

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
NOVEMBER 17, 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; Park Maintenance Coordinator, Frank Bollinger; Attorney Drew Russell; and Recording Secretary, DeAnn Underwood.

Present in the audience was David Hall from Chamlin & Associates.

**PERFECTION OF AGENDA:**

None.

**APPROVAL OF MINUTES:**

President Nyman requested a motion for approval of the minutes of the Regular Meeting held on October 20, 2025. Motion was made by Commissioner Cochran 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 \$19,625.34 and for the Princeton Park District in the amount of \$4,631.04 was presented for the time period of October 21, 2025 through November 17, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$18,165.89 and Princeton Park District in the amount of \$3,556.81 for the time period of October 21, 2025 through October 31, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$410.17 for the time period of November 1, 2025 through November 17, 2025, as well as Business Visa Card for October 2025 in the amount of \$5,651.56. President Nyman requested a motion to approve all the Bureau County Metro Center and Princeton Park District claims for a total amount of \$52,040.81. Motion was made by Commissioner Nink and seconded by Commissioner Smith. 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 October 2025 was \$162,478.18.

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

**NEW BUSINESS:**

**Review & Award the BID for the 2025 Princeton Park District General Obligation Bond** - Attorney Drew Russell stated two bids were received for the \$980,000 in General Obligation Bonds, with Central Bank being the lowest bidder at 3.35%, with no fees. Heartland Bank and Trust submitted a bid of 4.90%, with a \$650 fee. Attorney Russell thanked the local banks for their bids and recommended the Board accept the lowest bid from Central Bank. Motion was made by Commissioner Nink and seconded by Commissioner Cochran to approve the sale of the \$980,000 in bonds, at a rate of 3.35%, with no fees, as offered by Central Bank. A voice vote was taken: ayes – all; nays – none. The motion carried

**Adoption of the 2025-2026 Tax Levy for the Princeton Park District** - Attorney Drew Russell discussed the 2025 Annual Tax Levy Ordinance, noting the increase will be approximately 4.73%. President Nyman requested a motion for the approval of the Princeton Park District Ordinance No. 25-11-17-01 which is the Ordinance Levying and Assessing the Taxes for the Princeton Park District, Bureau County, Illinois, for the Annual Tax Levy for 2025, Payable in 2026. Motion was made by Commissioner Youngren and seconded by Commissioner Smith. A voice vote was taken: ayes - all; nays - none. The motion carried.

**Present the 2025-2026 Health, Dental & Life Insurance Renewal Policy** – Tammy reviewed the rate for 2025-2026 health insurance premium, noting there will be a 9% increase. This will increase the premium per month by \$647.30 over last year’s amount. Tammy noted the current plan is a transitional plan and recommended the park district continue with the current program/plan for the full-time staff. Tammy stated she had Dave Yepsen from Yepsen Insurance research what a premium for a short term disability program for the full-time staff would be. He quoted a yearly premium of \$1,502. After some discussion, Commissioner Smith made a motion to approve the 2025-2026 Health Insurance Renewal as presented and to include the addition of a Short Term Disability Program for the full-time staff. The motion was seconded by Commissioner Nyman. A voice vote was taken: ayes – all; nays – none. The motion carried. On behalf of the entire staff, Tammy thanked the Board for this benefit provided to them.

**Princeton Park District Board Secretary Search - Retirement of DeAnn Underwood in December 2025** - Tammy noted Recording Secretary, DeAnn Underwood will be retiring after the December 2025 Meeting. If anyone has names of individuals who would be qualified for the position, please let Tammy or Nick know. The possibility of using AI was mentioned as an alternative to an individual.

**Review of the Elmer Zearing Trust #2 Report 3rd Quarter 2025** - The Board reviewed the Farm Financial Report for the third quarter ending September 30, 2025 for the Elmer Zearing Trust #2 FBO Princeton Park District provided by Heartland Bank and Trust Company.

**Review of the F. Ivan Hoover Farm Management Report 3rd Quarter 2025** - The Board reviewed the Farm Account Statement as of September 30, 2025 from First Illinois Ag Group for the F. Ivan Hoover Farm. Tammy noted a formal termination letter was sent to First Illinois Ag Group stating effective January 1, 2026 the farm management services for this farm will be handled by Central Bank here in Princeton.

#### **OLD BUSINESS:**

**Review and Approve a BID for the Shelter Replacement at City County Park - This topic was tabled at the October 2025 Meeting** - David Hall from Chamlin & Associates reviewed with the Board the bids received for the City County Shelter Replacement Project. After reviewing the bids, David recommended accepting the bid from Hartman Statewide Building for \$261,425. President Nyman requested a motion to approve the bid from Hartman Statewide Building in the amount of \$261,425. Motion was made by Commissioner Nink and seconded by Commissioner Cochran. A voice vote was taken: ayes - all; nays - none. The motion carried.

**Illinois Association of Park Districts - Soaring to New Heights Conference January 29-31, 2026** - Tammy noted she has heard from those commissioners who will be attending. Reservations will be made to take advantage of the early bird registration deadline.

**Holiday Hours Reminder (Thanksgiving/Christmas/New Years)** – Tammy reminded everyone of the Holiday Closings which were approved. The Metro Center will be closed Thanksgiving Day, Christmas Day and New Year’s Day, and closing at noon on Christmas Eve and New Year’s Eve.

#### **DEPARTMENT REPORTS:**

The Board reviewed and accepted the following report:

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

#### **OTHER BUSINESS:**

The Board reviewed the Executive Director’s Report.

**ADJOURNMENT:**

At 5:51 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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Brandon Nyman, President

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Dennis Nink, Secretary