

**SUGAR CREEK GOLF COURSE  
ADMINISTRATIVE BOARD MEETING  
Tuesday November 27<sup>th</sup>, 2012  
6:00 P.M.**

1. Call meeting to Order
2. Roll Call
3. Additions and/or Corrections To Agenda
4. Approval of Minutes of November 7<sup>th</sup>, 2012 Meeting
5. Public Participation

**OLD BUSINESS**

- None

**NEW BUSINESS**

- Managers Report
- Superintendent Report

**FINANCIAL REPORTS**

Review of Budget Comparison Report through Period 10, 2012

**NEXT MEETING**

Schedule Next Meeting

**MEETING LOCATED AT  
Sugar Creek Golf Course  
500 E. Van Buren  
VILLA PARK, ILLINOIS 60181**

**SUGAR CREEK ADMINISTRATIVE BOARD  
MINUTES  
NOVEMBER 7, 2012  
(Rescheduled after postponement of October 23<sup>rd</sup> meeting)**

**PRESENT:** Jim Rogers, Jim Brunetti, Greg Gola, Bob Howard, Richard Keehner Jr., Gary Schiefer and Charlie Van Slyke

**ALSO PRESENT:** Dave Anderson, Manager, Jeff Siegmund, Assistant Manager, and Jean Paprocki, Recording Secretary

**ABSENT:** Kevin Goss, Superintendent

**ADDITIONS AND/OR CORRECTIONS TO THE AGENDA:**  
None

**APPROVAL OF MINUTES FOR SEPTEMBER 25, 2012**  
A motion to approve the minutes was made by **Bob Howard** and seconded by **Richard Keehner, Jr.** All were in favor and the motion was carried.

**PUBLIC PARTICIPATION**  
None

**OLD BUSINESS**  
**2013 BUDGET**

**Jim Rogers**, who represented the Elmhurst Park District, and **Richard Keehner, Jr.**, representing Villa Park, met prior to this meeting to develop a balanced budget for 2013. Both agencies looked for ways to reduce expenditures and increase revenue, and the budget presented to this board did not include all details but all the numbers were finalized. Several highlights included no price increases for 2013, putting marketing under miscellaneous, and Elmhurst Park District absorbing \$65,000 in administrative functions which include finance, human resources, and IT. Also both parent bodies agreed to work together using the park district and the forestry department to assist Kevin with the Emerald Ash borer rather than allocating additional funds to the grounds expenditures.

**Greg Gola** ~~Richard Keehner, Jr.~~ initiated a concern about several projections and a discussion ensued. **Jim Rogers** suggested and all members agreed that the revenues and expenditures would be closely monitored throughout the coming season and could be modified accordingly.

A motion was made to approve the budget by **Charlie Van Slyke** and seconded by **Bob Howard**. All were in agreement and the motion was passed. The budget will be presented to both parents bodies in November.

**NEW BUSINESS**  
**MANAGER'S REPORT/REVIEW**

**ROUNDS AND REVENUE/Year to Date through 11/6 /2012**

	2011	2012	
<b>SEPT.</b>			
<b>ROUNDS</b>	4105	4497	+392
<b>REVENUE</b>	\$77,916	\$91,164	+\$13,248
<b>OCT.</b>			
<b>ROUNDS</b>	2772	2272	-500
<b>REVENUE</b>	\$50,830	\$53,654	+\$2,624

Rounds were down this month after a very cool October. However, revenue was up mainly because of an early payment of \$5,000 from York High School for their golf team fees. Several events this month included the annual Fall Classic which was sold out with 30 teams participating in the 18-hole event, a 50-player golf outing, a banquet celebrating the ten-year reunion from Immaculate Conception High School, and a baby shower. Dave also mentioned the successful marketing tool of the Senior Frequent Player Pass that resulted in a 51% increase in senior rounds compared to 2011 and the use of the clubhouse as a voting location for two precincts with the beneficial consequence of additional exposure to the community.

### **SUPERINTENDENT'S REPORT**

October was cooler than usual with average precipitation which provided much needed relief to drought stressed trees in our area. The crew has been busy aerifying, top dressing, fertilizing and seeding the tees. Otherwise, the majority of their time is spent keeping the course playable by clearing and mulching leaves. A plan has been developed to remove 30-40 dead ash trees which will be a combined effort of the staff, the Elmhurst Park District, and the forestry department of Villa Park.

### **FINANCIAL REPORTS**

#### **APPROVAL OF BUDGET COMPARISON REPORT**

The Board considered the Budget Comparison Report through Period 9. A motion to accept the income statement was made by Gary Schiefer and seconded by Jim Brunetti and the motion was carried.

#### **NEXT MEETING**

The next meeting will be scheduled for Tuesday, November 27, at 6:00 p.m.

#### **ADJOURNMENT**

All agenda items being addressed, a motion to adjourn was made by Charlie Van Slyke and seconded by Gary Schiefer. All were in favor and the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Jean Paprocki

## Income Statement

### Fund 80 - Sugar Creek Golf Course

### Fiscal Year 2012 Through Period 10

#### Revenues

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.3000.0000	Revenues & Sales	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3040.0000	Advertising Revenues	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
80.00.3200.1813	Driving Range Instruction	\$58,350.00	\$62,670.49	(\$4,320.49)	107.40%	\$59,820.54
<b>x.x.x.1800</b>	<b>TOTALS</b>	<b>\$58,350.00</b>	<b>\$62,670.49</b>	<b>(\$4,320.49)</b>	<b>107.40%</b>	<b>\$59,820.54</b>
80.00.3300.0000	Equipment Rentals	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
80.00.3300.1801	Pull Cart Rental	\$17,100.00	\$10,383.00	\$6,717.00	60.72%	\$10,770.00
80.00.3300.1802	Club Car Rental	\$66,880.00	\$69,799.85	(\$2,919.85)	104.37%	\$48,146.05
80.00.3300.1803	Golf Club Rental	\$2,100.00	\$1,500.00	\$600.00	71.43%	\$1,116.00
<b>x.x.x.1800</b>	<b>TOTALS</b>	<b>\$86,080.00</b>	<b>\$81,682.85</b>	<b>\$4,397.15</b>	<b>94.89%</b>	<b>\$60,032.05</b>
80.00.3341.0000	Indoor Facility Rentals	\$25,500.00	\$15,659.89	\$9,840.11	61.41%	\$13,412.00
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$25,500.00</b>	<b>\$15,659.89</b>	<b>\$9,840.11</b>	<b>61.41%</b>	<b>\$13,412.00</b>
80.00.3341.1804	Employee Housing	\$15,600.00	\$13,000.00	\$2,600.00	83.33%	\$13,000.00
<b>x.x.x.1800</b>	<b>TOTALS</b>	<b>\$15,600.00</b>	<b>\$13,000.00</b>	<b>\$2,600.00</b>	<b>83.33%</b>	<b>\$13,000.00</b>
80.00.3430.0000	Daily Use Fees	\$542,366.00	\$470,055.14	\$72,310.86	86.67%	\$403,167.33
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$542,366.00</b>	<b>\$470,055.14</b>	<b>\$72,310.86</b>	<b>86.67%</b>	<b>\$403,167.33</b>
80.00.3430.1813	Driving Range	\$90,250.00	\$82,017.53	\$8,232.47	90.88%	\$67,448.00
<b>x.x.x.1800</b>	<b>TOTALS</b>	<b>\$90,250.00</b>	<b>\$82,017.53</b>	<b>\$8,232.47</b>	<b>90.88%</b>	<b>\$67,448.00</b>
80.00.3431.0000	Punch Card Fees	\$36,250.00	\$6,700.00	\$29,550.00	18.48%	\$6,625.00
80.00.3453.0000	Season Passes	\$11,000.00	\$6,510.00	\$4,490.00	59.18%	\$7,920.00
80.00.3454.0000	Permanent Tee Times	\$15,000.00	\$6,590.00	\$8,410.00	43.93%	\$8,150.00
80.00.3600.0000	Merchandise Sales	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$62,250.00</b>	<b>\$19,800.00</b>	<b>\$42,450.00</b>	<b>31.81%</b>	<b>\$22,695.00</b>
80.00.3600.1807	Pro Shop	\$50,000.00	\$64,884.97	(\$14,884.97)	129.77%	\$49,192.43
80.00.3600.1808	Beer/Wine Sales	\$90,000.00	\$68,650.89	\$21,349.11	76.28%	\$62,854.13
80.00.3600.1809	Food Sales	\$32,000.00	\$20,062.45	\$11,937.55	62.70%	\$18,387.33
80.00.3600.1810	Soft Drink Sales	\$32,540.00	\$23,623.30	\$8,916.70	72.60%	\$22,173.61
80.00.3600.1814	Liquor Sales	\$22,000.00	\$13,920.02	\$8,079.98	63.27%	\$9,746.30
<b>x.x.x.1800</b>	<b>TOTALS</b>	<b>\$226,540.00</b>	<b>\$191,141.63</b>	<b>\$35,398.37</b>	<b>84.37%</b>	<b>\$162,353.80</b>
80.00.3900.0000	Operating Interfund Transfers	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.3960.0000	Interest Income	\$0.00	\$94.54	(\$94.54)	0.00%	\$48.38
80.00.3990.0000	Miscellaneous Revenues	\$100.00	\$9,244.20	(\$9,144.20)	9,244.20%	\$1,770.27
<b>REVENUES TOTALS</b>		<b>\$1,107,036.00</b>	<b>\$945,366.27</b>	<b>\$161,669.73</b>	<b>85.40%</b>	<b>\$803,747.37</b>

## Expenses

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.4000.0000	Salaries & Wages	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.4001.0000	Full-Time Employees Salary & Wages	\$191,864.00	\$112,849.54	\$79,014.46	58.82%	\$127,775.20
80.12.4001.0000	Full-Time Employees Salary & Wages	\$26,279.00	\$7,591.91	\$18,687.09	28.89%	\$18,562.73
80.14.4001.0000	Full-Time Employees Salary & Wages	\$15,281.00	\$4,669.57	\$10,611.43	30.56%	\$10,947.58
80.92.4001.0000	FT Salary & Wages - MIS Chargeback	\$9,758.00	\$6,335.46	\$3,422.54	64.93%	\$5,850.95
80.00.4240.0000	Operations Staff Wages	\$64,820.00	\$65,123.28	(\$303.28)	100.47%	\$64,040.31
80.00.4280.0000	Program Staff Wages	\$89,992.00	\$50,642.13	\$39,349.87	56.27%	\$120,664.59
80.92.4280.0000	Program Staff Wages	\$1,502.00	\$848.25	\$653.75	56.47%	\$937.62
<b>x.x.x.0000</b>	<b>TOTALS</b>	<b>\$399,496.00</b>	<b>\$248,060.14</b>	<b>\$151,435.86</b>	<b>62.09%</b>	<b>\$348,778.98</b>
80.00.4280.1805	Cashier/Greens Fees	\$0.00	\$35,393.36	(\$35,393.36)	0.00%	\$0.00
80.00.4280.1809	Food Preparation Wages	\$0.00	\$2,328.75	(\$2,328.75)	0.00%	\$0.00
80.00.4280.1811	Administrative Staff	\$330.00	\$275.00	\$55.00	83.33%	\$165.00
80.00.4280.1813	Driving Range	\$4,200.00	\$6,296.12	(\$2,096.12)	149.91%	\$0.00
80.00.4280.1814	Bar Wages	\$0.00	\$11,471.61	(\$11,471.61)	0.00%	\$0.00
80.00.4280.1816	Program Wages-JR Golf	\$0.00	\$5,734.81	(\$5,734.81)	0.00%	\$0.00
80.00.4280.1817	Utility/Cleaning	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>4000</b>	<b>TOTALS</b>	<b>\$404,026.00</b>	<b>\$309,559.79</b>	<b>\$94,466.21</b>	<b>76.62%</b>	<b>\$348,943.98</b>

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
<b>x.x.x.1800 TOTALS</b>		<b>\$4,530.00</b>	<b>\$61,499.65</b>	<b>(\$56,969.65)</b>	<b>1,357.61%</b>	<b>\$165.00</b>
80.00.5000.0000	Services	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5020.0000	Health Care Expenses	\$22,025.00	\$14,045.61	\$7,979.39	63.77%	\$16,932.13
80.12.5020.0000	Health Care Expenses	\$2,842.00	\$1,266.43	\$1,575.57	44.56%	\$2,471.87
80.14.5020.0000	Health Care Expenses	\$1,578.00	\$601.49	\$976.51	38.12%	\$1,207.06
80.92.5020.0000	Health Insurance Exp.-MIS Chargebacks	\$1,712.00	\$1,106.80	\$605.20	64.65%	\$1,134.78
80.00.5040.0000	Illinois Muncpal Retirement Fund	\$34,381.00	\$29,408.64	\$4,972.36	85.54%	\$27,927.32
80.12.5040.0000	IMRF Expense	\$2,964.00	\$1,262.57	\$1,701.43	42.60%	\$2,301.65
80.14.5040.0000	IMRF Expense	\$1,724.00	\$734.13	\$989.87	42.58%	\$1,334.95
80.92.5040.0000	IMRF-MIS Chargebacks	\$1,101.00	\$863.70	\$237.30	78.45%	\$769.97
80.12.5050.0000	Business Insurance	\$17,400.00	\$7,476.06	\$9,923.94	42.97%	\$8,516.99
80.00.5060.0000	FICA-Employer Portion	\$26,867.00	\$24,466.46	\$2,400.54	91.07%	\$26,204.62
80.12.5060.0000	FICA	\$2,010.00	\$830.64	\$1,179.36	41.33%	\$1,622.29
80.14.5060.0000	FICA	\$1,169.00	\$488.29	\$680.71	41.77%	\$949.93
80.92.5060.0000	FICA-MIS Chargebacks	\$861.00	\$624.41	\$236.59	72.52%	\$603.63
80.00.5102.0000	Consulting Services	\$500.00	\$0.00	\$500.00	0.00%	\$0.00
80.92.5102.0000	Consulting - MIS Chargebacks	\$750.00	\$863.61	(\$113.61)	115.15%	\$190.19
80.00.5141.0000	Internet Connectivity	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.5141.0000	Internet Connectivity-MIS Chargebacks	\$1,722.00	\$1,124.14	\$597.86	65.28%	\$993.49
80.12.5160.0000	Auditing Expense	\$4,129.00	\$4,129.00	\$0.00	100.00%	\$4,133.00
80.12.5180.0000	Finance/Bank Charges	\$13,450.00	\$11,365.17	\$2,084.83	84.50%	\$12,503.50
80.00.5190.0000	Bad Debt Expense	\$0.00	\$776.72	(\$776.72)	0.00%	\$0.00
80.00.5300.0000	Dues	\$1,890.00	\$1,510.00	\$380.00	79.89%	\$1,710.00
80.92.5300.0000	Dues	\$24.00	\$5.00	\$19.00	20.83%	\$10.65
80.92.5310.0000	Books & Subscriptions	\$20.00	\$2.97	\$17.03	14.85%	\$1.64
80.00.5320.0000	Occupational Health	\$1,150.00	\$502.00	\$648.00	43.65%	\$322.00
80.00.5340.0000	Continuing Education	\$1,000.00	\$285.00	\$715.00	28.50%	\$55.00
80.92.5340.0000	Continuing Education	\$54.00	\$26.60	\$27.40	49.26%	\$21.87
80.00.5380.0000	Mileage	\$1,000.00	\$1,327.70	(\$327.70)	132.77%	\$2,125.55
80.92.5380.0000	Mileage-MIS Chargebacks	\$165.00	\$87.75	\$77.25	53.18%	\$135.62
80.00.5500.0000	Ads & Notices	\$2,000.00	\$213.75	\$1,786.25	10.69%	\$928.94
80.13.5500.0000	Ads & Notices	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5520.0000	Licenses & Permits	\$1,000.00	\$1,195.00	(\$195.00)	119.50%	\$1,090.00
80.00.5540.0000	Postage & Shipping	\$500.00	\$235.29	\$264.71	47.06%	\$24.37
80.00.5560.0000	Printing	\$500.00	\$0.00	\$500.00	0.00%	\$225.50
80.12.5560.0000	Printing	\$265.00	\$157.03	\$107.97	59.26%	\$126.55
80.00.5580.0000	Equipment Rental	\$23,350.00	\$20,178.73	\$3,171.27	86.42%	\$20,335.61
<b>x.x.x.0000 TOTALS</b>		<b>\$170,103.00</b>	<b>\$127,160.69</b>	<b>\$42,942.31</b>	<b>74.76%</b>	<b>\$136,910.67</b>
80.00.5580.1815	Banquets/Outings	\$5,000.00	\$2,619.32	\$2,380.68	52.39%	\$5,894.04
<b>x.x.x.1800 TOTALS</b>		<b>\$5,000.00</b>	<b>\$2,619.32</b>	<b>\$2,380.68</b>	<b>52.39%</b>	<b>\$5,894.04</b>
80.00.5601.0000	Telephone	\$3,408.00	\$1,970.39	\$1,437.61	57.82%	\$1,826.78
80.92.5601.0000	Telephone-MIS Chargeback	\$147.00	\$84.35	\$62.65	57.38%	\$64.70
80.00.5602.0000	Cellular Phones & Service	\$400.00	\$439.45	(\$39.45)	109.86%	\$0.00
80.92.5602.0000	Cellular Phones & Service-MIS Chargeback	\$151.00	\$54.83	\$96.17	36.31%	\$67.52
80.00.5603.0000	Cellular & Paging	\$960.00	\$790.02	\$169.98	82.29%	\$701.31
80.00.5650.0000	Alarm Expenses	\$3,828.00	\$3,462.15	\$365.85	90.44%	\$3,241.34
80.00.5720.0000	Electricity	\$19,200.00	\$13,946.72	\$5,253.28	72.64%	\$15,610.11
80.00.5721.0000	Electricity-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5740.0000	Natural Gas	\$10,600.00	\$3,104.72	\$7,495.28	29.29%	\$5,209.75
80.00.5741.0000	Natural Gas-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5760.0000	Water & Sewer	\$6,200.00	\$5,762.08	\$437.92	92.94%	\$3,473.63

80.00.5761.0000 Water & Sewer-House	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5780.0000 Cable TV Expenses	\$1,560.00	\$1,571.26	(\$11.26)	100.72%	\$1,756.99
80.00.5881.0000 Computer & Hardware Services	\$700.00	\$0.00	\$700.00	0.00%	\$0.00
80.92.5881.0000 Computer & Hardware Services	\$5,051.00	\$3,618.34	\$1,432.66	71.64%	\$3,074.94
80.00.5882.0000 Custodial Maintenance	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.5883.0000 Contract Services	\$10,960.00	\$9,552.63	\$1,407.37	87.16%	\$6,348.89
80.00.5900.0000 Public Relations	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00
80.00.5960.0000 Employee Relations	\$750.00	\$185.90	\$564.10	24.79%	\$0.00
<b>5000 TOTALS</b>	<b>\$240,018.00</b>	<b>\$174,322.85</b>	<b>\$65,695.15</b>	<b>72.63%</b>	<b>\$184,180.67</b>

<b>GL number</b>	<b>Acct Title</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Percent Collected/Used</b>	<b>Last Yr Actual</b>
80.00.6000.0000	Repairs & Maintenance	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.6020.0000	Building Repairs	\$4,000.00	\$593.00	\$3,407.00	14.83%	\$1,024.85
80.00.6060.0000	Plumbing Systems Repair	\$3,000.00	\$650.00	\$2,350.00	21.67%	\$9,658.28
80.00.6200.0000	Vehicle Repairs	\$500.00	\$7.99	\$492.01	1.60%	\$240.75
80.00.6340.0000	Equipment Repairs	\$0.00	\$1,056.76	(\$1,056.76)	0.00%	\$0.00
80.00.6500.0000	Electrical Repairs	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.6990.0000	Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>6000 TOTALS</b>		<b>\$7,500.00</b>	<b>\$2,307.75</b>	<b>\$5,192.25</b>	<b>30.77%</b>	<b>\$10,923.88</b>



GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.7000.0000	Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7001.0000	Office Supplies	\$1,000.00	\$957.35	\$42.65	95.74%	\$668.95
80.12.7001.0000	Office Supplies	\$520.00	\$173.88	\$346.12	33.44%	\$401.75
80.00.7020.0000	Equipment & Furniture	\$500.00	\$0.00	\$500.00	0.00%	\$1,741.20
80.92.7020.0000	Equipment & Furniture	\$650.00	\$497.80	\$152.20	76.58%	(\$14.79)
80.00.7030.0000	Computer Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.7030.0000	Computer Supplies-MIS Chargebacks	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.92.7031.0000	Computer Software-MIS Chgbk	\$1,100.00	\$982.39	\$117.61	89.31%	\$262.72
80.92.7032.0000	Computer Hardware-MIS Chargebacks	\$1,880.00	\$1,387.93	\$492.07	73.83%	\$1,248.63
80.00.7040.0000	Custodial Supplies	\$1,000.00	\$951.37	\$48.63	95.14%	\$633.72
80.00.7070.0000	Grounds Supplies	\$32,650.00	\$26,026.60	\$6,623.40	79.71%	\$31,865.50
80.00.7090.0000	Building Supplies	\$5,650.00	\$5,084.22	\$565.78	89.99%	\$5,257.33
80.00.7100.0000	Fuel	\$12,870.00	\$12,671.00	\$199.00	98.45%	\$11,805.01
80.00.7140.0000	Vehicle Parts	\$13,495.00	\$14,256.62	(\$761.62)	105.64%	\$11,170.01
80.00.7400.0000	Horticultural Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.7520.0000	Chemicals	\$20,771.00	\$19,901.48	\$869.52	95.81%	\$19,789.36
80.00.7600.0000	Program Supplies	\$4,000.00	\$3,942.88	\$57.12	98.57%	\$3,638.87
<b>x.x.x.0000 TOTALS</b>		<b>\$168,501.00</b>	<b>\$133,684.11</b>	<b>\$34,816.89</b>	<b>79.34%</b>	<b>\$140,768.10</b>
80.00.7600.1813	Driving Range	\$8,000.00	\$15,846.53	(\$7,846.53)	198.08%	\$15,097.90
80.00.7620.1807	Pro Shop	\$40,000.00	\$49,796.68	(\$9,796.68)	124.49%	\$41,682.73
80.00.7620.1812	Concession Merchandise	\$62,530.00	\$73,389.49	(\$10,859.49)	117.37%	\$65,589.93
<b>x.x.x.1800 TOTALS</b>		<b>\$110,530.00</b>	<b>\$139,032.70</b>	<b>(\$28,502.70)</b>	<b>125.79%</b>	<b>\$122,370.56</b>
80.00.7680.0000	Uniforms	\$2,000.00	\$2,492.52	(\$492.52)	124.63%	\$1,159.27
80.00.7700.0000	First Aid Supplies/Pers. Protect. Equip.	\$500.00	\$227.65	\$272.35	45.53%	\$227.33
<b>7000 TOTALS</b>		<b>\$209,116.00</b>	<b>\$228,586.39</b>	<b>(\$19,470.39)</b>	<b>109.31%</b>	<b>\$212,225.42</b>

GL number	Acct Title	Budget	YTD	Variance	Percent Collected/Used	Last Yr Actual
80.00.8000.0000	Capital	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8910.0000	Capital Purchases	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8930.0000	Depreciation Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8931.0000	Depreciation Expense-Land Improvements	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8932.0000	Depreciation Expense-Bldg. & Improvement	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8933.0000	Depreciation Expense- Machinery & Equip.	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.8940.0000	Amortization Expense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
<b>8000 TOTALS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>

<b>GL number</b>	<b>Acct Title</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Percent Collected/Used</b>	<b>Last Yr Actual</b>
80.00.9000.0000	Transfers & Debt Payments	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
80.00.9910.0000	Operating Interfund Transfers	\$112,335.00	\$18,423.06	\$93,911.94	16.40%	\$45,021.44
80.00.9921.0000	Interest Expense-Installment Contract	\$127,718.00	\$15,181.25	\$112,536.75	11.89%	\$25,988.78
<b>9000 TOTALS</b>		<b>\$240,053.00</b>	<b>\$33,604.31</b>	<b>\$206,448.69</b>	<b>14.00%</b>	<b>\$71,010.22</b>
<b>EXPENSES TOTALS</b>		<b>\$1,100,713.00</b>	<b>\$748,381.09</b>	<b>\$352,331.91</b>	<b>67.99%</b>	<b>\$827,284.17</b>



As of: 11/27/2012 16:04

**2012 Monthly Rounds vs. Previous 3 Yr.**

Rounds	Thru Sun.												YTD % Var.
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
2009 Actual	113	124	1219	2078	5170	7104	8756	6882	5791	1868	1794	106	38805
2010 Actual	83	0	933	3299	4592	6986	5372	6342	4863	3784	1408	3	37665
2011 Actual	82	15	571	1531	3675	7013	5116	5724	4105	2772	1169	521	32330
2012 Actual	503	297	2307	2919	4429	7439	4698	5280	4497	2272	1100		
2012 vs. 2011	421	282	1736	1388	754	426	(418)	(444)	392	(500)	(69)		3968
Mo. % of total rds	0.3%	0.1%	2.5%	6.3%	12.4%	19.4%	15.8%	17.2%	13.6%	7.7%	4.1%	0.6%	100%

Previous 3-yr. Avg.  
2012 vs. previous 3-yr. Avg.

93 46 908 2303 4479 7034 5748 6249 4920 2808 1469 210 36267 53

**2012 Monthly Revenue vs. Previous 3 Yr.**

Revenue	Thru Sun.												YTD % Var.
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
2009 Actual	\$7,985	\$29,401	\$60,259	\$75,954	\$150,841	\$154,526	\$162,600	\$157,124	\$113,621	\$45,631	\$49,363	\$12,448	\$1,019,753
2010 Actual	\$6,997	\$50,398	\$70,651	\$92,054	\$118,074	\$137,370	\$144,963	\$145,329	\$91,033	\$78,116	\$29,978	\$8,744	\$973,107
2011 Actual	\$6,990	\$52,219	\$46,234	\$60,932	\$107,681	\$144,668	\$130,560	\$125,404	\$77,916	\$50,830	\$25,610	\$31,932	\$863,209
2012 Actual	\$12,119	\$79,927	\$75,015	\$86,650	\$128,582	\$161,728	\$119,072	\$126,927	\$91,164	\$53,654	\$34,160		\$968,998
2012 vs. 2011	\$5,129	\$27,708	\$28,781	\$25,718	\$20,907	\$17,060	(\$11,488)	\$1,523	\$13,248	\$2,824	\$8,550		\$739,954
Mo. % of total rev.	0.8%	4.6%	6.2%	8.0%	13.2%	15.3%	15.3%	15.0%	9.9%	6.1%	3.7%	1.8%	100.0%

Previous 3-yr. Avg.  
2012 vs. previous 3-yr. Avg.

\$7,324 \$44,006 \$59,048 \$76,313 \$125,532 \$145,521 \$146,041 \$142,619 \$94,190 \$58,192 \$34,984 \$17,508 \$952,035 \$36,052



# Sugar Creek Golf Course

Administrative Board Meeting

November 27, 2012

## Superintendent's Report

### Summary

November contained a few very nice days and the rest around average in temperature. As of today, the month is - 0.2° F below average. Most winterization tasks have been performed and equipment maintenance is beginning. Areas of dormant turf are telling us winter is here, but the forecast indicates some warm days (50°+) still to come.

### Notes and Projects

Since the last meeting:

- The irrigation system was winterized on November 13<sup>th</sup>. Using compressed air, the process clears all the water from the miles of pipe and 300 sprinkler heads that irrigate the golf course. The pump equipment and electronics are also shut down and protected for the winter.
- Freeze-sensitive course accessories like the drinking fountain, water coolers, and ball washers have been removed and winterized.
- Started checklist and plan for winter equipment maintenance.
  - Several pieces of equipment (tractor, aerator, and sprayer) require overhaul to function in 2013.
  - We service the equipment according to the manufacturers' specifications.
  - Cutting units on reel mowers require annual sharpening and rebuilding to maintain functionality.
- Recent tree work:
  - Removed 4 ash trees to the east of the 1<sup>st</sup> fairway.
  - Removed buckthorn from the west side of range and behind the 6<sup>th</sup> green.
  - Trimmed and cleaned up the parkway along Van Buren east of the driving range.





Sugar Creek Manager's Report  
Tuesday November 27<sup>th</sup>, 2012

- Warm weather on Thanksgiving Day brought almost 80 golfers to the course and close to \$1,400 in total sales for the holiday – the best Thanksgiving Day in over six years.
- Set up holiday decorations in the clubhouse and banquet facility for busy upcoming banquet month of December. Ten events are scheduled for December.
- Created, promoted and held a Black Friday Sale which included merchandise discounts up to 40% off and a special 5-round pass. The \$75 5-round pass included a \$15 gift card as an incentive. 17 passes were sold for \$1,020 along with \$255 in gift card sales as part of the promotion. Two separate bulk emails were sent to over 3,500 customers in our database leading up to the event.
- Staff is working on finalizing details and content for brochures and website for 2013 programs and pricing.