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## MINUTES OF AUGUST 11, 2022 MONTHLY BOARD MEETING

**Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for August 11, 2022, took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Michael Hixenbaugh, Executive Director, at [mhixenbaugh@butterfieldpd.com](mailto:mhixenbaugh@butterfieldpd.com) to arrange to monitor or participate in the meeting.**

**The agenda for the meeting was posted as required by State statutes.**

**This action has been taken in compliance with P.A. 101-0640 and the Governor's Disaster Proclamation of July 22, 2022, suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.**

Commissioner Berntsen called the meeting to order at 6:32 p.m.

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

Staff Present: Executive Director Hixenbaugh, Dr. Reiner, Superintendent of Business and Communications Connie Murphy, and Administrative Coordinator Oona Kelly.

### OATH OF OFFICE

Commissioner Tovey administered the oath of office to newly appointed commissioner, Paul Micheli.

### APPROVAL OF AGENDA

Commissioner Saunderson made a motion to approve the Agenda for August 11, 2022; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

### INTRODUCTIONS OF GUESTS AND STAFF

Members of the Bike53 community organization were present to discuss the expansion of the East Branch DuPage River trail. They expressed their preference for the trail alignment that follows along SR 53 and does not enter the neighborhoods. Commissioners reiterated that although the district supports the trail expansion, the district is not involved in the planning of this project and has no opinion as to the location of the trail. This is a DuPage County project.

### PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

There were no comments at this time.

## 2021 AUDIT PRESENTATION

Nathan Gaskill from Lauterbach & Amen highlighted several aspects of the independent Audit and the Comprehensive Financial Report performed by Lauterbach & Amen and answered questions from the Commissioners.

## APPROVAL OF REGULAR MEETING MINUTES – June 9, 2022

Commissioner Saunderson made a motion to approve the Board meeting minutes of June 9, 2022; seconded by Commissioner Tovey.

Upon voice vote, the motion passed unanimously:

**AYES:** 3 (Commissioners Saunderson, Tovey, and Berntsen)

**NAYS:** None

**Abstained:** Commissioner Micheli

## APPROVAL OF SPECIAL MEETING MINUTES – July 13, 2022

Commissioner Saunderson made a motion to approve the Special Board meeting minutes of July 13, 2022; seconded by Commissioner Tovey.

Upon voice vote, the motion passed unanimously:

**AYES:** 3 (Commissioners Saunderson, Tovey, and Berntsen)

**NAYS:** None

**Abstained:** Commissioner Micheli

## APPROVAL OF EXECUTIVE SESSION MINUTES – June 9, 2022

Commissioner Saunderson made a motion to approve the Executive Session minutes of June 9, 2022; seconded by Commissioner Tovey.

Upon voice vote, the motion passed unanimously:

**AYES:** 3 (Commissioners Saunderson, Tovey, and Berntsen)

**NAYS:** None

**Abstained:** Commissioner Micheli

## APPROVAL OF EXECUTIVE SESSION MINUTES – July 13, 2022

Commissioner Saunderson made a motion to approve the Executive Session minutes of July 13, 2022; seconded by Commissioner Tovey.

Upon voice vote, the motion passed unanimously:

**AYES:** 3 (Commissioners Saunderson, Tovey, and Berntsen)

**NAYS:** None

**Abstained:** Commissioner Micheli

## APPROVAL OF YEAR END FINANCIAL REPORT FY 2021-2022

Commissioner Saunderson made a motion to approve the Year End Financial Report FY 2021-2022; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

### MONTHLY FINANCIAL REPORT – June 2022

Commissioner Saunderson made a motion to accept the June 2022 Financial Report; seconded by Commissioner Tovey.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

### MONTHLY FINANCIAL REPORT – July 2022

Commissioner Saunderson made a motion to accept the July 2022 Financial Report; seconded by Commissioner Tovey.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

### APPROVAL OF DISBURSEMENTS–Approval of Claims List June 2022

Commissioner Saunderson made a motion to approve the Disbursements of June 2022; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

### APPROVAL OF DISBURSEMENTS–Approval of Claims List July 2022

Commissioner Saunderson made a motion to approve the Disbursements of July 2022; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

## DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- IDOT easement check has been received.
- Tax objection has been dismissed.
- OSLAD application has been approved.

b.) Capital Development/Special Projects Report

- OSLAD and legislative initiative grants were reviewed in depth.
- There is a consensus to pay Integral some of the funds that have been held back on the project at the discretion of the Executive Director

c.) Business and Communications Report

- There were no questions at this time.

d.) Recreation Report

- The aquatics staff received a Satisfactory and Exceeds on the two audits of the season.
- Family Fun Fest was successful, although attendance was affected by the weather.
- Summer camp was a fantastic success!

e.) Parks and Facilities Report

- Green initiatives are being implemented.
- Research continues regarding the purchase of snow removal equipment.

## UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

## NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve the Post Issuance Compliance report; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

- b.) Commissioner Saunderson made a motion to approve Resolution 22-8-1 as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

## MOTION TO ADJOURN

At 8:32 p.m. Commissioner Micheli moved to adjourn; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Micheli, Saunderson, Tovey, and Berntsen)

NAYS: None

PRESIDENT \_\_\_\_\_

BOARD SECRETARY \_\_\_\_\_