



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MEETING MINUTES
MONDAY, APRIL 28th, 2025
NORTHFIELD COMMUNITY CENTER
6:30 PM
APPROVED MAY 19th, 2025**

AGENDA

1. Roll Call
 - a. At 6:30pm the meeting was called to order.
 - b. A roll call was made
 - c. **Present Commissioners:** Brandel, Kennedy, Lutz, Manojlovski, Pave
 - d. **Absent Commissioners:** Klein
 - e. **Also Present:** Staff member Byron, Commissioner Elect Pullins
2. Approval / Additions to Agenda
 - a. None
3. Correspondence
 - a. None
4. Audience Comments
 - a. See sign in sheet for audience members
 - b. Caucus representatives in attendance to welcome new Commissioners
5. Director's Report
 - a. Commissioner Oath of Office
 - i. Director Byron provided described the process for swearing in newly elected Commissioners. The Oath of Office was taken by Commissioners Lutz and Pullins.
 - ii. Newly elected Commissioner Pullins joined the meeting at 6:35pm after taking the Oath of Office.
 - b. Consideration of Contract Awards for the Willow Park Phase II Improvements
 - i. Director Byron provided a summary of the results from the bid opening held on April 16th for the Willow Park Gazebo. After conducting reference checks and a scope review, staff recommend awarding a contract for Architecture to the lowest bidder, Kaminski Architects, in the amount of \$167,095.72.
 - ii. **Motion:** Commissioner Kennedy made a motion to award a contract for Architecture to Kaminski Architects, in the amount of \$167,095.72.
 - iii. **Second:** Commissioner Pave seconded the motion. A roll call vote was made.
 - iv. **Voting Aye Commissioners:** Brandel, Kennedy, Lutz, Manojlovski, Pave, Pullins
 - v. **Voting Nay Commissioners:** None
 - vi. **Absent Commissioners:** Klein
 - vii. **Abstaining Commissioners:** None
 - viii. **Motion Passed**

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- c. Referendum Update
 - i. Staff and Board discussed the referendum results from Paril 1st, where the limiting rate increase did not pass by a slim margin of 2.6%. With the outcome being so close, there is desire to consider another attempt in the future. Commissioner Kennedy suggested creating a sub-committee to focus on a potential future referendum and there was consensus to move forward with that. A regular dialogue with the District 29 Board of Education was recommended as they are also considering a referendum for Middlefork School.
- d. Informational Items
 - i. Director Byron informed the Board that the Pony field backstop netting canopy is scheduled for review by the Village Architectural Commission on May 12th.
 - ii. Director Byron updated the Board on permit approvals being delayed for the Willow Park project. The project is now anticipated to start in June or July once all permits have been issued.
 - iii. Director Byron discussed the timeline for review of the 20256-2026 budget.
 - iv. Director Byron updated the Board on plan development for the new pocket park, as well as the goal of applying for an OSLAD grant this summer.
- 6. Consent Agenda
 - a. Approval of March 17th, 2025, Regular Board Meeting Minutes
 - b. Approval of Cash Expenditures for Month of March 2025
 - i. **Motion:** Commissioner Pave made a motion to approve the consent agenda
 - ii. **Second:** Commissioner Brandel seconded the motion.
 - iii. A voice vote showed unanimous approval
 - iv. **Motion Passed**
- 7. Agency Reports
 - a. Finance
 - i. Director Byron stated that the financial reports are on track and the Board had no questions.
 - b. Recreation / Park Grounds and Facilities
 - i. Director Byron briefly highlighted the report, noting that all field use has begun, cmap registration is going well, and afterschool programs are well attended for the remainder of the school year.
- 8. Board Member Comments
 - a. None
- 9. Adjournment
 - a. **Motion:** Commissioner Pave made a motion to adjourn the meeting at 7:24pm.
 - b. **Second:** Commissioner Kennedy seconded the motion.
 - c. A voice vote showed unanimous approval
 - d. **Motion Passed**