

**SUGAR CREEK GOLF COURSE
ADMINISTRATIVE BOARD MEETING
AGENDA**

**Tuesday October 24th, 2017
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 of September 26th, 2017 Meeting
5. Public Participation

OLD BUSINESS

- None

NEW BUSINESS

- Managers' Report – October
- Superintendent Report – October

FINANCIAL REPORTS

- Income Statement for Period 9 - September 2017

Schedule Next Meeting

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

Income Statements

Fund 80 - Sugar Creek Golf Course

Fiscal Year 2017 Through Period 9

Revenues

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.3000.0000	Revenues & Sales	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3030.0000	Grants-Capital	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3040.0000	Advertising Revenues	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
x.x.x.0000	TOTALS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3200.1813	Driving Range Instruction	\$16,050.00	\$14,714.00	\$1,336.00	91.68%	\$15,836.00
80.00.3200.1816	Jr. Golf	\$93,225.00	\$90,295.00	\$2,930.00	96.86%	\$83,459.00
80.00.3200.1818	Private Lessons	\$1,500.00	\$590.00	\$910.00	39.33%	\$1,160.00
x.x.x.1800	TOTALS	\$110,775.00	\$105,599.00	\$5,176.00	95.33%	\$100,455.00
80.00.3300.0000	Equipment Rentals	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
x.x.x.0000	TOTALS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3300.1801	Pull Cart Rental	\$10,800.00	\$7,368.00	\$3,432.00	68.22%	\$7,224.00
80.00.3300.1802	Club Car Rental	\$108,000.00	\$101,839.00	\$6,161.00	94.30%	\$93,865.00
80.00.3300.1803	Golf Club Rental	\$2,100.00	\$1,767.00	\$333.00	84.14%	\$1,224.00
x.x.x.1800	TOTALS	\$120,900.00	\$110,974.00	\$9,926.00	91.79%	\$102,313.00
80.00.3341.0000	Indoor Facility Rentals	\$29,000.00	\$25,283.00	\$3,717.00	87.18%	\$20,830.00
x.x.x.0000	TOTALS	\$29,000.00	\$25,283.00	\$3,717.00	87.18%	\$20,830.00
80.00.3341.1804	Employee Housing	\$15,600.00	\$10,400.00	\$5,200.00	66.67%	\$10,400.00
x.x.x.1800	TOTALS	\$15,600.00	\$10,400.00	\$5,200.00	66.67%	\$10,400.00
80.00.3430.0000	Daily Use Fees	\$509,542.00	\$441,761.48	\$67,780.52	86.70%	\$407,121.97
x.x.x.0000	TOTALS	\$509,542.00	\$441,761.48	\$67,780.52	86.70%	\$407,121.97
80.00.3430.1813	Driving Range	\$107,015.00	\$98,697.00	\$8,318.00	92.23%	\$99,248.00
x.x.x.1800	TOTALS	\$107,015.00	\$98,697.00	\$8,318.00	92.23%	\$99,248.00
80.00.3431.0000	Punch Card Fees	\$8,100.00	\$7,750.00	\$350.00	95.68%	\$8,100.00
80.00.3453.0000	Season Passes	\$10,240.00	\$8,115.00	\$2,125.00	79.25%	\$10,020.00
80.00.3454.0000	Permanent Tee Times	\$6,700.00	\$7,325.00	(\$625.00)	109.33%	\$6,525.00
80.00.3600.0000	Merchandise Sales	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
x.x.x.0000	TOTALS	\$25,040.00	\$23,190.00	\$1,850.00	92.61%	\$24,645.00
80.00.3600.1807	Pro Shop	\$45,000.00	\$33,687.83	\$11,312.17	74.86%	\$37,047.52
80.00.3600.1808	Beer/Wine Sales	\$63,500.00	\$57,093.81	\$6,406.19	89.91%	\$52,605.73
80.00.3600.1809	Food Sales	\$24,000.00	\$20,305.60	\$3,694.40	84.61%	\$21,454.53
80.00.3600.1810	Soft Drink Sales	\$20,000.00	\$19,288.99	\$711.01	96.44%	\$18,564.53
80.00.3600.1814	Liquor Sales	\$12,500.00	\$13,561.87	(\$1,061.87)	108.49%	\$10,565.15
x.x.x.1800	TOTALS	\$165,000.00	\$143,938.10	\$21,061.90	87.24%	\$140,237.46
80.00.3900.0000	Operating Interfund Transfers	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3960.0000	Interest Income	\$0.00	\$744.44	(\$744.44)	0.00%	\$840.21
80.00.3990.0000	Miscellaneous Revenues	\$0.00	\$2,654.23	(\$2,654.23)	0.00%	\$0.00
REVENUES TOTALS		\$1,082,872.00	\$963,241.25	\$119,630.75	88.95%	\$906,090.64

Expenses

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.4000.0000	Salaries & Wages	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.4001.0000	Full-Time Employees Salary & Wages	\$196,504.00	\$106,838.69	\$89,665.31	54.37%	\$102,078.14
80.12.4001.0000	Full-Time Employees Salary & Wages	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.14.4001.0000	Full-Time Employees Salary & Wages	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.4001.0000	FT Salary & Wages - MIS Chargeback	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.4240.0000	Operations Staff Wages	\$74,360.00	\$53,978.84	\$20,381.16	72.59%	\$55,611.40
80.00.4280.0000	Program Staff Wages	\$0.00	\$0.00	\$0.00	0.00%	\$86.20
80.92.4280.0000	Program Staff Wages	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
x.x.x.0000	TOTALS	\$270,864.00	\$160,817.53	\$110,046.47	59.37%	\$157,775.74
80.00.4280.1805	Cashier/Greens Fees	\$41,300.00	\$30,081.33	\$11,218.67	72.84%	\$28,723.25
80.00.4280.1809	Food Preparation Wages	\$3,600.00	\$1,381.55	\$2,218.45	38.38%	\$1,644.50
80.00.4280.1811	Administrative Staff	\$330.00	\$275.00	\$55.00	83.33%	\$275.00
80.00.4280.1813	Driving Range	\$7,487.00	\$9,307.58	(\$1,820.58)	124.32%	\$8,444.35
80.00.4280.1814	Bar Wages	\$13,198.40	\$6,521.75	\$6,676.65	49.41%	\$6,732.81
80.00.4280.1816	Program Wages-JR Golf	\$12,000.00	\$15,083.68	(\$3,083.68)	125.70%	\$15,167.63
80.00.4280.1817	Utility/Cleaning	\$12,000.00	\$2,451.03	\$9,548.97	20.43%	\$1,603.13
80.00.4280.1818	Private Lessons	\$1,125.00	\$0.00	\$1,125.00	0.00%	\$0.00
4000	TOTALS	\$361,904.40	\$225,919.45	\$135,984.95	62.43%	\$220,366.41

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
x.x.x.1800 TOTALS		\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5000.0000	Services	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5020.0000	Health Care Expenses	\$27,981.00	\$21,101.21	\$6,879.79	75.41%	\$17,773.71
80.12.5020.0000	Health Care Expenses	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.14.5020.0000	Health Care Expenses	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5020.0000	Health Insurance Exp.-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5040.0000	Illinois Muncipal Retirement Fund	\$26,828.00	\$18,764.42	\$8,063.58	69.94%	\$18,137.85
80.12.5040.0000	IMRF Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.14.5040.0000	IMRF Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5040.0000	IMRF-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.12.5050.0000	Business Insurance	\$14,050.00	\$7,025.00	\$7,025.00	50.00%	\$6,950.00
80.00.5060.0000	FICA-Employer Portion	\$27,686.00	\$18,745.81	\$8,940.19	67.71%	\$18,521.84
80.12.5060.0000	FICA	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.14.5060.0000	FICA	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5060.0000	FICA-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5102.0000	Consulting Services	\$10,500.00	\$850.00	\$9,650.00	8.10%	\$0.00
80.92.5102.0000	Consulting - MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5141.0000	Internet Connectivity	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5141.0000	Internet Connectivity-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.12.5160.0000	Auditing Expense	\$4,500.00	\$4,500.00	\$0.00	100.00%	\$4,500.00
80.12.5180.0000	Finance/Bank Charges	\$22,000.00	\$18,309.46	\$3,690.54	83.22%	\$18,029.58
80.00.5190.0000	Bad Debt Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5300.0000	Dues	\$1,755.00	\$1,704.00	\$51.00	97.09%	\$1,663.00
80.92.5300.0000	Dues	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5310.0000	Books & Subscriptions	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5320.0000	Occupational Health	\$1,300.00	\$1,464.00	(\$164.00)	112.62%	\$1,001.00
80.00.5340.0000	Continuing Education	\$1,000.00	\$334.00	\$666.00	33.40%	\$683.17
80.92.5340.0000	Continuing Education	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5380.0000	Mileage	\$2,000.00	\$2,078.61	(\$78.61)	103.93%	\$1,557.38
80.92.5380.0000	Mileage-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5500.0000	Ads & Notices	\$7,000.00	\$5,931.09	\$1,068.91	84.73%	\$5,595.53
80.13.5500.0000	Ads & Notices	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5520.0000	Licenses & Permits	\$1,000.00	\$820.00	\$180.00	82.00%	\$1,000.00
80.00.5540.0000	Postage & Shipping	\$500.00	\$508.00	(\$8.00)	101.60%	\$50.81
80.00.5560.0000	Printing	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.12.5560.0000	Printing	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5580.0000	Equipment Rental	\$29,100.00	\$23,696.52	\$5,403.48	81.43%	\$28,963.54
x.x.x.0000 TOTALS		\$177,200.00	\$125,832.12	\$51,367.88	71.01%	\$124,427.41
80.00.5580.1815	Banquets/Outings	\$3,000.00	\$2,319.49	\$680.51	77.32%	\$2,985.77
x.x.x.1800 TOTALS		\$3,000.00	\$2,319.49	\$680.51	77.32%	\$2,985.77
80.00.5601.0000	Telephone	\$3,800.00	\$1,375.11	\$2,424.89	36.19%	\$2,955.39
80.92.5601.0000	Telephone-MIS Chargeback	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5602.0000	Cellular Phones & Service	\$600.00	\$45.30	\$554.70	7.55%	\$504.26
80.92.5602.0000	Cellular Phones & Service-MIS Chargeback	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5603.0000	Cellular & Paging	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5650.0000	Alarm Expenses	\$4,000.00	\$2,050.62	\$1,949.38	51.27%	\$7,088.49
80.00.5720.0000	Electricity	\$18,000.00	\$14,947.12	\$3,052.88	83.04%	\$14,305.26
80.00.5721.0000	Electricity-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5740.0000	Natural Gas	\$6,000.00	\$3,741.75	\$2,258.25	62.36%	\$2,568.14

80.00.5741.0000	Natural Gas-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5760.0000	Water & Sewer	\$6,000.00	\$4,350.45	\$1,649.55	72.51%	\$3,235.90
80.00.5761.0000	Water & Sewer-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5780.0000	Cable TV Expenses	\$2,150.00	\$1,377.34	\$772.66	64.06%	\$1,281.47
80.00.5881.0000	Computer & Hardware Services	\$700.00	\$396.27	\$303.73	56.61%	\$0.00
80.92.5881.0000	Computer & Hardware Services	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5882.0000	Custodial Maintenance	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5883.0000	Contract Services	\$11,270.00	\$7,293.91	\$3,976.09	64.72%	\$13,661.66
80.00.5900.0000	Public Relations	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5960.0000	Employee Relations	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
5000 TOTALS		\$232,720.00	\$163,729.48	\$68,990.52	70.35%	\$173,013.75

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.6000.0000	Repairs & Maintenance	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.6020.0000	Building Repairs	\$8,000.00	\$394.00	\$7,606.00	4.93%	\$3,119.22
80.00.6060.0000	Plumbing Systems Repair	\$4,205.00	\$4,175.00	\$30.00	99.29%	\$4,098.00
80.00.6200.0000	Vehicle Repairs	\$1,000.00	\$2,667.47	(\$1,667.47)	266.75%	\$0.00
80.00.6340.0000	Equipment Repairs	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.6500.0000	Electrical Repairs	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.6990.0000	Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
6000 TOTALS		\$13,205.00	\$7,236.47	\$5,968.53	54.80%	\$7,217.22

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.7000.0000	Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7001.0000	Office Supplies	\$1,000.00	\$527.93	\$472.07	52.79%	\$891.01
80.12.7001.0000	Office Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7020.0000	Equipment & Furniture	\$3,000.00	\$2,263.30	\$736.70	75.44%	\$0.00
80.92.7020.0000	Equipment & Furniture	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7030.0000	Computer Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.7030.0000	Computer Supplies-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.7031.0000	Computer Software-MIS Chgbk	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.7032.0000	Computer Hardware-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7040.0000	Custodial Supplies	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00
80.00.7070.0000	Grounds Supplies	\$36,700.00	\$24,421.74	\$12,278.26	66.54%	\$30,043.18
80.00.7090.0000	Building Supplies	\$11,450.00	\$4,884.53	\$6,565.47	42.66%	\$6,361.18
80.00.7100.0000	Fuel	\$8,882.00	\$6,249.82	\$2,632.18	70.37%	\$5,425.37
80.00.7140.0000	Vehicle Parts	\$18,595.00	\$15,262.95	\$3,332.05	82.08%	\$18,309.03
80.00.7400.0000	Horticultural Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7520.0000	Chemicals	\$24,771.00	\$21,548.24	\$3,222.76	86.99%	\$24,453.41
80.00.7600.0000	Program Supplies	\$5,600.00	\$5,130.00	\$470.00	91.61%	\$5,088.96
x.x.x.0000 TOTALS		\$110,998.00	\$80,288.51	\$30,709.49	72.33%	\$90,572.14
80.00.7600.1813	Driving Range	\$14,000.00	\$15,133.12	(\$1,133.12)	108.09%	\$9,418.21
80.00.7620.1807	Pro Shop	\$30,000.00	\$21,489.55	\$8,510.45	71.63%	\$25,732.68
80.00.7620.1812	Concession Merchandise	\$54,000.00	\$45,262.66	\$8,737.34	83.82%	\$46,787.66
x.x.x.1800 TOTALS		\$98,000.00	\$81,885.33	\$16,114.67	83.56%	\$81,938.55
80.00.7680.0000	Uniforms	\$2,000.00	\$2,021.47	(\$21.47)	101.07%	\$1,496.23
80.00.7700.0000	First Aid Supplies/Pers. Protect. Equip.	\$500.00	\$385.96	\$114.04	77.19%	\$0.00
7000 TOTALS		\$211,498.00	\$164,581.27	\$46,916.73	77.82%	\$174,006.92

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.8000.0000	Capital	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8910.0000	Capital Purchases	\$32,000.00	\$0.00	\$32,000.00	0.00%	\$0.00
80.00.8930.0000	Depreciation Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8931.0000	Depreciation Expense-Land Improvements	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8932.0000	Depreciation Expense-Bldg. & Improvement	\$0.00	\$1,164.75	(\$1,164.75)	0.00%	\$0.00
80.00.8933.0000	Depreciation Expense-Machinery & Equip.	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8940.0000	Amortization Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
8000 TOTALS		\$32,000.00	\$1,164.75	\$30,835.25	3.64%	\$0.00

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.9000.0000	Transfers & Debt Payments	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.9910.0000	Operating Interfund Transfers	\$105,000.00	\$7,500.00	\$97,500.00	7.14%	\$8,375.00
80.00.9921.0000	Interest Expense-Installment Contract	\$123,562.50	\$0.00	\$123,562.50	0.00%	\$10,781.25
9000 TOTALS		\$228,562.50	\$7,500.00	\$221,062.50	3.28%	\$19,156.25
EXPENSES TOTALS		\$1,079,889.90	\$570,131.42	\$509,758.48	52.80%	\$593,760.55