



**CRETE PARK DISTRICT**

Board of Commissioners  
Regular Board Meeting Minutes  
October 16, 2024

The meeting called to order at 6:03 pm by President Laura Stawicki.

Pledge of Allegiance

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

Others present: Renee Chavez, Andy Biesterfeld

Special Guest: O'Neil & Gaspardo, LLC Brett Moeller

Brett presented a draft audit and letter of review. He highlighted items on page 8 that cover the high-level overview of the district and page 11 on the district net position. No questions were asked so the final audit will be approved at the November Park Board meeting.

**J. Smith moved and S. Einhorn seconded a motion to approve the minutes from the September 18, 2024, Regular Board Meeting, and minutes from October 2, 2024, Business Committee meeting.**

C. Sharma Absent            J. Smith Aye  
M. Smith Absent            L. Stawicki Aye  
S. Einhorn Aye  
Motion Carried        3 Aye 0 No 0 Abstain

Monthly financial reports for September were presented.

**J. Smith moved and S. Einhorn seconded a motion to approve the Treasurer's Report.**

C. Sharma Absent            J. Smith Aye  
M. Smith Absent            L. Stawicki Aye  
S. Einhorn Aye  
Motion Carried        3 Aye 0 No 0 Abstain

**J. Smith moved, and S. Einhorn seconded a motion to approve the payment of additional bills from**

**May 1 - August 31, 2024**

**May 2023 - April 2024**

C. Sharma Absent            J. Smith Aye  
M. Smith Absent            L. Stawicki Aye  
S. Einhorn Aye  
Motion Carried        3 Aye 0 No 0 Abstain



**CRETE PARK DISTRICT**

**J. Smith moved, and S. Einhorn seconded a motion to approve payment of the bills for September 2024, which may include travel and lodging, of \$81,001.98.**

<b>C. Sharma Absent</b>	<b>J. Smith Aye</b>
<b>M. Smith Absent</b>	<b>L. Stawicki Aye</b>
<b>S. Einhorn Aye</b>	
<b>Motion Carried</b>	<b>3 Aye 0 No 0 Abstain</b>

**J. Smith moved and S. Einhorn seconded a motion to approve the payment of payroll for the month of September 2024 in the amount of \$36,469.87**

<b>C. Sharma Absent</b>	<b>J. Smith Aye</b>
<b>M. Smith Absent</b>	<b>L. Stawicki Aye</b>
<b>S. Einhorn Aye</b>	
<b>Motion Carried</b>	<b>3 Aye 0 No 0 Abstain</b>

Action Items

Reports

Business Committee: Presentation of the bond cycle that was discussed at the meeting. January the board will hold the public hearing for the bond.

Parks and Planning: Submitted quotes to PDRMA for property damage to Martin Park. Keeping up with park maintenance with the help of custodian Steve Stolzenbach and a youth seasonal worker.

Recreation: As presented in the written report.

Executive Director: Shared with the board the Campfire Concept reports and the staff excitement for Oct 22 planning day. The district is hosting a meet and greet to help better inform community members about the LWSRA to keep increasing awareness. The district is reviewing and focusing on improving efficiency.

President's Report

President Stawicki shared condolences from Old Plank Trail on the loss of Steve Braun.

Future meeting dates:

November 6, 2024	Committee of the Whole	6 pm
November 20, 2024	Regular Board Meeting	6 pm
December 4, 2024	Holiday Party	4:30 pm

Old Business



**CRETE PARK DISTRICT**

Executive Peer Evaluation Form. President Stawicki shared the timeline. Board members need to have their input completed by December 3<sup>rd</sup>. Reviewed at the Business Committee meeting and recommendations will be brought to the January regular board meeting.

New Business

Andy Biesterfeld reviewed the process for building the Tax Levy which will be presented at the November regular board meeting.

**J. Smith moved and S. Einhorn seconded a motion to adjourn the meeting at 7:01 pm all commissioners present voted Aye.**

Submitted by;  
Renee Chavez  
Executive Director

*Laure Stawicki*  
President

*J. Smith*  
Secretary

11/20/24  
Date Approved