



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MEETING MINUTES
MONDAY, JANUARY 13th, 2025
NORTHFIELD COMMUNITY CENTER
6:30 PM
APPROVED FEBRUARY 14th, 2025**

AGENDA

1. Roll Call
 - a. At 6:30pm a roll call was made
 - b. **Present Commissioners:** Brandel, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - c. **Absent Commissioners:** Klein
 - d. **Also Present:** Staff members Byron, Guillen
2. Approval / Additions to Agenda
 - a. None
3. Correspondence
 - a. None
4. Audience Comments
 - a. See sign in sheet for audience members
 - b. Charlie Orth complimented the board and staff the Outdoor Ice Rink at Clarkson Park, the park lighting event and all the nice community gatherings. He closed by saying "Keep up the good work".
5. Director's Report
 - a. Willow Park Project Update
 - i. Director Byron informed the Board that the Willow Park project received approval from the Village Board at their December meeting. The bidding timeline was presented with the goal to award contracts at the February Board meeting.
 - ii. The village meeting was great, very supportive, and a sign of great agency partnership.
 - b. Consideration to approve Paid Leave for All Workers Policy
 - i. Director Byron gave an overview of the policy, and informed the Board that the Village of Northfield will likely consider an exemption for park districts at their January 21st meeting. If exempt, the policy will repeal itself.
 - ii. **Motion:** Commissioner Brandel made a motion to approve 3-17 Paid Time Off – Part Time II & III Employees
 - iii. **Second:** Commissioner Filoramo seconded the motion. A roll call vote was made.
 - iv. **Voting Aye Commissioners:** Brandel, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - v. **Voting Nay Commissioners:** None
 - vi. **Absent Commissioners:** Klein
 - vii. **Abstaining Commissioners:** None
 - viii. **Motion Passed**
 - c. Consideration of an Ordinance Providing for the Submission of a Limiting Rate Increase Ballot Question to the Voters of the District at the April 1, 2025 Consolidated Election

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.

- i. Director Byron provided background on the topic and reviewed the survey results with the Board. After a brief discussion, the Board entertained a motion for Ordinance No. 01-13-25-01A
- d. **Motion:** Commissioner Pave made a motion to approve Ordinance No. 01-13-25-01A Providing for the Submission of a Limiting Rate Increase Ballot Question to the Voters of the District at the April 1, 2025 Consolidated Election
 - i. **Second:** Commissioner Manojlovski seconded the motion. A roll call vote was made.
 - ii. **Voting Aye Commissioners:** Brandel, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - iii. **Voting Nay Commissioners:** None
 - iv. **Absent Commissioners:** Klein
 - v. **Abstaining Commissioners:** None
 - vi. **Motion Passed**

6:49 Charlie Orth Left

A discussion was held regarding the next steps on referendum community engagement:

- a. Postcard mailing to update residents that the survey is completed, and the ordinance has been adopted.
- b. On the same postcard add a QR code providing more information explaining that Village & Park District are separate agency/taxing body, showcase accomplishments and financial responsibility, and encourage people to attend future board meetings.
- c. The postcard mailing should be mailed mid-February before the next board meeting.
- d. Email and social media communication should begin in February.
- e. Consideration to repeal and replace Ethics Ordinance
 - i. Director Byron gave a brief summary of the current ordinance that was passed in 2004 and recommended the replacement of said ordinance with Ordinance No. 01-13-25-02.
 - ii. **Motion:** Commissioner Kennedy made a motion to approve Ethics Ordinance No. 01-13-25-02
 - iii. **Second:** Commissioner Pave seconded the motion. A roll call vote was made.
 - iv. **Voting Aye Commissioners:** Brandel, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - v. **Voting Nay Commissioners:** None
 - vi. **Absent Commissioners:** Klein
 - vii. **Abstaining Commissioners:** None
 - viii. **Motion Passed**

6. Consent Agenda

- a. Approval of November 18th, 2024, Regular Board Meeting Minutes
- b. Approval of Cash Expenditures for Months of November and December 2024
 - i. **Motion:** Commissioner Pave 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, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - iv. **Voting Nay Commissioners:** None
 - v. **Absent Commissioners:** Klein
 - vi. **Abstaining Commissioners:** None
 - vii. **Motion Passed**

7. Agency Reports

- a. Finance
- b. Recreation / Park Grounds and Facilities
 - i. Director Byron provided highlights from the report, including that the outdoor ice rink at Clarkson Park is now open.
 - 1. Homework club -14 kids are registered. Staff will explore adding a punch card system.

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2. Nada Becker officially retired on 12/31/24; Sammie Jacob is the lead on Marketing, Dan Faust took over the community engagement, and Megan Pasquarelli continues to be in charge of recreation and facility rentals.
 3. Jim Reuter is coming back Monday, January 20th after his parental leave.
8. Adjournment
- a. **Motion:** Commissioner Pave made a motion to adjourn the meeting at 7:43 pm.
 - b. **Second Commissioner Brandel seconded the motion.** A roll call vote was made
 - c. **Voting Aye Commissioners:** Brandel, Filoramo, Kennedy, Lutz, Manojlovski, Pave
 - d. **Voting Nay Commissioners:** None
 - e. **Absent Commissioners:** Klein
 - f. **Abstaining Commissioners:** None
 - g. **Motion Passed**