



**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  
JULY 11TH, 2023**

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

**COMMISSIONERS PRESENT:**

Paul Nagel - President

Victoria West – Vice President

Michael Reiss – Treasurer

Pat McGovern - Secretary

Ilene Seligmann – Commissioner

Joe Mazzocchi - Commissioner

Tim Stoeckel – Commissioner

**COMMISSIONERS ABSENT** — None

**STAFF PRESENT:**

Diane Hilgers – Executive Director

Chris Paisley - Superintendent of Parks

Nick Cinquegrani – Sports Center GM

Cindy Fracassi – Twin Lakes Assistant Facility Manager

Kelly Sisco – Superintendent of Recreation

Moira Palmer – Superintendent of Finance

**APPROVAL OF REGULAR AGENDA** – Commissioner Reiss motioned, seconded by Commissioner West approve the regular Agenda of July 11th, 2023. The motion carried unanimously on a roll call vote as follows:  
AYES: Commissioners Stoeckel, Mazzocchi, Seligmann, McGovern, Reiss, West, and Nagel.

NAYS: None

ABSENT: None

**GUESTS:** Frank Parisi (Williams Architects); Tom McGrath and Ian Lamp (Lamp Incorporated)

**APPROVAL OF CONSENT AGENDA** – Commissioner Stoeckel motioned, seconded by Commissioner West to approve the Consent Agenda, Minutes of the Regular and Executive meetings of June 13<sup>th</sup>, 2023, Warrant #3 & Prepay #3 and Treasurers Report. The motion carried on a roll call vote as follows:

AYES: Commissioners Stoeckel, Mazzocchi, Seligmann, McGovern, Reiss, West, and Nagel.

NAYS: None

ABSENT: None

**ATTORNEYS REPORT** – None

**DEPARTMENT REPORTS:**

**Executive Director - Diane Hilgers** – noted the annual audit was complete and the auditor will return in September with their findings. She added that overall financials are looking good, especially at Twin Lakes with golf rounds and rentals up. The intergovernmental agreement for the right-of-way has been signed for the turnaround for the Rose Park Project. Elite Soccer has requested portable lighting for their fall classes at Salt Creek Lane, so we are in the process of getting the land rezoned for open space recreation by the Village of Arlington Heights. This will help Elite Soccer and any future projects we may have for the land. Our IT support is very concerned about cyber security and asked the commissioners to be mindful when opening any suspicious emails on their Salt Creek accounts. She advised there was a lot of information that was circulated in the correspondence. She also wanted to bring to the board's attention both Lamp Inc. and Williams Architect have generously sponsored events.

**Superintendent of Parks – Chris Paisley** – advised on Sunday July 2nd staff had to deal with flash flooding at Twin Lakes which resulted in the clubhouse and golf course closing for most of the day. Staff raised the sewer cap over by the tent to eliminate the tripping hazard. They have added portable air conditioning units at the Sports Center to take the load off the main unit that has the leak. The new units are still on schedule to be delivered and installed by Labor Day.

**Superintendent of Recreation – Kelly Sisco** – said staff are preparing for the Grealish Block Party this Friday. There is a slight chance of rain but hope it will still take place. The Pizza Pursuit took place over the weekend with 52 participants and had received lots of compliments which was circulated in the correspondence. Staff continue to sell turtles for the Turtle Trek and secure raffle prizes. The OCR is scheduled for September, and she will continue to plan, promote, and secure sponsors. The second session of camp is coming to an end, and we have good numbers heading into third session. Sand Volleyball leagues are going on through August. Numbers are up from last year with 9 teams on Tuesday's league and 10 for Thursdays doubles league. Three Dance Camps have gone over the summer. Staff are preparing for Preschool and packets will be going out soon to parents, the fours program is full while threes is halfway full. Staff are working on the final proof for the Fall/Winter brochure.

**Marketing and Community Outreach Manager – Director Hilgers** - updated that Kelly Smith has been working on securing sponsorships and partnerships and has been attending most of our events. She developed the Salty Passport circulated in the correspondence, detailing which events the mascot will be at. She has been focused on social media and requested if staff and commissioners could like posts to give added traction.

**Twin Lakes Assistant Facility Manager – Cindy Fracassi** – said they have been busy with golf and rentals and have been taking lots of rental calls. The last patio entertainment was rained out with the band making the decision to cancel due to safety concerns. There are 2 more bands night scheduled for the summer and Twin Lakes will be hosting a teen band night to get exposure. They also have a work program organization the Camelot Bulldogs, that come for a few hours a week to assist with little jobs. The AAU volleyball tournament had to cancel due to low enrollment, possibly due to a beach tournament happening in downtown Chicago.

**Sports Center General Manager – Nick Cinquegrani** – advised the Monday Dek league has restarted, and Wednesday has headed into playoffs. Friday 40+ league in their round robin playoff's. IRHL is finishing up and will be taking part in tournaments in Florida and California before heading to State Wars in Indiana. The Chicago Portages Lacrosse has scheduled 2 games in July and 3 in August. They had an official from US Roller Derby come out to look at our facility and they are in our books for their youth and adults' tryouts in 2024. While State Wars is taking place they will be renting the rink for a Dek hockey tournament. The rink floor scrubber will need to be replaced at some point but for now they will have it rebuilt.

**UNFINISHED BUSINESS: None**

**NEW BUSINESS:**

- A. Approval of Low Bid Trade Packages** – Commissioner Seligmann made the motion seconded by Commissioner McGovern to approve bids for Rose Park Improvements from the apparent low bidders compliant with contract documents as presented by Lamp Inc. The motion carried on a roll call vote as follows:  
 AYES: Commissioners Stoeckel, Mazzocchi, Seligmann, McGovern, Reiss, West, and Nagel.  
 NAYS: None  
 ABSENT: None

**NEW BUSINESS:** cont./

**B. Approval of Authorized Signer** – Commissioner Seligmann made the motion seconded by Commissioner Stoeckel to approve Director Hilgers as the authorized signer of the Lamp Inc. trade package agreement. After discussion, Commissioner Stoeckel amended the motion to stipulate that Director Hilgers can approve up to \$50,000.00 for a single change order or uses of contingency. Commissioner West seconded the amended motion on a roll call vote as follows:

AYES: Commissioners Stoeckel, Mazzocchi, Seligmann, McGovern, Reiss, West, and Nagel.

NAYS: None

ABSENT: None

**COMMISSIONER COMMENTS** – Commissioner Nagle asked some logistical questions regarding the construction traffic for the Rose Park Project. Tom McGrath from Lamp Inc. responded that now everything is approved they will be cognizant of our preschool timeline and will attempt to have fencing up before then. There will be a few days in the project when they will have to access the street but there will be a site superintendent and project manager that will be available daily to address any problems. Once we have the permit approved, they hope to have the kickoff date on August 14<sup>th</sup>. They discussed a groundbreaking ceremony at the September Board Meeting.

**EXECUTIVE SESSION:** None

There being no further business, Commissioner Stoeckel moved, seconded by Commissioner Mazzocchi to adjourn The regular meeting at 7:48pm. The motion was carried unanimously on a voice vote.

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PAT MCGOVERN, SECRETARY

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PAUL NAGEL, 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  
JULY 11, 2023**

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

**COMMISSIONERS PRESENT:**

Paul Nagel - President

Victoria West – Vice President

Michael Reiss – Treasurer

Pat McGovern – Secretary

Ilene Seligmann - Commissioner

Joe Mazzocchi – Commissioner (Entered at 6:05pm)

Tim Stoeckel – Commissioner (Entered at 6:07pm))

**COMMISSIONERS ABSENT** – None

**STAFF PRESENT:**

Diane Hilgers – Director of Parks

Chris Paisley - Superintendent of Parks

Moira Palmer – Superintendent of Finance

**GUESTS:** Entered at 6:30pm - Frank Parisi (Williams Architects); Tom McGrath and Ian Lamp (Lamp Incorporated)

**Rose Park Project**

Commissioner Nagel said the purpose of the meeting was to bring everyone up to speed on the bidding process of the Rose Park Project and to prepare for any questions anyone may have for Lamp Inc. and the Architect. Director Hilgers said on June 22<sup>nd</sup> we had the bid opening. Lamp Inc. had sent bid specs to 450 contractors and we received back 93 bidders for all the trades. A tabulated summary was sent out in the board packet. The bids did come back higher than anticipated. The biggest concern is whether we can still afford to proceed with the project. Moira Palmer reached out to Bond counsel, and they confirmed this is a continuing trend right now and presented options for funding the project.

**Option 1** – Was to move forward with a 20-year bond in the amount of 5.8 million.

**Option 2** – We delay the project for 3 years and go out for referendum. There is a risk that prices would not come down and the referendum does not pass, and would have to spend money to band aid projects at the current building.

Director Hilgers added the permit fees have not been received back from the Village and the agreement with Trinity Dance to assist with financing of the floor has not been finalized. She noted if we proceed with option 1, we can refinance around the 9-year mark. She is also working on obtaining an Oslad Grant to help fund future capital projects. Staff met again with the architect to discuss value engineering and came up with additional savings of over \$300,000. The floor opened for questions and discussion.

The guests were invited into the meeting at 6:30pm. Commissioner Nagel asked for their opinion on how the bid process went. Tom and Frank responded the process is always the same but unfortunately the bids and market came in higher. Frank advised there is an item in the bid for soil testing that advised there is a certain level of arsenic in the soil that requires specific waste disposal. He has requested we have the soil test redone and hopefully this would be a saving to the soil removal bid estimate. He stressed it is not a hazardous amount and within the EPA standard and hopes to hear back soon with the second testing. Other items discussed were; timing of the project and the recourse for fitting in with the parks calendar of programs; specifications of bids provided by the contractor, and any changes or substitutions that may occur by a vendor and what encompasses the contingency dollars.

There being no further business, Commissioner Reiss made a motion seconded by Commissioner Mazzocchi to adjourn the workshop meeting at 6:52pm. The motion was carried unanimously on a voice vote.

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PAT MCGOVERN, SECRETARY

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PAUL NAGEL, PRESIDENT