

SUGAR CREEK ADMINISTRATIVE BOARD MINUTES

MAY 23, 2023

**Mr. Gola** called the meeting at 6:00 P.M.

PRESENT: Greg Gola, Kent Johnson, Claire Kubiesa, Kevin Kost, Brian McDermott, and  
Charlie Van Slyke

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

ABSENT: Joe Colmone

INTRODUCTION OF NEW BOARD MEMBERS:

Claire Kubiesa and Charlie Van Slyke will be joining the Board as representatives  
from Elmhurst, replacing Meghan Scarsella and Gary Schiefer

ADDITIONS AND/OR CORRECTIONS TO THE AGENDA

None

APPROVAL OF MINUTES FOR APRIL 26, 2023

A motion to approve the minutes for April 26, 2023 was made by **Kent Johnson**  
and seconded by **Brian McDermott**. Due to lack of lack of attendees from last  
month's meeting, the minutes will not be approved until a quorum is present

PUBLIC PARTICIPATION:

None

OLD BUSINESS

RESTORATION PLAN UPDATE:

A few projects were completed during the last month which included the repair of the asphalt,  
adjusting the rock levels by moving rocks from one place to another, and planting 9,000 plugs  
with 9,000 more plugs to be planted in the future. Presently, they are now here daily watering  
the new plants which are not located in the wetlands. In response to questions, Kevin  
responded that they are using water from the creek and they are responsible for the plants for  
the next three years. The project came in on time with all the equipment removed but the  
budget status will be shared next meeting as we do have one significant change order.

NEW BUSINESS

MONTHLY MANAGER'S REPORT:

Dave began his report by looking at the performance charts ending on Sunday, May 22. Both  
rounds and revenue have soared as compared to the previous May. Although only gaining 2 ½  
playable days, rounds have increased by 737 compared to last May and rounds and cart  
revenue have increased by \$30,821. This increase for the same time period can be attributed  
to both increase in pricing and volume of players with an increase in players per playable day.

Presently, we have an average of 170 players per playable day versus an average of 145 players per day last May. Also, we have now included Friday as the weekend rate. Responding to a question, the rate on weekdays is \$22 versus \$27 on weekends. The driving range revenue has also increased this May versus last May by \$9,800 with actual sales for May at \$22,951, which exceeds the budget for the month. This increase is the result of a rate increase and traffic increase with the number of baskets sold showing a 45% increase. Again, responding to a question, all baskets had \$1.00 increase. The course opened on May 1 as planned with diverse notifications such as social media, voicemail responses to incoming calls and actual signs posted at the front gate and streets. Other events involving the clubhouse were the installation of the HVAC system on the roof which was part of the capital plan and budget for the year and hosting 8 banquets this month which included such celebrations as a bridal shower, graduation, and retirement party. Jr. Golf begins in June with several changes including a price increase and eliminating the last week resulting in a 5-week camp. Registration began at 87% and a discussion ensued since it often sold out in the past.

#### SUPERINTENDENT'S REPORT:

Following a wet February and March, April and May have experienced very little rainfall with only a little over 1 inch of precipitation in the last 6 weeks. Therefore, getting our irrigation system up to speed became a major priority since actively growing turfgrass in our area needs about 1 inch of precipitation per week. Some irrigation repairs had been anticipated due to the creek project but some were unrelated leaving some areas on the course experiencing extreme drought stress before irrigation could be delivered. Most of these areas recovered quickly and now most areas of the golf course can be watered with the exceptions of the tee on #4 and approach on #1. Beside irrigation repairs and rerouting, other projects included normal course maintenance, helping with the asphalt repairs, hand watering areas due to limited irrigation, putting up 5000 feet of rope, stakes, and signs around native plant areas and borrow pits, and attempting to drain borrow pit areas. Landscaping projects including weeding, trimming, and edging landscape beds have been taken over by one of our part-time workers.

At this time, there was a question from **Kent Johnson** about the Open Meetings Act and if our Sugar Creek Board meets the requirements. Mr. Gola explained that our Board meets the criteria by displaying our agenda in two locations but those locations may vary due to having 2 Parent Bodies in different communities.

#### APPROVAL OF FINANCIAL REPORTS:

The Board first considered the Income Statement for Period 5, 2023. **Brian Mc Dermott** introduced the April Income Statement with the introduction of the new format which includes a column listing explanation and now uses landscape mode instead of portrait mode. One change in revenue includes Jr. Golf registration revenue this year in April while it was March last year. He also reminded the board that greens fees for Jr. Golf will be reported in the June statement. There were no significant changes in Expenses although a discussion ensued about the contractual expenses versus inhouse repairs and how they would be coded. The motion to accept the April Income Statement was made by **Charlie Van Slyke** and seconded by **Kevin Kost**. All were in favor and the motion was passed.

**NEXT MEETING**

The next meeting which includes the audit will be scheduled for Tuesday, June 27, 2023 at 6:00 p.m.

**ADJOURNMENT**

A motion to adjourn was made by **Claire Kubiesa** and seconded by **Kent Johnson** and all were in favor. The meeting was adjourned at 7:07 p.m.

Respectfully submitted,