



Crete Park District
Board of Commissioners
Regular Board Meeting Minutes
October 15, 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 President Jennifer Smith.

Pledge of Allegiance

Roll Call

Jennifer Smith – Present

June Shy – Present

Bill Smigel – Present

Kelly Humbert-Hallin – Present

Sheila Einhorn – Present

Others Present: Andy Biesterfeld, Executive Director; Janel Geary, Superintendent of Recreation

Regular Meeting Public comment: None.

Approval of Meeting Minutes

K. Humbert-Hallin moved, and B. Smigel seconded a motion to approve the minutes from the September 17, 2025, regular board meeting.

J. Smith – Aye

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

K. Humbert-Hallin moved, and B. Smigel seconded a motion to approve the minutes from the October 1, 2025, Parks Committee meeting.

J. Smith – Aye

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

B. Smigel moved, and J. Smith seconded a motion to approve the minutes from October 1, 2025, Recreation Committee meeting.

J. Smith – Aye

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

Presentation of Financial Reports

Executive Director Biesterfeld presented an overview of the financial reports including the up to date profit and loss statement. We are on track. Please note the change in wording for the Bond fund to Debt Service. This will help when we receive grant funding to better track the spending.

K. Humbert-Hallin moved, and J. Shy seconded a motion to approve the September 2025 Treasurer's Report.

J. Smith – Aye

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

Payment of Bills and Payroll

K. Humbert-Hallin moved, and J. Shy seconded a motion to approve the payment of bills from September 1- 30, 2025, which may include travel and lodging of \$58,167.69.

J. Smith – Aye
J. Shy – Aye
B. Smigel – Aye
vendors.

K. Humbert-Hallin – Aye
S. Einhorn – Aye
Discussion: Smigel asked for clarification on the names of some vendors.
Motion Passed 5 Aye; 0 Nay; 0 Abstain

K. Humbert-Hallin moved, and Jennifer Smith seconded a motion to approve the payment of payroll from September 1-30, 2025, in the amount of \$30,729.34

J. Smith – Aye
J. Shy – Aye
B. Smigel – Aye

K. Humbert-Hallin – Aye
S. Einhorn – Aye
Motion Passed 5 Aye; 0 Nay; 0 Abstain

Reports

Executive Director: In addition to the written report, Executive Director Biesterfeld stated that we had some good Marketing Supervisor candidates and are working on a job offer. Onboarding will be clean and crisp as we have worked to make this process more efficient. Third-quarter reviews of staff are also in progress.

Recreation: Superintendent Geary stated that they are working on different avenues to gather information on what the community wants in programming. Fall sports are winding down and finishing their seasons. Crete Park District will be participating in some local Trunk or Treat Events. St. Liborius in Steger, Crete Township, Illinois Lutheran Schools and LWSRA.

Old Business:

- a. Park Ordinances: we continue to look at these.
- b. Executive Director Review
- c. Personnel Policy Manual: The updates will be presented at the November Meeting. This will include the legal updates and the change in the PTO to match the calendar year, not the fiscal year.
- d. Lincolnshire OSLAD, the application has been submitted.
- e. Capital Projects update – the asphalt is complete at Heritage Park parking lot. The guard rail project will be starting soon, as Julie has been out to mark. Working with the insurance company for the North Shelter with the addition of replacing the footings. There will be about a 14-16 week lead time. We hope to be ready for the April rental season.

New Business:

- a. Tax Levy Ordinance. A review of the worksheet was presented and this will be on the November agenda.
- b. Civics University. This is a collaborative program with the 5 taxing bodies. Each entity has a week to provide information on their functions. Crete Park District hosts on October 29 at 6 pm.

Executive Session: none

