

# CITY OF COUNTRYSIDE

*803 Joliet Road  
Countryside, IL 60525  
www.countryside-il.org*



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

Wednesday, March 16, 2022

7:00 PM

Council Chambers

### **Committee Members**

**Chairman – Michael Natale**

**Board Members – Alderman Finn, Alderman Tom Frohlich,  
Garry Reichert, and Frank Urban**

**I. CALL TO ORDER.**

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

**II. ROLL CALL.****Present:**

John Finn, Board Member  
Tom Frohlich, Board Member  
Garry Reichert, Board Member  
Frank Urban, Board Member

**Also Present:**

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

**Absent:**

Michael Natale, Chairman

Finance Director Schutter asked for a motion to elect Member Finn to be the Chairman for the evening.

**A motion was made by Member Reichert to elect Member Finn to be the Chairman for the evening, seconded by Member Frohlich. The motion carried by the following vote:**

**Aye:** 4 Member Frohlich, Member Finn, Member Reichert, and Member Urban.

**Nay:** 0

**Absent:** 1 Chairman Natale

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

None.

**IV. COMMENTS FROM THE PUBLIC.**

None.

**V. CONSENT AGENDA.**

- A.** Approval of the Regular Meeting Minutes from February 16, 2022.
- B.** Review of the Paid Bills Report for the Period of February 1 – 28, 2022.
- C.** Ratify Donation Requests for March of 2022.

**Member Frohlich made a motion to approve the Regular Meeting minutes from February 16, 2022, the Paid Bills Report for the period of February 1 – 28, 2022, and to ratify donation requests for March, 2022, under the consent agenda. Motion was seconded by Member Urban. The motion carried by the following vote:**

**Aye:** 4 Member Frohlich, Member Finn, Member Reichert, and Member Urban.

**Nay:** 0

**Absent:** 1 Chairman Natale

## **VI. NEW BUSINESS**

### **A. Presentation of Financial Report for the period ended February 28, 2022.**

Finance Director Schutter stated that the YTD green/league fees exceeded the prior year and budget by \$10K and \$49K respectively. Video gaming and hole in one revenues exceeded the prior year and budget by \$22K and \$13K respectively. Year to date concessions exceeded the prior year and budget by \$64K and \$50K respectively. Total revenues for the course now exceed the prior year and budget by \$157K and \$150K respectively.

On the expense side the golf course department expended just \$21K more in personnel costs as compared to the prior year. However, personnel costs in the golf course department are still \$4K under budget while exceeding the budgeted charges for service revenue by nearly \$100K. Credit card processing expenses continue to increase as we drive more activity online which helps reduce the labor burden. Net profits from concessions exceeded the prior year and budget by just under \$23K/\$30K while running a net margin of about 46% of sales. Total personnel costs as a percentage of revenue are running at about 39% and are just \$8K above the prior YTD total on \$157K in additional total course revenues.

Budgeted capital costs of just under \$109K have been expended on the irrigation pump deposit (\$54K), the walking greens mower (\$10K), the mechanical bunker rake (\$15K), new security cameras (\$11.5K), and four new golf carts net of the trade-in allowance (\$18.7K).

The golf course is showing a surplus of \$362K versus a surplus of \$315K achieved in the prior year and a YTD budgeted surplus of \$209K, which yields a positive surplus variance of \$47K and \$154K to the prior year and budget respectively. When adjusting for capital outlays there is a positive surplus variance of \$155K and \$164K to the prior year and budget respectively.

### **B. Consideration to approve an invoice from Rags Electric in the amount of \$11,744.52.**

Finance Director Schutter stated that in June of 2021, the Advisory Board, City, and the Park District approved the purchase of a new custom irrigation pump system from Watertronics. In September of 2021 the Advisory Board, City, and Park District approved a contract with Midwest Irrigation to demo the old pump and install the new pump. The pump needed upgrades to the electrical system. Rags Electric was asked to provide quotes to upgrade the system and provide adequate power from the basement of the club house to the pump house. Rags Electric could not give a precise quote due to the volatile price of the materials from supply chain issues and uncertainty around the final scope of the project.

The project is now complete and Rags Electric submitted a final invoice of \$11,744.52.

**A motion was made by Member Reichert to approve an invoice from Rags Electric in the amount of \$11,744.52, and seconded by Member Urban. The motion carried by the following vote:**

**Aye:** 4 Member Frohlich, Member Finn, Member Reichert, and Member Urban.

**Nay:** 0

**Absent:** 1 Chairman Natale

### **C. Staff Reports.**

Golf Course General Manager Jeter stated that the fence on Joliet Road and Willow Springs Road is getting fixed. Mr. Jeter also stated that they had four good candidates for the Golf Course Superintendent job. Aaron Hill was hired and will be starting on March 28<sup>th</sup>.

Finance Director Schutter stated that he was going to show slides on the parking lot. The City Engineer Fitzgerald told Mr. Schutter that the south side of each parking lot has curbs and the north side does not and that it would cost an additional \$35,000 for the curbs. The total amount of the project is roughly \$380,000. There was much discussion on improving the parking lot.

### **D. Next Meeting Date: Wednesday, April 20, 2022 at the City Hall.**

## **VII. ADDITIONAL ITEMS.**

None.

## **VIII. ADJOURNMENT.**

**A motion was made to adjourn by Member Reichert and seconded by Member Frohlich that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 Member Frohlich, Member Finn, Member Reichert, and Member Urban.

**Nay:** 0

**Absent:** 1 Chairman Natale

Chairman Finn declared the meeting adjourned at 7:30 PM.

Approved:

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John Finn, Chairman

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