



**NORTHFIELD PARK DISTRICT  
REGULAR BOARD MEETING  
MEETING MINUTES  
MONDAY, MAY 19<sup>th</sup>, 2025  
NORTHFIELD COMMUNITY CENTER  
6:30 PM  
APPROVED JUNE 23<sup>rd</sup>, 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, Klein, Lutz, Manojlovski, Pave, Pullins
  - d. **Absent Commissioners:**
  - e. **Also Present:** Staff members Byron and Reuter
2. Approval / Additions to Agenda
  - a. None
3. Correspondence
  - a. None
4. Audience Comments
  - a. See sign in sheet for audience members
  - b. Charles Orth commented on certain factors that may have affected the outcome of the Park District referendum, and said to keep up the good work.
5. Director's Report
  - a. Consideration to Approve Officer and Committee Appointments
    - i. Director Byron presented the proposed slate of officers and committees.
    - ii. **Motion:** Commissioner Klein made a motion to approve the slate and appoint the officers and committees as presented.
    - iii. **Second:** Commissioner Kennedy seconded the motion. A roll call vote was made.
    - iv. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
    - v. **Voting Nay Commissioners:** None
    - vi. **Absent Commissioners:**
    - vii. **Abstaining Commissioners:** None
    - viii. **Motion Passed**
  - b. Consideration to Approve Regular Board Meeting Dates for Fiscal Year 2025-2026
    - i. Director Byron presented the proposed Regular Board Meeting schedule for the 2025-2026 Fiscal Year that begins July 1<sup>st</sup>.
    - ii. **Motion:** Commissioner Brandel made a motion to approve the proposed meeting dates.
    - iii. **Second:** Commissioner Pullins seconded the motion. A roll call vote was made.
    - iv. **Voting Aye Commissioners:** Brandel, Kennedy, Klein, Lutz, Manojlovski, Pave, Pullins
    - v. **Voting Nay Commissioners:** None
    - vi. **Absent Commissioners:**
    - vii. **Abstaining Commissioners:** None
    - viii. **Motion Passed**

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- c. Committee Meeting Date Discussion
    - i. Director Byron proposed dates for the upcoming committee meetings, and after discussion it was decided that the Administrative & Finance Committee will meet on June 23<sup>rd</sup> at 5:30pm to review the FY 25-26 tentative budget. It was recommended that a meeting between Park District and District 29 liaisons be scheduled prior to scheduling the first meeting of the FUND the Future Committee.
    - ii. A brief discussion was held regarding a future referendum. At this time, there was agreement amongst the Board that the March 2026 election is the current target for another attempt at a limiting rate referendum.
  - d. Informational Items
    - i. Director Byron provided updates on the Willow Park Phase 2 project, mentioning that permits are starting to be approved and staff are hopeful that late-June or early-July is still a realistic time frame for construction to begin. Byron also stated that staff are still in talks with IDNR regarding the language of the lease for the Tower Road right-of-way, and working to get clarification on whether it is eligible for OSALD Grant consideration. Grant applications are due by September 30<sup>th</sup>. Lastly, Byron mentioned that the netting canopy has been approved by the Village of Northfield and staff are working with potential contractors to finalize their cost estimates.
6. Consent Agenda
- a. Approval of April 28<sup>th</sup>, 2025, Regular Board Meeting Minutes
  - b. Approval of Cash Expenditures for Month of April 2025
    - i. **Motion:** Commissioner Brandel made a motion to approve the consent agenda
    - ii. **Second:** Commissioner Klein 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. Superintendent Reuter briefly highlighted the report including:
      - 1. Fitness memberships steady
      - 2. Field use at Willow Park is in full swing.
      - 3. Summer camp registrations are still steadily coming in
      - 4. Before/After School programs will come to an end soon
      - 5. HVAC repairs were made to the Community Center and the system is functioning much better.
8. Adjournment
- a. **Motion:** Commissioner Brandel made a motion to adjourn the meeting at 7:08pm.
  - b. **Second:** Commissioner Kennedy seconded the motion.
  - c. A voice vote showed unanimous approval
  - d. **Motion Passed**