



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  
Monthly Meeting Minutes  
April 20, 2022

The Meeting was called to order at 5:34 pm by President Linda Johnson.

Pledge of Allegiance

Roll Call: Carrie Sharma, Laura Stawicki, Jen Smith, Linda Johnson, were present. Mike Smith was absent.

Public Comment: None

Others Present: R. Chavez, A. Biesterfeld,

J. Smith moved and L. Stawicki seconded a motion to approve the minutes from the March 2, 2022, meeting. All commissioners present voted Aye.

J. Smith moved and L. Stawicki seconded a motion to approve the minutes from the March 16, 2022, regular board meeting. All commissioners present voted Aye.

Superintendent Biesterfeld presented the monthly financial reports for March. Detailed the account standings and the profit and loss for March.

L. Stawicki moved and J. Smith seconded a motion to accept the monthly Treasurer's Report

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith Aye

L. Johnson Aye

M. Smith: Absent

Motion Carried.      4 Aye      1 Absent      0 No

J. Smith moved and L. Stawicki seconded a motion to approve the payment of the bills from March 12 - April 15, 2022, in the amount of \$18,752.93 which may include travel and lodging.

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith: Aye

L. Johnson Aye

M. Smith: Absent

Motion Carried.      4 Aye      1 Absent      0 No

L. Stawicki moved and J. Smith seconded a motion to approve the payment of payroll for March 25 and April 8, 2022 in the amount of \$31,261.11

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith: Aye

L. Johnson Aye

M. Smith: Absent

Motion Carried.      4 Aye      1 Absent      0 No

Board Self Evaluation: Rescheduled due to absence of Mike Smith.

Staff Reports

Recreation: As presented.

Parks and Planning: As presented

Director: As presented

Action Item:

**Resolution #4-20-22-1**

Approval of Pay Increases Year End April 30, 2023

J. Smith moved and L. Stawicki seconded a motion to approve Resolution #4-20-22-1.

The Personnel Committee makes the recommendation of a 5% increase across the board and allocation of \$6,000 in merit in the general fund and \$4,000 in the recreation fund to be distributed by the Executive Team. Determining factors were current cost of living, staff evaluations and the recommendations were presented with the balanced budget. The Personnel Committee will have their recommendation to the board next year prior to the passing of the budget, this current year it limited the personnel committee recommendation. Discussion took place on the timeline for conducting the Executive Director performance review and merit is not considered until the anniversary date of hire (January). Commissioner Johnson requested the total benefits and compensation package be presented at the Finance Committee meeting.

On a Roll Call Vote:

C. Sharma: No

L. Stawicki: Aye

J. Smith: Aye

L. Johnson No

M. Smith: Absent

Motion failed.

L. Johnson moved to amend Resolution#4-20-22-1; Approval of Pay Increases Year End April 30, 2023, from 5% increase to 3% increase.

Motion failed - no second.

J. Smith moved and L. Stawicki seconded to readdress Resolution #4-20-22-1.

Discussion is held by the board members, with personnel committee discussing in detail the process they went through prior to making the recommendations.

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith: Aye

L. Johnson No

M. Smith: Absent

Motion carried.            3 Aye            1 Absent            1 No

J. Smith moved and L. Stawicki seconded a motion to approve Resolution #4-20-22-2

Approval of Issuing and Adjusting Credit Card Limits

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith: Aye

L. Johnson Aye

M. Smith: Absent

Motion Carried.            4 Aye            1 Absent            0 No

L. Stawicki moved and J. Smith seconded a motion to approve Resolution #4-20-22-3

Declaration of Surplus

On a Roll Call Vote:

C. Sharma: Aye

L. Stawicki: Aye

J. Smith: Aye

L. Johnson Aye  
M. Smith: Absent  
Motion Carried.      4 Aye      1 Absent      0 No

**Old Business:**

Personnel Policies and Procedure Manual: You have Section 1-10 available to review.

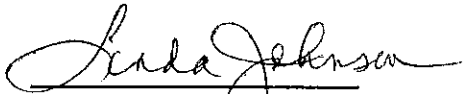
**New Business**

A Biesterfeld presented a draft copy of the RFP for Pickleball Courts in Crete Park. He explained the draft will be updated and presented at the May meeting.


C. Sharma mentioned that the Crete Bulldogs Football and Cheer club are looking for a new location to play.

Board members discussed alternative times to re-schedule the Board Self Evaluation.

J. Smith moved and L. Stawicki seconded the motion to adjourn the meeting at 7:40 pm. All Commissioner present voted aye.

  
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President

  
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Secretary

Date Approved: 5/18/22