



Crete Park District
Board of Commissioners
Regular Board Meeting Minutes
April 15, 2026

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

Public Comment: None

Approval of Meeting Minutes

K. Humbert-Hallin moved, and J. Shy seconded a motion to approve the minutes from March 18, 2026, regular board meeting. Discussion: none

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 J. Smith seconded a motion to approve the minutes from the April 1, 2026, Parks Committee Meeting. Discussion: Smigel asked about the progress of the ADA Audit. Biesterfeld stated that it is just getting started and will be a long process; it's about a 90-page document per facility.

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 J. Shy seconded a motion to approve the minutes from the April 1, 2026, Recreation Committee Meeting. Discussion: Smigel commented on the increase in rentals and asked if there was any way to track why. Geary explained that we have tried tracking through different means, but there is not a consistent reason for the increase. Humbert-Hallin asked how registration for the ABC Play program is coming. Geary explained that we were halfway to the minimum required.

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 the treasurer's report. We are on track to date. Biesterfeld highlighted that the reason for the negative balance in the capitol line is that we are still waiting for the reimbursement of funds for the bike trail guard rail project.

J. Shy moved, and B. Smigel seconded a motion to approve the March 2026 Treasurer's Report.

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

K. Humbert-Hallin – Aye
S. Einhorn – Aye
Motion Passed 5 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 February 1- 28, 2026, which may include travel and lodging of \$95,029.58

Discussion: Smigel asked about the process for returning the deposits for rentals. Biesterfeld explained that as the deposits are paid, they are kept in a liability fund instead of the revenue fund and then returned out of it. If a deposit is kept, there is then a journal entry to reflect movement from the liability to a revenue line. Smigel also asked about the recurring late charge on one of the credit cards. Biesterfeld explained that it is a clerical error on the credit card company's side where they keep applying the payment to a different card in the grouping. He believes the problem has been rectified.

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

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

K. Humbert-Hallin moved, and B. Smigel seconded a motion to approve the payment of payroll from February 1 - 28, 2026, in the amount of \$29,365.54.

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:

Talking Points: We hope to have information on Lincolnshire Park from the engineer by the end of the week. The north shelter project should be completed by May 1. Biesterfeld encourages the board to talk about the re-enacted scholarship program for program participation within the community.

Points of Pride: Biesterfeld is encouraged by the Commissioners' involvement. Internal processes are improving, and our service is picking up.

Culture and Growth: The staff has been able to attend the last few SSPRPA meetings, and it is great to network with and applaud the achievements of other districts and professionals in the field.

Capital Investment: Have spoken with Thorn Creek about working together on reconstructing their area located at Swiss Valley Park. They are still open to it. We will need a new engineering drawing as the last one was too fancy. We will cover long range planning in new business, and we have received another resume for the parks manager position. There will be no summer social this year, however Biesterfeld encourages the board to visit some of the programs, specifically day camp.

Recreation:

Superintendent Geary highlighted a few notes from the written report. Marketing Supervisor Webster should have the new website transition completed by the last week of May. Nutty the Squirrel is getting popular as they are being included in all our branding now. If you haven't had the chance, check out the story line of Nutty and the Easter Bunny on Facebook. Supervisor Metzner is busy with the spring sports beginning this week. Field preparations are also in full swing. We are excited that we are at capacity for food vendors at both Park-a-Palooza and Acorn Fest. Work continues with updating the independent contractor contracts.

Old Business:

- a. Park Ordinances review: Biesterfeld is working on the ordinances and Supervisor Wiater is assisting with the organization and flow of the documents.
- b. Capital Projects Update: as mentioned in Director's Report.

New Business:

- a) Playground Replacement Schedule: Biesterfeld presented an excel sheet showing budget projections for replacing equipment based on the current 20-year replacement schedule. We will begin to take time each month to discuss and work on a plan on how the board would like to prioritize and proceed with replacements for playground equipment. Questions were raised on what parks are being utilized the most, if anything was in the comprehensive plan about this, do we have too many playgrounds, should more parks be open space, and thinking outside the box on providing parks/playgrounds to encourage imaginative play. Commissioners were encouraged to visit the parks in the next month and consider the questions to discuss again next month.

Executive Session: none

Action Items

K. Humbert-Hallin moved, and B. Smigel seconded a motion to pass Ordinance 2526-1.4 - An Ordinance approving the public meeting schedule for the 2026-2027 fiscal year including officers and committee assignments.

Discussion: Commissioners were given the opportunity to look at the dates and state if any of the meetings had a conflict. Committee assignments were reviewed.

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. Shy seconded a motion to pass Resolution 2526-4.2 - A Resolution Authorizing the Executive Director to enter into a 3-year contractual agreement with RecDesk not to exceed 3% annual increases.

Discussion: They have been increasing our costs by 5% annually for the past few years. Biesterfeld opened discussions on this with Rec Desk at the conference, again during the annual review and then had a phone conference with the company to negotiate a better rate.

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 J. Smith seconded a motion to pass Resolution 2526-5.8 - A Resolution to approve the working budget for FY 2026-2027.

Discussion: B. Smigel asked about the large percentage increase in the compensation and benefits line. Biesterfeld stated this was because for the majority of the current fiscal year we have not had a filled parks manager position, and it is included in the next budget. Smigel also inquired about the reduction in the marketing budget. Biesterfeld answered that this is due to a strategic reduction in software costs. Biesterfeld pointed out the direct relationship between revenue and expenses in the recreation programming budget. The question was raised if there was a target percentage that we had. Biesterfeld answered that we aim for a 40% ROI.

J. Smith - Aye	K. Humbert-Hallin - Aye
J. Shy - Aye	S. Einhorn - Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

President Smith discussed the compensation lines. She pointed out that it is budgeted to have a 2.7% COL increase across the board and that there is a merit increase amount budgeted. She stated that Biesterfeld has worked dilligently to process the pay rate data comparable to Crete Park District to come up with the ranges for each position's salary. Blesterfeld will use the merit line to adjust salaries based on merit need to increase to stay in the competitive range for the employees, but the board needs to do that for the Executive Director. She suggested that the board consider giving Executive Director a 1.3% increase in addition to the 2.7% COL.

J. Smith made a motion to increase the Executive Director salary by an additional 1.3% merit increase on top of the 2.7% COL and B. Smigel seconded.

J. Smith – Aye

K. Humbert-Hallin – Aye

J. Shy – Aye

S. Einhorn – Aye

B. Smigel – Aye

Motion Passed

5 Aye; 0 Nay; 0 Abstain

Future Meeting Dates:

May 20, 2026	Regular Board Meeting	6 pm
June 3, 2026	Business Committee Meeting	6 pm
June 17, 2026	Regular Board Meeting	6 pm


Director/Commissioner Comments

Commissioner Humbert-Hallin stated that Emme will be participating in the Crete Memorial Day Parade with LWSRA and track and field starts this coming week.

Executive Director Biesterfeld again thanks the commissioners for their active participation and especially Humbert-Hallin for calling Representative DeLuca and Senator Joyce about our opposition to HB5373/SB3907.

S. Einhorn moved and K. Humbert-Hallin seconded a motion to adjourn the meeting at 7:35pm. **All commissioners present voted aye.**

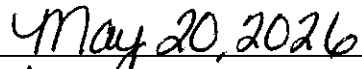
Submitted by;
Janel Geary, CPRP
Superintendent of Recreation



President



Secretary



Date Approved