



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
Budget Workshop and Regular Board Meeting Minutes
March 20 2024

The Budget Workshop meeting was called to order at 6:04 pm by President Laura Stawicki

Pledge of Allegiance

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

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

Public Comment: None

Superintendent Biesterfeld presented the budget. He reviewed the current budget and end of the year projections, and how they factor into the working budget for the 2024-2025 fiscal year. He presented fund by fund. The District continues to work on the tax levy to allocate the tax monies better. We will likely still make adjustments for 2 more years. This is not a complete budget yet, but will be more refined as the monthly utility bills come in.

The Regular board meeting began at 6:41 pm.

J. Smith moved and M. Smith seconded a motion to approve the minutes from the February 21, 2024 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 for February as presented by Supt. Biesterfeld. All Tax money and the ARPA grant are in. Fitness Court expenses should fall into the next fiscal year.

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

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 the motion to approve payment of the bills from February 22 – March 20, 2024 which may include travel and lodging, in the amount of \$31,964.46 On a Roll Call vote

C. Sharma Absent

J. Smith Aye

M. Smith Aye



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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 – February 17 – March 20, 2024 in the amount of \$36,088.98.

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

Reports

Parks and Planning

Supt. Biesterfeld reported the half of the pickleball nets are up due to the warmer weather. Parks Supervisor Braun received a quote for the tear down, removal (not including electrical shut-off) and re-seeding of the greed shed of \$3500. Supt. Biesterfeld feels this is a fair price and will have further discussion at the Parks Committee meeting. The fields are being seasonally prepared as teams are beginning to have rentals for practices and games, and micro soccer and flag football will be beginning. Work has begun on looking for grants for the bike trail for next year. The pickleball lights will be a bigger upgrade as the junction boxes will also be upgraded. This should be completed by the end of May.

We have joined HR Source for the remainder of the fiscal year. We received a good discount from the IAPD/IPRA Soaring to New Heights Conference. We had our initial meeting and found there are many things we can do better. Finance Asst. Wiater is doing a great job of organizing all the information. We will look at the fees to join for next year.

Recreation

The egg hunts are coming up this weekend. If anyone wants to volunteer contact Supervisor Metzner. Supt. Geary stated that Metzner is taking the lead on the event and is confident it will be a success in her absence. Supt. Geary noted all the upcoming special and cooperative events this spring. Earth Day has expanded to include cooperation with the Crete Police Department and Trinity Lutheran Church, The Pickleball Courts Grand Opening is on April 19 and we are co-sponsoring the Juneteenth Celebration with the School District and Monee Parks and recreation.

Soccer will be beginning in April and numbers are up 49% from last year. Supervisor Ericson is working on the fields to prepare for the sports season at Heritage Park.

Director's Report

Marketing: We have increased the number of e-booklets that will go out per year to six, since there is no mailing costs. We can track the click-through rates and views of the brochure to



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gather an idea of how well they are doing. The change in registration software has directly affected the sponsorships and marketing.

Recreation: We are rebranding our preschool to ABC Play which will focus more on the play, since this is where our expertise and funding are. We are working to increase the emerging programs. We have reached 75% of our registration online. Rentals are still mostly done in-house, however we have had a few online.

Business: Re-iterate the need for HR Source as we do not have a full-time employee dedicated to HR. Long range we need to consider budgeting for some time of planning each fiscal year (HR, Strategic, Capital, etc). We are working on our library of information requested by Campfire Concepts for our strategic plan.

Parks: The Fitness Court will be the first portion of the Swiss Valley project. We will look to go for an OSLAD grant in the future for the next phases. We will begin to have public meetings.

President's Report

President Stawicki presented the next steps for the Director Evaluation. Stawicki and Sharma will meet to look at the collective evaluations and develop a recommendation to the board. The board will meet to discuss and present to Director Chavez. Can be done at the April Board Meeting.

The Board Members Responsibilities sheet from the IAPD Board Self-evaluation workshop was presented. J. Smith thanks Stawicki and said it was a nice refresher. Stawicki asked that Chavez share the board self-evaluation binder with Commissioner Einhorn as she was not part of that workshop.

Future meeting dates:

April 3, 2024	Parks Committee	6 pm
April 17, 2024	Efficiency Committee	7 pm
	Regular Board Meeting	Immediately following

Old Business

The Park Ordinances are being reviewed by PDRMA.

New Business

The change in committee structure and regular board meeting schedule was presented for review.

J. Smith moved and S. Einhorn seconded a motion to adjourn the meeting at 7:20 pm all commissioners present voted Aye.

Submitted by;
Janel Geary
Superintendent of Recreation



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President

Russ Stauri

Secretary

Date Approved