

RECREATION COMMISSION

MINUTES

SEPTEMBER 16, 2016

Board or Commission: Recreation

Date: September 16, 2016

Meeting: Regular

Called to Order: 7:02 AM

Quorum: Yes

Adjourned: 7:52 AM

MEMBER ATTENDANCE:

Present:

Brad S. Browder	Chairman
Susan Q. Carroll	Commissioner
Jeffery M. Jourdan	Commissioner
Glen G. Graham	Commissioner
Les Chandler	Commissioner

Also Present:

Jeff Vesevick	General Manager / Staff Liaison
Chris Pekarek	Golf Course Superintendent

Absent:

Kevin S. Kennebeck	Commissioner
Tim O'Shea	Liaison Trustee
Mark Reinke	Commissioner

1. CALL TO ORDER

The September 16, 2016 regular meeting of the Recreation Commission was called to order at 7:02 AM at the Village Links of Glen Ellyn Maintenance Facility; 485 Winchell Way; Glen Ellyn, Illinois by Chairman Browder. A quorum was present.

2. PUBLIC COMMENTS

None

3. APPROVAL OF MINUTES FROM AUGUST 19, 2016 MEETING

Commissioner Jourdan moved to approve minutes from August 19, 2016. Commissioner Carroll seconded approval.

4. STANDING REPORTS

A. MANAGER – JEFF VESEVICK

REVENUES

Manager Vesevick provided group with a quick review of July/ August monthly activity. He stated that revenues were down as compared to last year mainly due to the weather and condition of greens being spongy.

Outings were fairly strong and about equal to last year with revenues remaining about the same as last year.

Manager Vesevick reported that patio activity in the restaurant area saw some challenges for August as well due to weather. However, banquet and private party events are making up loss and have continued to be very strong through August.

STAFF

Manager Vesevick reported that Aimee Detterbeck has been promoted to full-time Event Planning and Sales Coordinator. Amy has been employed with Village Links since 2014 and is very familiar with the business. She has been filling in for her predecessor who decided to step down after being away on maternity leave. Manager Vesevick reported that after a number of interviews, Aimee was the most qualified. She began this new role on September 2, 2016.

RESERVE 22

Manager Vesevick petitioned to the Board to have outdoor entertainment. Board granted outdoor entertainment for a trial period which ended this August. There was only one complaint reported from local residences but complaint seems to be unfounded since the entertainment the night of the complaint was one musician with an acoustic guitar. Manager Vesevick has been compiling his own research/data regarding revenues during outdoor entertainment. His findings were that the outdoor entertainment did bump up revenues on the nights where it was available. Based on these findings, Manager Vesevick will approach the Board to lift the trial basis and restrictions so that more live entertainment can be scheduled.

MAINTENANCE OF GREENS

Throughout August, it was difficult to keep greens dry and firm when air is saturated with rain and humidity. The aeration process is scheduled for beginning of October. Superintendent Pekarek reported that aeration of the greens is traditionally completed two times a year – Labor Day and Memorial Day. However, due to Labor Day weekend being highly profitable, aeration has been pushed as far out as possible. When the course is aerated, it impacts the business for at least 2 weeks, and greens fees are discounted.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan reported that overall still ahead for the year even though August showed some loss when compared to last August. Commissioner Jourdan posed two statements – first if revenues are down then there is a need to keep food costs down and second the mechanical maintenance cost is too high from last year.

Superintendent Pekerek stated the Village has changed the way they account for labor. Seasonal labor and full-time labor was merged by the Village to accommodate for IMRF pension eligible employees. This change means that the numbers need to be looked at as a whole instead of month-to-month. Superintendent Pekerek stated that his numbers are in line and match up with revenue.

Manager Vesevick added that way the numbers are being reported has changed somewhat. For instance, the Village does not record tax as revenue any longer, which means that when looking at report from this year to last, it appears that revenue is down but in actuality it is the tax that makes a portion of the difference in numbers.

Commissioner Jourdan concluded that overall August was a good month of revenues.

C. TRUSTEE LIAISON – TIM O’SHEA (NOT PRESENT)

No report since Trustee O’Shea was not present.

5. PRELIMINARY DISCUSSION 2017 BUDGET

Manager Vesevick indicated that the cash position is very strong at \$2,000,000+ which will be important for the upcoming expense of replacing the golf carts.

Manager Vesevick stated that he has prepared a preliminary proposal for the 2017 budget which he would like commission to comment on at next meeting. The 2017 budget proposal is similar to 2016, with few increases. Manager Vesevick claims that the percentages in the budget are based on historic trends and any expenses that are foreseen in the upcoming year.

6. PRELIMINARY DISCUSSION 2017 USER FEES

The cart analysis proposes a \$2.00 increase in cart rental which should improve revenue by \$70,000. The proposal is for a total of 97 carts (87 replacements & 8 additional). The additional carts are needed based on current demand. The trade in value for the current carts is estimated at \$2,200 and new carts are estimated to be \$5,000. In other words, with the trade-in, the new fleet of carts will cost approximately \$230,000.

7. ANNOUNCEMENTS AND OTHER BUSINESS

Commissioner Carroll asked Manager Vesevick if there have been similar number of outings from last year. Manager Vesevick stated that there are a few less outings but revenue is up slightly from last year. There was a general concern among the members that when these outings are booked, tee time is not available to all others for open play. Manager Vesevick stated that they try to keep the block out times at a minimum by positioning the time and place of these outings accordingly.

8. NEXT MEETING

After some talk among the attendees regarding change of meeting date and time, it was agreed by the majority that the next meeting will take place on Friday October 21, 2016 at 7:00am.

9. **ADJOURN**

Commissioner Graham moved and Chairman Browder seconded, to adjourn the meeting. The meeting was adjourned at 7:52 AM.

Submitted by Angela Andrianopoulos, Recording Secretary

Reviewed by General Manager Jeff Vesevick