

# CITY OF COUNTRYSIDE

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

Wednesday, January 15, 2020

7:00 PM

Pleasant Dale Park District

### **Committee Members**

**Chairman – Michael Natale**

**Board Members – John Von Drasek, Jerry Welch, David Gallagher, Pat Gierut,  
and Michael Natale**

MINUTES OF THE FLAGG CREEK GOLF COURSE  
ADMINISTRATIVE BOARD MEETING  
January 15, 2020 - 6:59 P.M.  
Pleasant Dale Park District

I. **CALL TO ORDER.**

The Flagg Creek Administrative Board Meeting was called to order at 7:00 p.m.

II. **ROLL CALL.**

**Present:**

John Von Drasek, Board Member  
Jerry Welch, Board Member  
David Gallagher, Board Member  
Pat Gierut, Board Member  
Michael Natale, Board Member

**Also present:**

Billy Rosinia, Golf Course General Manager  
Dave Schutter, Finance Director  
Matt Russian, Pleasant Dale Park District Executive Director  
Don McCordy

III. **APPOINTMENT OF CHAIRMAN TO THE BOARD.**

Pat Gierut nominates Michael Natale as the Chairman and Dave Gallagher seconded.

**Aye:** 4 – Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

IV. **ADDITIONS/CORRECTIONS TO THE AGENDA.**

Billy Rosinia wanted to discuss raising the Flagg Creek rates and donation request protocol. Board members agreed to discuss these two items under new business.

V. **COMMENTS FROM THE PUBLIC.**

None.

VI. **CONSENT AGENDA.**

A. **Approval of the Regular Meeting Minutes from December 18, 2019.**

Member Von Drasek made a motion to approve the regular minutes from December 18, 2019, motion was seconded by Member Welch.

**Aye:** 4 Chairman Natale, Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

**B. Review of the Paid Bills Report for the Period of December 1 – December 31, 2019.**

Member Von Drasek had a question about there being 2 ComEd bills, 12/11/19 - \$2,204.91 and 12/20/19 - \$1,362.99. Finance Director Schutter stated that we are not being billed twice for the same month, that it is a timing issue as to when ComEd send us the invoice and in what month they get processed on the warrant list.

Member Von Drasek also asked about the double billing of Comcast for \$191.28. Finance Director Schutter said that we likely not billed in November. Dave also stated that the system will not let us pay an invoice twice - it is only a timing issue.

Member Von Drasek made a motion to approve the regular minutes from December 18, 2019, motion was seconded by Member Welch.

**Aye:** 4 Chairman Natale, Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

**VII. NEW BUSINESS.****A. Consideration of New Agreement with Golf Now Business Solutions.**

Finance Director Schutter said the whole point of sales system and reporting system at the golf course is provided by Golf Now. We used to pay \$2,500 in cash for that whole software system that sits on the server at the golf course. In 2018, we were approached again by Golf Now to enter into an agreement for access to both their technology platform (point of sale and accounting) and their marketing platform referred to as the marketplace. The marketing platform consists of their affiliated websites and booking engines. In order to get on that platform the golf course was required to give up tee times (trade times) where Golfnow collects the greens fees for the equivalent of 8 golfers/day. We were able to designate the blocks of times that they could market and absorb the trades times.

They have come out with a new product that is cloud based. The major changes include real time access to the Point of Sale, Tee Sheet, and the financial platform as well as storage of customer/payment information and profiles, and an integrated marketing platform. Golfnow will provide us this new technology with no increase in trade time compensation (the course will still give them the equivalent of 8 golfers/day).

Member Von Drasek made a motion to approve the new agreement with Golf Now Business Solutions, it was seconded by Member Welch.

**Aye:** 4 Chairman Natale, Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

**B. Discussion on Comped Rounds Report for 2019.**

In 2019, there was a total of 714 comped rounds. This includes employee comped rounds, PGA comped rounds and promotional comped rounds. Six hundred employees were comped rounds, 63 were PGA comped rounds, and 51 were promotional comped rounds. This is an 11% decrease from 2018.

C. **Presentation of Revenue Share Statement for Video Gaming for the Period Ending December 31, 2019.**

The \$714.56 profit was applied towards our yearly video gaming terminal license fee. The yearly fee is \$1,050.00 -- the golf course was invoiced for the remaining \$335.44.

D. **Presentation of Financial Report for the Period ending December 31, 2019.**

Combined greens fees/league fees now exceed the prior year by just over \$13K, although they trail the YTD budget by just under \$24K. Practice range and concession revenues continue to exceed the prior year and YTD budget totals by \$13.9K and \$6.6K respectively. Total golf course revenues through December exceed the prior year by just under \$30K and lag the YTD budget by about \$16.8K.

The golf course expenses exceed the prior year/budget by \$33.5K and \$28.6K respectively. The result was driven by the unbudgeted expenses on the wireless tower connection. The sidewalk project completed in the fall has not yet been recognized through the December statement period. It is expected that this cost will hit the January financial statement following the City Engineer's closeout of the project.

The golf course is showing a surplus of \$162.5K versus a surplus of \$160.5K achieved in the prior year and a YTD budgeted surplus of \$200K. The variance to the budget was produced from unbudgeted capital outlays approved by the advisory board. We are still under budget by about \$15K to \$16K.

E. **Rounds Report for December.**

A total of 1,052 rounds were played in the month of December. The number is 186 rounds higher than last year. The breakdown is 224 residents, 808 nonresidents, 0 league, 3 outings, and 17 comps. The comp rounds consisted of 10 employees.

F. **Donation Requests.**

General Manager Rosinia stated we had only one donation request which was Pillars Community Health.

Chairman Natale made a motion to approve the donation to Pillars Community Health, it was seconded by Member Von Drasek.

**Aye:** 4 Chairman Natale, Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

General Manager Rosinia stated that there is an established budget for donations. He suggested allowing the Manager to allocate the budgeted amounts at his discretion. He stated that there are timing issues if people don't get him the donation requests promptly and the event could occur before he has a chance to get Board approval.

Chairman Natale asked what the budget amount is for donations. Finance Director Schutter said that \$6,500 is allocated for donations in this fiscal year.

Chairman Natale suggested that if we have a budgetary line item on donations that is approved, why do we have to ask for approval again. Mr. Rosinia can provide monthly updates, if we start getting close to the budget we can discuss.

Finance Director Schutter said we could ratify the donations just like we do the bills list. The donations will already be paid and then we can just report on them. Dave suggested adding an agenda item to the February consent agenda as item C.

**G. Staff Reports.**

Member Rosinia said that Brad Tertell was pivotal in pursuing the mud jacking on the sidewalk. He was able to get the mud jacking done on the three sections of the south side of the front entrance. It should pass the IRMA inspection.

Member Rosinia spoke about the Winterfest event that was on Friday and Saturday.

Finance Director Schutter said the event is funded by donations and volunteers.

**H. Other.**

Member Rosinia reviewed rates from other golf courses comparable to Flagg Creek. The other golf courses are \$2 to \$3 higher in the nonresident category than Flagg Creek. Next year Flagg Creek will need to purchase a new beverage cart and other capital expenditures. Member Rosinia advised that we should raise the rates. Billy talked with Finance Director Schutter and they thought that a \$1/increase was reasonable.

Member Gierut asked when was the last time rates were increased. Billy stated that it's been over 5 years or maybe even longer. There was much discussion on how long it has been since the rates were raised.

Member Rosinia was thinking of raising the rates for nonresidents/residents by \$1. Billy didn't know whether it was a good idea to raise the resident rates too.

Member Natale asked what the rate difference is between nonresident and resident rates. Billy stated that the difference is \$2. Member Natale said that nonresident play is at 80% so if you propose a nonresident increase we are still going to get the majority of revenue out of it.

Finance Director Schutter said that procedurally we have to put it on this agenda and both boards would have to approve. It's in the Intergovernmental Agreement that a rate increase needs to be voted on by all three boards.

Member Natale asked if there are any publications that need to go out. Billy said that rate cards should go out, as long as they are done before March 15<sup>th</sup>. Mike also asked about capital expenditures that we don't want to eat into all of the revenue. We want to take some of that money and invest it and prioritize what we want. Member Rosinia stated that there's a wish list and some mandatory environments that we have to discuss in terms of capital. Finance Director Schutter said they are going to update the capital plan and present it in February with the budget.

Member Von Drasek suggested some kind of sponsorship, maybe getting the beverage cart lettered.

Member Gallagher asked what the progression of this is would be, at our next meeting we approve it, and then it goes to the Park District and then to the City meeting.

Finance Director Schutter indicated that this item could not be voted on at this meeting as it was not a stated agenda item. He suggested this gets brought back to the FCGC Board in February and then to the City and Park Boards in March which should give us enough time to implement in Fiscal Year 2021.

**I. Next Meeting Date: Wednesday, February 19, 2020 at Flagg Creek Golf Course.**

**VIII. ADDITIONAL ITEMS.**

None.

**IX. ADJOURNMENT.**

A motion was made to adjourn by Member Von Drasek, seconded by Member Welch that this meeting be adjourned. The motion carried by the following vote:

**Aye:** 4 Chairman Natale, Member Von Drasek, Member Welch, Member Gallagher, and Member Gierut

**Nay:** 0

Chairman Natale declared the meeting adjourned at 7:42 p.m.

Approved:

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Michael Natale, Chairman