

**DuPAGE AIRPORT AUTHORITY
GOLF COMMITTEE MEETING
Wednesday, May 14, 2014**

The Golf Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois, Third Floor Conference Room on Wednesday, May 14, 2014. Chairman Donnelly called the meeting to order 2:05 p.m. and a quorum was present for the meeting. Board Chairman Davis participated as a member of the Committee.

Commissioners Present: Donnelly, Huizenga

Commissioners Absent: Gorski

DuPage Airport Authority Staff Present: Executive Director David Bird; John Schlaman, Director of Golf for Prairie Landing Golf Course; Byron Miller, Director of Operations; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance; Becky Taylor, Accountant for Prairie Landing Golf Club; Erin Adriatico, Prairie Landing Golf Club; Michael Wallner, Prairie Landing Golf Club; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Dan Pape, Crawford, Murphy and Tilly.

NEW BUSINESS

Prairie Landing Golf Club Financial Review

John Schlaman reviewed the financial information for April and reported that rounds were down from the 2014 budget; 912 versus 1,298.

He continued that total revenues for golf operations are down year-to-date and also from the amount budgeted for 2014. Total Food and Beverage Revenues are also down from the budgeted amount; \$18,350 budgeted versus \$15,042 year-to-date. Total Banquet Income is increased from the amount budgeted; \$40,872 budgeted and \$56,610 year-to-date actual revenues. Total Golf Operations Expenses are down from budgeted amount of \$546,933 versus \$498,159 actual year-to-date expenses. He proceeded to review financials in detail and discussion occurred. Mr. Schlaman advised that April was a very slow month in terms of rounds played due to weather conditions. The golf course opened this year on April 10; historically the latest opening date; the golf course has always opened for play during the last weekend in March.

2014 Membership Sales Update

Mr. Schlaman provided a breakdown of membership sales, types and pricing, and discussion followed.

Bunker Refinement Project Update and Timeline

Mr. Schlaman advised that Tony Kalina and his crew have been working very hard to keep the bunkers in playable condition. He added that due to the age of the course it is time for major work to be done on the entire golf course. The bunker refinement project was anticipated to be done in three phases however has fallen behind one to two years. Mr. Schlaman stated that now it is anticipated that all three phases of the project will be completed during 2014; \$1.6 million was budgeted in 2014 for this project.

Dan Barna reported that a mandatory prebid meeting was held on May 13 with six firms attending, four of which are local contractors, all qualified firms for this golf course project. Bids are due May 30 and a recommended bid award is anticipated to be brought to the June 11, 2014 Board Meeting. The date anticipated for startup of the project is August 11, 2014 with completion planned for December 1, 2014. Tony Kalina provided an overview of areas of disturbance for the golf course during this project. Discussion followed.

General Capital Projects Updates

Mr. Schlaman provided a brief review of the Capital projects ongoing for Prairie Landing: Construction of ladder platforms, carpet replacement, renovations and upgrades for bathroom fixtures and the new entrance design and signage.

OTHER BUSINESS

2014 Sample Ads

Mr. Schlaman advised that Anna Normoyle of the Airport Authority does the design work for Prairie Landing's marketing materials and menus, keeping this work in house and providing significant cost savings. Mr. Schlaman reviewed each of the advertisements shown in the meeting packet provided.

Mr. Schlaman then introduced the members of his staff in attendance.

A **MOTION** was made by Commissioner Huizenga to adjourn the meeting of the Golf Committee. The motion was seconded and was unanimously passed by voice vote. The Golf Committee was adjourned at 2:32 p.m.

Adopted at the September 24, 2014 Board Meeting

**Charles E. Donnelly
Committee Chairman**