

RECREATION COMMISSION

MINUTES

MAY 26, 2017

Board or Commission: Recreation

Date: May 26, 2017

Meeting: Regular

Called to Order: 7:00 a.m.

Quorum: Yes

Adjourned: 8:01 a.m.

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	Excused Absence
Mark W. Reinke	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
John Kenwood	Liaison Trustee	Present
Mark Franz	Village Manager	Absent
Mike Campbell	Golf Professional	Absent
Noel Allen	Director of Golf	Absent
Chris Pekarek	Golf Course Superintendent	Absent
Manny Hernandez	Interim Executive Chef	Absent

1. CALL TO ORDER

The May 26, 2017 regular meeting of the Recreation Commission was called to order at 7:00 AM at the Village Links of Glen Ellyn Board Room; 485 Winchell Way; Glen Ellyn, Illinois by Chairman Browder. Chairman Browder indicated Commissioner Chandler resigned from the Commission effective immediately.

2. PUBLIC COMMENTS

Tim O'Shea asked how the Mother's Day Brunch went. General Manager Vesevick replied as far as service levels go it went really well. General Manager Vesevick indicated the numbers were down a bit with about a 14% no show rate.

O'Shea stated that he attended the Mother's Day Brunch at Reserve 22 and felt the automatic 20% gratuity for buffet service was a little high. O'Shea asked if this was a policy. General Manager Vesevick replied Reserve 22 surveys area buffets to ensure they are comparable. General Manager Vesevick said if he hears pushback on this, they will reconsider the 20% tip. O'Shea indicated the food quality was good but still expensive. O'Shea suggested eliminating some of the higher priced offerings and bring the overall price down so that more families can pack the place. O'Shea said his experience was great otherwise. Chairman Browder and Commissioner Carroll agreed that the 20% tip was too high for buffet service. Chairman

Browder indicated these are the little things that will deter customers. General Manager Vesevick said he will check into this and follow-up with the Commission.

3. **APPOVAL OF MINUTES FROM APRIL 21, 2017 MEETING**

MOVE TO APPROVE MINUTES OF REGULAR MEETING FROM 4/21/2017, 7:00 AM

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

4. **STANDING REPORTS**

A. MANAGER – JEFF GENERAL MANAGER VESEVICK

Manager General Manager Vesevick reported quite a bit of rain was experienced throughout April and May. Due to the rain, the course was closed for two (2) days and with the flooding the golf carts were grounded for 10 days. As a result, the golf and food sales suffered. A total of 73 golf outings have been booked for this year, which is consistent with last year. Permanent tee times have been started. There are several evening leagues that began during the week, which provide consistent revenue.

Reserve 22 was impacted by the weather, but the banquets helped with an increase of 12% year-to-date. Reserve 22 has experienced some turnover, with Executive Chef, Mike Concepcion, accepting another position in Texas. Manny Hernandez who was the Sous Chef is now the interim Executive Chef and will be on probation for one (1) year. The interviews for the new Food and Beverage Director are ongoing with three (3) really strong final candidates.

Chairman Browder said this is a good opportunity for the new Food and Beverage Director to take the restaurant to the next level. Trustee Kenwood said he would be happy to scout-out the places where the three (3) candidates work to observe the restaurant's food and culture. Chairman Browder, Commissioner Carroll, and Commissioner Reinke indicated this was a good idea as well.

Commissioner Reinke asked what the Food and Beverage Director will do. General Manager Vesevick replied the new Food and Beverage Director will:

1. establish policies for the kitchen and front end of the house;
2. train staff members;

3. set menus; and,
4. evaluate and supervise the interim Executive Chef and the interim Sous Chef.

Chairman Browder said this new person is responsible for the quality of the product and the quality of service. Chairman Browder said Reserve 22's product is improving, but the service is still lacking. General Manager Vesevick said the biggest challenge for the restaurant is the service levels. Chairman Browder asked that the Food and Beverage Director be made aware that the Commission cares deeply about improved service levels.

General Manager Vesevick indicated the Links staff is working on the landscaping at the new Police Station. General Manager Vesevick said Chris Pekarek, Golf Course Superintendent, has been spending a lot of time at the Police Station setting up the landscaping. General Manager Vesevick stated Golf Course Superintendent Pekarek is tracking the expenses associated with this project and the Village plans to reimburse the Golf Course for this service. Chairman Browder asked how much longer Golf Course Superintendent Pekarek will be working on this. General Manager Vesevick responded probably 30 more days. Chairman Browder requested a report for the next meeting detailing how much time has been dedicated to the landscaping project at the new Police Station. Chairman Browder asked about the response to the new golf carts. General Manager Vesevick said the response has been very well. O'Shea suggested that the starters do a better job explaining the new GPS to the golfers.

O'Shea said it is upsetting when patrons sit in the outside patio and the servers do not engage them. O'Shea indicated some diners are not aware to let the hostess know they will be sitting outside and requiring service. O'Shea recommended having the hostess make a pass through the patio to ensure everyone is served properly. General Manager Vesevick said the servers should recognize this. Trustee Kenwood suggesting displaying placards on all the outdoor dining tables informing patrons to check-in with the indoor hostess so a server can be assigned to their table.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan said the green fees are down \$5,000, while the driving range revenue is up. Commissioner Jourdan asked if the golf cart fees were \$5,000 higher than last year due to the increase in the fees. General Manager Vesevick responded yes. Commissioner Jourdan asked about the extra \$9,000 in miscellaneous revenue. General Manager Vesevick said most of the miscellaneous represents handicap fees, which are not paid at the same time every year. Commissioner Jourdan reported even with the rainy weather, the golf course is up \$15,000 for the month from last year. Commissioner Jourdan reported we are still operating at a change of position of \$500,000 but this will be made up during June, July, and August. Manager Vesevick reported that the majority of the net loss is due to new equipment purchased at the beginning of the year.

Chairman Browder suggested offering a bonus to the new Food and Beverage Director. General Manager Vesevick said there are aggressive bonus plans in place

for the Food and Beverage Director, Executive Chef, Sous Chef, and the Restaurant Manager. General Manager Vesevick explained the bonuses are paid quarterly based upon sales, controlling costs, and customer satisfaction ratings.

C. TRUSTEE LIASON – JOHN KENWOOD

Community Development:

1. The Police Station will be done in June ahead of schedule and under budget.
2. The electrical rates were reset for the electrical aggregation program allowing residents to select from either green or brown. The green rates will be about \$20 higher per year, while the brown rates will be \$20 lower. In the past residents were only able to choose green.
3. The gas station proposal passed at Five Corners. The plan minimizes the impact to local residents. Commissioner Reinke commended the Board for a great plan for an area that has been vacant for a while.
4. Geische property was purchased and no plans have been submitted.
5. Panera Bread is relocating to the corner of Roosevelt Road and Nicoll Way and should open this year.
6. The new brewery received approval.
7. The Soukups property is being rehabbed and the retail space is looking good.
8. The Board has discussed the middle patio at Reserve 22 and how it can be maximized more effectively. General Manager Vesevick said this has been discussed in the past, and that we can discuss this more at the next meeting.

5. ANNOUNCEMENTS AND OTHER BUSINESS

General Manager Vesevick stated a part-time Marketing Coordinator, Jamie Martin, was hired for 18 hours per week. Tim O'Shea will be an official Recreation Commissioner at the next meeting. Chairman Browder suggested getting the golf calendar out earlier next year.

6. NEXT MEETING FRIDAY, JUNE 30, 2017 at 7:00 AM.

7. ADJOURN

Commissioner Reinke moved and Commissioner Jourdan seconded, to adjourn the meeting. The meeting was adjourned at 8:02 a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff General Manager Vesevick