

SPECIAL REVENUE FACILITY COMMITTEE MEETING

Administration Offices
1930 Prairie Street
Glenview, IL 60025
Regular Meeting Minutes
July 16, 2012 - 8:30 a.m.

1. Roll Call

Chairman Przybylo called the meeting to order at 8:32 a.m. and the roll was called.

Commissioners/Official Staff present: Commissioners Przybylo, Patton, Kuhn and Peterson; Chuck Balling, Executive Director; Cheryl Deom, Superintendent of Special Facilities; Dave Woolf, Manager Glenview Tennis Club; Blake Manhart, Manager Glenview National Nine Golf Club; Michelle Caplan, Lauren Gutierrez and Natalie Lyman, Interns; Jerry Aulisio, The AT Group; Mary Cook, Owner and Tim Schwarz, Director of Design of Mary Cook & Associates; Dan Nicholas, Nicholas Design Group

Commissioners/Official Staff absent: None

2. Agenda Topics

a. **Review of Interior Design Recommendations for Glenview National 9 Clubhouse and Paddle Tennis Facility**

Mary Cook reviewed the interior design process for the approximately 2,600 square clubhouse and paddle tennis facility through a power point presentation. She gave a brief review of their background and similar projects and noted their agency has a deep understanding of the demographics, geographical influences and overall objectives of the client. Tim Schwarz, Director of Design, then presented the interior design concepts for the clubhouse. The approach has been to keep spaces, paddle and golf, flexible with furniture and fixtures that can be moved and staged based on facility use and time of year. He then reviewed the conceptual layouts for furniture and fixtures for the two spaces. The objective for the interior design for this facility was to create “a great good place” with a golf/paddle tennis club like feel and finishes designed to be attractive, yet durable.

Discussion and questions followed from commissioners, the following comments summarize the input from the meeting and any further study for the project team.

Areas of consideration and/or further study are:

- Carpet should be added to the interior area designated for paddle tennis.
- The bar should be reviewed for size and a reduction in the number of bar stools located at the bar, six stools were suggested instead of ten.
- Eliminate the keg cooler outside and the underground conduits to the bar. If keg beer is desired in the future it can be accomplished by adding a 2-3 keg cooler at the bar itself. The base bid will be for all bottles and cans. An additional reach-in cooler may be required.
- The kitchen range and hood could be added at a later date when needed. The kitchen should be operational for basic food service for golfers and paddle tennis

patrons without this equipment required at start up. Consideration should be given to the “used” kitchen equipment market if available for this site.

- More study should be given to the design of the manager’s office and work space. Manager needs to have a visual connection with front counter from his office as well as patrons entering and leaving the facility.

Mary and Tim left the meeting at 9:45 a.m.

b. Update and Review of GN9 Project Budget and Timeline

The project remains on the original timeline and schedule. Construction documents are almost done; we anticipate these documents being completed by 7/22. We plan to have bids awarded at the August 23rd park board meeting. Jerry Aulisio reviewed the budget that had been updated for the project and the ideas that have been discussed thus far by staff and consultants to keep the budget on target for this project. Several of the items discussed were:

- Locating the paddle courts on grade by sinking the space beneath the courts where the heaters are located. By locating the courts on grade the elevation of the entire clubhouse can be lowered. Beyond just the aesthetic of this change it would also provide a more efficient use of the court heaters, reduce some of the building materials required for the courts and clubhouse foundation and it would allow for the berm and landscape screening to be more effective and possibly eliminate the need for another retaining wall by the pond on the ninth hole.
- Doing the landscaping plan in two phases
- Eliminating the Nana walls (folding window wall)
- Eliminating or reducing the size of the planned facility monument sign

Commissioner Przybylo reminded staff that this facility may now become a two person operation and this should be reflected in the operating budget. Executive Director Balling stated that the business plan would be updated and brought to the committee for review within the next 3-5 months.

c. Review of Bidding Process and Construction Start

Jerry Aulisio reviewed the bidding process for the project. Staff anticipates having construction bids advertised and out on the street on Monday July 30th. We plan to open bids on August 16. Once the board awards the bid at the August board meeting, we should receive our conditional use permit from the village by August 31. We would start getting the site ready for construction right after Labor Day.

3. Matters from the Public

None

4. Committee Recommendation(s)

None

5. @ Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21), Litigation (c11), Land Acquisition/Lease (c5 & c6)

6. Action on items that were discussed in Executive Session, if any

None

7. Adjourn

Commissioner Przybylo moved seconded by Commissioner Kuhn to adjourn the Open Session at 10:15 a.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 26th day of July, 2012.