

SUGAR CREEK ADMINISTRATIVE BOARD Minutes

JUNE 23, 2020

**Mr. McDermott** called the meeting at 6:04 P.M. Before the roll was called, **Mr. McDermott** explained that the Board had the official ability to have this virtual meeting because of the gubernatorial disaster proclamation due to the Coronavirus 19.

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

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

ADDITIONS AND /OR CORRECTIONS TO THE AGENDA:

2019 Sugar Creek Audit Review

APPROVAL OF MINUTES FOR MAY 26, 2020

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:

The public was invited to join but would have to email that request prior to the meeting, and no requests were received. Edward Tracy, auditor from Seldon Fox, Susan Griffin, Villa Park Interim Finance Director, and Kristi Jacobsen, Elmhurst Finance Department

OLD BUSINESS

None

NEW BUSINESS

MONTHLY MANAGER'S REPORT:

Dave began the meeting by thanking all of the members for the well wishes for his mother who has since recovered from Covid 19. He proceeded with a quick review of all that is happening right now with the golf course in response to the virus. Golf is booming right now as operations started on May 1. Revenues for greens fees have exceeded where we were last year. Greens fees for June are up \$24,000 in comparison to last year and cart revenues are up \$4500 for the same time frame. May started as twosomes with 15-minute intervals while guidelines in June changed to foursomes and 12-minute intervals with golf carts available. Golf was one of the only outdoor activities available to people and great weather have made it very popular. The driving range is now open and revenues are up \$3300 for June this year. However, Jr. Golf has been cancelled for the year with the loss of \$36,000 in greens fees with 365 registrants. About 80-85 participants have asked for refunds while approximately 100 participants have requested that their fees be carried over to next year. During the next phase, the banquets will open with the maximum capacity of 50 people, and golf course and driving range restrictions lessening. **Greg Gola** asked about the expenses related to Covid 19 and Kristi, representing Elmhurst Park

District Finance Department, answered that all expenses will be handled by their department and sent to the county.

#### SUPERINTENDENT'S REPORT:

May has broken records as the wettest May with 9.51 inches of precipitation. Excessive rain can lead to less root development which eventually leads to turf problems during stressful periods in dry months. June had a rain deficit which caused irrigation problems. Consequently, June has been busy with irrigation repairs and watering dry spots so May was spent with equipment repair while June was monopolized by irrigation repairs. The next phase brings few changes for this department while still monitoring employee schedules to restrict the numbers in the building, staggering start times, and sanitizing more often. **Brian McDermott** shared compliments about the condition of the course from many of the new golfers.

#### 2019 SUGAR CREEK AUDIT REVIEW – EPD/VILLA PARK

A motion to bring the 2019 audit to the table was made by **Gary Schiefer** and seconded by **Tim Sheehan**. Edward Tracy from Seldon Fox presented the information that the report received the highest finding that an auditor can give which is a clean and unmodified opinion. He reported that revenues were about 10% under budget and expenses were also under budget although not quite 10%. The course was able to pay off the debt certificates for 2019 which were \$205,000 with three years remaining until paid in full. All were in favor of approval of the 2019 audit and the motion was passed. Mr. Tracy then thanked Kristi and her staff for their excellent work.

#### APPROVAL OF BUDGET COMPARISON REPORT

Before the presentation of the budget report, Gary Schiefer left the meeting at 6:48 for another meeting. The Board considered the Budget Comparison Report through May. **Brian McDermott** began by mentioning budget impacts with the Covid 19. The first significant change is the loss of revenue from Jr. Golf which is usually recorded in June. Last year Jr. Golf had a revenue of \$123,000. Also, the report also emphasizes that there is a baseline expense whether the golf course is operating or not. A motion to accept the May Income Statement was made by **Charlie Van Slyke** and seconded by **Tim Sheehan**. All were in favor and the motion was carried.

#### NEXT MEETING

The next meeting will be scheduled for Tuesday, July 28 at 6:00 p.m.

#### ADJOURNMENT

A motion to adjourn was made by **Joe Colmone** and seconded by **Greg Gola**. The meeting was adjourned at 7:05 P.M.

Respectfully submitted,