



**MINUTES OF MAY 9, 2024
PUBLIC HEARING**

Commissioner Saunderson called the Public Hearing to order at 6:33 p.m.

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

Staff Present: Executive Director Hixenbaugh.

Staff Via Zoom: Superintendent of Business and Communication Murphy, Superintendent of Recreation Popek, and Administrative Coordinator Oona Kelly.

Budget and Appropriation Ordinance for Fiscal Year 2024-2025

Board President Saunderson declared the Budget and Appropriation Public Hearing opened and read aloud the Budget and Appropriation Ordinance to those in attendance.

No members of the public were present; therefore, there were no public comments. Board President Saunderson asked if there was any further discussion or business for the Public Hearing. There being none, President Saunderson asked for a Motion to Adjourn.

MOTION TO ADJOURN

At 6:36 p.m. Commissioner Menard moved to adjourn the Public Hearing; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed:

AYES: 5 (Commissioner Menard, Micheli, Tovey, Berntsen, and Saunderson.

NAYS: None.

PRESIDENT _____

BOARD SECRETARY _____

MINUTES OF APRIL 11, 2024 REGULAR BOARD MEETING

Commissioner Saunderson called the regular board meeting to order at 6:37 p.m.

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

Staff Present: Executive Director Hixenbaugh and Superintendent Behling.

Staff Via Zoom: Superintendent of Business and Communication Murphy, Superintendent of Recreation Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Menard made a motion to approve the Agenda for May 9, 2024; seconded by Commissioner Tovey.

Commissioner Menard withdrew his motion to approve the Agenda and made a new motion to approve the amended Agenda for May 9, 2024 which added Recreation Committee Report as item #5 of the Operations Reports; seconded by Commissioner Tovey.

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

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no public comments.

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Micheli referenced a recent article in Parks and Recreation Magazine regarding pickleball noise mitigation. The district will be installing court noise mitigation shortly.

Commissioner Saunderson requested that committee updates be included in board meeting agendas going forward and committee meeting dates will be distributed to all commissioners.

APPROVAL OF REGULAR MEETING MINUTES – April 11, 2024

Commissioner Tovey made a motion to approve the Board meeting minutes of April 11, 2024; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Micheli, Tovey, and Berntsen)

NAYS: None

ABSTAIN: Commissioners Menard and Saunderson abstained at this time because they did not have an opportunity to review this document prior to the meeting.

APPROVAL OF SPECIAL MEETING MINUTES – April 5, 2024

Commissioner Tovey made a motion to approve the special meeting minutes of April 5, 2024; seconded by Commissioner Micheli. The motion was subsequently withdrawn, and Commissioner Menard made a motion to table the approval until the next meeting; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF EXECUTIVE SESSION MINUTES – April 11, 2024

Commissioner Menard made a motion to approve the executive session minutes of April 11, 2024; seconded by Commissioner Tovey. The motion was subsequently withdrawn, and Commissioner Menard made a motion to table the approval until the next meeting; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – April 2024

Commissioner Menard made a motion to accept the April 2024 Financial Report; seconded by Commissioner Tovey.

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 April 2024

Commissioner Tovey made a motion to approve the Disbursements of April 2024; seconded by Commissioner Berntsen.

Highlighted for the board: Upland Design payment and Phase III site work payment.

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

- Waiting for irrigation permit.
- Abby Paving will begin the project shortly.
- Updated grant summary.
- Budget and Appropriation ordinance on agenda.

b.) Business and Communications Report

- Summer marketing complete.

- Tax distribution.
- Bank transition complete.
- Audit preparation.

c.) Recreation Report

- Summer orientation includes timeclock training, policy reviews, and sexual harassment training.
- Lifeguard training.
- Owls' graduation.
- Adult trips will run irrespective of enrollment minimums to build momentum.

d.) Parks and Facilities Report

- Aquatics preparation.
- Bathrooms are opening for the summer season.
- Mowing contract beginning.
- Commissioner Saunderson requested a moveable speedbump to deter motorcycle riding as well as some preliminary research into the use of robotic mowing.
- Government Surplus: E350 van, four printers, monitor, and microphone mixer.
- Commissioner Menard mentioned a very loud rattling noise that he thought was coming from an A/C unit. It was from an exhaust fan and has been addressed.

e.) Pool & Recreation Committee Report

- Committee Members: Anne Popek, Michael Hixenbaugh, and Commissioners Saunderson, Menard and Micheli.
- Meet per brochure schedule.
- Focus on re-developing programs for underserved demographics including teens, tweens, adult, and seniors, especially in-house programming.
- Marketing checklists and program development tool will be utilized.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District – tabled.
- b.) Discussion of Park Security – Commissioner Menard is still making contacts and researching, and Director Hixenbaugh will work with the district's attorney to outline county enforcement – tabled.
- c.) Discussion of Surveillance Cameras – good quality cameras - tabled.
- d.) Discussion of an Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District – tabled.

NEW BUSINESS

- a.) Commissioner Berntsen made a motion to approve Ordinance #24-5-1: "An Ordinance adopting a combined annual budget and appropriating such sums of money for the corporate and recreational program purposes of the Butterfield Park District, DuPage County, State of Illinois for the 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 the Childcare Program Agreement at Butterfield School between the Lombard Elementary School District 44 and the Butterfield Park District pending attorney review; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 7:36 p.m. Commissioner Menard made a motion to enter into Executive Session for the purposes of personnel, land acquisition, and potential litigation; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 7:57 p.m. Commissioner Berntsen made a motion to resume the regular board meeting; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

ACTION TO BE TAKEN FROM CLOSED MEETING

None.

MOTION TO ADJOURN

At 7:59 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Micheli.

Upon a roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____