

## MINUTES

**BOARD/COMMISSION:** Recreation

**DATE:** 2/15/12

**MEETING:** Regular

**CALLED TO ORDER:** 7:30 p.m.

**QUORUM:** Yes

**ADJOURNED:** 8:33 p.m.

**LOCATION:** Glen Ellyn Civic Center

### **MEMBER ATTENDANCE:**

**PRESENT:** Chairman Girsch, Commissioners Cavanaugh, Graham, Jourdan, Miller

**ALSO PRESENT:** Trustee Liaison Ladesic, Recreation Director Pekarek, Recording Secretary Solomon

**ABSENT:** Commissioners Cornwell, Dell, and Student Commissioner Parker

### **Call to Order**

Chairman Girsch called the Glen Ellyn Recreation Commission regular meeting to order at 7:30p.m., in the Civic Center at 535 Duane Street, Glen Ellyn, Illinois.

### **Public Comments**

None

### **Approval of Minutes**

Commissioner Jourdan moved and Commissioner Miller seconded that the minutes of the January 18, 2012 minutes be approved. This motion carried unanimously by a vote of 5-0.

### **STANDING REPORTS**

#### **Manager's Report/Financial Report**

Manager Pekarek stated January is the quietest month of the year even though there was unseasonable weather and was not very wintry. He stated the lack of prolonged cold temperatures will not help as insects and *Poa Annua* weed grass would not be killed. He stated by the end of January, the weather usually starts to slowly warm.

Manager Pekarek stated a mild winter helps *Poa Annua* survive and they want a cold winter to kill off this weed grass, leaving creeping bentgrass to fill in those voids. He stated *Poa Annua*

does not do well in extreme heat either so it should be weakened or killed by any harsh summer heat and humidity. He stated they would rather have the *Poa Annua* killed over the winter, followed by a spring bentgrass recovery, rather than die in the middle of the golf season.

Manager Pekarek stated one of the most important tasks done each year is maintain the mowing equipment. The mowing reels are precision cutting units and unlike rotary mowers with a single sharp blade that rotates cut grass at a height of 1.5" to 4" on home lawns and golf course roughs, reel mowers cut grass at 0.1" to 0.5" using a precision scissors-like motion. Each cutting reel has up to 11 razor sharp blades that scissor against a stationary bed-knife. These reels are sharpened many times during the moving season as they become dull from mowing grass and very dull when mowing after sand topdressing. They mow the bentgrass on the greens every day and mow two to three times a week on the fairways. Part of the cutting blade is worn away during the mowing process, requiring that each reel be adjusted every day to produce a proper cut. In order to have each blade maintain the proper contact with the bed-knife as the reel rotates, it is imperative that each reel be sharpened into a perfect cylinder. Also, each reel is hand-adjusted daily.

Manager Pekarek stated the 2012 Schedule of Events has been finalized by the golf staff. There are 637 individual events scheduled throughout 2012, totaling in about 13,400 rounds of golf and 6,700 student hours of instruction and leading up to 18,000 to 20,000 customer visits. This schedule is a key part of the marketing effort. He stated there is no golf course around that has this big or well-rounded of a schedule.

Manager Pekarek stated Horticulturalist Mike Moriarty retired on February 15, 2012 after 23 years of caring for trees, shrubs and flowers at the Village Links. Mr. Moriarty joined the Village Links grounds staff in 1988, was hired as the first full-time Horticulturalist in 1990 and was responsible for the design, planning and construction of almost every landscape bed. Manager Pekarek stated that going forward they will accomplish this work using the grounds crew instead of hiring a specific person. This approach will be more efficient and more flexible. He stated the full-time grounds staff is down to two people. Commissioner Cavanaugh asked if it is OK to stay with two grounds people to which Manager Pekarek stated the right number of full-time staff for the Grounds Division is five, but they are holding off filling those other positions because the since the golf economy is so weak.

Manager Pekarek stated the first update for the Facility Improvement Project came out on February 10, 2012, and he will continue to do these updates independent of the monthly manager report. He stated in the past month, they have identified zoning and permit issues and the field portion of the survey report is mostly complete. He stated they provided the architects and engineers with a number of details on design requirements, including feedback from the Village Board, Recreation Commission and Steering Committee. He stated they could have a first draft from PPK's Craig Pryde of the building in the next few days, which may contain a new floor plan and building exterior appearance. He stated they will be meeting with golf course architect Garrett Gill on February 16, 2012 to get him project information and to try to resolve a

key issue of shifting the 9-hole course first hole. He stated a group has been formed to provide guidance on aesthetic issues, particularly the interior design and feedback on the building exterior. This group includes Commissioners Cavanaugh and Graham as well as resident volunteers Rachel Peterson-Alcorn and Sally Whelton. There may be one additional person added to this group who is in the process of accepting the invitation to participate. Manager Pekarek stated Commissioner Cavanaugh had forwarded information to him with some ideas, and he welcomes any other feedback as well. Manager Pekarek will get this group together as soon as possible.

### **Trustee Liaison Report**

Trustee Ladesic stated the Village Board has made head-way with C.O.D. and there is a possible solution they may move forward with. He stated the lights at Memorial Field were unanimously approved.

Trustee Ladesic stated he sent items to Craig Pryde. He asked about the kitchen expansion to which Manager Pekarek stated that the current revenue projections will not pay for a major kitchen renovation. If food revenues exceed expectations, the kitchen could be renovated at a later date. Commissioner Ward stated hiring caterers can be an option. Trustee Ladesic stated hiring people from C.O.D. could be another option.

Trustee Ladesic asked why the wetland delineation was not being done until later in the year. Manager Pekarek stated they can only do delineation during the active growing season. Wetlands are identified by the presence of wetland plants that are only evident during the active growing season. Those plants die back over the winter, preventing wetland delineations from being performed at this time of year.

Trustee Ladesic stated a resident asked if the Halfway House will now take credit or debit cards instead of just cash. Manager Pekarek stated they are working on a new Point of Sale (POS) system for 2012 which would revamp everything. This will go to the Village Board for approval. Trustee Ladesic asked if something short-term could be considered for the Halfway House until a new POS system is in place. Commissioner Graham stated this is a big issue and can be embarrassing. Manager Pekarek stated that while there are numerous ways to accept credit cards, none of those are compatible with the back-end system that is being replaced. An interim system would likely pull staff away from supervising daily operations and result in lower customer service. Rather than divert attention to an interim system, staff will work on replacing the Point of Sale system this year.

Trustee Ladesic asked about the status of cutting down the two dead trees along the entrance drive that were mentioned at a previous meeting. Manager Pekarek stated those trees were cut down in October 2011. Commissioner Ward asked if the logs were set out for people to take home. Manager Pekarek stated that there were several logs in parking lot, but those logs were from other trees cut down this winter.

Trustee Ladesic asked what the Village Board can do to speed up the plan review process of the Facility Improvement Project. Manager Pekarek stated that the Village staff is being very cooperative and are holding places on the May agendas of the Architectural Review Commission (May 23<sup>rd</sup>, 2012) and the Plan Commission (May 24<sup>th</sup>, 2012). Trustee Ladesic said construction companies are starting to get busy and construction costs are starting to inch up.

Commissioner Cavanaugh stated he went to a private Super Bowl party at the Links which was very well-done.

### **National Golf Foundation Study Progress Report**

Manager Pekarek stated he had a conversation with consultant Richard Singer, and they have gone through about two-thirds of the issues that Manager Pekarek had. Manager Pekarek stated Mr. Singer could understand staff hesitation to implement some of the items recommended in the NGF draft report because NGF did not perform a financial feasibility evaluation. Manager Pekarek stated he does still have a handful of issues to resolve with the consultant before the final report is done. When the final report is done, Manager Pekarek will figure out which items to implement which would be supported.

### **Announcements and Other Business**

Manager Pekarek stated he was asked by the Village Manager to draft a program for Donations, Sponsorships or Naming Rights for the Village Links. The goal of this program will be to give generous residents the opportunity to provide financial support to the Village Links and the Facility Improvement Project without creating a commitment on the part of the Village or donor expectations. Manager Pekarek will draft this in the next week and will provide the Recreation Commission with a copy of this draft. Manager Pekarek would like this program to be classy, effective and manageable. Commissioner Miller mentioned Central DuPage Hospital has a wall of plaques with donor names on it, whether corporate or individual. Commissioner Jourdan mentioned Good Sam Hospital and Elmhurst Hospital have these plaque walls as well.

The next meeting of the Recreation Commission will be Wednesday, March 21<sup>st</sup>, 2012 at 7:30 p.m. at the Civic Center.

### **Adjourn**

Commissioner Miller moved to adjourn the meeting. Commissioner Graham seconded, and it carried unanimously by a vote of 5-0. The February 15<sup>th</sup>, 2012, meeting was adjourned at 8:33 p.m.

Submitted by: Debbie Solomon, Recording Secretary

Reviewed and edited by Matt Pekarek, Recreation Director March 14, 2012

Approved by the Recreation Commission March 21, 2012