



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MONDAY, JULY 28th, 2025
NORTHFIELD COMMUNITY CENTER
6:30 PM
APPROVED AUGUST 25TH, 2025**

AGENDA

1. Roll Call
 - a. At 6:30pm the meeting was called to order.
 - i. A roll call was made
 - ii. **Present Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave (remote), Pullins
 - iii. **Absent Commissioners:**
 - iv. **Also Present:** Staff member Byron
 - b. Approval of Remote Attendance for Commissioner Pave due to employment purposes
 - i. **Motion:** Commissioner Brandel made a motion to approve remote attendance by Commissioner Pave due to employment reasons
 - ii. **Second:** Commissioner Kennedy seconded the motion. A roll call vote was made.
 - iii. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
 - iv. **Voting Nay Commissioners:** None
 - v. **Absent Commissioners:**
 - vi. **Abstaining Commissioners:** None
 - vii. **Motion Passed**
2. Approval / Additions to Agenda
 - a. None
3. Correspondence
 - a. None Received
4. Audience Comments
 - a. Charlie Orth wanted to pass along thanks from Kathy Estabrooke regarding the ceremony for Chief Lustig, and complimented the Park District on another great summer full of community events.
5. Director's Report

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's Administrative Office, 401 Wagner Road, Northfield, IL Monday through Friday from 9:00 a.m. to 5:00 p.m. at least 48 hours prior to the meeting. Telephone number 847-446-4428; Fax number 847-446-4431. Access for the hearing impaired is through Illinois Relay Services at 1-800-526-0857; requests for a qualified interpreter require five (5) working days advance notice.

- a. Consideration to Approve Budget Ordinance #07-28-25-01
 - i. **Motion:** Commissioner Klein made a motion to approve Budget Ordinance #07-28-25-01
 - ii. **Second:** Commissioner Manojlovski seconded the motion. A roll call vote was made.
 - iii. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
 - iv. **Voting Nay Commissioners:** None
 - v. **Absent Commissioners:**
 - vi. **Abstaining Commissioners:** None
 - vii. **Motion Passed**
 - b. Consideration to Approve Resolution #07-28-25-02 Authorizing the Submittal of an OSLAD Grant
 - i. **Motion:** Commissioner Brandel made a motion to approve Resolution #07-28-25-02 Authorizing the Submittal of an OSLAD Grant
 - ii. **Second:** Commissioner Kennedy seconded the motion. A roll call vote was made.
 - iii. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
 - iv. **Voting Nay Commissioners:** None
 - v. **Absent Commissioners:**
 - vi. **Abstaining Commissioners:** None
 - vii. **Motion Passed**
 - c. Informational Items
 - i. Director Byron updated the Board on permitting for the Willow Park project, stating that once the MWRD permit is issued, the Village permit should follow soon thereafter which will allow the project to start.
 - ii. Director Byron discussed a public meeting date for the proposed pocket park, stating that this is a necessary part of the OSLAD Grant application process. The Board agreed to hold the meeting on August 25th, 5:30-6:30pm at the Community Center. Commissioner Kennedy suggested signage in the off-leash dog area to promote the meeting.
6. Consent Agenda
- a. Approval of June 23rd, 2025, Administrative and Finance Committee Minutes
 - b. Approval of June 23rd, 2025, Regular Board Meeting Minutes
 - c. Approval of Cash Expenditures for Month of June 2025
 - i. **Motion:** Commissioner Klein made a motion to approve the Consent Agenda
 - ii. **Second:** Commissioner Brandel seconded the motion. A roll call vote was made.
 - iii. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
 - iv. **Voting Nay Commissioners:** None
 - v. **Absent Commissioners:**
7. Agency Reports
- a. Finance
 - i. Director Byron mentioned that year-end financials won't be finalized for another few months as expenses are still being accrued back to the prior fiscal year.
 - b. Recreation / Park Grounds and Facilities

- i. Director Byron provided a brief update from the Parks & Rec team, highlighting fitness memberships, special events, and summer camp.
- ii. A discussion regarding the CIT program was initiated by Commissioner Kennedy. Commissioner Brandel stated that the purpose of the program should be to offer an affordable program that teaches life skills, and that it is not a guarantee of future employment as a camp counselor.

8. Board Member Comments

- a. Commissioner Kennedy thanked Commissioner Klein for his long tenured service to the Park Board. Director Byron shared the same sentiment from staff.
- b. Commissioner Kennedy asked Board members to send her names of potential candidates to fill the Board vacancy, as this is Commissioner Klein's last meeting before moving out of Northfield.
- c. Commissioner Pullins asked about signage in the off-leash dog area to help explain what to do in the instance of an issue or attack by another dog. Director Byron noted that the information on calling the police is on all the signs that are posted at each entrance to the area. After further discussion about incidents in that area, it was suggested that signs be posted to make patrons aware that the off-leash privilege could be in jeopardy if owners are unable to control their dogs when off-leash.
- d. A discussion was had regarding a future referendum and navigating the possibility of a School District 29 referendum for Middlefork School. Currently the Board still plans to target March 2026 for another attempt at a limiting rate referendum.

9. Adjournment

- a. **Motion:** Commissioner Klein made a motion to adjourn at 8:04pm
- b. **Second:** Commissioner Pave seconded the motion.
- c. A voice vote showed unanimous approval
- d. **Motion Passed**