



MINUTES OF DECEMBER 14, 2023 MONTHLY BOARD MEETING

Commissioner Saunderson called the meeting to order at 6:35 p.m.

Upon roll call the following commissioners were present: Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson.

Staff Present: Executive Director Hixenbaugh and Superintendent of Parks Behling.

Staff Via Zoom: Superintendent of Recreation Popek and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Tovey made a motion to approve the Agenda for December 14, 2023; seconded by Commissioner Menard.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Menard commented and provided suggestions about future landscaping options in The Glen.

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES – November 9, 2023

Commissioner Menard made a motion to approve the Board meeting minutes of November 9, 2023; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

MONTHLY FINANCIAL REPORT – November 2023

Commissioner Menard made a motion to accept the November 2023 Financial Report; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)
NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List November 2023

Commissioner Tovey made a motion to approve the Disbursements of November 2023; seconded by Commissioner Micheli.

Highlighted for the Board: HVAC, snowplow, and Upland Design, and tree/shrub clearing expenses.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)
NAYS: None

DIRECTOR’S AND OPERATIONS REPORT

a.) Director’s Report

- Planting has started in The Glen.
- Irrigation permit pending.
- DCEO partial reimbursement.
- Plans to re-bid OSLAD.
- Tax Levy, Abatement Ordinance, and grading and seeding proposal on agenda for approval.

b.) Business and Communications Report

- Marketing report.

c.) Recreation Report

- Polar Express was a huge success.
- Wintery Wonderland event.
- Preschool registration is underway.
- Open Interviews for summer hiring scheduled.
- Winter Break Camp

d.) Parks and Facilities Report

- Quote for inside LED lights.
- Holiday décor.
- GSA surplus program purchases.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District was tabled.
- b.) Discussion of Park Security was tabled.
- c.) Discussion of Surveillance Cameras was tabled.
- d.) Discussion of an Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District was tabled.

NEW BUSINESS

- a.) Commissioner Menard made a motion to approve the amended Tax Levy Ordinance #23-12-1: An ordinance levying and assessing the taxes of Butterfield Park District for the Fiscal Year beginning May 1, 2024, and ending April 30, 2025; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- b.) Commissioner Berntsen made a motion to approve Ordinance 23-12-2: An ordinance abating the tax hereto levied for the year 2023 to pay the principal of and interest on \$1,363,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2020, of the Butterfield Park District, DuPage County, Illinois; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- c.) Commissioner Menard made a motion to reject all bids for the Glenbriar III project; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

- d.) Commissioner Berntsen made a motion to approve the land grading and seeding contract with Tecnica not to exceed \$28,000; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

MOTION TO ADJOURN

At 7:14 p.m. Commissioner Menard moved to adjourn; seconded by Commissioner Berntsen.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____