

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
SEPTEMBER 15, 2025**

CALL TO ORDER:

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

ROLL CALL:

Present were Commissioners Abbie Cochran, Dennis Nink, Brandon Nyman, Daniel Smith and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Attorney Bob Russell; and Recording Secretary, DeAnn Underwood.

PERFECTION OF AGENDA:

None.

APPROVAL OF MINUTES:

President Nyman requested a motion for approval of the minutes of the Regular Meeting held on August 18, 2025. Motion was made by Commissioner Nink 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 \$6,700.35 and for the Princeton Park District in the amount of \$17,046.50 was presented for the time period of August 19, 2025 through September 15, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$23,341.65 and Princeton Park District in the amount of \$7,267.44 for the time period of August 19, 2025 through August 31, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$2,479.30 and Princeton Park District in the amount of \$669.75 for the time period of September 1, 2025 through September 15, 2025, as well as Business Visa Card for August 2025 in the amount of \$1,840.61. President Nyman requested a motion to approve all the Bureau County Metro Center

and Princeton Park District claims for a total amount of \$59,345.60. Motion was made by Commissioner Smith and seconded by Commissioner Nink. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2025/2026 Revenue/Expense Totals by Month Report was reviewed. The total amount for August 2025 was \$150,640.06.

The Board reviewed the August 2025 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund.

NEW BUSINESS:

2025 General Obligation Bond. Authorize Bob Russell to Solicit for the 2025 General Obligation Bond Bids from the local financial institutions – Attorney Bob Russell reviewed with the Board information regarding the proposed selling of a General Obligation Bond. President Nyman requested a motion to direct Attorney Bob Russell to proceed with contacting the local banks to bid on the General Obligation Bond for 2025, as well as to proceed with the notice to be published in the newspaper regarding the Bond Hearing. Motion was made by Commissioner Nink and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried.

Approve/Hold/Destroy Past Executive Session Minutes & Recordings - The Board reviewed the list of Executive Session Minutes recommended to be released, as well as those recommended to be held. President Nyman requested a motion to release the August 21, 2023 Executive Session Minutes and to hold the June 17, 2024, December 16, 2024, April 21, 2025, and June 17, 2025 Executive Session Minutes. Motion was made by Commissioner Nink and seconded by Commissioner Smith. A voice vote was taken: ayes - all; nays - none. The Motion carried.

Review the 2024-2025 Alexander Pool Financials - The Board reviewed the 2024-2025 Alexander Pool Financials. It was noted the good weather during the season, as well as the ability of the park district staff to complete the needed maintenance to keep the pool running, has helped to lessen the loss in revenue to provide this service to the community.

Invitation to the Northwest Illinois Association of Parks & Recreation Meeting, Thursday, September 18th at 10:00 a.m. - Tammy stated several park district staff are attending the Northwest Illinois Association of Parks & Recreation Luncheon Meeting hosted by the Freeport Park District on September 18th at 10:00 a.m. All board members are invited to attend.

OLD BUSINESS:

Approval of Budget & Appropriation Ordinance of the Princeton Park District, Bureau County, Illinois for the Fiscal Year Beginning on July 1, 2025 and Ending on June 30, 2026 – Tammy briefly reviewed each fund with the Board. President Nyman requested a motion to approve the Budget and Appropriation Ordinance of the Princeton Park District, Bureau County, Illinois for the Fiscal Year Beginning on the 1st Day of July 2025 and Ending on the 30th Day of June 2026. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Approve Transfers in the 2025-2026 Budget - Tammy reviewed the list of transfers for the 2025 – 2026 Park District Budget (Attached Exhibit A). President Nyman requested a motion for the approval of the Transfers for the 2025 – 2026 Park District Budget as presented. Motion was made by Commissioner Nink and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following report:

- Superintendent of Maintenance/Parks
- Assistant Director/Recreation - No report.
- Front Desk Supervisor/Rentals

OTHER BUSINESS:

The Board reviewed the Executive Director's Report.

ADJOURNMENT:

At 5:47 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.

Brandon Nyman, President

Abbie Cochran, Secretary

EXHIBIT A

Transfers in the 2025 - 2026 Park District Budget

Corporate Fund

Revenue/In	Transfer from the General Obligation Bond Fund	\$ 325,000.00
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Corporate Fund

Appropriations/Out	Transfer to the Enterprise (Metro) Fund	\$ 150,000.00
	Transfer to the Audit Fund	\$ 35,000.00

Recreation Fund

Appropriations/Out	Transfer to the Enterprise (Metro) Fund	\$ 50,000.00
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General Obligation Fund

Appropriations/Out	Transfer to the Enterprise (Metro) Fund	\$ 400,000.00
	Transfer to the Corporate Fund	\$ 325,000.00

Audit Fund

Revenue/In	Transfer from the Corporate Fund	\$ 35,000.00
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Enterprise Fund

Revenue/In	Transfer from the Corporate Fund	\$ 150,000.00
	Transfer from the Recreation Fund	\$ 50,000.00
	Transfer from the Bond Fund	\$ 400,000.00