

**1. Call the Meeting to Order**

President Lange called the meeting to order at 6:30 pm.

**2. Roll Call**

At 6:30 pm roll call was taken:

Present: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Absent: None

Also Present: Matthew Ellmann, Executive Director; Karin Schindel, Director of Administration and Finance; Tony Perry, Director of Golf Operations; Carolyn Mondlock, Recording Secretary; Doug Holzrichter, Project Manager – Williams Architects.

**3. Pledge of Allegiance**

All present stood for the Pledge of Allegiance.

**4. Presentation of Preliminary Existing Conditions Assessment for Golf Course Facilities**

Director Ellmann introduced Doug Holzrichter, Project Manager from Williams Architects. Doug gave the Board an overview of first impressions and findings of the physical condition and functions of the TopGolf and Salt Creek Clubhouse facilities. A final report is forthcoming. This evening's meeting is intended to give the Board preliminary information.

Doug stated his focus is in development and design of golf clubhouse facilities. Williams Architects brought in electrical and mechanical consultants to evaluate the existing conditions of the TopGolf facility and Salt Creek Clubhouse. The evaluation will help to answer questions such as, "What do we have?" "How is it working?" "What kind of condition is it in?" "How can we best use it in the future?" Doug's intent is to give the Board a good understanding of what the district has. He explained that in looking at both facilities, they also look at synergistic ways the two can be used together once it is determined how to best use or repurpose the facilities.

Salt Creek Clubhouse – Doug said that the Clubhouse is consistent with what is in the Master Plan in terms of condition. The initial impression is there may be some functional issues and typical wear and tear.

TopGolf facility – On the surface, Doug says it looks good. However, when the facility was designed, it was not designed for the volume of customers they are currently serving. The kitchen size and food storage is insufficient, along with the back-of-house facilities such as additional storage, receiving, etc. Food is delivered each day due to lack of storage. With these support functions being insufficient for the volume of people served, conditional issues such as more wear and tear due to employees overrunning those spaces is evident. Office area is being used for storage in addition to employees occupying the space. Safety issues in these conditions should also be considered.

Doug said the main dilemma is not "condition" but the dysfunctional aspect of it. There is not enough back-end support areas to take care of the volume of customers. Director Ellmann noted on his last visit he looked at conditions he otherwise would not have in the past. He added, you can see screws exposed on the roof, tile that is crumbling, caulk in the restroom that's worn, elevators being used more for product than people, resulting in odor and stains to the interiors.

Doug said the mechanical systems, the HVAC, fixtures and plumbing all appear to be halfway through their useful life, and eventually in 7 to 12 years, those systems will need to be replaced. The building is currently eight years old, but systems appear to be sound. The foundation is solid and stable.

The electrical and mechanical engineers assisting Williams Architects will submit final reports showing systems are in good shape and condition. Equipment in each facility will be inventoried. Any problematic conditions will be identified. The report will give the Board a basis to brainstorm goals and opportunities for moving forward. Director Ellmann has also planned a staff meeting to address critical and key areas and to talk about ideas on the 24<sup>th</sup> of June at 9:30 am. He said the next phase, Phase II, would include a feasibility study.

One last discussion item – the Board asked about energy efficiency in the two buildings. Tony Perry responded by saying Salt Creek Clubhouse is using all energy efficient equipment and lighting, using less electricity. The TopGolf facility is not energy efficient in that way.

**5. Adjournment**

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to adjourn this Special Meeting at 7:10 pm.

After a voice vote, President Lange declared the MOTION CARRIED.

The General Meeting of the Wood Dale Park District Board of Commissioners shall be held on Tuesday, June 23, 2015, at 6:30 pm.

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