

**RECREATION COMMISSION
MINUTES
APRIL 9, 2018**

Board or Commission: Recreation
Meeting: Regular

Called to Order: 7:04 a.m.
Adjourned: 8:24 a.m.

Quorum: Yes

MEMBER ATTENDANCE:

Brad S. Browder	Chairman	Present
Susan Q. Carroll	Commissioner	Present
Glen G. Graham	Commissioner	Excused Absence
Jeffery M. Jourdan	Commissioner	Present
Kevin S. Kennebeck	Commissioner	Present
Mark W. Reinke	Commissioner	Present
Tim O'Shea	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
John Kenwood	Liaison Trustee	Excused Absence
Mark Franz	Village Manager	Excused Absence
Christina Coyle	Finance Director	Present
Brad Chapple	Food and Beverage Director	Present
Tom Fota	Executive Chef	Excused Absence
Mike Campbell	Golf Professional	Excused Absence
Noel Allen	Director of Golf	Excused Absence
Chris Pekarek	Golf Course Superintendent	Present

1. CALL TO ORDER

The April 9, 2018 regular meeting of the Recreation Commission was called to order at 7:04 AM at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chairman Browder.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES FROM FEBRUARY 26, 2018 MEETING.

**MOVE TO APPROVE MINUTES OF REGULAR MEETINGS FROM 2/26/2018,
7:00 AM**

RESULT Motion Unanimously Carried
MOVER: Commissioner Jourdan
SECONDER: Commissioner Carroll
AYES: Browder, Jourdan, Kennebeck, Reinke, and O'Shea
NAYES: None
ABSENT: Graham

4. STANDING REPORTS

A. MANAGER – JEFF GENERAL MANAGER VESEVICK

General Manager Vesevick stated the Village Links was way behind last February 2017, while Reserve 22 experienced a 3% increase in revenues over last year. Golf staff is getting the grounds and equipment ready for the busy season. A new restaurant manager will begin on April 17, 2018. General Manager Vesevick said the secret shopper report for February resulted in a 99.38% satisfaction rating. General Manager Vesevick referenced the 2018 agenda, included in the packet, which provides the framework for the upcoming discussions.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan reported there have now been two (2) bad months in a row for 2018. Golf revenues were not there because of the weather. Last February 2017 was a great month for golf compared to this February which did not have good weather.

C. TRUSTEE LIASON – JOHN KENWOOD

None.

5. PRESENTATION – CHRIS PEKAREK, GOLF COURSE SUPERINTENDENT

Golf Course Superintendent Pekarek said in the early 2000's the golf course budget was \$1.25 million then the budget was lowered to \$900,000 due to the downturn in the economy. Golf Course Superintendent Pekarek reported that over the last 10 years \$3.5 million has been saved. The current budget is \$1 million and last year \$13.50 per round was spent on grounds maintenance. Golf Course Superintendent Pekarek indicated keeping these low amounts will be challenging going forward. Golf Course Superintendent Pekarek explained the golf course's three (3) main challenges as detailed below.

1. Staffing shortages - have been experienced for seasonal staff and entry level staff.
2. Aging equipment – the course should be spending \$150,000 every year, while \$60,000 to \$80,000 is actually spent.
3. Increase in commodity costs – there is currently a shortage for golf course maintenance commodities, which drives the cost up.

Golf Course Superintendent Pekarek projected that the golf course budget will continue to increase over the next couple of years inching closer to \$1.25 million. Commissioner O'Shea asked if the course maintains an equipment inventory schedule and added it would be a good idea to share the listing with the Commission. Golf Course Superintendent Pekarek replied the course has an equipment inventory. Commissioner O'Shea recommended sharing some of the equipment costs with Public Works. Golf Course Superintendent Pekarek said Public Works performs some equipment maintenance work. Commissioner O'Shea said the assistance of Public Works staff should be researched and report the findings back to the Commission.

The best timing for aeration was discussed. Golf Course Superintendent Pekarek said typically in order to play it safe the grounds are aerated at the end of May. Golf Course

Superintendent Pekarek said a smaller diameter tine may be used to this year, which will help the greens recover faster. Kennebeck said at his course the greens are aerated only in the fall. Golf Course Superintendent Pekarek indicated the spring aeration began a couple of years ago to address the sponginess of the greens. Commissioner O'Shea said the spring aeration is improving the overall quality of the greens.

6. DISCUSSION – CASH RESERVE POLICY AND CAPITAL PLAN

General Manager Vesevick said the Village Board asked each department to review their cash reserve policy. The current Recreation Commission reserve policy states that the cash reserves should be established for emergencies and disasters equivalent to three (3) months of operating expenses. When the reserve policy was written there was no outstanding debt. General Manager Vesevick said three (3) months operating expenses plus debt service would be around a \$1.8 million reserve target. The outstanding debt matures in 2033, with some maturing in 2023. Finance Director Coyle explained you could give yourself some time to reach this target amount. General Manager Vesevick said the policy should be updated to include debt service, realizing that it will take some time to get there. Coyle noted the current insurance policy does not cover the loss of the greens due to disease or other disaster and that staff is researching the cost to insure the greens. General Manager Vesevick estimated the cost to replace the greens would be around \$2 million, which includes loss of revenue.

General Manager Vesevick said the cash reserves will also go towards funding capital projects as parking lot improvements and a possible HVAC replacement. Chairman Browder said he is okay with \$1 million in cash reserves for the golf course but would feel better if the greens could be insured. Commissioner O'Shea said the Commission has been working to build up the cash reserve and when some of the debt service falls off it will improve the cash reserves.

7. OTHER BUSINESS

The Commission discussed the proposal from Kreska Design for the redesign of the Reserve 22 dining room. The professional design charge is \$15,000 which brings the total project cost to \$116,000. The sub-committee needs to meet to review the design proposal and make a recommendation to the Village Board. The sub-committee will meet on Friday, April 20, 2018 at 7AM. Browder said the target completion date is October 15, 2018.

8. NEXT REGULAR MEETING MONDAY, APRIL 23, 2018 AT 7AM

9. ADJOURN

Commissioner Reinke moved and Commissioner O'Shea seconded, to adjourn the meeting. The meeting was adjourned at 8:24a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick