



**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF
THE SALT CREEK RURAL PARK DISTRICT HELD IN THE ADMINISTRATION BUILDING AT
ROSE PARK 530 SOUTH WILLIAMS AVENUE, PALATINE, ILLINOIS 60074
SEPTEMBER 13TH, 2022**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: Commissioner Nagel called the meeting to order at 7:00pm.

COMMISSIONERS PRESENT:

Ilene Seligmann – President (Remote)
Paul Nagel - Vice President
Michael Reiss – Treasurer

Victoria West - Commissioner
Patrick McDonough – Commissioner
Pat McGovern – Commissioner

COMMISSIONERS ABSENT: Commissioner Joe Mazzocchi

STAFF PRESENT:

Diane Hilgers – Director of Parks
Chris Paisley - Superintendent of Parks
Kelly Sisco – Superintendent of Recreation

Ashley Medley – Twin Lakes Facility Manager
Nick Cinquegrani – Sports Center GM
Moira Palmer – Superintendent of Finance

APPROVAL OF REGULAR AGENDA – Commissioner Nagel motioned, seconded by Commissioner West to approve the Regular Agenda of September 13th, 2022, with the amendment to move the Year End Audit to Introduction of Guests. The motion carried on a majority vote as follows:

NAYS: None

ABSENT: Commissioner Mazzocchi

GUESTS: Year End Audit Report 2021-2022- Jeff Rollefson – Jeff advised the audit report is slightly different than last year, it is still a modified and clean opinion. The only issue is, with no tax levy and assessed evaluation from Cook County, some numbers will be estimates. The past years number was better than the previous audit. Moira Palmer asked if the filling with the comptroller will be accepted even though we have estimates. Jeff responded we could wait till January to file but does not anticipate it being a problem. Commissioners will have a month to review the audit before being approved at the next meeting.

APPROVAL OF CONSENT AGENDA – Commissioner Nagel motioned, seconded by Commissioner West to approve the Consent Agenda, Approval of Minutes of the Regular meeting of August 9th, 2022, Warrant #5 & Prepay #5 and Treasurers Report. (Commissioner Nagel asked for an amendment to a motion in the August minutes but after reviewing the recording - at 1:20min - Director Hilgers noted to leave it as is). The motion carried on a roll call vote as follows:

AYES: Commissioners McGovern, McDonough, West, Reiss, Nagel and Seligmann.

NAYS: None

ABSENT: Commissioner Mazzocchi

ATTORNEY’S REPORT: None

DEPARTMENT REPORTS:

Director - Diane Hilgers – noted the park district was invited to be a part of the IParks Gap Community safety committee, they will be meeting for the first-time next week. Staff together with our attorney and James Lang, met to better understand TIF districts and discuss as a cohesive group, opportunities with the new development in Arlington Heights. Diane also met with the Village of Arlington Heights to hear concerns regarding the Salt

Creek Lane Property and forging a better relationship and communication with them. She will continue to watch and listen for any updates on the Arlington Development. She reminded the Commissioners that are coming up for re-election on April 4th, 2023, staff will be attending an election workshop and Election Packets will be available for pick up at the October Meeting. Correspondence was passed around.

Superintendent of Maintenance – Chris Paisley advised staff were busy with fall prep. Tees and fairways have been aerified and staff had to deal with a flood at Twin Lakes that closed the park and course for a day for cleanup. An irrigation contractor managed to isolate the break in the water well so this will save staff considerable time and money getting the well up and running. The water heater at Twin Lakes Clubhouse will be replaced as the existing heater is 20+ years. The capital project bid review for the Salt Creek parking lot project was held on August 23rd and staff would like to discuss further under New Business. Commissioner McDonough asked who would be responsible removing the downed tree near the creek. Chris responded that as soon as staff have quieter weeks in the fall they will be taking care of it.

Superintendent of Recreation - Kelly Sisco said the Youth Obstacle Course race will be taking place on the weekend and currently have 109 participants registered. She is still looking for volunteers to help at the race. Staff are preparing for Fall and Halloween events, Harvest Hayride and Bonfire, the Halloween Party and Family Bingo. Preschool began after labor day and they are offering more enrichment classes and lunch bunch programs. We have a new teacher - Gretchen helping with these extra programs. Drop In Volleyball and Basketball start this week over at Winston Campus as well as a new session of fitness classes at Twin Lakes. We will be offering Parents Night Out, and we have a senior trip scheduled to Starved Rock in October. Commissioner Nagel noted the survey responses received in correspondence the majority indicated they heard about the program on the internet. He found it interesting that fewer people are looking at the brochure. Kelly said we are transitioning and do not mail out brochures and print approximately 1500 copies to save money.

Twin Lakes Facility Manager – Ashley Medley noted after Labor Day hours have adjusted at Twin Lakes. The clubhouse will be open from 8am – 8pm and Rocco Vinos concessions from 11am-7pm. Fall Golf classes started last week. Octoberfest will be the first weekend in October and Cindy is working on obtaining sponsorship and raffle prizes and donations. The high school teams are out on the course finishing up their fall match play and practices. The Fall Golf League has a better turnout than last year, and she is running on a smaller staff pool right now. Commissioner McDonough asked why the tent rentals are half of what they are compared to last year. Ashley responded that the calls are coming in but it's hard to tell if its funding or social issue but did note an increase in corporate rentals.

Sports Center General Manager – Nick Cinquegrani advised majority of the leagues are heading into playoffs and will be doing a 5-week round robin before restarting again in October. Chicago Portages Lacrosse team are playing games at our facility and have up to 100 people coming to watch, which has kept concessions busy. One of their Youth Lacrosse teams has booked rental time with us in October. He is working with the Hawks and Wolves to get sponsorships. Joe did a great job with the locker room floors.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Sports Center Parking Lot Bid Winner Approval** – Commissioner Reiss made the motion seconded by Commissioner McDonough to award the bid proposal to Arrow Road Construction Co. not to exceed \$130,000.00 for parking lot improvements on Consumers Ave at Salt Creek Sports Center. This project will be a partnered project with the City of Rolling Meadows. Chris Paisley explained the scope of work and improvements that will be done. The motion carried on a roll call vote as follows:
AYES: Commissioners McGovern, McDonough, West, Reiss, Nagel and Seligmann.
NAYS: None
ABSENT: Commissioner Mazzocchi

- B. Design Engineering Series for Rose Park Project** – Commissioner Nagel made the motion seconded by Commissioner McGovern to approve the estimate of fees for the proposal for Professional Design Engineering Services with Christopher Burke Engineering for the Rose Park Improvements not to exceed of \$86,000.00. The motion continued a roll call vote as follows:
AYES: Commissioners McGovern, McDonough, West, Reiss, Nagel and Seligmann.
NAYS: None
ABSENT: Commissioner Mazzocchi

COMMISSIONER COMMENTS – Commissioner Reiss advised that Palatine Rotary will be hosting the Octoberfest downtown Palatine and they are still looking for volunteers. Commissioner West wanted to refresh herself with board duties and had asked for a Commissioner packet. She wanted to highlight that commissioners first duty and expectation is to attend meetings and functions/events to help as much as possible. Staff need volunteers for events and commissioners need to be diligent to attend meetings with all the current developments happening and decisions that need to be made. Director Hilgers said she appreciated everyone being diligent and giving their time but needs to keep everyone moving forward at the same speed. There is no attendance policy in place and she’s not sure if we need to introduce one. Commissioner Nagel responded he did not think it was needed. Commissioner West said she’s aware there is a commissioner that habitually misses meetings and thinks this needs to be addressed. Director Hilgers said we need to have an understanding and have the board president step in to talk to the elected official and introduce parameters taking into account vacations and illness.

EXECUTIVE SESSION: None

There being no further business, Commissioner Reiss moved, seconded by Commissioner West to adjourn the regular meeting at 8:05pm. The motion carried unanimously on a voice vote.

VICTORIA WEST, SECRETARY

ILENE SELIGMANN, PRESIDENT



**MINUTES OF A SPECIAL WORKSHOP MEETING OF THE BOARD OF PARK COMMISSIONERS OF
THE SALT CREEK RURAL PARK DISTRICT HELD IN THE ADMINISTRATION BUILDING AT
ROSE PARK 530 SOUTH WILLIAMS AVENUE, PALATINE, ILLINOIS 60074
SEPTEMBER 13, 2022**

CALL TO ORDER: Commissioner Seligmann called the meeting to order at 6:00pm.

COMMISSIONERS PRESENT:

Ilene Seligmann - President
Paul Nagel - Vice President
Michael Reiss – Treasurer

Victoria West - Secretary
Patrick McDonough - Commissioner
Pat McGovern – Commissioner

COMMISSIONERS ABSENT – Commissioner Joe Mazzocchi

STAFF PRESENT:

Diane Hilgers – Director of Parks
Chris Paisley - Superintendent of Parks

Moira Palmer – Superintendent of Finance
Kelly Sisco – Superintendent of Recreation

GUESTS: Michael Kelley, John Stutz, Mark Muench, Matt Baldino – Developers in Partnership for a new Sports Facility & Turf fields.

Salt Creek Lane – Director Hilgers advised the meeting was to discuss a proposed opportunity for Salt Creek Lane. Michael advised his partners are looking to expand their business with a sports facility and came across our property at Salt Creek Lane. They presented to the board their vision for a world-class sporting facility that will provide for the surrounding communities. Their proposal is to offer multi-use turf fields and a sports dome. They noted there would be a branding option for our programs. After the presentation the commissioners asked questions regarding field sizes and parking.

Requiring to break for the regular meeting, Commissioner Reiss made a motion seconded by commissioner McGovern to adjourn the workshop meeting at 6:57pm. The motion carried unanimously on a voice vote.

Commissioner West made the motion seconded by Commissioner McDonough to reconvene the workshop meeting at 8:07pm. The motion carried unanimously on a voice vote.

The commissioners continued the discussion with the previous presentation and expressed an interest to explore further but asked for more information on the financial aspect and constraints as well as legal council's advice. Director Hilgers will follow up.

Commissioner McDonough made the motion seconded by Commissioner Nagel to adjourn the workshop meeting at 8:47pm. The motion carried unanimously on a voice vote.

VICTORIA WEST, SECRETARY

ILENE SELIGMANN, PRESIDENT