was \$119,639.15.

The Board reviewed the April 2024 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 April 30, 2024 was \$1,964,576.85.

NEW BUSINESS:

Review the Preliminary 2024-2025 Budget Funds as presented along with the Budget Timeline – Worker’s Compensation; Liability Insurance; Illinois Municipal Retirement; Social Security; Unemployment Tax; Paving & Lighting; Audit; General Obligation Bond; Enterprise Capital Improvement; Police Protection – Tammy presented to the Board the 2024-2025 Worker’s Compensation Fund, Liability Insurance Fund, Illinois Municipal Retirement Fund, Social Security Fund, Unemployment Tax Fund, Paving & Lighting Fund, Audit Fund, General Obligation Bond Fund, Enterprise Capital Improvement Fund, as well as the Police Protection Fund, which is a new fund this year. The Working Cash Fund has been closed and will not be available to be establish again until the year 2034. The Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund will be reviewed at the June 17th Regular Meeting, with the full budget for Tentative Approval presented at the July 15th Regular Meeting. It was noted the Audit will begin the week of July 29th.

IMRF Preliminary Rate for 2025 - Tammy noted we have received the Preliminary Notice from IMRF stating our Employer Contribution Rate for Calendar Year 2025 will be 8.15%.

Alexander Pool Opening Date & Information – Nick stated the concrete work has begun at the pool and some electrical issues have developed. Several deteriorating fence posts were discovered and will need to be replaced, along with a section of fencing. The anticipated opening date for the pool is slated for the end of May.

Sunday Hours for July & August 2024 – Nick noted the average attendance in 2023 for June was 55, in July it was 56, and for August was 59. For May of this year the average attendance has been 61. We will give an update at the June 17th Regular Meeting for attendance in June to help determine if being open on Sundays in July and August is fiscally responsible.

UNFINISHED BUSINESS:

Discussion of the Proposed 2024-2025 Membership Increase and Approval – Nick reviewed the proposed increase for the membership rates for the 2024-2025 fiscal year. The current proposal, which was discussed at the April 15th Meeting, was to increase all Resident and Non-Resident Family, Single-Parent Family, Couple and Sr. Citizen Couple membership rates by \$10 per year, with all other categories remaining the same. The Board reviewed the increases made the previous four years. After some discussion, Commissioner Nyman made a motion to increase all family categories by \$12 per year and all single categories by \$6.00 per year, effective July 1, 2024. The motion was seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

PoolPak Project Update – Tammy noted the PoolPak has been ordered and the deposit has been sent.

OSLAD Grant Application Update – Tammy stated Dan Pepin, from Community Funding & Planning Services, has stated he feels this all-inclusive handicap accessible playground has the qualifications to be a fundable project for an OSLAD Grant. Dan would like to come to Princeton and see the project location at Zearing Park. This would allow him a better vision as he continues to work on the Princeton Park District’s OSLAD application. He also plans to attend the June 17th Regular Meeting in which we would include a Public Forum as part of the meeting. This is a requirement in the OSLAD application process. We have provided Dan with a list of names to request letters of support for this project.

Dog Park Update – Tammy noted the grand opening of the Barkley Dog Park will be on Thursday, May 23rd at 10:30 a.m. with Mrs. Jeanne Hutchinson, as well as Jan & Mike English in attendance. Everyone is invited to attend.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following report:

- Superintendent of Maintenance – No Report
- Assistant Director/Recreation
- Front Desk Supervisor/Rentals – No Report

OTHER BUSINESS:

The Board reviewed the Executive Director’s Report.

ADJOURNMENT:

At 5:58 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Nyman to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

Andrew D. Marti, President

Brandon Nyman, Secretary