

RECREATION COMMISSION

MINUTES

JULY 28, 2017

Board or Commission: Recreation

Date: July 28, 2017

Meeting: Regular

Called to Order: 7:02 a.m.

Quorum: Yes

Adjourned: 8:18 a.m.

MEMBER ATTENDANCE:

Brad S. Browder	Chairman	Present
Susan Q. Carroll	Commissioner	Excused Absence
Glen G. Graham	Commissioner	Present
Jeffery M. Jourdan	Commissioner	Present
Kevin S. Kennebeck	Commissioner	Excused Absence
Mark W. Reinke	Commissioner	Excused Absence
Tim O'Shea	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
John Kenwood	Liaison Trustee	Absent
Mark Franz	Village Manager	Absent
Brad Chapple	Food and Beverage Director	Present
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 July 28, 2017 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.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES FROM JUNE 30, 2017 MEETING

MOVE TO APPROVE MINUTES OF REGULAR MEETING FROM 6/30/2017, 7:00 AM

RESULT Motion Unanimously Carried

MOVER: Commissioner O'Shea

SECONDER: Commissioner Graham

AYES: Browder, Graham, Jourdan, and O'Shea

NAYES: None

ABSENT: Carroll, Kennebeck, and Reinke

4. INTRODUCTION – BRAD CHAPPLE – FOOD & BEVERAGE DIRECTOR

General Manager Vesevick introduced the new Food and Beverage Director Brad Chapple to the Commission. Food and Beverage Director Chapple shared his extensive restaurant background and said he is impressed with the Reserve 22 operations. Chairman Browder welcomed Chapple and congratulated him on his new position. Chairman Browder said Food and Beverage Director Chapple has a tremendous opportunity here at Reserve 22 and encouraged him to improve service levels.

5. ACTION ITEMS FROM JUNE 2017

General Manager Vesevick updated the Commission on some of the action items from the June meeting. After discussions with Village Manager Franz it was decided that all Glen Ellyn residents would be surveyed regarding the operations at Reserve 22. A full survey provides a better sampling. The survey will also include questions about the Village Links since the last survey was done back in 2008. Commissioner Graham asked if a contractor will be hired to conduct the survey. General Manager Vesevick replied Wes Peters conducted the survey back in 2008 and he will contact him again. Commissioner O’Shea recommended the survey be completed by November so the Recreation Commission is prepared for the special meeting with the Village Board. General Manager Vesevick said he hopes to have the survey findings completed by the next meeting in August or possibly September.

General Manager Vesevick reported on the remaining action items and said \$18,000 in labor costs were expended for the landscaping project at the new Police Station. The Village will be reimbursing the Links for this expense. General Manager Vesevick also indicated he is looking for a new architect for designs for the middle patio project.

6. STANDING REPORTS

A. MANAGER – JEFF GENERAL MANAGER VESEVICK

General Manager Vesevick indicated June was a pretty good month for golf and slightly behind last year. Last year’s June was one of the highest on record so it was hard to compete with. General Manager Vesevick reported golf revenues were higher and golf cart fees were up \$10,000 due to the increase in fees. The Junior Golf program is improving especially with the PGA Junior League.

Golf Course Superintendent Pekarek completed all the landscaping work at Panfish and now only maintenance will need to be done on a monthly basis. Commissioner

O'Shea asked if the Village Links will be reimbursed for the ongoing maintenance at Panfish. General Manager Vesevick said this will have to be negotiated.

General Manager Vesevick said banquets were up by about 10% from last month, while Reserve 22 was down a little. The Father's Day barbeque had about a 1/3 less patrons than last year. However, Reserve 22 still had high attendance on Father's Day, but patrons chose to select options from the menu rather than the barbeque.

Chairman Browder asked if the General Manager Vesevick heard any complaints recently from the neighbors about the patio music. General Manager Vesevick replied the music is played very quiet and with the hot and humid weather most residents have their air conditioning on and cannot hear the music. General Manager Vesevick said he will reach-out to the neighbors to see if there are any concerns.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan reported the financials are going really well and said he was impressed with the higher golf cart fees even with the decrease in golf rounds. General Manager Vesevick said some of the golfers are now renting the carts for the nine (9) hole course as well. Chairman Browder asked if other neighboring golf courses are experiencing the same trend with a decrease in the number of rounds played. General Manager Vesevick indicated that he will speak to nearby golf courses and report back to the Commission.

Commissioner Jourdan asked why the service charge revenue is so much higher than last year. General Manager Vesevick replied the service charges are now recorded as a revenue. Whereas in the past the banquet service charges were distributed as a gratuity to the servers. General Manager Vesevick stated with the change you will see that labor is a little higher, but service charges are higher as well. General Manager Vesevick said Reserve 22 retains a small portion of the service charges to cover the Banquet Manager's commissions. Commissioner Graham clarified the new accounting practice is almost a wash.

Commissioner Jourdan said the operating income looks good and General Manager Vesevick is doing a fine job. General Manager Vesevick noted the Reserve 22 year-to-date labor costs are higher because of the separation costs due to the departure of the former Executive Chef and Assistant Food and Beverage Manager.

General Manager Vesevick noted the cash position is higher than it has been in quite a while; especially considering the \$400,000 spent on capital costs this year. General Manager Vesevick said the Commission will discuss capital expenses at the August meeting.

C. TRUSTEE LIASON – JOHN KENWOOD

No report.

7. OPEN DISCUSSION – FACILITY SURVEY

General Manager Vesevick said he will send another email to the Commission for additional questions for the survey. Commissioner Jourdan suggested the following two (2) questions.

1. Is the food at Reserve 22 up to expectations?
2. Is the menu good?

Food and Beverage Director Chapple said he worked on some survey questions related to price point. Chairman Browder suggested service questions be included on the survey. Chairman Browder indicated the food at Reserve 22 is very good, while service could be improved. Chairman Browder suggested having two (2) bartenders work the outside patio on weekends. Chairman Browder indicated spending a little more on service to improve time of service. Food and Beverage Director Chapple said he is working with Executive Chef Hernandez on improving cooking techniques in order to reduce the ticket time.

8. ANNOUNCEMENTS AND OTHER BUSINESS

Food and Beverage Director Chapple distributed the new Reserve 22 menu and noted that printed specials will be offered nightly. Food and Beverage Director Chapple indicated he is looking to improve consistency on all restaurant items. Discussion ensued regarding the new menu. Commissioner O'Shea asked about healthy offerings. Food and Beverage Director Chapple replied this is something that can be improved and added the daily specials will include one (1) healthy fish option. Commissioner Graham suggested the table tents highlight the produce grown on-site.

Commissioner O'Shea suggested offering better access to "grab and run" drink and menu options. Food and Beverage Director Chapple agreed that there should be a separate dining service for golfers on the go. Commissioner Graham suggested offering daily drink and food specials from 4:30-6:30PM, which would make players dine at Reserve 22 and not go elsewhere. Commissioner O'Shea suggested having the Pro Shop staff ask golfers if they would like to make a lunch or dinner reservation at Reserve 22 when they book their tee time.

The action items for the August 25, 2017 meeting are detailed below.

1. Patio Music Impact on Neighbors; and,
2. Golf Round Statistics from Surrounding Golf Courses.

9. NEXT MEETING FRIDAY, AUGUST 25, 2017 at 7:00 AM.

10. ADJOURN

Commissioner Jourdan moved and Commissioner O'Shea seconded, to adjourn the meeting. The meeting was adjourned at 8:18 a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick