

**RECREATION COMMISSION
MINUTES
OCTOBER 21, 2022**

Board or Commission: Recreation
Meeting: Special
Quorum: Yes

Called to Order: 7:00A.M.
Adjourned: 8:38A.M.

MEMBER ATTENDANCE:

Mark Reinke	Chair	Present
Glen G. Graham	Commissioner	Present
Carol Scott	Commissioner	Present
Brian Diver	Commissioner	Present
Tony Coconate	Commissioner	Present
Tom Slowinski	Commissioner	Excused Absence

Also, Present:

Jeff Vesevick	General Manager / Staff Liaison	Present
Steve Thompson	Trustee Liaison	Present
Mark Franz	Village Manager	Excused Absence
Tom Fota	Executive Chef	Excused Absence
Mike Campbell	Golf Professional	Excused Absence
Noel Allen	Director of Golf	Present
Andrew Cross	Golf Course Superintendent	Present
Jon Satinover	Food and Beverage Director	Excused Absence

A. CALL TO ORDER

The October 21, 2022 meeting of the Recreation Commission was called to order at 7:00A.M. at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chair Reinke.

B. PUBLIC COMMENTS

None.

C. APPROVAL OF MINUTES FROM SEPTEMBER 30, 2022 MEETING

1. MOVE TO APPROVE MINUTES OF MEETING FROM 9/30/2022 AS PRESENTED.

RESULT: Motion Unanimously Carried
MOVER: Commissioner Coconate
SECONDER: Commissioner Diver
AYES: Coconate, Diver, Graham, Reinke, and Scott
NAYES: None
ABSENT: Slowinski

D. STANDING REPORTS

1. Manager – Jeff Vesevick

General Manager Jeff Vesevick said the weather in September was excellent. Overall, the Village Links revenues were one day away from a fourth consecutive million-dollar month. For an average year, September revenues were above average. The course is in fantastic condition and the aeration completed in October had little effect on the greens. Staff is working with Greg Martin on the Master Plan. There were 22 golf outings held in September, which was a little more than last year. General Manager Vesevick commended Director of Golf Allen for coordinating this year's golf outings.

Golf Course Superintendent Cross said the Mulberry and Willow trees were removed from the course by a contractor. The last two (2) pieces of capital equipment from the 2022 budget were received in September. Chair Reinke inquired when the course will close. Golf Course Superintendent Cross replied most likely within the first two (2) weeks of December.

2. Reserve 22 – Jon Satinover

General Manager Jeff Vesevick said Reserve 22 has been a little flat. However, banquet business grew 42% for the month of September and 53% for the year. The new Banquet Manager will be reviewing catering pricing. Staff has really stepped-up with filling-in for the vacant Banquet Manager position. Discussion ensued regarding different cable and streaming packages available for televising sports. Commissioner Graham suggested the televisions in the Reserve 22 bar area are looking and tired should be replaced.

General Manager Vesevick noted the new food and beverage menu will be unveiled soon. The bourbon tasting held last week went well with about 50 attendees. General Manager Vesevick noted Food and Beverage Director Satinover is doing a great job and added when he sees a problem, he resolves it. Director of Golf Allen noted Food and Beverage Director Satinover is a great communicator and is very organized. Commissioner Diver suggested promoting the new management at Reserve 22.

3. Financial – Jeff Vesevick

General Manager Vesevick said the Village Links is in a good position financially, despite ongoing cost increases. All department expenses are up. Director of Golf Allen noted natural gas therms will double in price for this winter season. Chair Reinke asked if the hours of operation for the off-peak season have been set yet. General Manager Vesevick replied this could be discussed at the next meeting along with the rate review.

4. Trustee Liaison – Steve Thompson

Trustee Thompson updated the Recreation Commission on the recent activities of the Village Board.

E. 2023 BUDGET REVIEW/RECOMMENDATIONS

1. 2023 Proposed Budget Summary

General Manager Vesevick said he utilizes a zero-based-budget approach when preparing the budget each year. With this approach he looks at the cost of services in all areas and then looks at what are we going to do different, what costs are going to increase, and will any services be added. General Manager Vesevick reviews cost and revenue trends. General Manager Vesevick said one item that is constant in the budgeting process is the fixed debt costs and the capital plan expenses. The cash flow determines what can actually be spent on capital expenses. Chair Reinke asked about the 2023 budget for Administration. General Manager Vesevick said the Administration budget includes \$100,000 that the Village committed to giving to the Glen Ellyn Park District for Panfish Park take-over. Commissioner Diver asked if this a recurring charge. General Manager Vesevick responded the \$100,000 is a one-time charge, but the Village will be contributing \$25,000 annually towards the maintenance of Panfish Park. The Recreation Commission expressed concern over the annual contribution.

General Manager Vesevick noted a new mechanic position was added to the budget. This position will maintain Village Links equipment and improve the longevity of existing equipment. Golf Course Superintendent Cross explained the Village Links capital assets are valued at over \$3 million and this new position will proactively care for the equipment.

2. 5-Year Capital Forecast

Chair Reinke asked what the \$150,000 in building improvements were comprised of in the 2023 capital budget. General Manager Vesevick responded the \$150,000 includes: halfway house upgrades, golf shop bathroom and locker room improvements, new carpeting, and a new cooler for the kitchen. Commissioner Scott recommended every time we raise fees, we have to show tangible improvements. Commissioner Coconate suggested the capital list be amended to include new televisions in Reserve 22. Chair Reinke thanked staff for their efforts.

MOTION TO RECOMMEND THE 2023 BUDGET AS CORRECTED TO THE VILLAGE BOARD.

RESULT: Motion Unanimously Carried
MOVER: Commissioner Scott
SECONDER: Commissioner Diver
AYES: Coconate, Diver, Graham, Reinke, and Scott
NAYES: None
ABSENT: Slowinski

F. OLD BUSINESS

Director of Golf Allen said last month the Recreation Commission discussed adding a drinking fountain/water bottle refill machine to the halfway house. General Manager Vesevick agreed and noted this will cost about \$1,200. Chair Reinke recommended moving forward with this.

G. NEW BUSINESS

None.

H. NEXT MEETING – 11/18/2022

I. ADJOURNMENT

Commissioner Scott moved and Commissioner Coconate seconded, to adjourn the meeting. The meeting was adjourned at 8:38A.M.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick