

ROBIN J. ELACKATT
Chair
ANTHONY G. MAROULIS
Vice-Chair
VASHAUNDRA EDWARDS
Director
CHERYL STERLING
Director
JEFFREY L. BONEY
Director



LYNN CLOUSER
Director
FLOYD EMERY
Director
BILL ATKINSON
Interim Chief Administrative Officer
ALLENA J. PORTIS
Treasurer
E. JOYCE IYAMU
Secretary

MISSOURI CITY RECREATION AND LEISURE LOCAL GOVERNMENT CORPORATION MEETING AGENDA

Notice is hereby given of a meeting of the Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation to be held on **Monday, May 17, 2021, at 5:15 p.m.** at **Missouri City Community Center**, 1522 Texas Parkway, Missouri City, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. The Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. ROLL CALL

2. Consider approving the minutes of the meeting of May 3, 2021.

3. Discuss the midyear budget review.

4. CLOSED EXECUTIVE SESSION

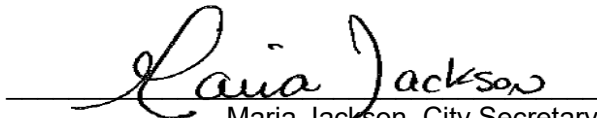
The Board of Directors may go into Executive Session regarding any item posted on the Agenda as authorized by Chapter 551 of the Texas Government Code.

5. ADJOURN

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Missouri City Recreation and Leisure Local Government Corporation meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.

CERTIFICATION

I certify that a copy of the May 17, 2021, agenda of items to be considered by Missouri City Recreation and Leisure Local Government Corporation was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on May 13, 2021, at 4:30 p.m.



Maria Jackson, City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2021.

Signed: _____

Title: _____

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VACANT
Chief Administrative Officer
ALLENA J. PORTIS
Treasurer
E. JOYCE IYAMU
Secretary

**MISSOURI CITY RECREATION AND LEISURE
LOCAL GOVERNMENT CORPORATION
MAY 3, 2021 MEETING MINUTES**

The Board of Directors of the Missouri City Recreation and Leisure Local Government Corporation held a meeting on **Monday, May 3, 2021, at 5:30 p.m.** at Missouri City Community Center, 1522 Texas Parkway, Missouri City, Texas, to consider the following:

1. ROLL CALL

Chair Elackatt called the meeting to order at 5:33 p.m.

Those also present: Vice Chair Maroulis; Directors Edwards and Clouser; Treasurer Portis; Secretary Iyamu; Golf Course Manager Tyson Stittleburg; Interim City Manager Bill Atkinson; Assistant City Manager Glen Martel; City Secretary Maria Jackson; and Director of Communications Stacie Walker.

2. Consider approving the minutes of the meeting of April 5, 2021.

Vice Chair Maroulis moved to approve the minutes of the April 5, 2021 meeting. Director Edwards seconded. **MOTION PASSED UNANIMOUSLY.**

At 5:36 p.m., Directors Sterling, Boney and Emery arrived to the meeting.

3. Consider a resolution appointing an Interim Chief Administrative Officer.

Director Clouser moved to appoint Bill Atkinson as the Interim Chief Administrative Officer. Vice Chair Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

4. Consider a resolution identifying certain officials with authority to open and maintain an account or accounts with Wells Fargo Bank, national association; providing for repeal; and containing other provisions relating to the subject.

Director Emery moved to adopt the resolution. Director Boney seconded. **MOTION PASSED UNANIMOUSLY.**

5. ADJOURN

Without objection, Chair Elackatt adjourned the meeting at 5:39 p.m.

BY: _____
Robin J. Elackatt, Chair

ATTEST: _____
E. Joyce Iyamu, Secretary



**LGC
AGENDA ITEM COVER MEMO**

May 17, 2021

To: Board of Directors
Agenda Item: #3 – FY21 Mid Year Budget Review
Submitted by: Tyson Stittleburg, General Manager

SYNOPSIS

The LGC is providing a review of our financial reports as compared to our budget for the first six periods of FY2021.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City

BACKGROUND

The LGC expected to see continued struggles financially in FY21 due to the lingering effects of COVID19. Actual number have been to the contrary in nearly all departments with the exception of Banquets and Events.

BUDGET/FISCAL ANALYSIS

Purchasing Review: NA
Financial/Budget Review: NA

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. LGC Mid-Year Review Presentation

STAFF'S RECOMMENDATION

This report is provided for informational purposes only and does not require any action.

Director Approval: Tyson Stittleburg, General Manager

**Assistant City Manager/
City Manager Approval:** Bill Atkinson, Interim Chief Administrative Officer

Quail Valley Golf Course & City Centre

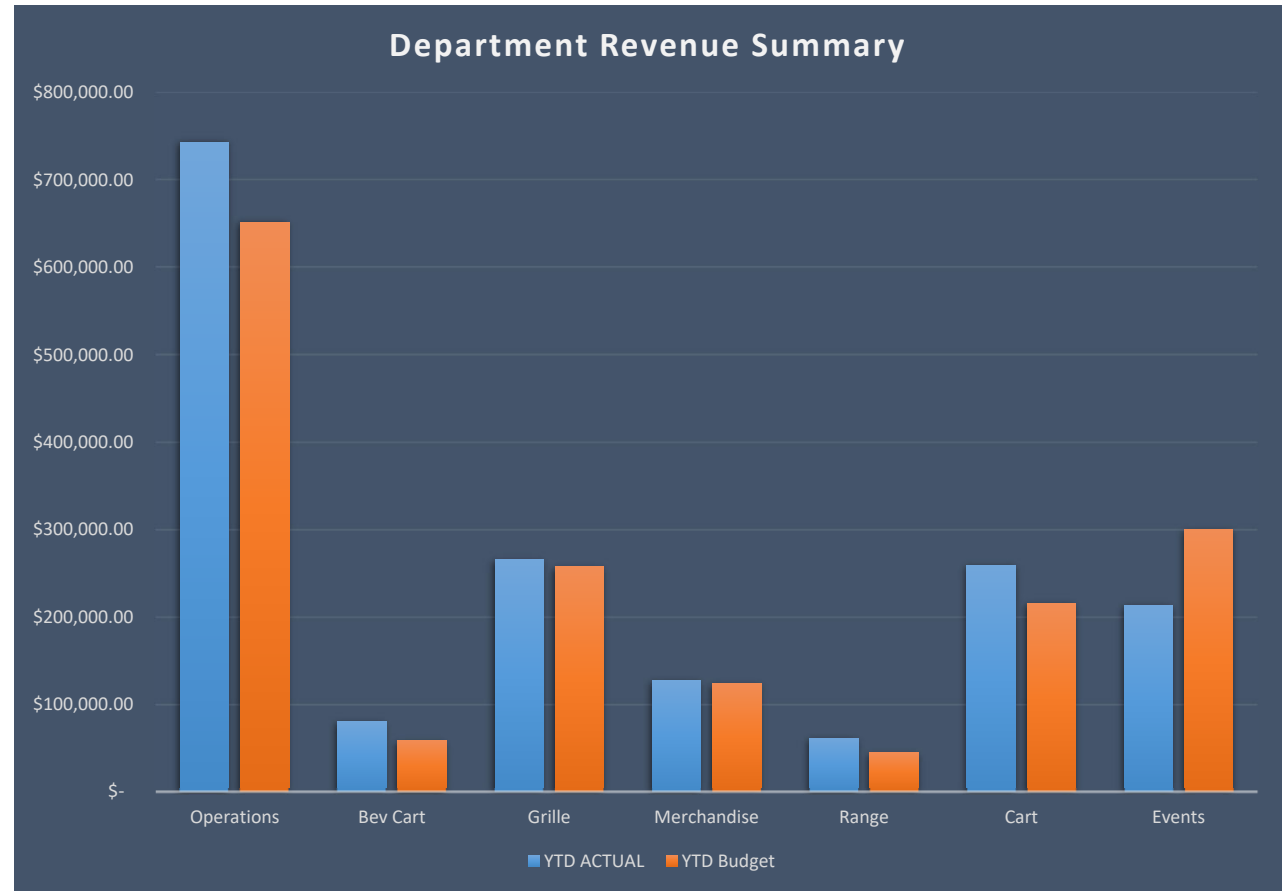
FY21 Semi-Annual Review



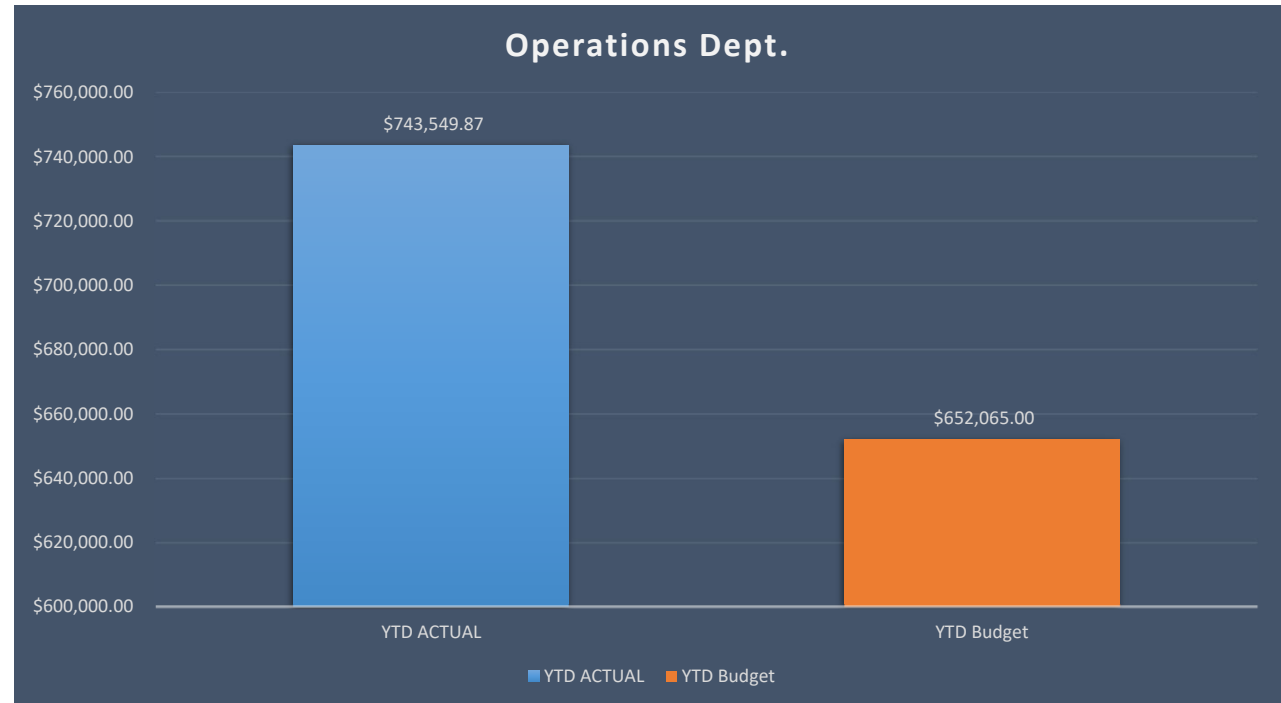
Expectations

- With the ongoing COVID19 pandemic, the expectation was for revenues to be limited
- It was believed that revenues would be extremely reduced in Events but remain stagnant in all other departments
- Projections for rounds of golf played were to be very similar to FY20

Key Categories Budget vs. Actual



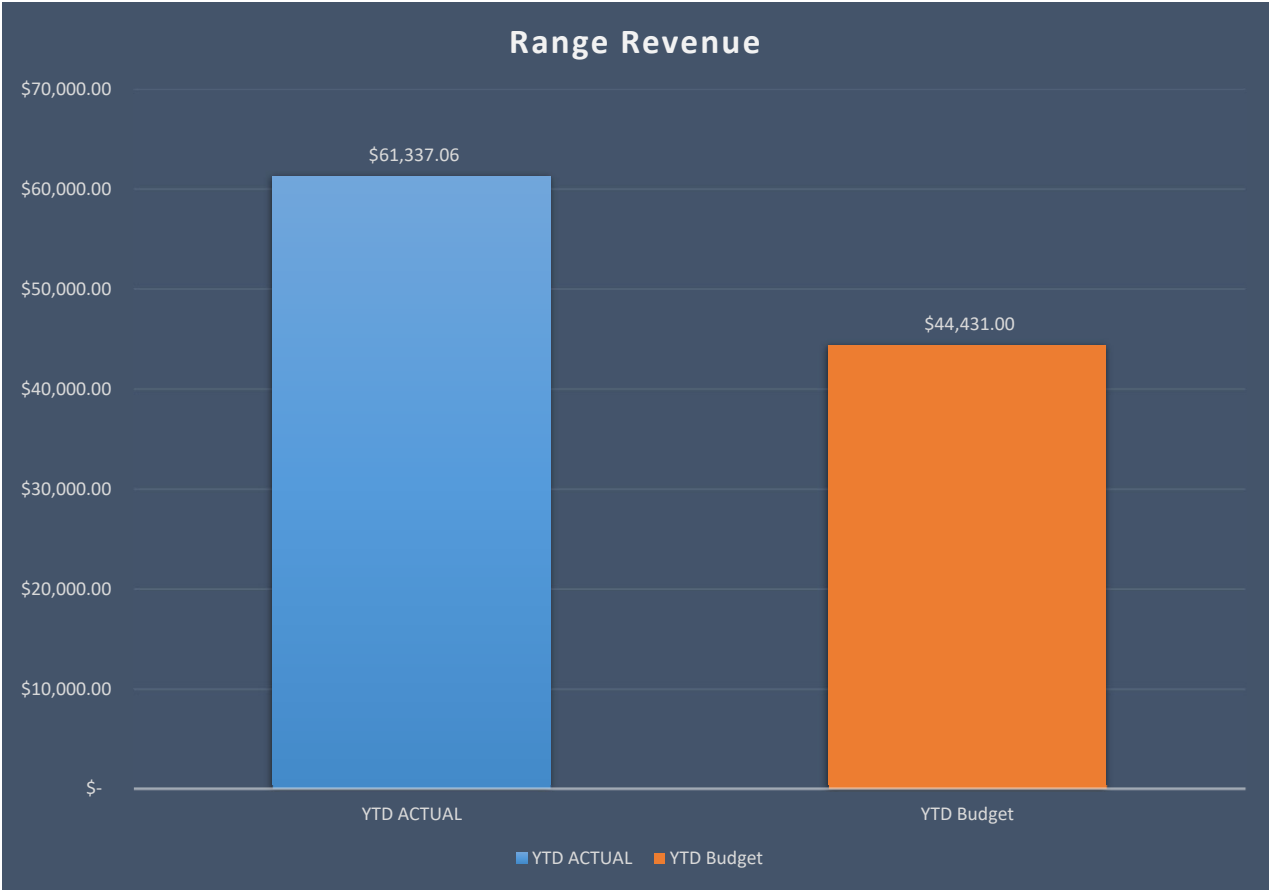
Key Categories Budget vs. Actual



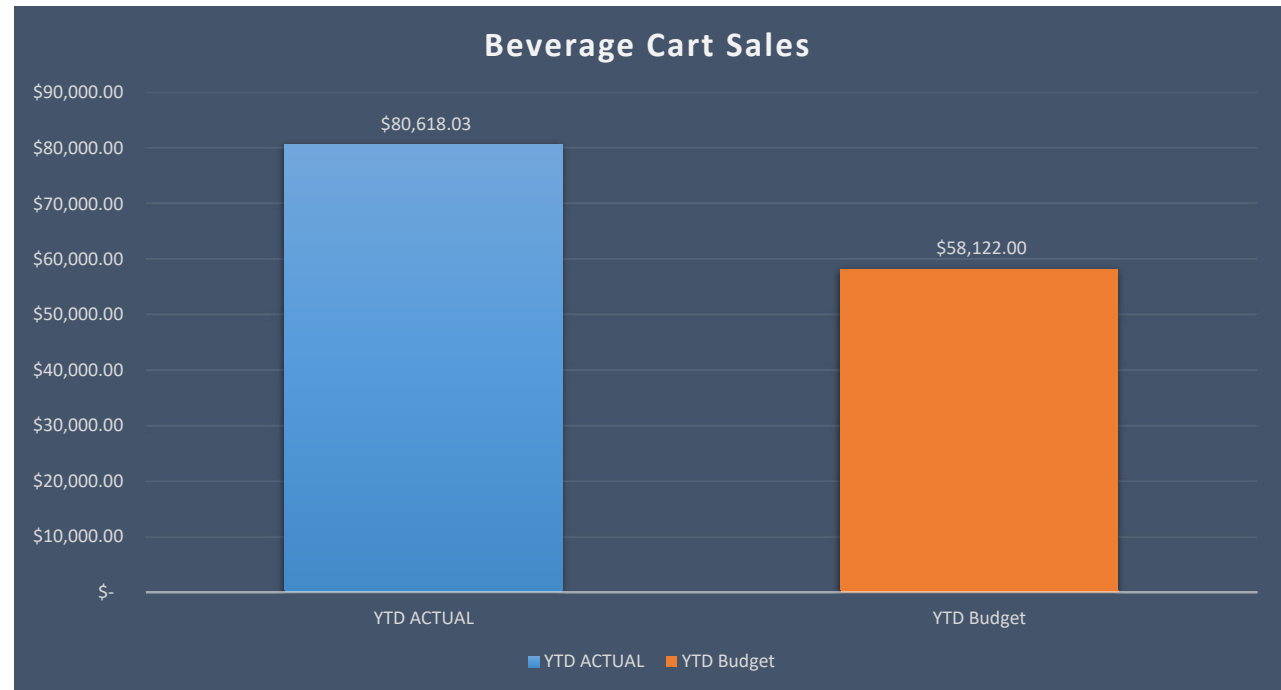
Contributing Factors:

- Increased rounds of golf played even with less playable days
- Golf has seen a resurgence during COVID

Key Categories Budget vs. Actual



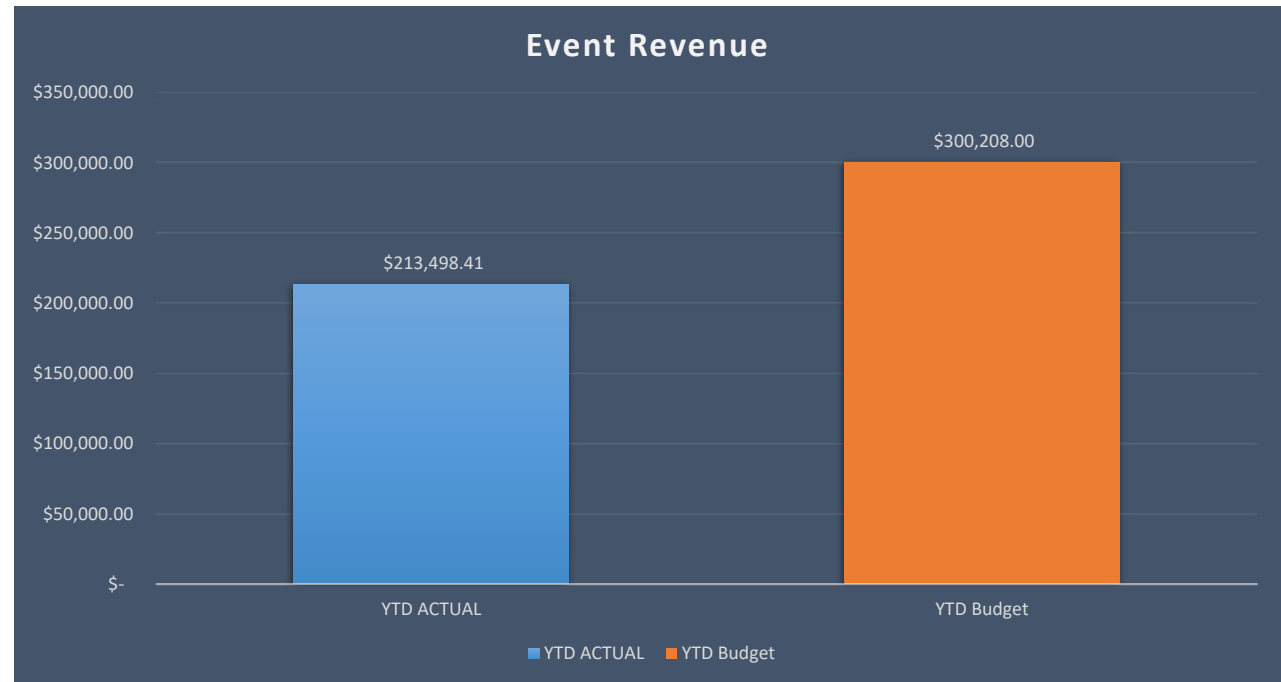
Key Categories Budget vs. Actual



Contributing Factors:

- Increased rounds of golf played leading to higher sales
- Implementation of mobile electronic POS to better handle credit card sales

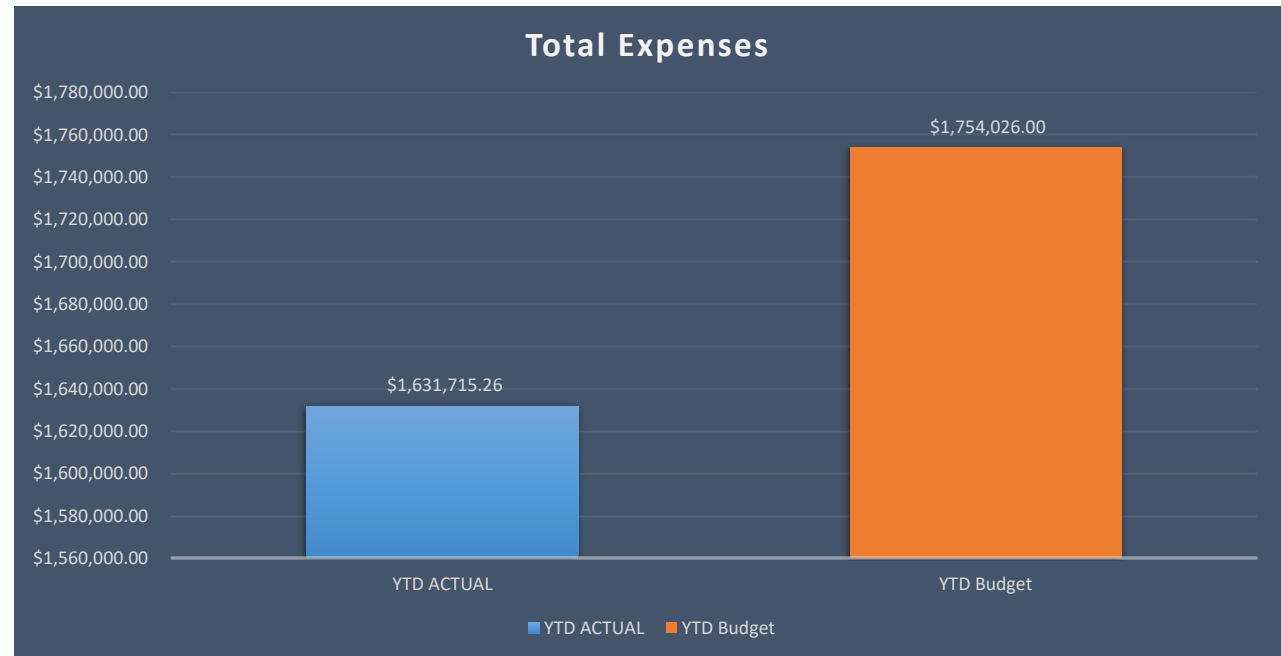
Key Categories Budget vs. Actual



Contributing Factors:

- COVID restrictions have lasted longer than originally projected
- Gathering restrictions have only recently been lifted
- Many events canceled because of the lack of anticipated attendance

What about expenses?



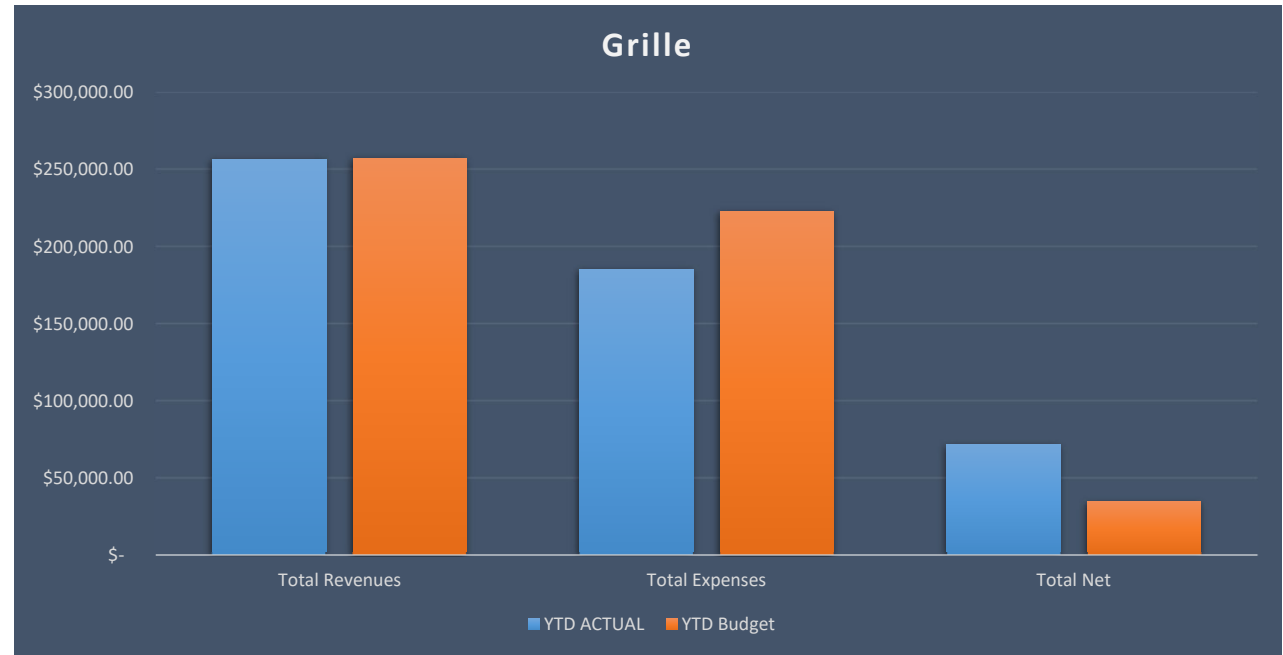
Contributing Factors:

- Events revenues, which carry a higher variable cost have been significantly reduced
- We have been able to operate with two unfilled positions for a portion of this time
- We were able to negotiate a lower price with our golf course maintenance contractor beginning in January 2021

Grille & Events

- The expectations were for event sales to be down as compared to historical levels
- The reality is that events were down even further than expected
- Golf tournament make up a good portion of these event sales that did occur
- Besides weddings, many other social events have not returned. This includes fundraisers and other events hosted by organizations

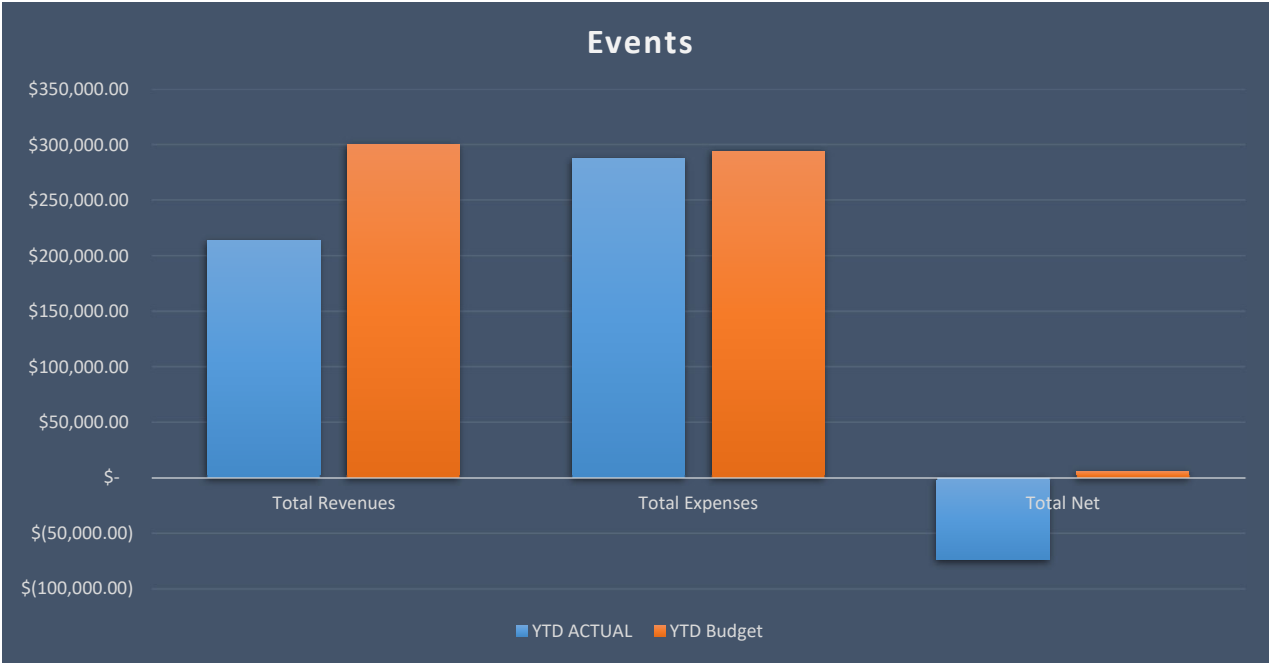
Grille & Events



Contributing Factors:

- Our standard cost breakdown is 35% of expenses are allocated to the Grille

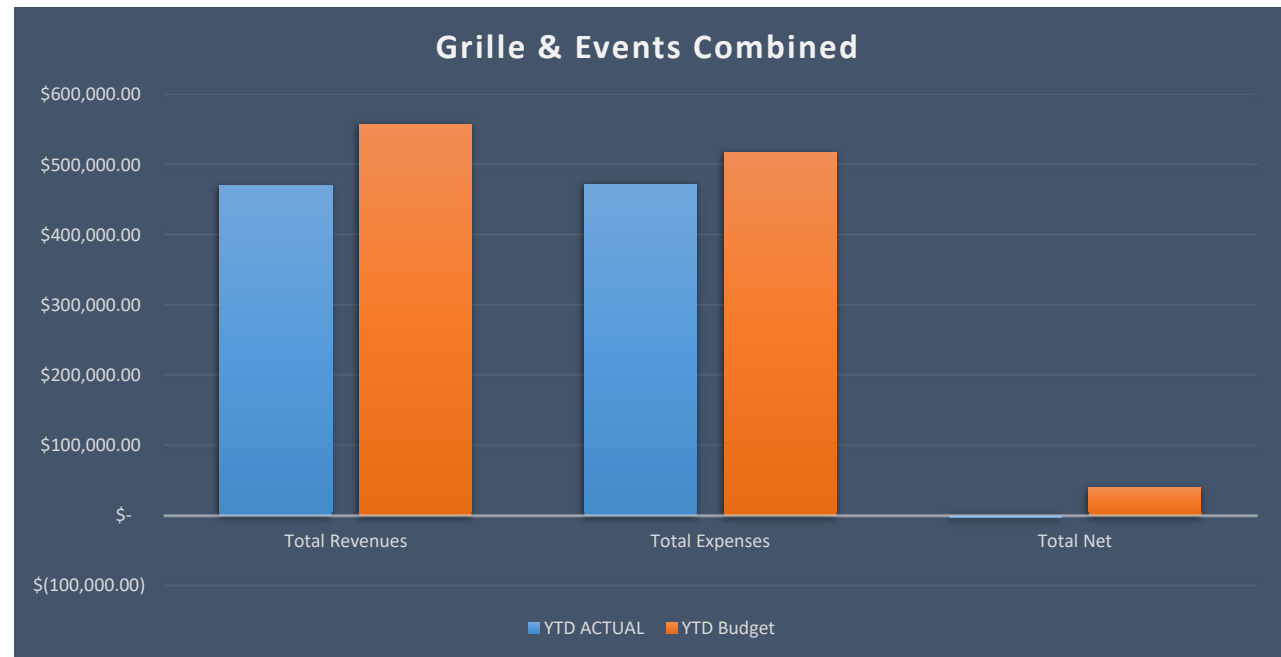
Grille & Events



Contributing Factors:

- Our standard cost breakdown is 65% of expenses are allocated to Events

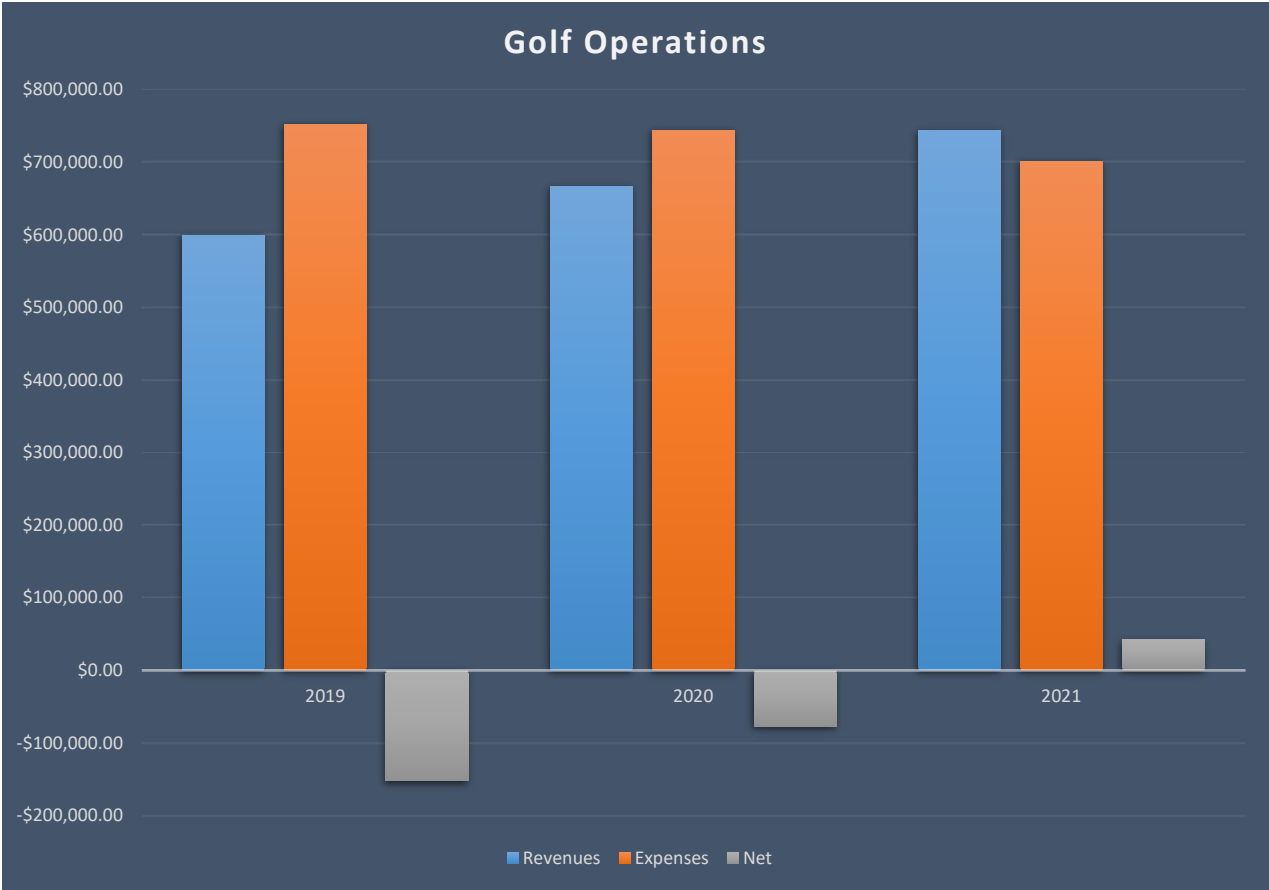
Grille & Events



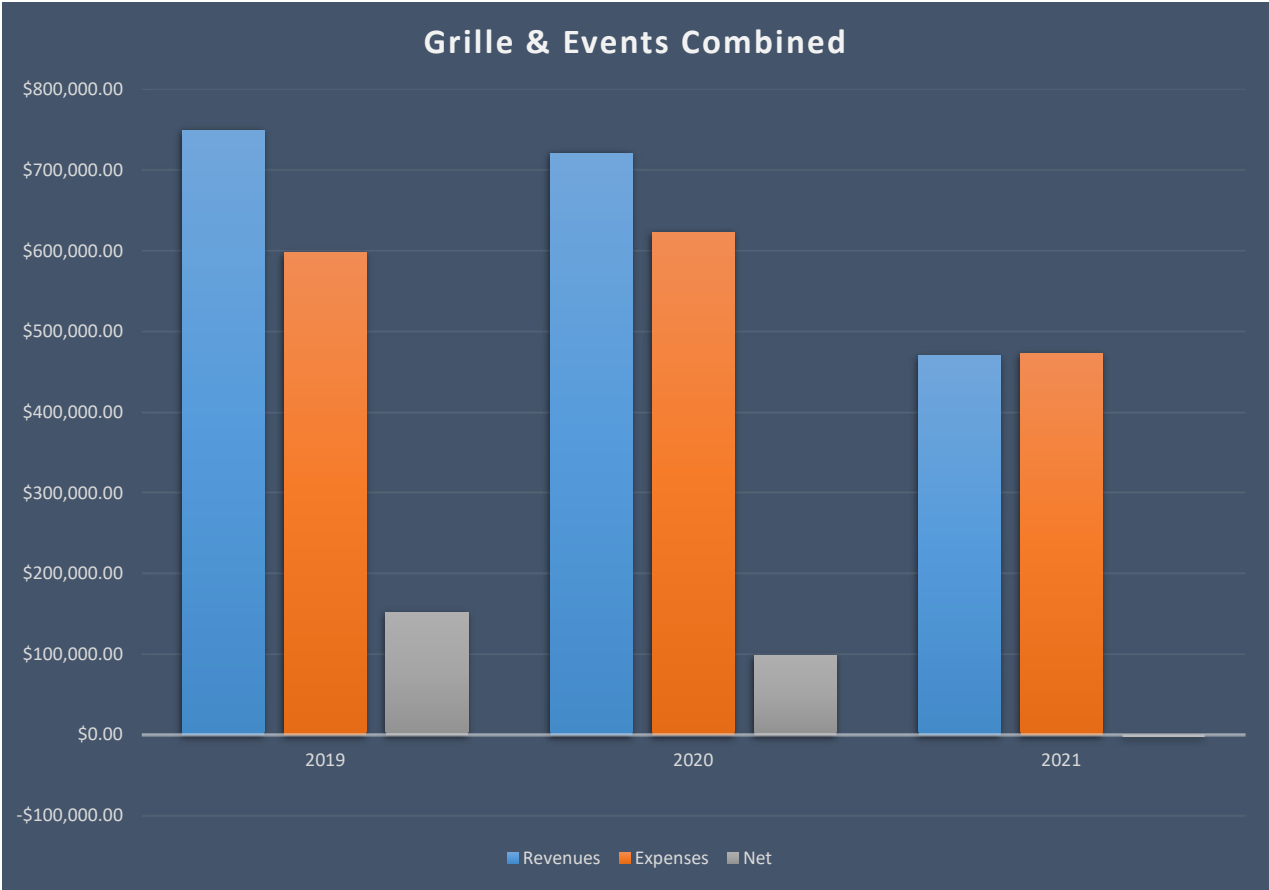
Contributing Factors:

- Strong Grille sales have been able to sustain the F&B department.
- Combined the departments have a net loss of \$2,724
- We have been able to avoid any layoffs of personal for financial reasons

How does this compare?



How does this compare?



Where we are today

	YTD ACTUAL	YTD Budget	Actual v. Budget
Revenue Total	\$ (2,220,794.95)	\$ (1,706,399.00)	\$ (514,395.95)
Expense Total	\$ 1,631,715.26	\$ 1,754,026.00	\$ (122,310.74)
Less Surcharge Investment Account	\$ 63,018.48	\$ 54,884.00	\$ 8,134.48
Less Fund Balance Adjustment	\$ 414,114.00	\$ -	\$ 414,114.00
Operational Net	\$ (111,947.21)	\$ 102,511.00	\$ (214,458.21)

So what does
this mean?

- This should not be expected to be the “new normal”
- We can and should look for ways to extend this momentum
- Golf is a key factor in overall facility success
- How can we capitalize on current golf success for long term sustainability?