

SUGAR CREEK ADMINISTRATIVE BOARD MINUTES

AUGUST 23, 2022

Mr. Mc Dermott called the meeting at 6:00 P.M.

PRESENT: Greg Gola, Kevin Kost, Brian McDermott, Meghan Scarsella and Gary Schiefer with Kent Johnson arriving at 6:11.

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

ABSENT: Joe Colmone

ADDITIONS AND/OR CORRECTIONS FOR AGENDA:

None

APPROVAL OF MINUTES FOR JULY 26, 2022

A motion to approve the minutes for July 26, 2022 was made by **Kevin Kost** and seconded by **Meghan Scarsella**. All were in favor and the motion was passed.

PUBLIC PARTICIPATION:

None

OLD BUSINESS

RESTORATION PLAN UPDATE:

Kevin Goss, Greg Gola, Brian McDermott and Ted Gray met in a pre-construction meeting with the contractor. However, the representative from Kane County Sewer and Water Conservation District had to cancel at the last minute so approval is still needed for a variety of different aspects of the project. The start date is October 3rd with one of the crucial points being the soil test to determine whether the soil from the pond is not contaminated so it can be taken off-site. A ground-breaking ceremony is still being planned in the next few weeks. Hopefully, 50%-60% of the project can be completed by the end of fall depending on the weather with the completion date April 30th. Kevin then added that the electrical lines are a major concern which must be addressed before the project can begin. In order for the trucks to pass beneath these wires, they must be raised about 4 feet. He has already spoken to local contractors about raising them which does not seem to be an issue.

NEW BUSINESS

MONTHLY MANAGER'S REPORT:

August had 21 playable days out of 21 days. Usually, both July and August offer very little fluctuation with playable days. However, this month had 308 more rounds versus the same time period last year indicating that the course remains very busy with more traffic.

Consequently, green fees and cart revenue also shows an increase of \$15,443 versus the same time period last year. We budgeted for riding carts to be used 60% of the time, and usage has increased to 69% of all play. We exceeded our 5-year average year-to-date by \$121,990, which

brings us very close to making our budget at 73.7%. The driving range also remains very busy with 40% more traffic with the number of baskets sold showing an increase of almost \$20,000 year-to-date versus last year. During COVID, many golfers from other communities began using the driving range, and that trend seems to continue. Banquets have been very busy with new reservations being made for the upcoming months.

SUPERINTENDENT'S REPORT:

Temperatures have been exactly average with only 3 days in the 90's. It was almost cool for many as our recent climate history has warmed in the Chicago area with August and the June-August period having the top 10 warmest temperatures in history in 2021, 2020, and 2018. It continues to be very dry with only an inch of rain from 2 rain events for the month leaving the soil dried out to baseline level in non-irrigated areas. Therefore, irrigation maintenance and repair has been a major project this month as we replaced several malfunctioning irrigation heads, repaired a leaking pipe in the pumphouse while making several adjustments to the irrigation system and frequent hand-watering of dry spots. Other projects included restoring willow stump areas on #2, 3, and 9, weeding, trimming, and mulching landscape beds, and removing two pine trees that had died this year. Also, on the night of August 19th-20th, all but one of our flagsticks and flags disappeared. A police report was filed along with a report with PDRMA, although the loss was less than \$1,000 which does not exceed our deductible of \$1,000. Kevin had an extra set so there wasn't an issue.

Other projects included gathering information for the equipment replacement, attending the creek restoration meeting, coordinating the removal of the final 12 willow trees for the restoration project, and getting quotes and finalizing permit applications for the above ground storage tanks. The tank, which seemed most suitable, is available this year.

SUGAR CREEK GOLF COURSE MAINTENANCE EQUIPMENT REPLACEMENT

The funds from the sale of the rental property were allocated for the replacement of maintenance equipment so Kevin has finalized which equipment will be replaced this year. He met with **Greg Gola** and **Brian McDermott** and decided to use Sourcewell to procure 4 pieces of John Deere equipment. Sourcewell prepares bids, conducts a competitive sealed bidding process and awards contracts for the utilization of government agencies nationwide. The contract specifies 24% discount off of MSRP for golf turf equipment and 18% for tractors as well as other additional benefits. The 4 pieces are the John Deere 4066R tractor for \$82,551.71 which replaces 3 pieces, Tee Mower for \$47,065.00 which replaces 2 pieces, Utility Cart for \$11,068.41, and the Bank Mower for \$56,759.00 with the total of contracted pieces at \$197,444.12. The staff also recommended 3 other pieces of replacement equipment. Quotes were requested and these non-contract equipment purchases included Smithco Bunker Rake for \$23,230.00, Utility Dump Trailer for \$10,141.34 and Aerway 75 for \$14,005.34. There was a trade-in value for our used equipment of \$12,500 with the total of non-contract equipment at \$34,876.68.

A discussion then ensued about the remaining money from the sale of the house. **Kevin Kost** questioned whether that money would be available in the future for equipment replacement

and **Brian McDermott** assured them that a Resolution approved by the Village Board requires that the funds would be deposited and used to purchase new maintenance equipment.

A motion was made by **Gary Schiefer** and seconded by **Greg Gola** to recommend that the Park Commissioners of Elmhurst and Village of Villa Park Board approve the purchase of the equipment listed above for Sugar Creek Golf Course for the total cost of \$232,320.80, and also authorize the Executive Director of Elmhurst Park District to execute and purchase on behalf of Sugar Creek Golf Course. All were in favor, and the motion was passed. This recommendation will go to both Parent Bodies for approval

APPROVAL OF BUDGET COMPARISON REPORT

The Board considered the Budget Comparison Report through Period 7. **Brian McDermott** reviewed both revenues and expenditures. Significant changes in revenues include both Program revenue and Jr. Golf revenue exceeding budget. Driving range budget is at 71% of budget while indoor rental is at about 99% of budget. Changes in expenses include increases in consulting fees and increases in services, which included banking fees and more equipment rentals. The motion to accept the July Income Statement was made by **Meghan Scarsella** and seconded by **Greg Gola**. All were in favor and the motion was passed.

NEXT MEETING

The next meeting will be scheduled for Tuesday, September 27, 2022 at 6:00 p.m.

ADJOURNMENT

A motion to adjourn was made by **Gary Schiefer** and seconded by **Kent Johnson** and all were in favor. The meeting was adjourned at 6:56 p.m.

Respectfully submitted,