



The mission of the Crete Park District is to enrich the lives of individuals and families in the community through the provision of services, facilities, and programs which improve the quality of life for the residents of Crete and surrounding areas.

Crete Park District
Board of Commissioners
Monthly Meeting Minutes
October 18, 2023

The Efficiency Committee Meeting was called to order at 7pm by President Laura Stawicki
Pledge of Allegiance

Roll Call: Jen Smith, Mike Smith, Laura Stawicki, Sheila Einhorn. Katrina Siefert, Kerry Morgan, Renee Chavez, Janel Geary, Andy Biesterfeld. Carrie Sharma was absent.

The Purpose of the Efficiency Committee was stated with a general overview of the governing statutes, ordinances, rules, procedures, powers and jurisdiction of Park Districts in the State of Illinois. Best practices that the Crete Park District follows are to have an Operations Manual, board policies and procedures, ordinances and resolutions, personnel policies and employee manual, safety and risk management policies, strategic planning and an annual report/audit.

Future meeting for the Efficiency Committee are:

February 21, 2024 at 7pm at 737 W. Exchange

April 17, 2024 at 7 pm at 737 W. Exchange

J. Smith moved and M. Smith seconded a motion to adjourn the meeting at 7:20 pm. All present voted aye.

The regular month meeting of the Board of Commissioners was call to order at 7:26 pm by President Laura Stawicki.

Roll Call: Jen Smith, Mike Smith, Sheila Einhorn, Laura Stawicki, Carrie Sharma was absent.

Others Present: Renee Chavez, Andy Biesterfeld, Janel Geary.

Public Comment: none

J. Smith moved and M. Smith seconded a motion to approve the minutes from the September 20, 2023, Regular Board Meeting

C. Sharma Absent

J. Smith Aye

M. Smith Aye

L. Stawicki Aye

S. Einhorn Aye

Motion Carried 4 Aye 1 Absent 0 No 0 Abstain

Monthly financial reports, as presented; Supt. Biesterfeld stated that the large payout in the Fund balance reflects the payment for the Fitness Court, other than that the numbers are typical of this time of year.

J. Smith moved and M. Smith seconded a motion to approve the Treasurer's Report.

C. Sharma Absent



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J. Smith Aye
M. Smith Aye
L. Stawicki Aye
S. Einhorn Aye
Motion Carried 4 Aye 1 Absent 0 No 0 Abstain

J. Smith moved and M. Smith seconded the motion to approve payment of the bills from September 15, - October 18, 2023 which may include travel and lodging, in the amount of \$213,506.62 On a Roll Call vote

C. Sharma Absent
J. Smith Aye
M. Smith Aye
L. Stawicki Aye
S. Einhorn Aye
Motion Carried 4 Aye 1 Absent 0 No 0 Abstain

J. Smith moved and M. Smith seconded a motion to approve the payment of payroll from - September 15- October 18, 2023, in the amount of \$36,587.88.

C. Sharma Absent
J. Smith Aye
M. Smith Aye
L. Stawicki Aye
S. Einhorn Aye
Motion Carried 4 Aye 1 Absent 0 No 0 Abstain

Action Items

ORDINANCE 2324-1.2

J. Smith moved and L. Stawicki seconded a motion to approve Ordinance 2324-1.2 AN ORDINANCE providing for the issue of not to exceed \$425,000 General Obligation Limited Park Bonds of the Crete Park District, Will County, Illinois for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

On a Roll Call:

C. Sharma Absent
J. Smith Aye
M. Smith Aye
S. Einhorn Aye
L. Stawicki Aye
Motion Carried 4 Aye 1 Absent 0 No 0 Abstain

RESOLUTION: 2324 2.1



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J. Smith moved and L. Stawicki seconded a motion to approve A RESOLUTION Amending the Personnel Policy Handbook SECTION 3 Time Off Benefits Holidays (Section 3.1) Part-Time Employees.

On a roll call vote:

C. Sharma Absent

J. Smith Aye

M. Smith Abstain

L. Stawicki Aye

S. Einhorn Aye

Motion Carried 3 Aye 1 Absent 0 No 1 Abstain

Reports

Parks and Planning: The New Parks Supervisor started on October 2. He is getting his feet wet with operations and organizing the shop. Pickleball; the sod looks good, and the acoustic fence was installed. The lighting at Heritage Park has been fixed. Under Capital planning, the Pickleball courts are complete except for signage, and the Story Walk project is complete. The parks committee will work on updating the capital plan to reflect new projects up to 10 years for bond planning. The information on the Levy has been received from the attorney and we will hold a Truth and Taxation Hearing.

Recreation: We are working with CM201U to offer fitness and wellness classes to their employees and will begin our walking club on November 6 in the High School. Supervisor Metzner has been hired as the full-time Recreation Supervisor. We are looking to fill the part-time position that he previously held. Working to complete the necessary items on the PDRMA list to receive the last incentive installment.

Director: Thank you to Laura Stawicki and Jen Smith for attending the Story Walk Grand Opening. There has been a review of the U of I study, and the next step is looking deep into the data and using it for strategic planning.

President Report: President Stawicki was impressed with the turn-out at the Story Walk grand opening and stated that the review of the U of I study was interesting.

Future meeting dates:

- November 1, 2023 – Committee of the Whole 7 pm.
- November 15, 2023 Regular Board Meeting 7 pm
- December 6, 2023 Holiday Party 4:30 pm
- January 11, 2024 Finance Committee 6 pm
- January 18, 2024 Regular Board Meeting 7 pm

Old Business –

Rental Approval. The board does not have to have a formal vote on every individual request for rentals that want to charge a fee. The can advise the staff as to the approval.

New Business –



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Park Ordinances – there is a document with the park ordinances that we will begin to look at and approve. We are looking forward to having a comprehensive plan proposal for the board to consider.

J. Smith moved and S. Einhorn seconded a motion to adjourn the meeting at 7:50 pm all commissioners present voted Aye.

Submitted by;
Janel Geary, CPRP
Superintendent of Recreation

Laura Stawicki

President

J. Smith

Secretary

11/15/23

Date Approved