

**SUGAR CREEK GOLF COURSE
ADMINISTRATIVE BOARD MEETING
AGENDA
Tuesday October 22nd, 2019
6:00 P.M. Sugar Creek Clubhouse**

1. Call meeting to Order
2. Roll Call
3. Additions and/or Corrections To Agenda
4. Approval of Minutes from September 24th, 2019
5. Public Participation

OLD BUSINESS

- None

NEW BUSINESS

- Managers' Report – October – Dave Anderson
- Superintendent Report – October – Kevin Goss

FINANCIAL REPORTS

- Income Statement for Period 9 – September 2019

Schedule Next Meeting

**MEETING LOCATED AT
SUGAR CREEK GOLF COURSE
500 E. VAN BUREN
VILLA PARK, ILLINOIS 60181**

SUGAR CREEK ADMINISTRATIVE BOARD MINUTES

SEPTEMBER 24, 2019

Mr. Gola called the meeting at 6:00 P.M. The roll was called.

PRESENT: Joe Colmone, Mark Exiner, Greg Gola, Brian McDermott, Gary Schiefer,
Tim Sheehan, and Charlie Van Slyke

ALSO PRESENT: Dave Anderson, Manager, Kevin Goss, Superintendent, and Jean Paprocki,
Recording Secreta

ADDITIONS AND /OR CORRECTIONS TO THE AGENDA:

None

APPROVAL OF MINUTES FOR AUGUST 27, 2019

A motion to approve the minutes was made by **Charlie Van Slyke** and seconded by
Gary Schiefer. All were in favor and the motion was passed.

PUBLIC PARTICIPATION

None

OLD BUSINESS

None

NEW BUSINESS

MONTHLY MANAGER'S REPORT

September's weather has been fairly typical with 18 playable days versus the 5-year average of 19 days. Revenues are up almost \$7,100 compared to the same time period last year but last September had 18 ½ playable days and that ½ day resulted in 105 fewer rounds. Total revenues of \$87,730 for September are \$9,000 higher than the previous 5-year average and rank 2019 as the 2nd best September in the last 10 years. Revenues are up in greens fees, cart rentals, golf shop sales, alcohol sales, banquet rentals and driving range basket and pass sales. A strong June, July, August and September resulted in year-to-date revenues of \$894,537 through September 22nd and ranks 2019 as the 2nd best year in the past 10 years in spite of having 11 fewer playable days compared to the past 5-year average. September has been busy with banquets and outings totaling 17 events including family events like bridal showers, graduations, reunions, a retirement party, family golf outings, a church outing and the Elmhurst/Villa Park Chamber outing. October will continue to be busy as the Men's and Ladies' leagues come to an end with season ending banquets. The annual Fall Scramble will be held on October 26th with 11 more events scheduled including banquets and a few more golf outings.

SUPERINTENDENT'S REPORT

September has been warmer and wetter than normal with temperatures about 4.4 warmer and 2 inches wetter than average. Due to the warm, wet weather, the turf was growing very quickly doubling the mowing hours. Due to the heavy mowing schedule, the mowers needed constant

repair which required much of Kevin's time doubling the 25% of his time spent on equipment repair to 50%. In addition to mowing, leaves had to be cleaned up daily around the large cottonwood trees, sand traps had to be pumped and restored after several heavy rains, and the 2020 budget required preparation and investigation of pricing for possible new equipment.

2020 BUDGET PRESENTATION – STAFF

Dave introduced the 2020 budget with its primary goal which is to pay all operational expenses (\$796,528) as well as the annual debt payment (\$228,000) through fees collected from operations. In addition, a capital expense (\$40,000) is also budgeted for replacement of maintenance equipment and is only appropriated if funds are available after the third quarter financial review. The net bottom line of revenues less expenses is anticipated to break even. Dave used several graphs and charts to illustrate past trends in the different revenue areas looking for opportunities for revenue growth while using the data to determine projections for 2020. He looked first at rounds and the average number of rounds played for the past 5 years which have been affected by abnormal weather patterns causing a decrease in playable days. Using the data, the projection is the average of the last 5 years. The same strategy was used for all revenue areas. The projections for 2020 revenues compared to 2019 budget showed increases in driving range instruction, indoor facility rentals, food sales, and liquor sales with decreases in golf camp, greens fees, driving range fees, and beer and wine sales. Total revenues for the 2020 budget are projected to decrease by \$14,611. This budget included expenses with expenses expected to increase by \$10,709 for the 2020 budget. Budget increases include wages and salaries, the Illinois Municipal Retirement Fund, a new ice machine, and new banquet chairs while decreases in expenses include ads and notices, concession merchandise, and a decrease in the capital purchases. Total revenues for the 2020 budget are projected to be \$1,070,452 with expenses totaling \$1,070,328.

COMMITTEE APPROVAL OF 2020 BUDGET

The motion to approve the 2020 Proposed Sugar Creek Budget was made by **Tim Sheehan** and seconded by **Joe Colmone**. All were in favor and the motion was approved. Next the Proposed Budget will be presented to the Parent Bodies for final approval.

APPROVAL OF BUDGET COMPARISON REPORT

The Board considered the Budget Comparison Report through Period 8. **Brian McDermott** gave a short recap of the budget. A motion to accept the income statement was made by **Gary Schiefer** and seconded by **Tim Sheehan** and the motion was carried.

NEXT MEETING

The next meeting will be scheduled for Tuesday, October 22 at 6:00 p.m.

ADJOURNMENT

A motion to adjourn was made by **Charlie Van Slyke** and seconded by **Tim Sheehan**. The meeting was adjourned at 6:42 p.m.

Respectfully submitted,