

CITY OF COUNTRYSIDE

*803 Joliet Road
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Meeting Minutes Regular Meeting of the FLAGG CREEK GOLF COURSE ADMINISTRATIVE BOARD MEETING

Tuesday, April 16, 2024

6:00 PM

Council Chambers

Committee Members

Chairman – Michael Natale

Board Members – Alderman Tom Frohlich, Alderman John Finn, Frank Urban, and Brian Remedi

I. CALL TO ORDER.

The Flagg Creek Administrative Board Meeting was called to order at 6:00 p.m.

II. ROLL CALL.**Present:**

Michael Natale, Chairman
Tom Frohlich, Board Member
Brian Remedi, Board Member

Also Present:

Dave Schutter, Finance Director
Patrick Jeter, Golf Course General Manager

Absent:

John Finn, Board Member
Frank Urban, Board Member

III. ADDITIONS/CORRECTIONS TO THE AGENDA.

None.

IV. COMMENTS FROM THE PUBLIC.

None.

V. CONSENT AGENDA.

- A. Approval of the Regular Meeting Minutes from March 19, 2024.
- B. Review of the Paid Bills Report for the Period of March 1 – 31, 2024.
- C. Ratify Donation Requests for April, 2024.

Member Frohlich made a motion to approve the Regular Meeting Minutes from March 19, 2024, the Paid Bills Report for the period of March 1 – 31, 2024, and to ratify donation requests for April, 2024, under the consent agenda. Motion was seconded by Member Remedi.

The motion carried by the following vote:

Aye: 5 Chairman Natale, Member Frohlich, and Member Remedi.

Nay: 0

Absent: 2 Member Finn and Member Urban.

VI. NEW BUSINESS.**A. Rounds Report for March, 2024.**

Golf Course General Manager Jeter stated that the month of March as a good month with rounds growing over prior year by almost 800 rounds. The golf course was open and hosted rounds all month except for one day.

B. Presentation of Financial Report for the period ended March 31, 2024.

Finance Director Schutter stated that the YTD green/league fees exceeded the prior year and budget by \$109K and \$122K respectively. Range revenues exceeded the prior year and budget by just over \$26K and \$27K. Concession revenues exceeded the prior year and budget by \$31K and \$36K respectively. Total revenues for the course exceeded the prior year and budget by \$228K and \$244K respectively.

Net income from concessions exceeded the prior year and budget by \$14K/\$12K respectively, while running a net margin of 48% of sales. Total personnel costs as a percentage of revenue are running at about 35% through the eleven fiscal months ending in March. This shows outperformance to the prior year and budgeted levels of 38%/40% of revenue respectively.

Capital outlays of just over \$84,000 have been incurred YTD on the deck improvements (railing replacement and overall restoration of deck flooring), preliminary engineering work on the potential cart path restoration work, the purchase of golf cart replacements, and labor and construction costs related to the installation of fiber and a camera at the parking lot entrance. The Police Chief has indicated that the camera has been instrumental in providing surveillance coverage of the parking lot area, it now captures all vehicles entering and leaving the course.

Based on the revenue and expense analysis the golf course is showing a surplus of \$598K versus a surplus of \$51K achieved in the prior year and \$455K on a year to date budget basis. The results show bottom line outperformance of \$152K and \$162K to the prior year and budget respectively.

C. Consideration to Purchase a Jacobsen AR331 Rough Mower and two Cushman 1200 Haulers from TurfWerks in the amount of \$56, 370.

Golf Course General Manager Jeter stated that Superintendent Hill annually reviews the condition of the maintenance equipment and makes recommendations to General Manager Jeter and Finance Director Schutter to replace items as needed.

We are looking to replace our old out front rough mower with a 2020 Jacobsen AR331 rough mowing unit. The unit we are looking to purchase has 50 hours of use and is discounted by over \$8,000 from a new unit. The AR331 will be a great addition to the aesthetics of our property, with three independent decks like our bank mower, this piece of equipment can be used to stripe around and in between tees and fairways giving a much nicer look to the course.

The two Cushman Hauler carts will be replacing two of our John Deere carts. The John Deere's are from model years 2001 and 2006 respectively. We will be using these machines as trade-ins. These two machines are starting to have expensive repairs that need to be done.

We received three quotes from John Deere, Toro and Jacobsen. The Toro rough mower price was \$46,000 and the John Deere's price was \$59,000. We decided to go with the Jacobsen mower because it was priced lower than the other two and meets the needs of the golf course. The purchasing policy and the Intergovernmental Agreement requires that purchases over

\$10,000 be approved by the Advisory Board, Park District, and the City. This mower was included in the FY 2025 budget in the amount of \$56,370. Turfwerks has the units all ready for immediate delivery as soon as a purchase order is signed.

A motion was made by Member Frohlich to consideration the purchase of a Jacobsen AR331 rough mower and two Cushman 1200 haulers from TurfWerks in the amount of \$56,370 and seconded by Member Remedi.

The motion carried by the following vote:

Aye: 5 Chairman Natale, Member Frohlich, and Member Remedi.

Nay: 0

Absent: 2 Member Finn and Member Urban.

D. Staff Reports.

General Manager Jeter stated that everything is going good at the golf course. Most of the seasonal help has returned this year.

E. Next Meeting: Tuesday, May 21, 2024 at City of Countryside City Hall.

VII. ADDITIONAL ITEMS.

None.

VIII. RECESS TO EXECUTIVE SESSION.

A. For the Purpose of Discussing Personnel under Section 2(c)(1) of the Open Meetings Act and to Review the Minutes of the Flagg Creek Golf Course Administration Board from July 20, 2022 under Section 2(c)(21) of the Open Meetings Act.

A motion was made by Member Frohlich to move to executive session and seconded by Member Remedi.

The motion carried by the following vote:

Aye: 5 Chairman Natale, Member Frohlich, and Member Remedi.

Nay: 0

Absent: 2 Member Finn and Member Urban.

IX. RECONVENE TO OPEN SESSION.

A. To approve the Flagg Creek Golf Course Administrative Board Executive Session Minutes from July 20, 2022.

X. ADJOURNMENT.

A motion was made to adjourn the meeting by Member Frohlich and seconded by Member Remedi.

The motion carried by the following vote:

Aye: 5 Chairman Natale, Member Frohlich, and Member Remedi.

Nay: 0

Absent: 2 Member Finn and Member Urban.

Chairman Finn declared the meeting adjourned at 6:21 p.m.

Approved:

Michael Natale, Chairman

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