



Crete Park District  
Board of Commissioners  
Regular Board Meeting Minutes  
July 16, 2025

The Regular Meeting of the Crete Park District Board of Commissioners, Will County, Illinois, held at the Administrative Center, 737 W. Exchange Street, Crete, Illinois was called to order at 6:00pm by Vice President June Shy.

Pledge of Allegiance

**Roll Call**

Jennifer Smith – Absent  
Kelly Humbert-Hallin – Present

June Shy – Present  
Sheila Einhorn – Present

Bill Smigel – Present

**Others Present:** Andy Biesterfeld, Executive Director; Janel Geary, Superintendent of Recreation; Jordan Desiderio, Marketing Coordinator; and Kevin Wills, Bernardi Securities.

After the roll was taken, Vice President June Shy announced that the first item on the agenda is a public hearing to receive public comments on the proposal to sell \$1,750,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

Vice President June Shy opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows:

- Anticipated OSLAD grant funding for Lincolnshire East Park
- Improvements at Swiss Valley Park, Crete Park, and Heritage Park
- Various equipment needs for maintaining the park system

Whereupon Vice President June Shy asked for additional comments from the park commissioners. **No commissioner provided comment.**

Whereupon Vice President June Shy asked the secretary to read written testimony into the record. **No written testimony was given.**

Whereupon Vice President June Shy asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. **No oral testimony or public comment was given.**

Vice President June Shy then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

K. Humbert-Hallin moved and B. Smigel seconded a motion that the hearing be finally adjourned. Discussion: None.

J. Smith – Absent

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

**Motion Passed**

**4 Aye; 0 Nay; 0 Abstain**

Whereupon Vice President June Shy declared the motion carried and the hearing was finally adjourned.

**Regular Meeting Public comment:** None.

Kevin Wells from Bernardi Securities presented an overview of the process and reasons why park districts issue general obligation bonds.

#### **Approval of Meeting Minutes**

K. Humbert-Hallin moved, and B. Smigel seconded a motion to approve the minutes from the June 18, 2025 regular board meeting.

|                   |                         |
|-------------------|-------------------------|
| J. Smith – Absent | K. Humbert-Hallin – Aye |
| J. Shy – Aye      | S. Einhorn – Aye        |
| B. Smigel – Aye   |                         |

**Motion Passed      4 Aye; 0 Nay; 0 Abstain**

#### **Presentation of Financial Reports**

Executive Director Biesterfeld provided an overview of the Profit and Loss report and the Budget vs. Actual. Biesterfeld did a comparison of this year's financials vs last year's to date and it shows that we are about \$85,000 ahead of last year at this time.

B. Smigel moved and K. Humbert-Hallin seconded a motion to approve the June 2025 Treasurer's Report.

|                   |                         |
|-------------------|-------------------------|
| J. Smith – Absent | K. Humbert-Hallin – Aye |
| J. Shy – Aye      | S. Einhorn – Aye        |
| B. Smigel – Aye   |                         |

**Motion Passed      4 Aye; 0 Nay; 0 Abstain**

#### **Payment of Bills and Payroll**

K. Humbert-Hallin moved, and B. Smigel seconded a motion to approve the payment of bills from June 1-30, 2025 which may include travel and lodging of \$61,607.61.

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|-------------------|-------------------------|
| J. Smith – Absent | K. Humbert-Hallin – Aye |
| J. Shy – Aye      | S. Einhorn – Aye        |
| B. Smigel – Aye   |                         |

**Motion Passed      4 Aye; 0 Nay; 0 Abstain**

S. E. moved and K. Humbert-Hallin seconded a motion to approve the payment of payroll from June 1 – 30, 2025 in the amount of \$47,617.90

|                   |                         |
|-------------------|-------------------------|
| J. Smith – Absent | K. Humbert-Hallin – Aye |
| J. Shy – Aye      | S. Einhorn – Aye        |
| B. Smigel – Aye   |                         |

**Motion Passed      4 Aye; 0 Nay; 0 Abstain**

#### **Reports**

**Executive Director:** Executive Director Biesterfeld highlighted the budget process in his report. He will receive a preliminary report from Will County to work on the tax levy. **Community Image:** The Administration team has been active in local meetings, Geary and Desiderio at Farmers Markets and local meetings, and Biesterfeld attended the village meetings and walked the neighborhood around Lincolnshire and will return for a second round later this week. **Service:** Camp numbers that traditionally go down in the second half of summer are up this year and the parks staff have been busy improving our properties. **Management:** We are working on the scorecard for quarter two. **Mission/Vision:** We are having our annual staff appreciation luncheon tomorrow; this includes all staff. **Capital:** Working with Admin Asst. Healy on the OSLAD Grant and completing the paperwork for the grant from Senator Joyce for the Bike Trail.

**Recreation:** Superintendent Geary highlighted the Fire Camp with Crete Fire Department. She was able to be on-site today during the camp and the participants are enjoying it. The Halloween Happening event theme has now been publicized. We are going with the theme "WICKED" since the second movie installment is coming out this fall. We will also be having additional wicked themed programs for youth and teens. To increase revenue during Crete Country Christmas, we will be doing a Parade of Lights Watch Party Raffle. Tickets will go on sale August 1.

**Marketing: Community Engagement:** Coordinator Desiderio highlighted the achievements of our LWSRA Ambassador Emme Humbert-Hallin from her recent trip to the State level Special Olympics and her participation in softball. The latest edition of the Crete Connections has gone out, and this edition focuses on our new Park Board for the Park District pages. **Branding:** We are making progress on updating our new logo in the parks. Desiderio has ordered new field banners, stickers for the gators, a new tent cover and replacement pieces for park signs at Jaycee Park (Crete Park), Lincolnshire and Lions Park. **Program Support:** Very satisfied with the new Halloween Happening post, it is getting more attention than the last one. Currently working on the e-brochure and the Park Pals print brochure to go out in mid-August. **Sponsorships:** We have a new sponsorship banner that will rotate between Heritage Park and the Pickleball courts promoting our sponsorship program.

**Old Business:** Park ordinance review. Biesterfeld is meeting with Village Trustee Siefert this Friday to review the ordinances. They may loop in with the Chief of Police to make sure the policies are manageable for the department to enforce. Commissioner Smigel brought attention to the wording Section 4.25 and 4.29 to investigate. Biesterfeld will look at the calendar and set some dates for future park tours.

**New Business:**

**OSLAD:** Biesterfeld showed the original plan for the Lincolnshire Park OSLAD grant and showed the recently received plan. This one includes more paths through the sensory gardens and has one less playground so that we can have safety surfaces on all playgrounds making this a completely accessible park. A review of how the community input meetings will work and that we may bring the Swiss Valley designs with to show the community that we do listen to requests, even if they cannot be put in the park of choice.

**North Shelter:** Contacts have been made with two playground companies that have shelters that look very similar to the old one for pricing. Biesterfeld has reached out to a local vendor, however, has not received any information yet. Has spoken to a concrete vendor about the concrete for the Pickleball sign and replacing and extending the apron around the north shelter. The current apron is 4 feet and it would be nice to extend to 6 feet so that less wear and tear is done to the grass as people walk around.

**Executive Director Review:** Biesterfeld presented the process for the Executive Director Annual Review. He showed a previous sample and showed how it would work. The plan is for this to coincide with the other staff reviews in January, so the board will begin work on it in November/December. Commissioner Smigel asked if the scorecard that the staff uses could be shared with the board, so they can see the measurables. Biesterfeld will put it on the August agenda.

**Public Comment Policy:** We need to have one in place. Working on the wording, have received a variety of policies from other districts for guidance.

**Personnel Policy Manual:** Patty Wiater has been working on updating and fixing the language in the current manual.

### Action Items

K. Humbert-Hallin moved and B. Smigel seconded a motion to approve Resolution 2526 – 3.2 - A Resolution authorizing an OSLAD Grant Application for the Lincolnshire Park Project.

Discussion: A discussion was had on what the Park District plans to do should the grant not be awarded.

J. Smith – Absent

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

**Motion Passed**


**4 Aye; 0 Nay; 0 Abstain**

### Director/Commissioner Comments

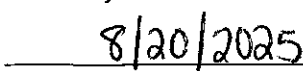
Director Biesterfeld extended thanks to Commissioner Shy for being at the Unplug Play Day Event and working the crowd to promote the OSLAD Grant. Coordinator Desiderio also added that Commissioner Humbert-Hallin was promoting Park Pals at their booth. Biesterfeld also thanked Commissioner Einhorn for participating in the LWSRA Golf Outing. It is great to see all the commissioners out and about in town. The Commissioners thanked Biesterfeld for going out into the neighborhood at Lincolnshire to get out the information about the grant application. Commissioner Shy thanked everyone for their assistance in running her first meeting.

S. Einhorn moved and K. Humbert-Hallin seconded to adjourn the meeting at 7:03 pm. **All commissioners present voted aye.**

Submitted by;  
Janel Geary, CPRP  
Superintendent of Recreation

  
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President

  
\_\_\_\_\_  
Secretary

  
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Date Approved